



**rural development
& land reform**

Department:
Rural Development and Land Reform
REPUBLIC OF SOUTH AFRICA

**VENDOR MAINTENANCE FORM
PLAS TRADING ENTITY
ACCPAC**

Head Office only					
Vendor Code:					
Vendor captured by:	_____				
Date:	_____				
Vendor approved by:	_____				
Date:	_____				
Head Office only					
Captured by:	_____				
1st Authorizer:	_____				
2nd Authorizer:	_____				

OFFICE:

CONTACT:

The Director-General:/Department of Rural Development and Land Reform

I/We hereby request and authorise you to pay any amounts, which may accrue to me/us to the credit of my/our account with the mentioned bank.
 I/We understand that the credit transfers hereby authorised will be processed by computer through a system known as "ACB - Electronic Fund Transfer Service", and I/We understand that no additional advice of payment will be provided by my/our bank, but that the details of each payment will be printed on my/our bank statement or any accompanying voucher. (This does not apply where it is not customary for banks to furnish bank statements).
 I/We understand that the Department will supply a payment advice in the normal way, and that it will indicate the date on which the funds will be made available on my/our account.
 This authority may be cancelled by me/us by giving thirty days notice by prepaid registered post. Please ensure information is valid as per required bank screens.
I/We understand that bank details provided should be exactly as per the records held by the bank.
I/We understand that the Department will not assume responsibility for any delayed payments, as a result of incorrect information supplied.

Company/Personal Details

Registered Name	_____
Trading Name	_____
Tax Number	_____
VAT Number	_____
Title:	_____
Initials:	_____
First Name:	_____
Surname:	_____

Address Detail

Payment Address	_____
Street Address	_____
Postal Code	____

New Detail

<input type="checkbox"/> New Vendor information	<input type="checkbox"/> Update Vendor information
Vendor Type:	<input type="checkbox"/> Individual <input type="checkbox"/> Company <input type="checkbox"/> CC <input type="checkbox"/> Partnership <input type="checkbox"/> Trust <input type="checkbox"/> Other (Specify) _____