



TUPA 2012 (PTY) LTD
 Reg No. 2012/0583612/07
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P.O. Box 1652
 Rosettenville
 2130

THE EDGE SHOPPING CENTRE
 69 TURF CLUB ROAD
 BLOCK F TURFFONTEIN 2190

COMMERCIAL APPLICATION

SURNAME : _____ FIRST NAMES : _____
 TITLE : (MR / MRS / MS) _____ VAT/CK REGISTRATION NO: _____
 IDENTITY NO : _____ MARRIED / SINGLE / DIVORCED _____
 RESIDENTIAL ADDRESS : _____
 PRESENT EMPLOYER: _____
 OCCUPATION : _____ PERIOD OF SERVICE : _____ MONTHLY INCOME : _____
 PHONE NUMBER : (RES) _____ (BUS) _____ (CELL) _____
 E-MAIL ADDRESS: _____ CAR REGISTRATION NO: _____

SHOP NO : _____ BUILDING NAME : _____
 BUILDING ADDRESS : _____
 MONTHLY RENTAL : _____ OCCUPATION DATE : _____
 PERIOD OF LEASE : _____ ESCALATION : _____ % PER ANNUM RENEWAL PERIOD : _____
 OPS COST _____ % ESCALATION : _____ %
 MUNICIPAL CONTRIBUTIONS : _____ ESCALATION : AS PER COUNCIL INCREASE
 TYPE OF BUSINESS : _____ NAME OF BUSINESS : _____

SPOUSE FULL NAME : _____ SPOUSE ID NUMBER : _____
 PHONE NUMBER : _____ MONTHLY INCOME: _____

TWO REFERENCES REGARDING MONEY TRANSACTIONS (H.P AGREEMENTS, ETC)

1. _____ ACCOUNT NUMBER: _____
 2. _____ ACCOUNT NUMBER : _____

THREE PERSONAL REFERENCES (RELATIVES OR FRIENDS) LIVING IN GAUTENG

FULL NAME	ADDRESS	TELEPHONE NUMBER
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

APPLICANTS BANKING DETAILS

BANK : _____ BRANCH CODE : _____ BRANCH : _____ A/C NO : _____

COPY OF LATEST BANK STATEMENT : _____

The applicant on the signing hereof will pay TUPA (Pty) Limited the sum of one and one half (2) months rental as a deposit, which shall be retained whilst the applicant remains in occupation of the above-mentioned premises. The above-mentioned amount shall not be on account of Rent or form any part thereof in any way or manner and is refundable in whole or part as the case may be after the 18th day of the new month following the applicants vacation.

INITIAL HERE

- The Applicant shall also pay a fee on the signing hereof for preparation of the Agreement of Hire, which must be duly signed by him and the cost of Revenue Stamps which shall be affixed thereto, borne by him.
- On acceptance of this application, the applicant agrees to sign an agreement of lease.
- All letting subject to the landlords confirmation to be given within 45 days according the conditions of the lease, however if the applicant should fail to sign the agreement of hire as mentioned above, for the period as reflected above then it will be automatically assumed that the lease will come into effect from the stipulated date for the period
- It is assumed unless we are advised to the contrary within 3 days after the first day of the month after taking occupation, that when a business is bought the new tenant takes responsibility for all damages and defects of the shop/office. Any defects reported in writing by the new tenant will result in deduction for damages from the old tenant's deposit.
- New tenants must report in writing, and in duplicate all defects/damages to the premises and a copy must be retained for their records with the acknowledgement of receipt from the agents.
- It is assumed unless we are advised to the contrary within 5 days of taking official occupation that when a business I bought, the new tenant takes responsibility for all damages and defects of the premises. Any defects reported in writing by new tenant will result in a deduction for damages from the old tenants deposit.
- No renovations, installation of security or removal of walls to any part of the premises can be made without a written request being given to the Director of TUPA and a written reply obtained. The Landlord can elect for such renovations or additions to remain or can request re-instatement of the premises to the original condition
- Signs and Aerials may not be erected anywhere on the building without the agents written confirmation of where the sign may be erected, how it may be erected and what size the sign is to be.
- **RENTAL IS DUE AND PAYABLE IN ADVANCE OR BEFORE THE FIRST DAY OF THE MONTH. Rental for commercial property is without exception due on the first day of the month.**
- Monthly accounts not received by yourself before the end of the month is not an excuse for not paying timorously and our offices can be telephoned to obtain details of the account due for payment.
- Deposits are refundable on the 18th day of the month following vacating the premises.
- Refuse must be removed by tenants to the common area and any boxes, plastic bags, etc. Where refuse is not the usual daily refuse must be removed by the tenant from the premises. Overloading of refuse removal results in the landlord paying additional removal cost for which the tenant is responsible.
- Plate glass is the tenants responsibility and should be insured by the tenant.
- The applicant confirms having viewed the premises before entering into the agreement of hire and observes that should the premises contain any defects, or missing appurtenances, this must be noted on his agreement of hire within 5 days of taking official occupation, failing which he shall assume full responsibility thereof on his vacating the premises.
- **CASH DEPOSITS WILL ATTRACT BANK CHARGES WHICH WILL BE FOR THE LESSEE'S ACCOUNT..**
- **Please note that the Pocket Pos facility is available at our premises should you want to pay at our offices you may swipe your card at a fee charge of R7:00.**

The applicant confirms receipt of his tenancy instruction and information:

DATE : _____

SIGNATURE : _____

AMOUNT DEPOSIT PAID : _____

RECEIPT NUMBER: _____

FOR OFFICE USE ONLY

SEE DEPOSIT CALCULATION SHEET

BANKING DETAILS:
BANKING INSTITUTE: NEDBANK LIMITED
ACCOUNT HOLDER: TUPA 2012
ACCOUNT NUMBER: 1029386633
BRANCH CODE: 128-405

REQUIREMENTS

- 2 Months Deposit (Copy of Receipt if paid to Owner)**
- Proof Of Residence**
- ITC amount**
- Lease Fees amount**
- Copy of ID document**
- If a c.c., a copy of the CK Registration document**
- VAT Registration Document (VAT 103)**
- Copies of last 2 months Bank Statements**
- 1st Month's Rental plus recovery charges (municipals, electricity, water, sewer etc.)**
- Surety ship**