

SERVICE PROVIDED BY THE ADMINISTRATION OF MARIJAMPOLĖ MUNICIPALITY

1.	Service name	Issue and extension of a copy of the license to engage in carriage of passengers by buses by commuter routes, change of the licence data, issue of a duplicate, suspension, cancellation of suspension, revocation
2.	Service recipients	Business entities
3.	Service type: electronic/ non-electronic service	Electronic service Non-electronic service
3.1.	Reference to e-service (<i>in the case of an electronic service</i>)	https://www.epaslaugos.lt/portal/service/43642/23640
3.2.	Reference to the application form(s) (<i>in the case of a non-electronic service</i>)	https://www.marijampole.lt/go.php/lit/lcencijos-kopijos-verstis-keleiviu-vezimu-autobusais-vietinio-susisiekimo-marricencijos-kopijos-panaikinimas
4.	Service provision term	Licence copy issue/extension, revocation – 30 days Data change - 5 business days Duplicate issue – 5 business days
5.	Service price	Issue of a copy EUR 35.00 Extension of a copy EUR 35.00 Replacement of a copy change of data entered in it EUR 10.00 Issue of a duplicate of a copy EUR 7.20
6.	Methods and procedure of payment for the service (<i>including the possibility of payment for foreigners</i>)	<p>Payment requisites: Payee: State Tax Inspectorate under the MF RL Entity code: 188659752 Payment code: 52718</p> <p>Payee's bank name: Swedbank, AB Account number: LT247300010112394300</p> <p>Payee's bank name: Luminor Bank AB Account number : LT744010051001324763</p> <p>Payee's bank name: AB SEB bankas Account number: LT057044060007887175</p> <p>Payee's bank name: AB Šiaulių bankas Account number: LT327180000000141038</p> <p>Payee's bank name: AS „Citadele banka“ Account number: LT787290000000130151</p> <p>Payee's bank name: UAB Medicinos bankas Account number: LT427230000000120025</p> <p>Payee's bank name: Luminor Bank AB Account number: LT122140030002680220</p>
7.	Service provision process description	Acceptance of the application, collection and verification of information from respective authorities, preparation of the order, issue/extension

		of the licence copy
8.	Information and documents to be submitted by the person	<p>The carrier who applies for a copy of the licence or for extension of the licence shall submit:</p> <ol style="list-style-type: none"> 1. The application of the established form; 2. The road transport vehicle's registration certificate where the road transport vehicle is managed by right of ownership or by right of trust, or its copy certified by the carrier; 3. The road transport vehicle's registration certificate containing data of the user (carrier), and a hire contract when the road transport vehicle is hired without providing driving and technical maintenance services, or their copies certified by the carrier. <p>The carrier who applies for the change of data specified in licences (in the copies of licences) shall submit:</p> <ol style="list-style-type: none"> 1. The application of the established form; 2. The reason for change of data of the licence (copies of licences); <p>The carrier who applies for a duplicate of the licence (of the licence copy) shall submit:</p> <ol style="list-style-type: none"> 1. The application of the established form; 2. The explanation of loss of the licence (or of its copy). <p>The carrier who applies for the cancellation of the licence shall submit:</p> <ol style="list-style-type: none"> 1. The application of the established form;
9.	The service provider's contact details (the responsible employee's position, forename and surname, e-mail address, phone number)	<p>Aurika Pielikienė, the Chief Specialist of the Environmental Management and Infrastructure Division Phone: + 370 343 90052, e-mail: aurika.pielikiene@marijampole.lt</p>
10.	The procedure of appealing against acts (omissions) of the service provider	According to the procedure established by legal acts
11.	Contact details of the organisations (<i>if any</i>) that can provide the necessary information or practical assistance to service recipients	-