



**NEW CREDITORS**

| CREDITOR INFORMATION                     |  |                |   |
|--|--|----------------|---|
| Company Name                             |  |                |   |
| VAT Number                               |  | Company Reg No |   |
| Products and or Services to be provided  |  |                |   |
| Bank Name                                |  | Branch Code    |   |
| Account No                               |  | Account Type   | Current <input type="checkbox"/><br>Savings <input type="checkbox"/><br>Transmission <input type="checkbox"/> |
| Payment Method                           | EFT <input type="checkbox"/> Cheque Payment <input type="checkbox"/><br>Electronic Fund Transfer   |                |   |
| Confirmation of Banking details          | Cancelled cheque attached<br>Yes <input type="checkbox"/> No <input type="checkbox"/>  |                | Letter from bank attached<br>Yes <input type="checkbox"/> No <input type="checkbox"/>                         |
| Important Bank Info                      | <b>FOR ELECTRONIC TRANSFERS PLEASE COMPLETE BANKING DETAILS: PLEASE ATTACH CONFIRMATION FROM BANK THAT BANKING DETAILS ARE CORRECT WITH A BANK STAMP AS WELL. PLEASE ADD THE STAMP AND AND SIGNATURE OF A COMMISSIONER OF OATHS NB!!!!!!</b> |                |   |
| Confirmation of VAT Registration Number  | VAT Registration Certificate attached<br>Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable <input type="checkbox"/>  |                |   |
| Contact Person for Accounts              | Email Address  |                |   |
| Credit Terms (30 days Statement/Invoice) | Trade Discount   |                |   |
| Physical Address                         |  | Postal Address |   |
| Postal Code                              |  | Postal Code    |   |
| Telephone Nr                             |  | Fax Number     |   |

**BBBEE INFORMATION**

|   |   |
|---|---|
| BBBEE Contribution level                | Level <input type="checkbox"/>  |
| Certificate Attached                    | YES <input type="checkbox"/> NO <input type="checkbox"/>  |
| EME<br>(Exempted Micro Enterprise)      | Turnover of <R5m per annum. <input type="checkbox"/><br>100% BBBEE Compliant – Do not require scorecard.<br>Level 4 Contributor <input type="checkbox"/><br>Please attach affidavit to confirm turnover attached YES <input type="checkbox"/> NO <input type="checkbox"/><br>Confirmed by Auditors YES <input type="checkbox"/> NO <input type="checkbox"/> |
| QSE<br>(Qualifying Small Enterprise)*   | Turnover of >R5m – R35m<br>Scorecard required containing four of the BBBEE elements.  |
| Confirmation by Auditors / Acc Officers | Affidavit attached <input type="checkbox"/>   |
| Black Owned                             | YES <input type="checkbox"/> NO <input type="checkbox"/>  |

|                     |  |      |  |               |
|---------------------|--|------|--|---------------|
| Approved by Company |  | Date |  | Company Stamp |
|---------------------|--|------|--|---------------|

**For Office Use Only**

Applicant: \_\_\_\_\_

Campus/ Dept/ School / Faculty: \_\_\_\_\_

Extension: \_\_\_\_\_

|                          |  |      |  |                                  |  |
|--------------------------|--|------|--|----------------------------------|--|
| Approved by<br>Snr Buyer |  | Date |  | Approved by<br>Head of Creditors |  |
|--------------------------|--|------|--|----------------------------------|--|

Original details: Errol Earle(10113606) C:\Documents and Settings\Administrator\Desktop\Finansies\Finaal\4.2.1\_krediteure\4.2.1.6\_Application new creditor.docm  
12 October 2011

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