



**CHECKLIST**  
**APPLICATION FOR THE RENEWAL OF AN EXISTING**  
**COMPETENCY CERTIFICATE**  
**SAPS 517(g)**



INITIALS & SURNAME		SAPS 86 NO		86/_____/2011	
APPLICANT'S ID NO		APPLICATION NO			
		STATION		VILLIERIA	
NO	DESCRIPTION OF DOCUMENTS	YES	NO		
1	SAPS 517(g) - Application for the renewal of an existing competency certificate, completed in black ink.				
2	Applicant must sign page 6. - If anything was deleted, attach a sworn statement, explaining the conditions.				
3	Two colour passport photos with a white background of the applicant. - Dimensions of a standard passport photo.				
4	Two certified copies of official ID or passport document on which the photograph and particulars of applicant appears.				
5	Proof of applicants permanent residential address. - Please supply a certified copy of your electricity account (not older than 3 months) <b><u>If not available:</u></b> - Certified copy of persons electricity account (not older than 3 months) <b>and a sworn statement</b> from that person that you are residing at the address provided in the certified copy of the account.				
6	<b><u>TWO WRITTEN INTERVIEW QUESTIONNAIRES:</u></b> - <b>One interview questionnaire</b> must be completed by a <b>friend, neighbour or colleague</b> . (You may provide two if you want, as it may sometimes be necessary to obtain a further questionnaire) - <b>One interview questionnaire</b> must be completed by your <b>spouse</b> . (If not married or divorced - <b>one interview questionnaire</b> must be completed by any <b>family member</b> )				
7	<b><u>TWO WRITTEN TESTIMONIALS:</u></b> - Obtained from <b>any other person</b> who provided an interview questionnaire - <b>It must be two written testimonials</b> (signed) from any other person who might have knowledge of the applicant. (They must specify to your character and why they support your application)				
8	Certified copy of current competency certificate which applicant wishes to renew - Sworn statement if not available.				
9	Payment of R70 cash. - We will file the certified copy of proof of payment.				
10	Two SAPS 91(a) fingerprints forms. - Completed in black ink. - Must be signed by the applicant. (Please have it taken at the charge office before your lodge your application).				
11	Any other documents submitted by the applicant in support of the application.				
CHECKED BY					
SIGNATURE: PERSAL NO & RANK		INITIALS & SURNAME		DATE	
				2011 / /	