

HEAD OFFICE
PO Box 760
Lebowakgomo
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COVID-19 FINANCIAL RELIEF FUND QUALIFICATION CRITERIA

1. **ONE OF THE FOLLOWING REGISTRATION DOCUMENTS:**
 - 1.1 Sole Proprietorship (Ownership Documents/Trading License)
 - 1.2 Partnership (Partnership Agreement)
 - 1.3 Close Corporation (CK1/CK2 with CK2A)
 - 1.4 Private Companies (CM1/CM3/CM22 and CM27/29 or CoR14.3).
 - 1.5 Co-Operative (registration certificate and constitution)
2. Tax Compliance Status

3. **Viable Business Plan and:**

New Business	Existing Business
Cash Flow Projections – 12 Months	Cash Flow Projections – 12 Months
Projected Income Statement for 12 months	b) Historical Financial Statements – 1-2 years
Projected Balance Sheet for 12 months	Interim Financial Statements
Current Budget	Current Budget
6 months stamped and dated bank statements	6 months stamped and dated bank statements

4. Resolution letter for delegation of authority to act on behalf of the company if there is more than one member/director.
5. Lease Agreement/Letter of Intent to Lease/Proof of business operation.
6. Affidavit declaring the company's address of registered Office and operating address.
7. BBEE certificate
8. Quotations with **banking details** for the respective suppliers and **delivery cost** and, stamped and dated bank confirmation letter of the supplier banking details.
9. Statement of personal Assets and Liabilities of members/directors of the company irrespective of loan amount.
10. Application fee of R500.00 for whole and manufacturing businesses below **R500 000.00**
11. Non-refundable **Administration Fee** of **1%** of the loan amount + **VAT** with a maximum of **R3 000.00** on all loans above the **NCA** threshold of **R250 000.00**.
12. Interest Rate at 0%.
13. Initiation fee of R2500.00 for loan less than or equal to R250 000.00.

FICA DOCUMENTS:

1. ID Copy of members/directors. (Not certified, subject to FICA verification)

Registered address: Enterprise Development House, Main Road, Lebowakgomo, 0737, South Africa

Directors:

Mr PM Makwana (Chairman)
Mr CC Nkademeng (Deputy Chairman), Mr M Maphutha, Adv. TM Ncube, Mr MS Ralebipi, Ms N Magadagela CA(SA), Mr AC Chikane, Mr IM Rathumbu,
Mr TR Makhuvha (CEO)
Mr F Magidi (CFO), Mr NB Mokobane (Interim COO)

Company Secretary: Ms. C Mokoma

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2. Proof of residence (Water & Light Statement not older than 3 months/Lease or Rental agreement/Letter from Ward Counsellor/Affidavit by Parents/Letter from Tribal Authority).
 3. Declaration in case of unmarried applicant (Affidavit)
 4. Copy of Death Certificate in case of Widow/Widower. (Not certified, subject to FICA verification)
 5. Copy of Degree of Divorce in case of divorcee. (Not certified, subject to FICA verification)
 6. Copy of Marriage Certificate in case of married couple. (Not certified, subject to FICA verification)

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