Personnel Licensing

Telephone number:	+264 83 235 2485	*Fax Number:*	+264 TBA
Physical address:	No.4 Rudolph Hertzog Street, Windhoek, NAMIBIA		
Postal address:	Private Bag 12003, Ausspannplatz, Windhoek, NAMIBIA	*E-mail*	licensing@ncaa.na

EXEMPTION REQUEST FORM

NOTE:

1. After completion, this form must be submitted to the NCAA together with certified copies of:
   a. NCAA licence;
   b. Any supporting documentation relevant to the exemption being sought
   c. Safety Risk Assessment and Safety Mitigation Measure
   d. Proof of the payment for the prescribed fees.

PART 1: TO BE COMPLETED BY APPLICANT			
A. PERSONAL DETAILS			
Surname *(Block letters)*			
First names			
Identity/Passport Number		Nationality	
Residential address		Postal address	
Telephone Number		Email address	
Mobile phone Number			
NCAA reference/ licence/ certificate number:			

B. REQUEST FOR EXEMPTION

I hereby apply for an exemption from the following regulation…… for the purpose of

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This exemption request is necessitated because *(give reasons in brief)*:

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I herewith certify that the information submitted to the NCAA is correct and that I meet the requirements for the recommendation as requested above.

Signature of Applicant		Date:	

PART 2: OFFICIAL USE ONLY								
Date: Request reviewed		Request	Approved		Date:	Rejected		Date:
NCAA Employee Name:		NCAA Supervisor Name:				Reason:		
Signature:		Signature:						