

Required Documentation Checklist

Please ensure that all listed documentation below is attached (where applicable) to the registration form.

All documentation is to be provided in its original format/and or certified.

Document Name Attached	
Original Valid Tax Clearance Certificate	<input type="checkbox"/>
Certified Copy of Company Registration Certificate	<input type="checkbox"/>
Certified Copy of Shareholder Certificate	<input type="checkbox"/>
Original or Certified Copy of B-BBEE Certificate	<input type="checkbox"/>
Reference Letters	<input type="checkbox"/>
Verification of Bank Account only one of the following:	
- Bank Statement (within 3 months) or	<input type="checkbox"/>
- Bank Letter (within 3 months) or	<input type="checkbox"/>
- Cancelled cheque	<input type="checkbox"/>

For Office use only

Approved

Declined

The State Diamond Trader requires the following goods/services:

Please indicate with a tick (✓)

Goods Required		Services Required	
Catering		Accounting and Audit	
Office Equipment		Maintenance: Air-Conditioning ,Electricity	
Office Furniture		Events coordinating	
Stationery		Cleaning and Security	
Publications and Printing		Courier	
Other		Consultants: Legal, Marketing, Human Resource	
		Employee Wellness	
		Payroll Administration	
		ICT Management	
		Insurance (Diamond, Assets, Directors and Officers Liability)	
		Marketing and Advertising	
		Pastel Accounting Support	
		Training	
		Travel Management	
		Other	

Main contact person in your company:

Name:																				
Company position:																				
Contact telephone number:																				
Identity /Passport number:																				
E-mail address:																				