



56 HONEYSUCKLE AVENUE  
EXTENSION 2  
LENASIA  
1827

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REV: 6

## APPLICATION FOR CREDIT FACILITY

### *Private & Confidential*

1. FULL REGISTERED NAME OF COMPANY: \_\_\_\_\_
2. REGISTRATION NUMBER: \_\_\_\_\_
3. VAT NUMBER: \_\_\_\_\_
4. TRADING NAME (if different): \_\_\_\_\_
5. MAIN BUSINESS ACTIVITIES: \_\_\_\_\_
6. REGISTERED ADDRESS: \_\_\_\_\_
7. PHYSICAL ADDRESS: \_\_\_\_\_
8. POSTAL ADDRESS: PO Box: \_\_\_\_\_ Town: \_\_\_\_\_ Code: \_\_\_\_\_
9. TELEPHONE NUMBERS: \_\_\_\_\_ FAX NUMBERS: \_\_\_\_\_  
EMAIL ADDRESS: \_\_\_\_\_
10. TYPE OF BUSINESS: (Pty) Ltd \_\_\_\_\_ Ltd Co \_\_\_\_\_ cc \_\_\_\_\_ Sole Trader \_\_\_\_\_
11. DATE: Company / Business established: 20\_\_\_/\_\_\_/\_\_\_
12. DIRECTORS / PARTNERS / OWNERS (Full Christian Names):
  - a) NAME: \_\_\_\_\_ b) NAME: \_\_\_\_\_
  - HOME ADDRESS: \_\_\_\_\_ HOME ADDRESS: \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - HOME TEL. No. \_\_\_\_\_ HOME TEL. No. \_\_\_\_\_
13. ARE DIRECTORS / OWNERS and/or PARTNERS PREPARED TO SIGN PERSONAL SURETY? YES NO  
EMAIL ADDRESS: \_\_\_\_\_
14. ARE THE PREMISES RENTED OR OWNED? RENTED OWNED
15. IF RENTED NAME AND ADDRESS OF LANDLORD: \_\_\_\_\_  
\_\_\_\_\_ TEL No. \_\_\_\_\_
16. AUDITORS: \_\_\_\_\_ TEL No. \_\_\_\_\_
17. EXISTING ACCOUNTS WITHIN OUR ORGANISATION: \_\_\_\_\_
18. CONTACT: Finance Department \_\_\_\_\_ Position \_\_\_\_\_

- 19 Email Address: \_\_\_\_\_
- 20. BANKERS: \_\_\_\_\_ BRANCH: \_\_\_\_\_  
ACCOUNT NUMBER: \_\_\_\_\_ BRANCH CODE: \_\_\_\_\_
- 21. ESTIMATED PURCHASES PER MONTH: R \_\_\_\_\_
- 22. MAXIMUM CREDIT REQUIRED: R \_\_\_\_\_
- 23. FIRST ORDER VALUE: R \_\_\_\_\_
- 24. PAYMENT TERMS STRICTLY: 2.5% - 30 DAYS FROM DATE OF STATEMENT
- 25. TRADE REFERENCES: *(Name, Address, Tel & Fax Numbers of four active trade references)*

NAME	ADDRESS	TEL No.	FAX No.

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FOR OFFICE ONLY

SIGNED: \_\_\_\_\_ SIGNED: \_\_\_\_\_

BANK REFERENCES CHECKED: \_\_\_\_\_

- TRADE REFERENCES CHECKED: 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

ACCOUNT: PASSED \_\_\_\_\_ REJECTED \_\_\_\_\_ SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

ACCOUNT NUMBER: \_\_\_\_\_ CREDIT LIMIT \_\_\_\_\_ SALESMAN CODE \_\_\_\_\_

BRANCH CODE: \_\_\_\_\_ CUSTOMER CLASS: \_\_\_\_\_ GEO. AREA: \_\_\_\_\_ TERMS CODE: \_\_\_\_\_

COMPUTER ENTERED: \_\_\_\_\_  
INITIALS & DATE

**CONDITIONS ON WHICH CREDIT ACCOUNT FACILITIES WILL BE GRANTED**

Settlement is to be made in accordance with the payment terms or credit limit granted. In the event of any payment not being made by the application on due date, interest will accrue on the outstanding balance from the date on which it became payable to the date upon which it is paid at the rate of 2% per annum, above prime rate.

Should the applicant fail to comply with the terms of payment selected or exceed the credit limit granted, the supplier reserves the right to institute whatever action is deemed necessary.

Payment may not be withheld due to queries. Amount/s under dispute may be deducted and the balance/s to be paid in accordance with the payment terms or credit limit granted.

It is agreed that any action arising from the application for credit facilities in terms of which goods or services have been sold or provided, may be instituted in any magistrates court having jurisdiction, even though the amount in dispute may exceed the jurisdiction of that court. Either party shall however not be obliged to proceed in the magistrate court.

Credit facilities may be withdrawn by the supplier at any time without prior notice and the extent and nature of such facilities shall at all times be at the supplier s sole discretion.

A certificate by a director of the supplier, showing the amount due and owing by the applicant to the supplier at any given time, shall be sufficient *prima facie* proof of the facts therein stated, for the purpose of all legal proceedings against the applicant for recovery of the said amount.

If in the exercise of its discretion, the supplier shall agree to accept the return of any goods for credit, the applicant shall automatically and without the necessity for any further agreement, be liable to pay the supplier a handling charge of 10% on the invoice price of the goods returned, unless the supplier agrees to waive such handling charge prior to such return.

In the event of the supplier engaging the services of an attorney to collect from the applicant any amount due, then it is agreed that the applicant shall become liable for all legal costs incurred by the supplier on an attorney and client scale, including the payment of any collection commission which the supplier s attorney s is obliged to charge.

In the event of any default by the customer of any provision of this agreement, the customer hereby consents and authorizes the company to furnish the name, credit record and repayment history of the customer to any credit bureau as a delinquent debtor, it is also agreed that the company may use any means to verify the information contained in this document.

**TO BE COMPLETED BY OWNER / PARTNER / DIRECTOR**

1, \_\_\_\_\_, hereby certify that I am duly authorized to sign this credit facilities application / undertaking, a copy of which has been handed to me, and record that I have read the Terms and Conditions set out and by which I do hereby agree to be bond.

SIGNED: \_\_\_\_\_ DESIGNATION : \_\_\_\_\_

COMPANY RUBBER STAMP:

# SURETYSHIP

I / We the undersigned,

Title (ie. Hon. Prof. etc)	Full Name and Surname	I.D. Number
of (precise physical address)		

...

Code .

Title (ie. Hon. Prof. etc)	Full Name and Surname	I.D. Number
of (precise physical address)		

...

Code .

Do hereby bind myself / ourselves as surety / sureties to and co-principal debtor(s) with:

...

...

FULL TRADING NAME OF CONCERN (hereinafter referred to as D EBTOR)  
for all and every obligation to:

(hereinafter referred to as CR EDITOR ) which is now owed by the debtor to the creditor or which may in future become owing from whatsoever cause arising without any limitation whatsoever.

I / We, hereby renounce the benefits of the legal exceptions of division and exclusion, no benefits received and non-numeratae pecunise and I / We hereby undertake to pay any amount which I / We may be lawfully required to pay hereunder to the creditor within 7 (seven) days of being called upon to do so.

I / We, also undertake to pay all legal costs incurred by the creditor in any proceedings instituted against me / us hereunder on an attorney and client scale together with interest on the capital sum at the maximum rate allowed by law from time to time plus collection commission.

For the purpose of this suretyship I / We hereby choose the abovementioned address as my / our domicilium citandi et excutandi. I / We, consent to the jurisdiction of the Magistrates Court in any proceedings herefrom against me / us.

Signed at . . this . . day of . . 20 . .

As witness . . . . . As surety / sureties

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