



Purchases and Payments

Tel (018) 299 4504

Fax (018) 299 4533

NEW CREDITORS

The following form must be **COMPLETED** in full.

1.	Registered name of Business:	
2.	Registration number of Business:	
3.	VAT number:	
4.	Income Tax reference number:	
5.	Postal address:	
6.	Physical address:	
7.	Contact person for orders:	
	Telephone number:	
	Fax number:	
8.	Contact person for accounts:	
	Telephone number:	
	Fax number:	
9.	Email:	
10.	Credit terms (30 days from statement or invoice)	
11.	Discount- 30 days:	
12.	BEE Rating	
13.	FOR ELECTRONIC TRANSFERS PLEASE COMPLETE BANKING DETAILS: PLEASE ATTACH A CANCELLED CHEQUE OR CONFIRMATION FROM BANK THAT BANKING DETAILS ARE CORRECT. NB!!!!!!!!!!!!	
	Bank:	
	Branch:	
	Branch code:	
	Account number:	
	Account type:	

Approved by Company		Date	
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For Office Use Only

Approved by Snr Buyer		Date		Approved by Head of Creditors	
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