

| <b>GENERAL INFORMATION</b>  |   |
|---|---|
| <b>Name of formality</b>  | International Transport Permit  |
| <b>Type of formality</b>  | Other   |
| <b>Date of last modification</b>                                  | 20.10.2020  |
| <b>Responsible Authority</b>                                      | Department of Transport   |
| <b>Who should apply for this formality?</b>                       | Individual, legal entity or organization intends to provide transportation service and specific international transportation  |
| <b>Qualifications needed by the business to get the formality</b> | A vehicle that uses for a transport service and specific transport must have the following conditions: - Belonging to the transport enterprise, if it is a rental car it must belong to a car rental enterprise;- A left-hand drive car;- The vehicle is not more than twelve years, for vehicle travel between provinces and international;- Have technical standards in accordance with the regulations of the Ministry of Public Works and Transport;- Registered and affix plate with enterprise-type;- Have Vehicle use permit and Passenger Log Book;- Affix symbol in accordance with the regulations of the Ministry of Public Works and Transport;- Have paid annual road usage fees;- Have insurance in accordance with the type and scope of transportation.The State allows the registration of right-hand drive for cross-border transport business with countries that use the left-hand traffic system only. |

| <b>LEGAL FRAMEWORK</b>                          |               |             |                               |
|---|---------------|-------------|-------------------------------|
| <b>Name</b>                                     | <b>Number</b> | <b>Date</b> | <b>Comment</b>                |
| Law on Land Transportation (Amended)            | 24/NA         | 12.12.2012  | Chapter 2, Article 15         |
| Presidential Ordinance on Fees and Service Fees | 003/PO        | 26.12.2012  | Article 21.2 and Article 24.2 |

**REQUIRED DOCUMENTS FORMALITIES**

| <b>Name</b>        | <b>Type</b>        | <b>Comment</b>        |
|--------------------|--------------------|-----------------------|
| `\${SUPPORT_NAME}` | `\${SUPPORT_TYPE}` | `\${SUPPORT_COMMENT}` |

**LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION**

| <b>Name of document</b> | <b>Type of document</b> | <b>File of document</b> |
|-------------------------|-------------------------|-------------------------|
| `\${ATTACHMENT_NAME}`   | `\${ATTACHMENT_TYPE}`   | `\${ATTACHMENT_FILE}`   |

**LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION**

| <b>Name of document</b>     | <b>Type of document</b>     | <b>File of document</b>     |
|-----------------------------|-----------------------------|-----------------------------|
| `\${ATTACHMENT_NAME_RENEW}` | `\${ATTACHMENT_TYPE_RENEW}` | `\${ATTACHMENT_FILE_RENEW}` |

**MEAN OF PRESENTATION**

|  |   |  |
|--|---|--|
| <b>Means of presentation</b>                                     | At the Authority Offices  |  |
| <b>Address of authority</b>                                      | Department of Transport, Ministry of Public Works and Transport |  |
| <b>Time it takes to the authorities to process the formality</b> | 5   | In case the applicant has completed the application in full and accuracy, the authority will consider issuing a permit within 5 working days (If there are many trucks it will take 10 working days) |

**RENEWAL INFORMATION**

|   |   |
|---|---|
| <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> | 1. This permit is valid for 1 year from the signing date<br>2. For renewal of this permit must submit 3 months in advance before its expire and the procedure is the same as a new application. |

| <b>ISSUING FEES</b>            |   |   |   |   |
|--------------------------------|---|---|---|---|
| <b>Has application fees?</b>   | <b>Service fees businesses need to disburse</b> | <b>Certificate fees businesses need to disburse</b> | <b>Application fees businesses need to disburse</b> | <b>Total fees businesses need to disburse</b> |
| YES                            | 35000.00  | 30000.00  | 0.00  | 65000.00                                      |
| <b>Comments</b>                | According to the Edict 003/PO                   |   |   |   |
| <b>ADDITIONAL ISSUING FEES</b> |   |   |   |   |
| <b>Additional fee names</b>    |   |   |   |   |
| NO                             | 0.00  | 0.00  | 0.00  | 0.00  |
| <b>Additional fee comments</b> |   |   |   |   |

| <b>RENEWAL FEES</b>                     |   |   |   |   |
|---|---|---|---|---|
| <b>Has renewal fees?</b>                | <b>Service fees businesses need to disburse</b> | <b>Certificate fees businesses need to disburse</b> | <b>Renewal fees businesses need to disburse</b> | <b>Total renewal fees businesses need to disburse</b> |
| YES                                     | 35000.00  | 30000.00  | 0.00  | 65000.00  |
| <b>Comments</b>                         | According to the Edict 003/PO                   |   |   |   |
| <b>ADDITIONAL RENEWAL FEES</b>          |   |   |   |   |
| <b>Additional renewal fees names</b>    |   |   |   |   |
| NO                                      | 0.00  | 0.00  | 0.00  | 0.00  |
| <b>Additional renewal fees comments</b> |   |   |   |   |