

MUNICIPALITY BUDVA
Secretariat for economy and finance
Department for entrepreneurship

**SUBJECT: Request for issuance of a license for providing service of
transfer of passengers in the road transport
(car taxi transfer) - LEGAL PERSON**

Following documentation is submitted with the request:

1. Copy of identification card (for responsible person of legal person)
2. Doctor's approval for practice of public transport (for responsible person of legal person)
3. Certificate of a competent education center on completed exam for professional capability to perform service of public road transport (not applicable for persons that have associate or bachelor degree in road transport) - for responsible person of legal person, issued by Center for professional education.
4. **Two** confirmation of good reputation:
 - Confirmation that the person has not been convicted for criminal activity to a prison punishment longer than one year (**Confirmation issues Civil court Kotor**);
 - Confirmation that the person was not issued a ban for practice of service of public passenger transport or road transport (**Confirmation issues Misdemeanor court in Budva**);
5. Copy of certificate of incorporation into the Commercial Court Central Registry Podgorica
6. Tax confirmation from **Tax authority PJ Budva** (side part of building SO Budva, next to officials' parking) that tax obligations are fulfilled:
7. Proof of payment of:
 - **20.00 €** at g.a. 510 - 8176777 - 39 (local administrative tax)
 - **300.00 €** at g.a.510 - 8176121 - 67 (payment for issuance of a license -Municipal Budget)

ANNOTATION 1: All copies of documents must be certified. Certification is done at the desk for certification at Civil bureau.

ANNOTATION 2: Responsible body checks fulfillment of tax obligations of the applicant by official duties.

(name of legal person)

(office address of legal person)

(responsible person of a legal person)

(telephone number)

(e-mail)

(responsible person's signature)

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