



South Africa. Siyasebenza

Document Uploads – Close Corporation

On submission of the online application form, you will be required to upload documents, including certified documents. Please ensure these are no older than 3 months old.

Fields marked with an * are required

Section 1: Personal Documents

1.1.3 Certified Copy of ID, not older than 3 months *

1.1.5 Proof of Address *

If applying as an Individual, you will be required to upload documents 1.1.9-1.1.12. If applying on behalf of a company, you can proceed to Section 2.

1.1.9 Tax Clearance Certificate / Latest Tax Assessment

1.1.10 Education Certificates / Reports

1.1.11 Additional Training Course Certificates

1.1.12 Marital Status Supporting Documents

If married in community of property, upload ID of spouse, Anti-nuptial Agreement and Marriage Certificate. If divorced, upload Divorce Decree and Deed of Settlement.

Section 2: Business Documents

1.2.2 Legal Entity Registration Document *

Resolution / Document showing legal capacity of applicant *

1.2.3 Proof of Water Rights / Water Scheme / Borehole Certificate *

1.2.4 Farmers' Association / Co-op Membership Documents (if 'Yes') *

1.2.5 Accreditation Certificates / Registration Documents *

1.2.6 PUC / PHC Registration Document *

1.2.7 BEE Certificate / Affidavit *

1.2.8 VAT Registration Certificate *

Section 3: Financial Information

1.3.1 Signed Financial Statements for the past 5 years *

1.3.2 Current Management Accounts *

Upload balance sheet, income statement, cash flow statement not older than 3 months.

1.3.3 Bank Statements for the past 6 months *

1.3.5 Appointment Letter from Auditors

1.3.6 Certified Copy of Rehabilitation Order, not older than 3 months (if 'Yes') *

Section 4: Farm Information

1.4.1 Land Use Supporting Documents *

1.4.5 Farm Map

- 1.4.9 Recent Valuation Supporting Documents, not older than 2 years (if 'Yes') *
- 1.4.10 Environmental Impact Assessment (EIA) Certificate
- 1.4.12 Export Company Confirmation Documents
- 1.4.13 Marketing Agreements *

Section 5: Farm Management

- 1.5.1 Organogram of Management Structure *
- 1.5.2 CVs of Business and Operational Managers *
- 1.5.3 List of Current Permanent Employees and Last Season's Seasonal Workers, with names and ID numbers *
- 1.5.4 Labour Reports / Assessments / Submission WA / UIF

Additional Documents Required

- 1. Exclusion List *
- 2. Declaration Form *
- 3. Authorisation for Credit Check Form *
- 4. Business Plan *
- 5. Certified Copy of ID, not older than 3 months, of all members and persons authorised to act *
- 6. Proof of Address of all members and persons authorised to act *