

Form 1 – Billing Company

Agreement for the Management of Services

(* Designates Mandatory Information)

Contact Details of Person Responsible for this Property (Landord / Property Owner / Managing Agent)

*Company Full Name																	
*Property Name / Street Address																	
Company Registration																	
VAT Registration Number																	
*First Name and Surname																	
*ID Number																	
*E-Mail																	
*Cell Phone																	
*Fax Number																	
Office Number																	

Mandatory Information – (If not completed in full, Billing Company will not be registered)

*Municipality as per Municipal Bill																	
*Commercial Property	<input type="checkbox"/>	Residential Property	<input type="checkbox"/>														
*Min Purchase Amount	R					*Max Purchase Amount	R					(Only restricted if Tenant purchases via Debit Order on Request)					
*Close Off date for Month-End	<input type="checkbox"/>	1 st of the Month	<input type="checkbox"/>	25 th of the Month	<i>(Please Tick only one box)</i>												
*Service Fee to be Paid By	<input type="checkbox"/>	Landlord	<input type="checkbox"/>	Tenant	<i>(Please Tick only one box)</i>												

Bank Details where Money is to be Deposited

*Bank Name																	
*Bank Account Holder																	
*Account Number																	
*Branch Code																	
Account Type																	

FICA Document Check List (to be faxed or emailed through)

<input type="checkbox"/>	Company Or Close Corporation Registration Document
<input type="checkbox"/>	Identity Documents of Owner ; all Director (s) of the Company ; or Members of the Close Corporation
<input type="checkbox"/>	Bank Statement containing the account Holders name, account number and branch code (not older than 3 months)
<input type="checkbox"/>	Utilities Bill containing the physical address (not older than 3 months)

Terms and Conditions

- 1. Authorisation:** I/We hereby declare that the above-mentioned information is correct. I/We hereby appoint netVendor cc to manage and control the sales of services for the above mentioned company. I/We undertake to notify netVendor cc of any change to the above details, and should I fail to do so, I/we will be liable for any tracing costs.
- 2. Acceptance:** I/We here by accept that this contract is valid for a period of 2 years from date of signature here on.
- 3. Service and Penalty Fees:** I/We acknowledge that there is a monthly service fee payable by the **landlord / Tenant**, which is **10%** per transaction (Excluding VAT) This charge will be amended from time to time, however you will be notified in writing before any such amendment. R/D payments will be subject to an administration fee of R43-86 (Excluding VAT) which will be amended from time to time according to the banking levies.
- 4. In the event that the client is the homeowner and also the occupier of the premises in respect of which the netVendor system is installed and to which the services relate, the client expressly agrees and acknowledges that netVendor's monthly service fee of 10%(excluding VAT) per transaction remains applicable, and is due and payable by the client.**
- 5. Out Clause:** I/We here by acknowledge that I/we have the right to terminate this contract within the first three months from the date of signature here on should I/we not be satisfied with this service.

I have read and understood the Terms and Conditions as stored on our website which can be downloaded from www.netvendor.co.za.

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

.....
Name (Please Print)

.....
Signature