

Budget & Treasury

Your ref:

Our ref: Debt Relief 25/26

Who deals with this: Debtor Management

Tel: 0800205050, press option 5

e-Mail: accountrelief@mandelametro.gov.za

Dear Sir / Madam

APPLICANT DETAILS

I, the undersigned:

Full Name and Surname: _____

Contact Number: _____

Alternative Number: _____

Email Address: _____

Physical Address: _____

Account Number: _____

Hereby wish to apply for the Nelson Mandela Bay Municipality Debt Relief Programme for the above-mentioned account.

REQUIRED DOCUMENTS

Domestic Accounts:

- Copy of Identity Document
- Payslip or
- 3 x month bank statement

Non-domestic/Business Accounts:

- Letter of Authority for persons concluding arrangements OBO of the entity
- Copy of ID of Authorised person to conclude financial arrangements.
- 3 x month Bank Statement
- Latest Audited Financial Statements (Where available)

THE FOLLOWING IS TO BE NOTED: -

- **The write-off will only take place once the arrangement has been paid up fully with no arrear debt remaining.**

- This offer is valid as per the balance brought forward on the date at which the arrangement is concluded on the system, and not at the date of application, because an account may bill whilst the application is being processed.
- Should the arrangement be defaulted on, the portion that was ringfenced to a separate account, will be put back on to the current account including the interest portion that has accrued on it.
- Only one arrangement may be concluded per account number.
- A stop order may be signed for repayment purposes if I consent to it.
- No further or future write-off will be granted on the above account for the purpose of this debt-relief program.
- Should you not qualify for the said arrangement, you may conclude an arrangement as per the Nelson Mandela Bay Municipality Credit Control Policy. This requires a higher down-payment and a longer repayment period.
- For further information, kindly visit any of our Customer Care Centres between 8:00 - 15:30, weekdays.

Applicant's Signature:

Date:

FOR OFFICE USE ONLY

For the Balance Brought forward amount of:
R.....

A minimum down-payment of: R , which may equate to a minimum of 2.5% of the arrangement amount or more, will be paid towards the 50% arrangement portion and settle the rest of the remaining balance of the arrangement in 12 or less months on interest-bearing arrangement.

- A percentage of 50% of the balance brought forward of R will be ringfenced to a separate interest-bearing accountuntil payment arrangements are paid up and then written off.
- I will accept that the remaining balance of R..... will then be payable over 12 or less months in addition to the monthly current account.
- Once an application form is completed with the required supporting documents and the required deposit is paid, an acknowledgement of debt will be signed, and an arrangement may be concluded and payable within the stipulated period.

Received By: Date:.....

Approved By:..... Date:.....

