

**MUNICIPALITY BUDVA**  
**Secretariat for Economy and Finance-Department for**  
**Entrepreneurship**

**SUBJECT: Request for issuance of a license for providing**  
**transfer for one's own needs (passengers, goods)**  
**LEGAL PERSONS**

The following documentation is submitted with the request:

1. Copy of certificate of incorporation into the Commercial Court Central Registry Podgorica (uncertified)
2. Copy of the vehicle registration card (uncertified)
3. Proof that the label on the vehicle meets the standards – issued at the Centre for engines and vehicle of the Faculty of Mechanical Engineering in Podgorica
4. Insurance of the vehicle/passengers – insurance policy
5. Tax confirmation from Tax authority Budva that tax obligations have been fulfilled (can be obtained, filled in and submitted at counter no.10)
6. Copy of driver's license for the category of the vehicle in question (uncertified)
7. Employment contract with the employee (Certificate issued by Employment Office of Montenegro)
8. Proof of payment of:  
5.00 € at g.a. 510 – 8176777 – 39 (administrative tax)

**ANNOTATION 1: Legal person or entrepreneur can provide service of transfer for their own needs:**

- Of goods necessary for the business he/she is registered for.
- Of the employees or other persons connected with the business he/she is registered for, as well as for family members' travel on holidays and recreation.

The vehicle in question must be owned, rented or leased by the entrepreneur providing service for their own needs. Vehicle not exceeding 3 500kg can be used without the permission.

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(name of the legal person)

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Seat of the legal person

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Authorised person (for legal person)

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(contact telephone)

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(e-mail address)

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(applicant's signature)