

SCHEDULE "A"

This schedule is an annexure to the rental credit application form and information requirements sheet and serves as an informative guideline for assistance in the compilation of necessary documentation required:

COMPANY DOCUMENTATION REQUIRED	
<p>1. For a Close Corporation: Founding Statement and Certificate of Incorporation (CK1) or Amended Founding Statement (CK2) Amended Founding Statement in respect of Accounting Officer and Addresses (CK2A), as applicable2.</p> <p>2. For a South African Company (excluding Public Companies): Certification of Incorporation (CM1) and Memorandum of Incorporation (CM2) and any other forms amending company information, as applicable (e.g. Certificate of change of name of company (CM9)) OR Registration Certificate (COR14.3) and Memorandum of Incorporation (COR15.3) and any other forms amending company information, as applicable (e.g. Amendment of memorandum of incorporation (COR15.2))</p> <p>3. For a Trust: Trust Deed Letter/s of Authority issued by the Master of the High Court to each trustee (or equivalent authorisation document as applicable in other jurisdictions).</p>	
VALID PROOF/CONFIRMATION OF A PHYSICAL ADDRESS	
Document Type	Validity Period
Visit Declaration by an Investec employee or approved representative	< 6 months
Utility Bill	< 3 months
Municipal Rates & Taxes Invoice	< 3 months
Telkom (or other fixed line provider) Account	< 3 months
National / Provincial / Local government-issued document	< 3 months
Bank Statement (from another local bank)	< 3 months
Levy Certificate issued by Body Corporate, Home Owners Association, or Managing Agent.	< 3 months
Letter from Retirement Village, Old Age Home, Asylum, Boarding School, University or Hospital	< 3 months
TV Licence documentation	< 12 months
MNET or DSTV Account	< 3 months
Lease / Rental Agreement	< 1 year
Motor Vehicle Licence / Licence Renewal documentation	< 1 year
Documents issued by the Court	< 3 months
Security Firm Account or Contract	< 3 months
Municipality Valuation Report	< 3 months
Any two (2) of the following original documents:	< 3 months
1. Retail Accounts, i.e. any informal / non-bank credit arrangement: e.g. clothing accounts, pharmacy accounts, veterinary or doctor accounts, student fee accounts, co-op statements 2. Delivery Notes from a supplier of goods or services (including newspaper delivery notification) with proof of delivery Note: documents must be from independent suppliers (i.e. documents supplied should not be from the same supplier)	