



NATIONAL UTILITIES REGULATORY COMMISSION

P.O. Box CP6307, Sans Souci, Castries

Tel: (758) 456-0790/ (758) 468-2291

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Website: nurc.org.lc

APPLICATION FOR SERVICE LICENSE TO PROVIDE WATER TRUCK SERVICE

Instructions

- The National Utilities Regulatory Commission Act, Chapter 9.01, applies to utility supply services listed in Schedule 1 of the Act. These services include, but are not limited to, the treatment of water to make it potable, its storage, bottling, transportation, distribution, and the sale or offer for sale of such water as potable water. As such any person/entity (“Applicant”) wishing to participate in water transportation services involving these activities shall submit to the National Utilities Regulatory Commission a formal application for approval.
- This licensing process is for the issuance of licences for Water Truck Service Providers pursuant to the Water and Sewerage Act Cap 9.03.
- An application is considered complete when the processing fee has been paid and all applicable and correct information required below, accompanied by the required documentation has been submitted.
- A non-refundable processing fee of **\$350 (EC)** is required upon submission of this application, with an additional **\$100 (EC)** required for each Truck beyond the first.

SECTION A: COMPANY INFORMATION

1. Legal Name of Applicant:

2. Business Address of Applicant:

3. Mailing Address of Applicant:

Application for License to Provide Water Trucking Services

NATIONAL UTILITIES REGULATORY COMMISSION



4. Authorised representative/contact for Application:

Name:

Address:

Telephone:

Fax:

Email Address:

5. Legal Status or Organisation:

Individual Partnership

Limited Liability Company Corporation

Other (please specify) _____

6. Supporting Documentation (*Where applicable - indicate documentation submitted and attach labelled "supporting documentation"*).

For Individual Applicant

2 forms of Valid Identification

For Registered/Incorporated Applicant

Memorandum of Association/Articles of Incorporation.

Copy of Certificate of Incorporation.



7. **Names, business addresses, resumes for key persons in operation** (*attach documentation as required*).

SECTION B: DETAILS OF SERVICE

1. Service Area

Please provide precise definition of the geographic boundaries/service area supplied (*information should be attached and labelled “supporting documentation”*).

Exact location(s)

2. Number of Water Sources:

3. Details of maintenance programme (*information should be attached and labelled “supporting documentation”*).

4. Proof of competency to render service adequately and in an environmentally acceptable manner (*information should be attached and labelled “supporting documentation”*).

Please indicate the number of Water Tanks being sought to be licensed under this application



Competency Documentation Checklist - Please ensure that the following documents are submitted with the application and labelled accordingly.

- Copy of the vehicle insurance policy (for each vehicle if multiple vehicles being applied for);
- Copy of the applicant's professional indemnity insurance;
- Copy of the driver's licence for each driver;
- Copy of water truck registration information;
- An official copy of the Health Card of the operator or intended operator/s.
- An official copy of the Health Card of the employees and authorised persons who will be involved in water trucking activities.
- An official copy of a Licence to Operate from the Saint Lucia Public Health Board.

SECTION C: FINANCIAL INFORMATION

1. Annual Revenue

a. (Applicable to Existing Operation);

i. Annual Revenue (Previous Financial Year): _____

ii. Estimated Value of Operation: _____

b. (Applicable to New Operation);

i. Estimated Value of Operation: _____

2. Finance (additional information should be attached and labelled "supporting documentation").

a. If service being provided, last three (3) years audited:

- i. Profit and Loss Statement
- ii. Balance Sheet
- iii. Income Statement/Cash Flow Statement

b. If new service, 3 years projected data on:

- i. Operating costs
- ii. Employee costs
- iii. Operating profit per year



SECTION D: HISTORY OF APPLICANT

Indicate the response by placing a tick “☑” in the appropriate box. If the answer is “YES”, give particulars (if necessary, attach and label “supporting document”).

1. Has the Applicant ever applied for a service licence or registration under any Act in Saint Lucia and been refused?

Yes No

2. Has the Applicant operated any water supply service under any name other than the name in this application?

Yes No

3. Has the Applicant at any time declared bankruptcy or insolvency or made a voluntary assignment in bankruptcy or insolvency?

Yes No

4. Has the Applicant ever been the defendant or respondent in any proceedings in any court in any jurisdiction in any part of the world involving fraud?

Yes No



5. Has the Applicant, or any director, financial controller or executive officer of the Applicant, ever pleaded guilty under any law of Saint Lucia or any other country of any offence involving dishonesty, fraud or theft?

Yes No

6. Has the Applicant, or any director, financial controller or executive officer of the Applicant, ever been convicted of any offence not mentioned in number 5 above?

Yes No

7. Is the Applicant, or any director, financial controller or executive officer of the applicant, currently the subject of a charge or indictment under any law of Saint Lucia or any other country for contravention of any law or for any conduct of the type described in number 5 and 6?

Yes No



SECTION D: DECLARATION OF APPLICANT

I/We, _____ (full name of Applicant), declare that:

1. All information provided as part of this application is held to be true and correct.
2. I am/We are not disqualified from being granted approval for Water Trucking Service by reasons of any legal impediment.
3. I/We will secure the technical competence, and satisfy the financial requirements, to construct and operate the proposed facility to which this application relates.
4. I am/We are a fit and proper person/entity to be granted a license for Water Trucking services pursuant to the Water and Sewerage Act Cap 9.03.

IF APPLICANT IS AN INDIVIDUAL SIGN BELOW:

Signature of Applicant: _____

Date: _____

IF APPLICANT IS A COMPANY/LEGAL ENTITY SIGN BELOW:

Name of Director: _____

Signature of Director: _____

Date: _____



SECTION E: FOR OFFICIAL USE ONLY

#	Documents Submitted	Document Number	Document Date
1	Non-Refundable Processing Fee		
2	Copy of Certificate of registration/Incorporation (if Applicant is a Company)		
3	Copy of Memorandum of Association/Articles of Association (if Applicant is a Company)		
4	Copy of vehicle insurance policy (for each vehicle being applied for)		
5	Copy of applicant's professional indemnity insurance		
6	Copy of driver's license for each driver		
7	Copy of water truck(s) registration information		
8	Official copy of operator(s) Health Card(s)		
9	Official copies of employees & authorised persons Health Cards		
10	Official copy of License to Operate from the Saint Lucia Public Health Board.		
11	Copy of most recent Profit & Loss Statement		
12	Copy of most recent Balance Sheet		
13	Copy of most recent Income Statement		
14	Copy of Operating Costs projections (if service provider is new)		
15	Copy of Operating profit per year (if service provider is new)		

NURC Application #: _____

Received By: _____ Signature: _____ Date: _____