



**REQUIREMENT SHEET FOR PRIVATE AND PUBLIC CARRIER'S  
NEW/RE-APPLICATION  
(MOTOR BIKES)**

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1. "Q" Application Form obtainable from any of the following Transport Authority Office:
  - a. 119 Maxfield Avenue, Kingston 10
  - b. Sagicor Industrial Complex, Unit U, Freeport, Montego Bay, St. James
  - c. Lot 26 Caribbean Park, Balmoral Heights, St. Mary
  - d. Shop 48, Caledonia Court Plaza, 29-31 Caledonia Road, Mandeville, Manchester
  - e. St. Margaret's Bay, Portland
  - f. Swansea District, Clarendon
  - g. Barracks Road, Savanna-la-Mar, Westmoreland
2. The original and photocopy of **current**
  - a. Registration Certificate
  - b. Certificate of Fitness
  - c. Insurance Certificate/Cover Note
3. Copy of owner(s) ID (Drivers Licence/Voter's ID/Passport)
4. Taxpayer Registration Number (TRN) obtainable at Tax Administration Jamaica.
5. Original Road Licence or Police Report for lost/stolen Road Licence. (For renewal)
6. In the case of a company, the company seal must be affixed to the application.
7. An application or re-application fee totaling **Eleven Thousand Five Hundred Dollars (\$11,500.00)**. Payment options are as follows:
  - Debit or Credit Cards. Payments can also be made at any
  - Paymaster or Bill Express Locations Island wide
  - National Commercial Bank (N.C.B.) Direct Deposit or E-Banking facility.
  - National Commercial Bank (N.C.B.) vouchers (obtainable at the TA offices)

**NB. Applications may be submitted on-line via the Transport Authority portal: [www.ta.org.jm](http://www.ta.org.jm). Payment may be made using a Credit or Debit Card, where applicable**

**Late renewal (effective June 3, 2019) will attract a fee of Ten Thousand Dollars (\$10,000.00).**

**FOR COLLECTION OF ALL ROAD LICENCES/CERTIFICATES, THE FOLLOWING APPLY:**

**APPLICANT** – Owners Identification (Passport, Voter's ID, Drivers Licence), Transport Authority's **original** Receipt.

**BEARER** – Bearer's ID (Passport, Voter's ID, Driver's Licence), authorization letter signed & stamped by a Justice of the Peace and the Transport Authority's **original** receipt.

**IN THE CASE OF A COMPANY:** A letter signed & stamped by the authorized personnel from the company, Bearers ID & Transport Authority's receipt.

- ✚ **Refunds: Where applicable, a request for refund must be submitted within two (2) years of the application date. The non-refundable application fee will be deducted from the amount refundable.**