



Tel: 087 941 1214 Fax: 086 500 7238

Support: support@vlocity.co.za Sales: sales@vlocity.co.za  
 Accounts: accounts@vlocity.co.za Suppliers: suppliers@vlocity.co.za

Head Office: 25 Hermes Street, Paarden Eiland, Cape Town  
 Postal: PO Box 1380, Milnerton, 7435

Co Reg No: 2011/117409/07 Vat No: 4940240312

1) Reseller Section - If you are a client of a reseller

**Customer Information/Application Form**

Reseller Name:	Name of reseller company handling your account
Reseller Agent :	Agent or Rep handling your account

2) Customer Details

Company Name or Full Name	If a private person then specify your name	
Cpy Reg. No or ID Number		
VAT Number		
If Company		
Address	Physical	Postal
IT Support Contact	Name	Number
Telephone No		
Fax No		
Mobile No		
Email Address		

3) Billing Details

Please be clear as to how we must handle your billing to avoid problems

Billing Contact	
Telephone No	
Mobile No	
Email Address	

4) Billing Instructions

Install Invoice	To Customer	<input type="checkbox"/>	To Reseller	<input type="checkbox"/>
Monthly Invoice	To Customer	<input type="checkbox"/>	To Reseller	<input type="checkbox"/>
Maint Invoice	To Customer	<input type="checkbox"/>	To Reseller	<input type="checkbox"/>
Monthly Service Required	Unique instructions (if any?)			

5) Bank Details and Debit Orders

Account name	Info required regardless of Debit order process		
Account number			
Branch code/name			
Account type			
Debit order Acceptance	I require a debit order to handle monthly payments		<input type="checkbox"/> Yes <input type="checkbox"/> No
Amount to Debit	First Pro Rata Payment	Therafter Monthly	

**Notice Periods: Month to Month Contract:** Should you wish to cancel your services with Vlocity Communications (Pty) Limited, a notice period of one calendar month will be required for which the client will be liable. On termination of such service, all amounts applicable for services rendered prior to termination shall become due and payable immediately. The termination of the service shall be without prejudice to any rights of the client as well as Vlocity accrued as at the date of termination. The client may not demand reimbursement for any damages of whatever nature as a result of the client's relocation to an area outside of Vlocity's coverage. **Signed Period Service Order Contract : A 3 month written cancellation prior to expiration date of contract applies. Please note: services applied for under the Period Service Order Contract is subject to the Customer Service Order Agreement document to be completed, signed and accepted by both parties before installation and implementation of services.**

**Penalty:** There will be a R120 penalty for each and every entry from the bank dishonoring the client's debit order payment. Such costs will be added to the monthly recurring charges and will form part of the required payment for services rendered

Signed By	Date:	<b>Signature:</b> I have read and understand the TERMS AND CONDITIONS OF TRADE which form part of this Client Information Form and agree to be bound by these conditions .
Position	Place:	