

## **APPLICATION TO RENT A SHOP / OFFICE**

**Email completed forms to: erika@safari-investments.com / kalike@safari-investments.com**

Date: \_\_\_\_\_  
Applicants Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Cell phone Number: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Shopping Centre applying for: \_\_\_\_\_

In order to apply for the use of a shop in the abovementioned centre and for the Landlord to comply in terms of the Financial Intelligence Act 2001 / Act 38 of 2001, specific information is required from yourself.

The relevant documentation for completion by yourselves is attached.

We will require the following to accompany this application for our records:

1. Company Business Profile
2. Type of offering / service provided: \_\_\_\_\_
3. Size shop / office required: \_\_\_\_\_
4. Do you have other shops / offices, (if yes, where and for how long have you had it):  
\_\_\_\_\_
5. Photographs of existing shops / offices
6. Special requirements (water, ablution, location, extraction, gas, shop front, etc.):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TO COMPLETE IN FULL FOR SHOP APPLICATION**

1. REGISTERED ENTITIES NAME \_\_\_\_\_
2. TRADING AS \_\_\_\_\_
3. REGISTRATION NUMBER / ID NO. \_\_\_\_\_  
VAT NUMBER \_\_\_\_\_
4. CURRENT BUSINESS TEL. NO. \_\_\_\_\_
5. BUSINESS POSTAL ADDRESS  
(Including Postal Code) \_\_\_\_\_
6. BUSINESS PHYSICAL ADDRESS  
(Including Postal Code) \_\_\_\_\_
7. SIGNATORY FULL NAME \_\_\_\_\_  
TELEPHONE NO. \_\_\_\_\_  
DESIGNATION \_\_\_\_\_  
SIGNATORY CELL NO. \_\_\_\_\_  
E-MAIL ADDRESS \_\_\_\_\_  
MARITAL STATUS \_\_\_\_\_
- (PLEASE ATTACH COPY OF MARRIAGE CERTIFICATE)
- IDENTITY NUMBER \_\_\_\_\_
8. NAME OF LEASE ADMINISTRATOR \_\_\_\_\_  
DIRECT TELEPHONE NO. \_\_\_\_\_  
CELL NO. \_\_\_\_\_
9. PERSON RESPONSIBLE FOR PAYMENT  
OF THE ACCOUNT \_\_\_\_\_  
E-MAIL ADDRESS \_\_\_\_\_  
CELL NO. \_\_\_\_\_
10. NATURE OF BUSINESS TO BE  
CONDUCTED \_\_\_\_\_
11. HAVE YOU HAD ANY EXPERIENCE IN  
THE TYPE OF BUSINESS FOR WHICH  
THE LEASED PREMISES WILL BE  
UTILISED? IF YES – PLEASE STATE  
DETAILS \_\_\_\_\_
12. WHAT GOODS / SERVICES ARE TO BE  
SOLD / PROVIDED IN THE LEASED  
PREMISES? \_\_\_\_\_

- 13. HAVE YOU OR ANY BUSINESS YOU  
HAVE BEEN ASSOCIATED WITH, EVER  
BEEN INSOLVENT / UNDER  
LIQUIDATION OR JUDICIAL  
MANAGEMENT? IF YES – PLEASE  
STATE DETAILS. \_\_\_\_\_
- 14. HAS THERE EVER BEEN A JUDGEMENT  
AGAINST YOU, YOUR BUSINESS OR  
ANY BUSINESS YOU HAVE BEEN  
ASSOCIATED WITH? IF YES – PLEASE  
STATE DETAILS. \_\_\_\_\_
- 15. DO YOU OWN IMMOVABLE  
PROPERTY? IF YES – PLEASE STATE  
DETAILS. \_\_\_\_\_
- 16. HOW MUCH DO YOU INTEND  
SPENDING ON FIXTURES? \_\_\_\_\_
- 17. DO YOU INTEND TO EFFECT PAYMENT  
FOR THESE ITEMS IN CASH OR ON HIRE  
PURCHASE? \_\_\_\_\_
- 18. HOW MUCH WORKING CAPITAL WILL  
YOU HAVE AVAILABLE? \_\_\_\_\_
- 19. PLEASE FURNISH DETAILS OF ANY  
ORGANISATION TO WHOM YOU HAVE  
PAID RENT. \_\_\_\_\_

20. **DIRECTOR/MEMBER DETAILS**

- A. DIRECTOR / MEMBER NAME \_\_\_\_\_  
IDENTITY NO. \_\_\_\_\_  
RESIDENTIAL ADDRESS  
(Including Postal Code) \_\_\_\_\_
- B. DIRECTOR / MEMBER NAME \_\_\_\_\_  
IDENTITY NO. \_\_\_\_\_  
RESIDENTIAL ADDRESS  
(Including Postal Code) \_\_\_\_\_
- C. DIRECTOR / MEMBER NAME \_\_\_\_\_  
IDENTITY NO. \_\_\_\_\_  
RESIDENTIAL ADDRESS  
(Including Postal Code) \_\_\_\_\_

21. **BANKING DETAILS**

- A. **PERSONAL CHEQUE/** \_\_\_\_\_  
**CURRENT ACCOUNT** \_\_\_\_\_  
ACCOUNT NO. \_\_\_\_\_
- BANK \_\_\_\_\_
- BANK WHERE ACCOUNT HELD \_\_\_\_\_
- BRANCH CODE \_\_\_\_\_

B. **BUSINESS CHEQUE/  
CURRENT ACCOUNT**

ACCOUNT NO. \_\_\_\_\_

BANK \_\_\_\_\_

BANK WHERE ACCOUNT HELD \_\_\_\_\_

BRANCH CODE \_\_\_\_\_

22. **SURETYSHIP DETAILS**

A. FIRST NAME \_\_\_\_\_

SURNAME \_\_\_\_\_

IDENTITY NO. \_\_\_\_\_

RESIDENTIAL ADDRESS  
(Including Postal Code) \_\_\_\_\_

B. FIRST NAME \_\_\_\_\_

SURNAME \_\_\_\_\_

IDENTITY NO. \_\_\_\_\_

RESIDENTIAL ADDRESS  
(Including Postal Code) \_\_\_\_\_

C. FIRST NAME \_\_\_\_\_

SURNAME \_\_\_\_\_

IDENTITY NO. \_\_\_\_\_

RESIDENTIAL ADDRESS  
(Including Postal Code) \_\_\_\_\_

In the event of the Applicant being a Company or a Close corporation, the signatory warrants that its directors/members shall bind themselves as sureties and co-principal debtors for the Applicant's obligations in terms of the Deed of Suretyship annexed hereto marked "D".

23. TRADE REFERENCE DETAILS

Name of Company	Current / Paid	Telephone No.	Account No.	For Office Use

24. The Applicant certifies and warrants that the information furnished is true and correct, that he/she has the authority to sign this application and that he / she has not misrepresented or concealed any material fact, which might have a bearing on the landlord accepting this offer. If the Applicant signs on behalf of a Company or Close Corporation to be formed, the Applicant shall be the Tenant until such time as the Company or Close Corporation is registered, which must be within 21 (twenty one) days from the commencement date of the lease, and the Company or Close Corporation must ratify the lease by means of a resolution.

25. By signing this application the Applicant acknowledges, agrees and consents that the Landlord may perform such credit assessments as the Landlord may deem fit, including (without limitation) by way of registered credit bureaux, the Applicant's bankers and the Applicant's creditors. The Landlord may provide any information of the Applicant to any person for purposes of such credit assessments. The Landlord may perform such credit assessments at any time during the evaluation of the Applicant's offer and, should the Landlord accept the offer, then at any time during the subsistence of the Lease.
26. The Applicant agrees that the Landlord may give to one or more credit bureau information about this agreement, information about your lease with us and details of your default if you do not comply with any of the terms of this agreement or any subsequent lease agreements entered into as a result of this offer. The credit bureau provides a credit profile and credit score on your credit worthiness subject to all the records.

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

**Please provide copies of the following documentation where applicable:**

- a) Individual : Identity Document  
: Utility Bill / Telkom Account (not older than 3 months)  
: SARS Document reflecting income tax and VAT numbers  
: 3 months bank statements
- b) Close Corporation : CK1  
: CK2 (if applicable)  
: Identity Document(s) of member(s)  
: Proof of address of the close corporation  
: Proof of address(es) of the member(s)  
: SARS Document reflecting income tax and VAT numbers  
: 3 months bank statements  
: Resolution
- c) Partnership : Partnership Agreement  
: Identity Document(s) of the partners  
: Proof of address of the partners  
: SARS Document reflecting income tax and VAT numbers  
: 3 months bank statements  
: Resolution
- d) Company : Old Form CM1 – New Form COR15.1A  
: Old Form CM22 – New Form COR21  
: Old Form CM29 – New Form COR39  
: Identity Document of all directors listed on COR39  
: Company / Board Resolution  
: Proof of address of the company  
: SARS Document reflecting income tax and VAT numbers  
: 3 months bank statements  
: Resolution
- e) Trust : Letter of Authority  
: Identity Document of the trustees  
: Proof of address of trustees  
: SARS Document reflecting income tax and VAT numbers  
: 3 months bank statements  
: Resolution
- f) Credit Check Letter
- g) Assessment of Juristic Person
- h) Additional documentation required : A letter from the franchisor confirming that you are the preferred and qualified franchisee for the Centre.  
: Letter confirming the funding status, e.g. who is funding the project and whether working capital available for a period of at least 6 months

**CREDIT CHECK**

I hereby grant Safari Investments (RSA) Ltd permission to conduct a credit check in respect of the following individual and/or legal entity:

1. \_\_\_\_\_ Identity Number: \_\_\_\_\_

2. \_\_\_\_\_ Registration Number: \_\_\_\_\_

With any registered credit bureau / s in order to obtain consumer credit information relating to the aforesaid legal entity and / or the aforesaid individual including, but to limited to, the aforesaid legal entity's and / or the aforesaid individual's credit history, financial history and identity.

I hereby indemnify and hold Safari Investments (RSA) Ltd harmless against all and any claims whatsoever and howsoever arising as a result of the aforesaid credit check.

Yours faithfully,

\_\_\_\_\_

For: \_\_\_\_\_ (Pty) Ltd / CC

who warrants that he / she is duly authorized hereto

Date: \_\_\_\_\_

**ASSESSMENT OF JURISTIC PERSON (I.E. COMPANY / CLOSE CORPORATION / TRUST / PARTNERSHIP / BODY CORPORATE) FOR PURPOSES OF THE CONSUMER PRETECTION ACT**

**ASSESSMENT OF JURISTIC PERSON'S ANNUAL INCOME OR ASSET VALUE AT TIME OF TRANSACTION:**

NAME OF JURISTIC PERSON: \_\_\_\_\_

REG NO / CK NO / TRUST NO: \_\_\_\_\_

The Tenant will have a net annual turnover, at signature of the agreement in the sum of:

ANNUAL TURNOVER	X
R0 – R2 million	
Above R2 million	

The Tenant will have a net asset value, at signature of the agreement in the sum of:

ANNUAL TURNOVER	X
R0 – R2 million	
Above R2 million	

**DECLARATION**

I the undersigned, in my capacity as \_\_\_\_\_ of \_\_\_\_\_ (insert name of juristic person), hereby declare that the information provided above is accurate and a true reflection of the tenant's financial position.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20

Signature : \_\_\_\_\_

Date : \_\_\_\_\_