

# VENDOR REGISTRATION FORM

## MPACT PLASTIC CONTAINERS

..... (company name)

New application	
Amending current supplier details	
Account number	
Category	

**Suppliers cannot be registered without submitting the following documentation:**

**Check    Office use**

	Check	Office use
Tax compliance status with a valid pin		
Confirmation of banking details on an original letterhead <b>verified with the bank's stamp</b>  <b>Or Original bank statement verified with the bank's stamp</b>		
Copy of Valid BEE verification Certificate		
<b>Sole proprietors or Partnerships</b> Certified copies of ID's of owners and or partners		

What is the nature of the goods or services you intend providing to Mpack Plastic Containers?

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**Contact information**

<b>Trading name</b>	
<b>Registered name</b>	
<b>Registration number</b>	
<b>Vat registration number</b>	
<b>Legal structure</b> (e.g. Company, CC, Partnership)	
<b>Country</b>	
<b>Postal Address</b>	
<b>City</b>	
<b>Postal code</b>	
<b>Province</b>	
<b>Physical address</b>	
<b>Telephone</b>	
<b>Fax</b>	

	<b>Name</b>	<b>Contact number</b>	<b>E-mail</b>
<b>Account liaison</b> Will receive remittance			
<b>Sales liaison</b> Will receive purchase orders			

**Payment details**

<b>Bank name</b>	
<b>Bank sort code</b>	
<b>Account Number</b>	
<b>Account Name</b>	
<b>International suppliers only</b>	
<b>IBAN number</b>	
<b>Swift Number</b>	
<b>Full bank address</b>	
<b>Currency</b>	

**Who is your key contact at Mpact plastic containers?**

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**Declaration**

Do you, or any person connected with this application have any relationship (family, friend, other) through ownership, or spousal relationship with a person employed by Mpact plastic Containers.

NO

YES: (please state particulars)

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**Please take note of the following standard financial terms and conditions**

1. Mpack's standard payment terms are 40 days from date of statement.
2. Suppliers must ensure their invoices comply with SARS legislation applicable to Tax invoices:

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| <ul style="list-style-type: none"><li>• Mpack Plastic Containers (Pty) Ltd – must have the VAT number 427 0191 838</li></ul> |
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- 3. Only invoices reflecting an Mpack system generated purchases order number will be honoured.**
4. Invoices with incorrect and or incomplete data will not be processed until corrected and or completed by you.
5. Manual changes to invoices will not be accepted
6. If a supplier is also a debtor of Mpack plastic Containers, netting of the liability and the recoverable will be applied.
7. The supplier agrees to follow the Standard Operating procedures at any Mpack Plastic Containers facility.
8. The supplier agrees to be bound to the requirements as stated on the Purchases order.

**Acknowledgement**

I/We the supplier representative/s accept/s Mpack plastic Containers's terms and conditions and agree to be bound at all times by such terms and conditions.

I/we hereby indemnify and hold the Mpack group harmless against all or any claims, actions, loss, liability or damage of any nature whatsoever (including legal and other costs of penalties arising in any manner out of a breach by us of the above mentioned terms and conditions.

I/We the Supplier representative/s warrant that all information contained in this document is true and correct and that I /we am/are duly authorized to sign.

For and on behalf of the supplier, he/she is being duly authorized thereto:

<b>Name</b>	
<b>Designation</b>	
<b>Signature</b>	
<b>Date</b>	

**PLEASE NOTE;**

In compliance with our obligations under the POPIA, we would like to assure you that all your details (names and email addresses) are stored safely on our database.

**For use of Mpact only**

**Authorised by:**

<b>Name</b>		
<b>Designation</b>		
<b>Signature</b>		
<b>Date</b>		
<b>Revision #</b>		