



UMZIMVUBU
LOCAL MUNICIPALITY

LED SMME'S APPLICATION FORM FOR ENTREPREUNSHIP TRAINING

Application instructions

1. This form must be fully completed and where necessary supporting documents beattached.
2. Ensure that the Application Checklist is completed/ marked for supporting documents.
3. Ensure that the Declaration is signed.

Part 1: Applicant Information

1. First Name: _____ 2. Surname: _____
3. Date of Birth: _____ 4. Gender (*Circle one option*): M / F
5. Cell Number: _____ 6. Email: _____
7. Physical Home Address: _____

8. Section/Location: _____ 9. Ward No. _____
10. Population Group (*X one option*): African | White | Indian | Coloured
11. Living with Disability: Yes | No If yes, please indicate: _____

Part 2: Business Information

12. Name of business: _____
13. Business Sector/ Industry: _____
- 14 Type of business entity: Close Corporation [cc] Private Company [Pty. Ltd]
Unregistered/Informal



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19. Business Address: _____

20. Business Contact: _____ Business Email: _____

21. Describe your business. What do you sell? Who are your customers?

Please indicate the sector where the organization is active:

Sector	Tick	Sector	Tick
Agriculture		Arts & Culture	
Brickmaking and Manufacturing		Catering	
Clothing/Textile		Cultural/Heritage/Arts	
Contractors		Electricity, Gas & Water	
Furniture-Making		Film and Television	
Hairdressers		ICT/Networking	
Plastics & Cosmetics		Recycling	
Retail & Motor Trade Repair Services		Tourism & Hospitality	
Other (specify)			

22. How long has the business been in operation: < less than a Year > More than 1 Year

More than 3 years

23. How involved are you in the business operation: Full-time Part-time

24. How many people working in your business (excluding yourself)? _____

25. Indicate average Monthly Sales of the business:

R0 - R5 000 R6 000 – R10 000 R11 000- R30 000 More than R30 000



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Part 3: Motivation

26. Why should you be considered (Provide a motivation for your application)?

Part 4: General Information

- The training will cater for two types of business cases: a). Already existing business with a turnover not exceeding R500 000 b). A new business initiative/project that demonstrates sustainability and job creation.
- The Municipality at its discretion might choose not to fund certain items of the proposal.
- The training will cater for all cross-sectoral businesses with significant development impact:
 - a. **Job Creation/Retention:** training must create direct new jobs and/or retain existing ones.
 - b. **Empowerment:** training must directly promote development of the Historically Disadvantaged, Youth, women and people living with disability.
 - c. **Value addition:** training must add value towards revitalizing township economy by funding viable and sustainable businesses/initiatives.
 - d. **Development of both rural and urban/township SMMEs/ Cooperatives situated within ULM:** Businesses/projects must fall within the boundaries of ULM to be eligible for funding.

Attachments to be submitted with this application Form

- Business Registration Certificate (if applicable)
- Valid Tax verification pin (If applicable)
- Certified ID copy of applicant
- Proof of Residence of applicant, not older than 3 months.
- Latest business Bank statement
- Signed application form





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Selection Criteria / Generals Rules

- Applicants need to be South African citizens residing in Umzimvubu Local Municipality.
- Business must be 100% owned by South African Citizens.
- Business must at least have or be able to employ 70% local people who are South African.
- Businesses dealing with sin products will not be considered (Tobacco, Alcohol, gambling, sex-related etc).
- Fraudulent activities such as fronting, and misrepresentation will lead to direct disqualification.
- Late applications will not be considered.
- For queries regarding this funding contact Mr Azola Makanda (LED Manager) on (039) 255-8500/41 alternatively on 0764123285 during office hours.

Application Process

- SMMEs submitting incomplete applications will be disqualified and not considered.
- SMMEs are expected to submit all required and valid documentation for their application to be considered.
- SMMEs should ensure that they meet the eligibility Criteria before applying.
- **The municipality reserves the right to approve or decline an application.**
- Completed application forms with all required documents should be dropped off at the **813 Main Road, Mount Frere 5090** –Tender box at the reception in an enclosed envelope.

Declaration

I.....hereby declare that the information I have provided for this SMME training Application concerning me and my business, that it is true, and I give consent that my details be presented to Council and any other interested/ affected party for this application.

I commit to make myself available and fully participate in the SMME Development Programme as part of my training Agreement and that I will give full cooperation to Umzimvubu Municipality and any agent appointed by it as part of this programme.

I fully understand that Umzimvubu Municipality is under no obligation to approve my application and will not be liable for any cost I have incurred in the process of this application.

Are you presently in the service of the state? Yes No

Have you been in the service of the state for the past twelve months?

Yes No





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27. This application is hereby submitted by:

Name: _____ Signature: _____

Date: ____ / ____ / ____ Witness: _____

- Closing Date: 10 November 2022; 12H00.

NO LATE SUBMISSIONS WILL BE ACCEPTED

SUPPORTING DOCUMENTS

Ensure that ALL necessary supporting documents are attached. Use the table below in ensuring that you have the correct required documents.

N.B: Note that certified documents must not be older than 3 months.

APPLICATION CHECKLIST	Please mark with X if documents are attached
Completed the application in full	
Attached certified copy of ID or IDs of Company Directors	
Attached proof of residence	
Attached Business registration certificate	
Attached proof of SARS Tax application or SARS Tax Certificate	
Attached proof of Banking	
Attached Business Profile/ Plan	
Attached Recent Financial/ Bank Statement of the Business	



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****POPIA DISCLAIMER****POPIA DISCLAIMER: Umzimvubu Municipality complies with the Protection of Personal Information Act, Act 4 of 2013 (POPIA) and has adopted a privacy policy to this effect. Data Subjects who submit their personal information to the municipality's Responsible Parties or Processors confirm that they have read and understand the municipality's POPIA Policy. Such Data Subjects agree that their personal information may be recorded and processed by the municipality in executing its day-to-day activities. Data Subjects submitting personal information confirm that they are aware of their rights, such as the right to request that their personal information be amended or removed from the municipality's records at any time.

