



# CHECKLIST GUIDELINE

## APPLICATION FOR CONDONATION

Section 39 of the Second-Hand Goods Act, 2009 (Act No. 6 of 2009)



NO	DESCRIPTION OF DOCUMENTS / INFORMATION	YES	NO
1.	<ul style="list-style-type: none"> <li>Original <b>SAPS 608(c) (Application for Condonation / Extension of Time) completed in black ink:</b> <ul style="list-style-type: none"> <li>- Section A completed (Application reference no)</li> <li>- Section B completed (Type of Application)</li> <li>- Section E to G completed</li> </ul> </li> </ul>		
2.	<ul style="list-style-type: none"> <li>Supporting documentation in support of the application</li> </ul>		
3.	<ul style="list-style-type: none"> <li>Original SAPS 600 / 601 / 601(e) / 604 (where applicable)</li> </ul>		
4.	<ul style="list-style-type: none"> <li>Original recommendation by DSO</li> </ul>		
5.	<ul style="list-style-type: none"> <li>Original consideration by Deciding Authority</li> </ul>		
6.	<ul style="list-style-type: none"> <li>Copy of Notice of Intention to Refuse</li> </ul>		
7.	<ul style="list-style-type: none"> <li>Information Note by DSO summarizing reasons for refusal and providing background for the Condonation Application</li> </ul>		
8.	<ul style="list-style-type: none"> <li>Comments by National Legal Services (only applicable on National Office)</li> </ul>		
9.	<b>ANY OTHER SUPPORTING DOCUMENTATION</b>		
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