

<b>GENERAL INFORMATION</b>	
<b>Name of formality</b>	Goods Transport Logbook
<b>Type of formality</b>	Other
<b>Date of last modification</b>	17.12.2020
<b>Responsible Authority</b>	Department of Transport
<b>Who should apply for this formality?</b>	A transport company with Business Operating License for Transport.
<b>Qualifications needed by the business to get the formality</b>	Must be a legal entity registered with the Ministry of Industry and Commerce.

<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	
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Article 21.I.5 and Article 24.I.5

<b>REQUIRED DOCUMENTS FORMALITIES</b>		
<b>Name</b>	<b>Type</b>	<b>Comment</b>
#{SUPPORT_NAME}	#{SUPPORT_TYPE}	#{SUPPORT_COMMENT}

<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>
#{ATTACHMENT_NAME}	#{ATTACHMENT_TYPE}	#{ATTACHMENT_FILE}

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

MEAN OF PRESENTATION		
Means of presentation	At the Authority Offices	
Address of authority	Department of Transport, Ministry of Public Works and Transport	
Time it takes to the authorities to process the formality	5	In case the applicant has completed the application in full and accuracy, the authority will consider issuing a permit within 5 working days.

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	12
What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	According to the authority, there is no renewal; One logbook is valid for 1 year. In case it is expired the applicant must apply for a new logbook with the Transport Department and the supporting documents are the same when applying for the first time.

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	10000.00	30000.00	0.00	40000.00
Comments	Pursuant to the Ordinance on Fees and Service Charges, No. 003/PO			
ADDITIONAL ISSUING FEES				

<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>
NO	0.00	0.00	0.00	0.00
<b>Comments</b>				
<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>				