ENERGY REGULATION BOARD	Licence Requirements for	<b>Doc. Туре.</b>	Form
	Terminal Storage of Petroleum	Doc. No.	LN.FM-018
	Products	Issue Date	2024-01-26
		Revision No.	00
	Licensing	Page No.	Page I of <b>6</b>

This **Checklist** should be completed and submitted together with "Form I – Application Form"

This licence involves engaging in entrepreneurial and non-entrepreneurial activities relating to storage of petroleum products on the strength of a storage facility with a capacity of at least  $1,000 \text{ m}^3$ 

#### Instructions

- I. Read Energy Regulation (General) Regulations 2023 before completing this form
- 2. Use capital letters and where applicable mark  $\boxtimes$
- 3. This checklist has nine (9) parts.
  - a. For initial application, applicants must complete parts: A,B,C,D,G&H
  - b. For amendment to licence, applicants must complete parts: A, C,E,G&H
  - c. For renewal application, applicants must complete parts: A,B(II), C,D,F,G&H
- 4. Use a separate application form for each project.

#### A. Application Particulars

Name of Applicant			
Please mark $oxtimes$ to select type o	f entity or specify in "other"	,	
□Limited Liability Company □ Trust	□Partnership □Other (please specify)	□Sole Trader	□Body Corporate
Company/Entity's Registration N	Number		
ZRA Taxpayer Identification Nu	umber		
ERB (application fee) Receipt N	umber		
Please mark $oxtimes$ to choose the typ	e of Licence Activity(ies) being	applied for	
Own use	Storage (inclu	ding hospitality)	
Please mark $oxtimes$ to select type o	fapplication		
Initial	Amendment	R	lenewal
	ation is " <b>Amendment</b> " please c ewal" please "Part B,C,D" and g		'and go to "Part E"

#### **B.** Financial Information

## I. Initial Application – Cost of Investment

Please provide the projected total cost of investment in in storage facilities				
Amount in Figures				
Amount in Words				

Proof of funds for working capital	Mark $\boxtimes$ where applicable
Line of credit from a financial institution	
Letter of sponsorship/financing	
Latest Bank statement (Not later than 3 months)	
Grants	
Other (specify)	

# II. Renewal Application – Determination of Net worth - (Use audited financial statements not older than 2 years)

Non-Current Assets (A) (ZMW)	Current Assets(B) (ZMW)	Current Liabilities(C) (ZMW)	Net Worth (D)= A+B-C	Proportion of Licenced Activity to entire Business (%)

	Licence Requirements for	Doc. Type.	Form
	Terminal Storage of Petroleum	Doc. No.	LN.FM-018
	Products	Issue Date	2024-01-26
	Froducts	Revision No.	00
	Licensing	Page No.	Page <b>3</b> of <b>6</b>

## C. Schedule of Proposed Storage Capacity

## Table 3: Installed Capacities per product

No	Location	Coordinates	Year of Construction	Capacity (M <sup>3</sup> )					Capacity (MT)	
		Gasoil	Petrol	Kerosene	Jet A I	LFO	Avgas	HFO		
I										
2										
3										
4										
5										
6										
7										
8										
9										
10										
Tota	I									

	Licence Requirements for	Doc. Type.	Form
	Terminal Storage of Petroleum	Doc. No.	LN.FM-018
	Products Licensing	Issue Date	2024-01-26
		Revision No.	00
		Page No.	Page <b>4</b> of <b>6</b>

Table 1: Proposed Loading Facilities

Type of Carrier	Units	Loading Capacity per day (M <sup>3</sup> )	Average Time per Carrier(Min)

#### Table 4: Proposed Tanks to be licensed for storage of petroleum Products

Product	Tank No.	Total Capacity (M <sup>3</sup> )	Dead Volume (M <sup>3</sup> )	Effective Capacity (M <sup>3</sup> )

ENERGY REGULATION BOARD	Licence Requirements for	Doc. Type.	Form
	Terminal Storage of Petroleum	Doc. No.	LN.FM-018
	Products	Issue Date	2024-01-26
		Revision No.	00
	Licensing	Page No.	Page <b>5</b> of <b>6</b>

#### **D.** Permission from other Authorities

Requirement	Issue date	Expiry date	Reference No.
Local Authority (Valid Fire Certificate)			
Valid ZMA certification (metering)			
Valid ZCSA Certification ( for probes)			

## E. Application for Amendment

Name of facility

Licence Number

Outline of proposed amendments to permit,

Attach	relevant	supporting	documents	(Including	а	"Cover	Letter"	justifying	the	proposed
amendr	nent)									

## F. Application for Renewal (should be submitted at least 3 months before expiry of existing licence)

Please provide the following details of the current licence				
Current Licence No				
Issue Date				
Expiry Date				

Are there any outstanding liabilities on the current licence?	Yes 🗌 No 🗌
If yes, please specify.	

	Licence Requirements for Terminal Storage of Petroleum	Doc. Type.	Form
ENERGY		Doc. No.	LN.FM-018
REGULATION BOARD		Issue Date	2024-01-26
BUARD	Products	Revision No.	00
	Licensing	Page No.	Page <b>6</b> of <b>6</b>

## **G.** Declaration by Applicant

I (full name in block letters)

declare that the particulars, details and information given in this checklist are true and correct to the best of my knowledge

Signature

Date

#### **H. Appendices** (*Please attach the following to your application where applicable*)

Requirement	Y	N	NA
Valid Fire Certificate (for applicants with storage depots)			
Cost of construction the facility/Latest valuation report			
Proof of ownership of consumer facility			

### FOR OFFICIAL USE ONLY

Review of the Application					
<b>Recommendation</b> Approval	🗌 Reject	Request for additional			
		information			
Reason(s) or Condition(s) for the F	Recommendation				
Reviewed by	Sign	Date			
Checked by	Sign	Date			
	JISII				
Approved by	Sign	Date			