Starting a business / Trader licence

Step 10 Obtain certified copies

Contact details

Entity in charge
C.T. Poopa consulting attorney & notary public
Kingsway Road Victoria Hotel, Suite 106, Maseru
Tel: +266 53229595/+266 58855419

Unit in charge
Attorney's Reception
Mon: 08:30 - 16:30
Tue: 08:30 - 16:30
Wed: 08:30 - 16:30
Thu: 08:30 - 16:30
Fri: 08:30 - 16:30

Person in charge
Keneuoe Ramohlabi
Secretary
Tel: +266 53376652, +266 59133621
Email: keneuoearamohlabi1399@gmail.com,
secretary@dasilva.co.ls

Expected results

0. National ID card - certified
2. Sublease - certified

Requirements

1. National ID Card (original + simple copy)
or Passport (original + simple copy)
or Driver's licence (simple copy)
2. Sublease (original + simple copy)

Cost LSL 30
This is an estimate based on a series of assumptions which you can modify to calculate your own costs:

<table>
<thead>
<tr>
<th>Cost detail</th>
<th>Estimate your cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>LSL 15 - LSL 5 per page for a certified copy</td>
<td></td>
</tr>
<tr>
<td>of the sublease</td>
<td>3</td>
</tr>
<tr>
<td>LSL 15 - LSL 5 per page for a certified copy</td>
<td></td>
</tr>
<tr>
<td>of the National ID card</td>
<td>3</td>
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</tbody>
</table>

Payment methods: cash
We take the example of a 3-pages sublease.

https://lesotho.eregulations.org/procedure/print/35/12?showRecourses=true&showCertification=true&l=en
Time frame

Waiting time in queue: Min. 5mn - Max. 20mn
Attention at counter: Max. 5mn

Legal justification

1. Oaths and Declarations Regulations 1964
   Articles 9, 10 On charges (free) and form of attestation certificate

Additional information

A certified copy of the National ID card (or Passport or Driver's licence) and a certified copy of the sublease will be needed to obtain the license at OBFC.

Extra certified copies of the National ID card (or Passport or Driver's licence) will be asked the sole entrepreneur (trader or manufacturer) to obtain: 1. a temporary tax clearance certificate; 2. a Tax Identification Number (sole entrepreneur). Certification of the copy may be done upon presentation of the original document by a lawyer or a notary (with fees) or by an entitled public entity for free (eg. Police).

We take the example of a private practice (C.T. POOPA Consulting Attorney and Notary Public). The applicant gives the original documents and the simple copies to the secretary. She brings them to the attorney who certifies the copies right away. The certified copies and the originals are then returned to the user.

Recourse: C.T. Poopa consulting attorney & notary public

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