

GENERAL INFORMATION	
<b>Name of formality</b>	License to Operate International or Transit Goods Transportation Business
<b>Type of formality</b>	License
<b>Date of last modification</b>	12.01.2018
<b>Responsible Authority</b>	Public Work and Transport Department
<b>Who should apply for this formality?</b>	Any person or legal entity that intends to operate the business of moving the goods from one place to another destination from Lao PDR to another country or from another country to Lao PDR; or the transit transportation through Lao PDR to the third country (destination)
<b>Qualifications needed by the business to get the formality</b>	1. Shall have an executive that have at least 5 years of business experience related to transportation 2. Shall have a minimum 20% of technical staff who are Lao citizens and have High Diploma in Transportation field with at least 2 years of working experience. 3. Shall have minimum registered capital of 5 billion LAK. 4. Shall have at least 20 trucks with 100% technical capacity. 5. Must be a big enterprise and have advance technology. In case of foreign-invested company, a foreign shareholder shall not hold share more than 49% of the total capital.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Instruction governing the Establishment of Controlled Business in Public Works and Transportation Sector	13779/MPWT	21.08.2015	
Law on Land Transportation (Amended)	24/NA	12.12.2012	Chapter III: article 23 to article 27

REQUIRED DOCUMENTS FORMALITIES		
Name	Type	Comment

<b>\${SUPPORT_NAME}</b>	<b>\${SUPPORT_TYPE}</b>	<b>\${SUPPORT_COMMENT}</b>
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<b>LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
<b>\${ATTACHMENT_NAME}</b>	<b>\${ATTACHMENT_TYPE}</b>	<b>\${ATTACHMENT_FILE}</b>

<b>LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
<b>\${ATTACHMENT_NAME_RENEW}</b>	<b>\${ATTACHMENT_TYPE_RENEW}</b>	<b>\${ATTACHMENT_FILE_RENEW}</b>

<b>MEAN OF PRESENTATION</b>		
<b>Means of presentation</b>	At the Authority Offices	
<b>Address of authority</b>	Public Work and Transport Department, Vientiane Capital	
<b>Time it takes to the authorities to process the formality</b>	3	The authority will consider and issue the license within 3 official days after the applicants submit the complete application and required documents. The applicant is recommended to follow up with the authority closely in case the submitted documents or/and required documents are incomplete. The applicant will later have to submit the correct documents according to the advice from the authority.

<b>RENEWAL INFORMATION</b>	
<b>Does the formality have a validity or an expiration date?</b>	<b>How long will the formality be valid for? (in months)</b>
YES	12
<b>What is the process and conditions to get the formality?</b>	

<b>What is the process and conditions to renew the formality?</b>	This formality shall be valid until 31 of December for each year and it shall be renewed by 30th of March in the following year.
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ISSUING FEES				
Has application fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Application fees businesses need to disburse	Total fees businesses need to disburse
YES	50000.00	200000.00	0.00	250000.00
Comments	According to the Single Window Office of the department			
ADDITIONAL ISSUING FEES				
Additional fee names				
NO	0.00	0.00	0.00	0.00
Additional fee comments				

RENEWAL FEES				
Has renewal fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Renewal fees businesses need to disburse	Total renewal fees businesses need to disburse
YES	50000.00	200000.00	0.00	250000.00
Comments	According to the Single Window Office of the department			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				

