



# STEVE TSHWETE LOCAL MUNICIPALITY

## NOTICE

### UPDATE OF REGISTERED SUPPLIER INFORMATION

The Council is in the process to update the registered supplier information pertaining to the banking details to enable payment via EFT in the near future.

Kindly complete the prescribed form available on our website [www.stlm.gov.za](http://www.stlm.gov.za) and the STLM payment offices. The original form should be submitted by no later than the 6 March 2017.

The completed form should be submitted in the box provided at the information counter, Civic Centre, Wanderers Avenue, Municipal Offices, Middelburg.

Operating times:

08:00 – 16:00 Monday – Thursday

08:00 – 13:00 Friday

Yours faithfully

Acting Municipal Manager



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## SUPPLIER INFORMATION UPDATE

### COMPANY INFORMATION

MAAA \_\_\_\_\_

LEGAL COMPANY NAME: \_\_\_\_\_

\_\_\_\_\_

COMPANY REGISTRATION NUMBER: \_\_\_\_\_

COMPANY TAX NUMBER: \_\_\_\_\_

COMPANY VAT NUMBER: \_\_\_\_\_

### COMPANY CONTACT DETAILS

CONTACT PERSON : \_\_\_\_\_

TELEPHONE NO : \_\_\_\_\_

### DECLARATION

I/We as the supplier of Steve Tshwete Local Municipality hereby declare:

1.1 The information included above is the true reflection my/our company

1.2 That the banking details verified by the bank are as per the banking details on the Central Supplier Database

1.3 That should my/our banking details change, the onus is on me/us to provide Steve Tshwete Local Municipality with the updated information timeously for correct payment allocation.

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

### COMPANY BANKING DETAILS

BANK NAME: \_\_\_\_\_

\*ACCOUNT HOLDER NAME: \_\_\_\_\_

ACCOUNT NUMBER: \_\_\_\_\_

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

***\*Note: As per the regulation by the South African Reserve Bank, the banking details for companies should reflect the legal entity's name or incorporate the trading name.***

### BANKING INSTITUTION

***This part should be completed by the bank:***

Bank stamp
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We hereby declare that the banking details reflecting above are correct.

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

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