



H.E.R.S, a div. of Hudaco Trading (Pty) Ltd.
Co. Reg No: 1984/005432/07
VAT No: 4010274480
P. O. Box 4567, Germiston South, 1411
Tel: 011-825-3690 Fax: 011-873-0743

Checklist for Credit Facility Application

Before forwarding your application for a new account, please ensure that you have filled out the credit application form in full and that the following documents have been included and are valid and correct:

1 Printed and Signed Credit Application Form (please fill this form out in excel, then print once finalised, sign and scan/fax through to dashnee@hers.co.za / fax: 086 661 4652)	<input type="checkbox"/>
2 Signed copy of the terms and conditions of sale by an authorised signatory	<input type="checkbox"/>
3 Copy of your letterhead	<input type="checkbox"/>
4 Copy of your VAT Certificate	<input type="checkbox"/>
5 Copy of your Busines Registration Certificate	<input type="checkbox"/>
6 Copy of your Directors Identity Documents	<input type="checkbox"/>

For Office use only:

1 Documents Received Complete	<input type="checkbox"/>
2 Trade References Checked	<input type="checkbox"/>
3 Experian Report	<input type="checkbox"/>
4 Credit Requested by Applicant	<input type="checkbox"/>
5 Credit Suggested to be Authorised	<input type="checkbox"/>
6 Sales Rep Code	<input type="checkbox"/>
The above has been checked and reviewed by:	
_____	Name: _____
	Date: _____
Authorised by:	
_____	Name: _____
	Date: _____