

YOUR FREEDOM TO BUSINESS LICENSING



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Useful information to get your licensing going in 2025

Here are 5 key reminders for 2025:

1. Retail Liquor License applications now require proof of zoning and SAPS clearance—no exceptions.
2. A Business Trade License must be obtained within 60 days of opening a new premises.
3. Certificates of Acceptability (COA) must be renewed if your premises are relocated or ownership changes.
4. RefChecks are now mandatory in select municipalities before licensing is approved.
5. Liquor License renewals must include payment tracking and compliance proof. We're here to assist.

PLEASE BE ADVISED

Licensing in South Africa is governed by national and municipal laws, including the Liquor Act and local bylaws. Failure to comply or submit accurate documents can result in application rejection, delays, fines, or legal action. Licentia Franchise SA is a consulting firm—we are not town planners, SAPS officers, or zoning authorities. We provide expert admin support, form completion, and process tracking to help you reach full compliance.

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REAL SUCCESS. REAL CLIENTS.



MPUMALANGA

89% approval rate

GAUTENG

92% approval rate for retail liquor licenses submitted through Licentia in 2024

KWAZULU-NATAL

85% approval rate

Licentia outperforms national averages with fast, accurate submissions and zoning expertise.

What types of Retail Liquor Licenses are available in Mpumalanga?

- On-consumption (restaurants, taverns)
- Off-consumption (bottle stores)
- On- and off-consumption (pubs offering both on-site and takeaway sales)
- Micro-manufacturing (small craft breweries/distilleries)

Do I need a Zoning Certificate to apply?

Yes. A valid zoning certificate—or official land use consent—is now required for all new applications and transfers. It confirms that your premises are legally permitted for alcohol sales.

What are the trading hours for on-consumption licenses?

Standard trading hours are 10AM to midnight (24:00) daily, including public holidays. However, municipalities may set shorter hours, so Licentia recommends checking local by-laws when planning your application.

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More Licensing FAQs

What if my application is rejected?

You'll receive official feedback. Licentia will guide you on resubmission or appeal—often zoning or SAPS issues can be fixed.

Can I trade before I get my license?

No. Trading without a valid license is illegal and may result in criminal charges. Wait for official approval before selling alcohol.

DID YOU KNOW?

Since 2024, a zoning certificate or land use consent letter is now legally required with every liquor license application in most provinces. Previously, an affidavit or lease was enough—but not anymore.

Let us verify your zoning before submission to avoid costly delays or rejections.

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Step-by-step: The Application Process



1. Consultation - We assess your business setup and licensing needs.
2. Zoning Check - We help confirm your property is zoned for liquor use.
3. Document Collection - You gather required paperwork (see below).
4. Notice Submission - We publish your application intent in newspapers.
5. SAPS Clearance - You visit your police station for a background check.
6. Submission - We submit to the Provincial Liquor Authority.
7. Inspection - An officer may visit your premises.
8. Approval - Your license is issued upon approval. You're now compliant!

WHAT DOCUMENTS IS REQUIRED?

- Certified ID (within 3 months)
- Lease or title deed
- Owner's consent letter (if applicable)
- Company registration documents
- Photos (inside, outside, street view)
- Zoning certificate or land use letter
- Municipal account
- Police clearance
- Floor plan (optional but recommended)



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Need help or ready to apply?

CONTACT US:

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