

GENERAL APPLICATION PROCEDURE TO AQUIRE A STAND

1. APPLICATION FORMS CAN BE DOWNLODED OR COLLECTED FROM THE FOLLOWING OFFICES-:

- COUNCIL HEAD OFFICE RECEPTION
- COUNCIL WORKSHOP (PLANNING DEPT OFFICE)
- CHIKOMBEDZI GROWTH POINT SUB OFFICE

2. FILL THE STAND APPLICATION FORM AND PAY THE APPLICATION FEE THAT IS \$115.00 PER STAND APPLIED FOR. (Payment can be made through Cash, Ecocash and point of sale machines, or bank transfer (RTG).)

3. SUBMIT THE APPLICATION FORM TOGETHER WITH THE ATTACHED RECEIPT COPY TO THE PLANNING OFFICE.

4. COLLECT A STAND ACKNOWLEDGEMENT LETTER FROM THE PLANNING OFFICE INDICATING YOUR WAILIST LIST NUMBER.

APPROVAL OF SUBMITTED APPLICATION

5. THE STAND ALLOCATION COMMITTEE SHALL DELIBERATE AND APPROVE THE APPLICATION WITHIN 5 WORKING DAYS.

6. YOU SHALL RECEIVE A TELEPHONE CALL OR LETTER WITHIN A PERIOD OF 5 DAYS EXPLAINING WHETHER YOUR APPLICATION WAS SUCCESSFUL OR NOT.

NB: IF NOT SUCCESSFUL THE PLANNING OFFICE SHALL STATE THE REASONS WHY THE APPLICATION WAS NOT APPROVED

APPROVED STAND APPLICATIONS

YOU ARE REQUIRED TO PAY DEVELOPMENT PERMIT FEES, FORMS ARE COLLECTED FROM PLANNING OFFICE

9. DEVELOPMENT PERMIT FEES ARE AS FOLLOWS.

- COMMERCIAL STAND ---- \$1090.00 300SQM
- INDUSTRIAL STAND-----\$
- RESIDENTIAL STANDS -----\$
- INSTITUTIONAL STANDS---\$