

SOUTH AFRICAN BUREAU OF STANDARDS APPLICATION FOR LETTER OF AUTHORITY – LoA1

PLEASE READ CAREFULLY BEFORE COMPLETING THE APPLICATION FORM

1. Submit ONLY the documentation required.
2. Documentation must be in English. A certified translation must be submitted where applicable.
3. The time required to issue an LoA1 is dependant on the Applicant submitting a fully completed application, together with the correct documentation, and payment of the required fee.
4. The application must be completed and signed by the applicant, or an appointed proxy for ALL organizations or companies. In ALL cases the name of the applicant/proxy and ID/passport number must appear on the application (Q 4/5/6).
5. Please telephone us if further information is required.
Telephone **27 12 428 6276/6891/6534; Fax **27 12 428 6565 (please use no other fax number).
6. Applications will only be considered once the required non – refundable fee has been paid.
7. CERTIFICATE OF COMPLIANCE (Q30)

No vehicle first registered on or after 1st January 1997 may be imported unless the applicant supplies proof of compliance with the South African compulsory specifications, by production of

- A letter from a registered SA manufacturer, importer or builder, certifying the origin of the vehicle in SA; or
- A Certificate of Compliance issued by the MANUFACTURER, certifying compliance with SA or equivalent (ie EEC or ECE) specifications; also that the vehicle is RIGHT HAND DRIVE and fitted with a metric (ie km/h) speedometer.

8. LEFT HAND DRIVE VEHICLES

No vehicle first registered on or after 1st January 2000 may be imported if fitted with LEFT HAND STEERING.

DOCUMENTATION REQUIRED FOR IMPORTING OF A VEHICLE FOR INDIVIDUALS AND NOT MIB'S	FEE
NB This is the minimum documentation required and must be submitted with the application. Additional documentation may be required if deemed necessary.	
A. NEW VEHICLES Certified copies of documents must be submitted – faxed copies not accepted <ol style="list-style-type: none"> 1. Proof of compliance with European Regulations (EEC or ECE) issued by the manufacturer See Notes & Advice 2.3 and Question 30 of Application form. 2. ID or passport of applicant 3. Proof of purchase of vehicle 4. Proof of payment to the SABS – copy of deposit slip in case of bank transfer 	R1800/ VEHICLE
B. USED VEHICLES – SOUTH AFRICAN MANUFACTURED VEHICLES (NOT MOTORCYCLES) Copies of documents must be submitted, faxed copies accepted. <ol style="list-style-type: none"> 1. ID or passport of applicant or proxy in case of a company 2. Registration document of country where vehicle was last registered prior to export to South Africa 3. Confirmation of vehicle origin: original manufacturer or alternatively previous SA license document 4. Proof of purchase – if not registered in applicants name 5. Request for Police identification – RPI (fully completed) 6. Letter and ID of proxy in case of companies. 7. Proof of payment to the SABS – copy of deposit slip in case of bank transfer. Bank details below. 	R300/ VEHICLE
C. USED VEHICLE – FOREIGN VEHICLES (NOT MOTORCYCLES) Certified copies of documents must be submitted – faxed copies not accepted <ol style="list-style-type: none"> 1. Proof of compliance with European Regulations (EEC or ECE) issued by the manufacturer See Notes & Advice 2.3 and Question 30 of Application form. 	

<ol style="list-style-type: none"> 2. Proof of uninterrupted/continuous ownership and use for at least six months prior to export to SA 3. ID or passport of applicant 4. Documentary proof of applicant's permanent residence. 5. Vehicle registration documents of foreign country, officially translated, if not in English 6. Proof of payment to the SABS – copy of deposit slip in case of bank transfer 	R1800/ VEHICLE
<p>D. MOTORCYCLES – USED Certified copies of documents must be submitted – faxed copies not accepted</p> <ol style="list-style-type: none"> 1. ID of applicant 2. Vehicle registration documents of foreign country, officially translated if not in English 3. Proof of purchase (if not registered in applicant's name) 4. Proof of payment to the SABS – copy of deposit slip in case of bank transfer 	SEE TABLE BELOW
<p>E. MOTORCYCLES – NEW Certified copies of documents must be submitted – faxed copies not accepted</p> <ol style="list-style-type: none"> 1. ID of applicant 2. Proof of purchase of motorcycle 3. Proof of payment to the SABS – copy of deposit slip in case of bank transfer 	SEE TABLE BELOW
<p>F. TRAILERS – USED (ABOVE 750 KG GVM) Certified copies of documents must be submitted – faxed copies not accepted</p> <ol style="list-style-type: none"> 1. ID of applicant 2. Registration document of foreign country officially translated if not in English. 3. Letter and ID of proxy in case of a company 4. Proof of payment to the SABS – copy of deposit slip in case of bank transfer 5. Note: Document issued subject to inspection by SABS if and when deemed necessary 	SA ORIGIN R300 ALL OTHER R1800
<p>G. TRAILERS – NEW Certified copies of documents must be submitted – faxed copies not accepted</p> <ol style="list-style-type: none"> 1. ID of applicant 2. Proof of purchase 3. Letter and ID of proxy in case of a company 4. Proof of payment to the SABS – copy of deposit slip in case of bank transfer 5. Note: Document issued subject to inspection by SABS if and when deemed necessary 	SA ORIGIN - NA ALL OTHER R1800
<p>H. DONATIONS AND INHERITANCE DONATIONS MUST BE MADE BY THE REGISTERED OWNER. All applicable documentation is required, plus a letter from the Donor to confirm donation or a copy of the will.</p>	FEES AS ABOVE

DOCUMENTATION REQUIRED BY FOREIGN DIPLOMATS

1. DIPLOMATIC ID AND/OR NOTE VERBALE.
2. PROOF OF OWNERSHIP OR PREVIOUS REGISTRATION IN THE NAME OF THE APPLICANT.
3. PROOF OF COMPLIANCE AS ABOVE.
4. PAYMENT TO SABS (FEE AS ABOVE).

**PAYMENT OF FEES FOR THE ISSUING OF A LETTER OF AUTHORITY 1 (LOA1)
FOR THE IMPORTATION OF ONE MOTOR VEHICLE**

A. PAYMENT FROM WITHIN SOUTH AFRICA:

Applicants may submit the prescribed payment either by

CHEQUE issued by any South African commercial bank or
CASH personal payment only or
MONEY TRANSFER from any commercial Bank in South Africa

B. BANK DETAILS FOR PAYMENT BY BANK TRANSFER

Alternatively, applicants may use the option of MONEY TRANSFER from a foreign country and Bank:

Our Banking Details:

Name of Bank : ABSA BANK
Branch : BROOKLYN BRANCH
Branch Code : 632-005
Account No. : 40-5322-4774
Swift Code : ABSAZAJJ (important for international money transfers)
Deposit ID no : 00663437

CHEQUE-OR MONEY TRANSFER PAYMENTS MUST PLEASE BE MADE OUT TO
THE SOUTH AFRICAN BUREAU OF STANDARDS or THE SABS

**WHEN DEPOSITING FUNDS INTO THE ABOVE ACCOUNT , PLEASE ENSURE TO QUOTE THE DEPOSIT-
IDENTIFIER No : 00663437 ON THE DEPOSIT SLIP !**

C. PROOF OF PAYMENT :

When making payment by means of LOCAL or INTERNATIONAL MONEY TRANSFER it is essential to fax the DEPOSIT DOCUMENT to the SABS at FAX No 012-428 6565 or International 27+12+428 6565

D. FEE STRUCTURE :

TYPE OF IMPORT	FOR A SOUTH AFRICAN VEHICLE	FOR A FOREIGN VEHICLE	FOR A MOTORCYCLE OR TRICYCLE OR QUADRUCYCLE
RETURNING SA-RESIDENT OR IMMIGRANT	LOCAL FEE Rand 300,-	Rand 1800,-	SOUTH AFRICAN ORIGIN : ALL CLASSES : R350
FOREIGN DIPLOMAT	NOT APPLICABLE	Rand 1800,-	
DONATIONS	Rand 300,-	Rand 1800,-	FOREIGN CYCLES : cc RAND 0 - 100 350 101-250 400 251-500 650 501-750 800 751 and over 1000
PERSONAL IMPORTS	Rand 300,-	Rand 1800,-	
ALL OTHERS	Rand 300	Rand 1800,-	