



| CUSTOMER APPLICATION FORM | | | | | | | | | | | |
|--|--|--|--|--|--|---|---------------------|---|--|---|--|
| Tel: 0860 111 723 Whatsapp: 064 121 9970 Email: info@itopitup.co.za Website: www.itopitup.co.za | | | | | Reg. # 2018/035562/07 | | | | |  Convenience at your fingertips | |
| Application Generation | | | | | | | | | | | |
| Application Type | | <input type="checkbox"/> New Application (VAS) | | | <input type="checkbox"/> New Application (NON-VAS) | | | <input type="checkbox"/> Change of Ownership | | | |
| Sale Generation | | <input type="checkbox"/> Cold Call | | <input type="checkbox"/> Sales Lead | | <input type="checkbox"/> Store Referral | | <input type="checkbox"/> Business Referral | | <input type="checkbox"/> Partner Referral | |
| Location | | <input type="checkbox"/> CBD | | <input type="checkbox"/> Suburb | | <input type="checkbox"/> Rural | | <input type="checkbox"/> Industrial | | <input type="checkbox"/> Township | |
| Salesman | | | | | | | | | | | |
| Est.Monthly Airtime | | | | | Est.Monthly Electricity | | | | | | |
| Est.Monthly Bill Payments | | | | | Est.Monthly Swipe Cards | | | | | | |
| Existing Supplier | | | | | | | | | | | |
| Product Information | | | | | | | | | | | |
| Product | | <input type="checkbox"/> Airtime & Data | | | <input type="checkbox"/> International Airtime & Electricity | | | <input type="checkbox"/> Swipe Cards | | | |
| | | <input type="checkbox"/> Electricity | | | <input type="checkbox"/> Money Transfer | | | <input type="checkbox"/> Payment Kiosk | | | |
| | | <input type="checkbox"/> Bill Payments | | | <input type="checkbox"/> Universal Vouchers | | | <input type="checkbox"/> Cash Management Services | | | |
| Airtime Pricelist (as at Date) | | | | | Free Paper | | | | | | |
| DSTV Convenience Fee (Max Fee R10 per transaction) | | | | | <input type="checkbox"/> DSTV on Credit | | | | | | |
| Municipality | | | | | Municipality Rate | | | | | | |
| Electricity Max Sales Value | | | | | Bill Payments Max Sales Value | | | | | | |
| Monthly Administration Fees | | | | | | | | | | | |
| Admin Fee | | Active From | | | | | | | | | |
| Insurance Fee | | Active From | | | | | | | | | |
| Swipe Card Fee | | Active From | | | | | | | | | |
| Financial Configuration | | | | | | | | | | | |
| Payment Options | | <input type="checkbox"/> Cash / ATM Deposits | | <input type="checkbox"/> Retail Payment Points | | <input type="checkbox"/> Cash Safe | | <input type="checkbox"/> EFT | | | |
| Commission | | <input type="checkbox"/> Rebate | | <input type="checkbox"/> EFT: Signed Invoice is required for EFT (Only Available if Commission > R1,000) | | | | | | | |
| Management Reports | | <input type="checkbox"/> Daily Sales Report | | | <input type="checkbox"/> Weekly Financial Statements | | | <input type="checkbox"/> Monthly Financial Statements | | | |
| | | <input type="checkbox"/> Low Balance Email | | | Low Balance Threshold | | | | | | |
| Daily Automated Z Report (Shift Closure) | | | | | Time | | : | Time | | : | |
| Internal Admin | | | | | | | | | | | |
| Device | | | | | | | | | | | |
| Priority | | <input type="checkbox"/> Standard | | | | <input type="checkbox"/> Urgent | | | | | |
| Technology Connection | | <input type="checkbox"/> ADSL | | <input type="checkbox"/> GPRS | | <input type="checkbox"/> ADSL & GPRS | | <input type="checkbox"/> Mifi | | | |
| | | <input type="checkbox"/> 3G Router & Dongle | | <input type="checkbox"/> 4G Router & Dongle | | <input type="checkbox"/> Retailer Wifi | | <input type="checkbox"/> 4G Mifi | | | |
| Notes | | | | | | | | | | | |
| Business Details | | | | | | | | | | | |
| Customer Account Number | | | | | Display Name | | | | | | |
| Company Name (Trading As) | | | | | Legal Name | | | | | | |
| Reg # | | | | | VAT # | | | | | | |
| Nationality | | | | | | | | | | | |
| Entity Type | | <input type="checkbox"/> Close Corporation | | <input type="checkbox"/> PTY (LTD) | | <input type="checkbox"/> Limited | | <input type="checkbox"/> Sole Proprietor | | <input type="checkbox"/> Partnership | |
| Store Format | | <input type="checkbox"/> Franchised Store | | <input type="checkbox"/> Oilco Convenience | | <input type="checkbox"/> General Dealer | | <input type="checkbox"/> Wholesaler | | <input type="checkbox"/> Kiosk / Spaza / Tuckshop | |
| Shareholder Information | | | | | | | | | | | |
| Directors / Members / Shareholders / Owners / Controlling Company Details | | | | | | | | | | | |
| Full Name | | ID # | | | % Shares | | Residential Address | | | | |
| | | | | | | | | | | | |
| Address Details | | | | | | | | | | | |
| Address 1 | | | | | Address 2 | | | | | | |
| Suburb | | | | | Town | | | | | | |
| Province | | | | | Code | | | | | | |
| Latitude | | | | | Longitude | | | | | | |
| Contact Details | | | | | | | | | | | |
| Email (Primary) | | | | | Email (Invoices) | | | | | | |
| Telephone 1 | | | | | Telephone 2 | | | | | | |
| Mobile | | | | | Fax | | | | | | |
| Whatsapp Number | | | | | Emergency Other Cell Number to SMS | | | | | | |
| Emergency Details (Name of Person/Company) | | | | | | | | | | | |
| Operational Hours (Optional) | | | | | | | | | | | |
| Day | | | | | Open Time | | Close Time | | | | |
| Monday - Friday | | | | | : | | : | | | | |
| Saturday | | | | | : | | : | | | | |
| Sundays & Public Holidays | | | | | : | | : | | | | |

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| Banking Details (Optional) | | | |
| Bank | | Branch Code | |
| Account # | Account Type | Account Holder | |
| Documentation Provided | | | |
| <input type="checkbox"/> Identification | <input type="checkbox"/> Proof of Address | <input type="checkbox"/> CK Document | |
| <input type="checkbox"/> VAT Registration | <input type="checkbox"/> Other | <input type="checkbox"/> Store Photo | |
| Declaration & Agreement | | | |
| I have read, understand and agree to be bound by the terms & conditions as agreed with Top it Up in the "Top it Up Vendor Agreement - Terms & Conditions". I declare that the information given herein is correct. | | | |
| I am completely liable & responsible for any outstanding amount owed to Top it Up. | | | |
| On receiving the Top it Up terminal, I will be fully responsible for it & will insure the terminal to the value of R4,500 for negligence & theft. All equipment supplied in this agreement remains the sole property of Top it Up, unless stipulated & agreed in a separate written document. Top it Up accepts no liability for claims from the use of equipment. | | | |
| The applicant cannot cede this agreement & contract to anyone or another business without the permission of and approval from Top it Up. Top it Up can cede this agreement & contract without the Applicant's permission. | | | |
| I will inform Top it Up of any change to the entity of the business, be it a 'sale of the business' with change of ownership or 'change in shareholding'. I understand Top it Up's vending agreement in terms of the FICA act and that under no circumstances is a new owner allowed to trade & continue trading on this existing account without having signed a new agreement with Top it Up with supporting documentation. Any disputes between Top it Up and the new owner are to be resolved between me and the new owner should there be a breach in this clause. | | | |
| I will be fully responsible for any funds due to Top it Up. It is common for businesses to have a transition period between new & old owner and whilst not advised, during this period the two entities may come to an agreement to allow the new owner to trade on the old owner's account. It must be noted that in this situation, the old owner will be liable for the complete outstanding amount and any penalties, interest or legal fees incurred by Top it Up to recover the outstanding amount. | | | |
| All prices are subject to change without notice. | | | |
| Retailer Digital Signature | | | |
| | | | |
| Official Use | | | |
| Reference Conducted | | | |
| Notes & Comments | | | |
| Salesman Digital Signature | | Approver Digital Signature | |
| | | | |