



STREET, PLACE RE/NAMING AND PROPERTIES NUMBERING
APPLICATION FORM

Type of application

Naming/Renaming of
Street

Naming/Renaming of Place

(Re)Numbering of Street
Properties

Particulars of the applicant

Name & Surname

Organization

Postal Address

Residential Address

Contact Number

Email Address

Application details

Township Name

Name of the Street to be renamed

Proposed three alternative and preferred street names

- ***Proposed street names must be kept short, at least limited to 20 characters including street name suffixes e.g. street, road, avenue etc.***
- ***Historical, social, natural, national character and connection, cultural and emotional concerns of the affected areas and surrounding must be taken into consideration as themes.***
- ***Further reference must be made to Section 5 and 7 of the Street and Place Naming Guidelines***

Alternative 1

Alternative 2

Alternative 3

Declaration by the applicant

I CONFIRM that details provided are correct, to the best of my knowledge and the application in being made in accordance with the procedures and guidance of the Street and Place Naming Guideline of the Windhoek Municipality

Signature-----

Date-----

Declaration by the applicant

I HAVE included the following supporting information with this application form (please tick)

- | | |
|---|--------------------------|
| 5.1 Background of the street to be renamed | <input type="checkbox"/> |
| 5.2 A formal, comprehensive biography of the proposed honouree | <input type="checkbox"/> |
| 5.3 Research references, evidence of professional or community support | <input type="checkbox"/> |
| 5.4 Motivation as to why the affected street name should be changed | <input type="checkbox"/> |
| 5.5 Proof of all three required and placed public notices | <input type="checkbox"/> |
| 5.6 Consent affected residents, businesses, institutions and establishments | <input type="checkbox"/> |
| 5.7 Written objections raised (if any) | <input type="checkbox"/> |
| 5.8 Motivation addressing raised objections (if any) | <input type="checkbox"/> |
| 5.9 Acceptance letter from family member(s) (if proponent is not related) | <input type="checkbox"/> |
| 5.10 Consenting letter from MIRC, MURD and the respective
Diplomatic Representative (for proposed foreign national honouree) | <input type="checkbox"/> |
| 5.11 Proof of Payment (non-refundable application fee of 250.00 NAD) | <input type="checkbox"/> |

Signature----- Date-----

** Consents of all immediate residents, businesses and institutions or any other establishment residing and operating in the affected street must be secured. The term "immediate" refers to those affected parties sharing the particular street as their direct physical address as by municipal billing system. Complete list of erven must be obtained from the Street and Place Naming/Renaming Committee Secretariat with the proof of payment.*

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Status of the Application		APPLICATION NO.
Application complete <input type="checkbox"/>	Application incomplete <input type="checkbox"/>	Application Dated
Namibian Citizen <input type="checkbox"/>	Foreign National <input type="checkbox"/>	Received Date
Approved <input type="checkbox"/>	Reject <input type="checkbox"/>	Payment Receipt Number
Council Resolution		Administrator
Comments		

*** All required supporting information are compulsory and must form part of the application. Failure to ensure that, will result in the application been considered as incomplete. No incomplete application will be accepted, neither submitted to the Street and Place Naming/Renaming Committee for consideration.**

Enquiries and submission of the application

if via postal address

Office of the Mayor
Windhoek Municipality
Box 59, WINDHOEK

Enquiries
Hilma.Hamata@windhoekcc.org.na

if hand delivered
Office of the Mayor
Windhoek Municipality
c/o Independence Avenue and Sam Nujoma Drive