

# Application to register as Approved Towing Service Provider for LTA

## I. Applicants Details

Company Name \_\_\_\_\_

Tax Identification Number (TIN) \_\_\_\_\_

Office Address \_\_\_\_\_

Postal Address \_\_\_\_\_

Phone Contact (M) \_\_\_\_\_ (B) \_\_\_\_\_

Email Address \_\_\_\_\_

## 2. Towing Vehicle Details

Vehicle Registration	Vehicle Type (e.g.: Winch, Low Bed)	Carrying Capacity (tonnes)	Vehicle location

*Note: if you have more vehicles and cannot fit all in this list, please provide as attachment.*

### 3. Towing Service Locations

Please tick (✓) the district(s) that you are interested in providing towing services for in the following categories:

- Less than 3.5 tonnes
- More than 3.5 tonnes

Location	Less than 3.5 tonnes	More than 3.5 tonnes
Korovou		
Nausori		
Suva		
Lami		
Navua		
Sigatoka		
Nadi		
Lautoka		
Ba		
Tavua		
Rakiraki		
Labasa		
Savusavu		
Taveuni		
Nabouwalu		

### 4. Checklist

- Valid Business Registration Certificate
- Tax Identification Number Certificate
- At least two (2) references from companies that have previously utilized the services of the towing company.
- Insurance coverage details for the towing company's services

### 5. Terms and Conditions

- To follow the FCCC GUIDELINE FOR TOWING SERVICES IN FIJI.
- To maintain a checklist and keep a proper record of all vehicles towed, take record of the entire item installed or kept in the vehicle and to be signed by the booking officer and the security as evidence.
- Towing company to be responsible for collecting towing fees from the vehicle owners and a receipt issued to the vehicle owner, as and when required.
- Towing vehicles to be OHS compliant.
- Hydraulics in the towing vehicles to be certified by Labour Department.
- Towing personnel to wear protective clothing (Boots, gloves, safety helmets, etc.)
- Provide list of Towing trucks, machinery and equipment at your disposal along with "safe towing" Capabilities of each.
- The ability to provide high standard towing services covering any or all of the areas Mentioned above.
- Any damage done to the vehicle in the process of towing or any claims for damages by the owner of the vehicle, the towing company shall be held liable.
- The towing services shall be delivered within a specified period of time agreed by both parties.

**6. Applicant's Declaration**

I \_\_\_\_\_ [print name hereby  
declare that the information given in this application is true and correct to the best of my knowledge.

I also agree to the terms and conditions mentioned above.

Declared at \_\_\_\_\_  
this \_\_\_\_\_ day of  
\_\_\_\_\_, 20 \_\_\_\_

before me and I certify that the declaration was read  
over in the \_\_\_\_\_  
language to the declarant who appeared fully to  
understand the meaning thereof.

\_\_\_\_\_  
(Office held or nature of Appointment)

}  
} \_\_\_\_\_  
Applicants Signature

**7. Official Use Only**

\_\_\_\_\_  
**Name of LTA Receiving Officer**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**