**ZOMBA CITY COUNCIL**



P.O BOX 43

ZOMBA

MALAWI

Your Ref:……………

Our Ref: ZCC/COM/2025

Tel: (265) 01 525 039

Fax: (265) 01 525 362

Email: info@zombacitycouncil.mw

**NON-REFUNDABLE APPLICATION FEE FOR COMMERCIAL SHOPS AT BUS DEPOT (MK 30,000.00)**

1. **Business details (to be filled by the applicant)**

Full names of the applicant / business owner …………………………………………………………………………………….

Business name………………………………………….. National ID/Passport number……….……………………………..

Nature / type of business………………………………………………….. Capital Employed………………………………….

Sector in which the Business Belong ………………………………………………………………………………………………….

Postal address……………………………………………………………………………………………………………………………………..

Physical address…………….……………………………………………………………………… Cell…………………………………….

Email address …………………………………………………………………………………

Area of Business Interest Applied for: ………………………………………………………………… (Depot (Front/Back)/Flea market)

Previously Owned Shop (if not new)………………………………………… Application fee MK……………………………

Signature of applicant…………………………………………………. Date………………………………………………

*All application that do not contain true and required information will be disqualified. Zomba city council reserves the right to check on information applicant have provided from any source in order to make informed decision on the applicant, and if the information is found to be false, the application will be declared null and void.*

1. **For official use only**

Amount paid MK…………………………………………………… GR No…………………………………………………….

Form Processed by…………………………………………………………… signature………………………………………

**Required attachments when Submitting**

* Registered business entities with the Council (Proof of Business license certificate for Zomba City Council and any other additions, **Council business license is a must**).
* Proof of National Identify Card (Coloured).
* Proof of financial capability (Bank statements)
* Proof of compliance in rental payments (reference letters from previous landlords or current ones)

**Submission Dateline: 4th March, 2025 by 12:00 noon.**