

COMMERCIAL ACTIVITY: FREQUENTLY ASKED QUESTIONS

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The Commercial Activity on Permenent Establishements

QUESTIONS	ANSWERS
Where can one exercise the commercial activity (wholesale or retail)?	Commercial activity can be developed in the places classified as commercial settlements (capitals of district and towns not included in the urban area of those cities, as well as other settlements classified by Government's Decree).
Is it necessary an authorization for the opening and operation of a commercial establishments?	Yes. The opening and operation of a commercial establishment, where commercial acts are to practiced, dependent of authorization granted by the Minister that supervises the commerce. This authorization is an essential condition for the exercise of commerce.
Which is the form of the authorization?	The authorization for the opening and commercial operation of a establishment has the form of Permit, according to an official approved model.
How can one apply for the authorization?	The application for the authorization should be submitted by the interested party and should be joint with several documents relating to the applicant and to the building where the establishment is to be settled.
Where should the application be submitted?	<p>The application shall be submitted:</p> <ul style="list-style-type: none"> - to the Depatment of Commerce, for the establishments in the island of Sao Tome; - to the Regional Office of the Secretary of Economy of the Autonomic Region of Principe, for the establishments in the island of Principe (once the procedure is organized the Regional Assembly sends it to the Department of Commerce. <p>The organized procedure is sent to the Minister supervising the commerce for decision.</p>
Can the Permit be transferred?	The Permit can be transferred jointly with the respective commercial establishments. The Permit can not be transferred separatedly from the comercial establishment.
What is the validity term of the Permit?	The Permit is valid for the time of operation of the commercial establishemnet, and its changes must be registered. After definitive closing of the commercial establishment the establishment's owner must notify the Department of Commerce and render the Permit.

Street Retailing

QUESTIONS	ANSWERS
What kind of products can be sold in a street retailing?	The following products can be sold in a street retailing: <ul style="list-style-type: none">- newspapers;- lotary;- fruit;- vegetables;- icecreams;- juices;- candies;- trifels;- baubles;- fish;- domestic birds.
Is it necessary an authorization?	Yes. To operate a street retailing is necessary to have an authorization issued by the Ministre supervising the commerce.
What is the validity term of the licence?	The licence for operating a srteet vending is valid for one year, renewable for annual periods.

Travelling Salesman

QUESTIONS	ANSWERS
What is necessary to be a travelling salesman?	To be a travelling salesman is necessary: <ul style="list-style-type: none">– to be a Santomean citizen, or a foreigner holder of a residency card;– to hold a valid travelling salesman's card.
What is the competent authority to issue the travelling salesman's card?	The travelling salesman's card is issued by the Department of Commerce.
What is the validity term of the travelling salesman's card?	The travelling salesman's card is valid for one year period, renewable annually.

CONTACTS

ENTITIES	TELEPHONE and FAX	ADRESS	SCHEDULE
DEPARTMENT OF COMMERCE	<ul style="list-style-type: none">• (Tel.) 22 14 84• Internacional code: 00 239	Largo das Alfândegas São Tomé São Tomé e Príncipe	<ul style="list-style-type: none">• 8h-12h a.m.• 14h-15h30 p.m.
DEPARTMENT OF TAXES	<ul style="list-style-type: none">• (Tel.) 22 15 18• Internacional code: 00 239	Praça da Independência São Tomé São Tomé e Príncipe	<ul style="list-style-type: none">• 8h-12h a.m.• 14h-15h30 p.m.

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