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An Authorised Financial Services Provider: License Number – 31213

### RETAIL FUEL GUARANTEE APPLICATION FORM - NEW RETAILER

**COMPANY NAME****TRADING NAME**


#### REQUIRED DOCUMENTATION FOR THIS APPLICATION

In order to process the Guarantee application for the above Business, This application should be completed clearly **in full** and signed by the authorized Person/s. In addition to this form you need to submit the following:

#### NEW RETAILERS

- |    |  |
|----|--|
| 1. | Business Plan and Cash Flow Projections                  |
| 2. | Details of funding structure (e.g loans/equity invested) |
| 3. | Proof of Finance Available                               |
| 4. | Personal Balance Sheet of all Members/Directors          |
| 5. | Previous Retailers Financial Statements                  |
| 6. | Members/Directors Curriculum Vitae (CV)                  |

#### SECTION A : DETAILS OF GUARANTEE

Name of Fuel Company			
Guarantee Value Required			
** Please provide proof/confirmation of guarantee value required by Fuel Company			
EFFECTIVE DATE of guarantee required?			
Do you current have a BANK GUARANTEE or other guarantee with the Fuel Company?			
If "Yes" what is the VALUE of the guarantee?			
Who provided the guarantee?			
How is this guarantee secured e.g. cash, property, investment, policies etc?			
Do you intend to replace your existing guarantee with the Refine guarantee?			
Reason for replacing the guarantee?			

#### SECTION B : DETAILS OF BUSINESS

Company name:			
Registration Number			
Site Trading name:			
Holding Company			
Registration Number			
Physical address:			
of site			
	Code:		

SHARING THE LIGHT TO GROW OTHERS

**Site Contact Details:** Tel  Email 1

**Does the Business/Company own the Business premises?**

**Does the Fuel Company own the Business premises?**

Name of **LANDLORD**

Contact person

Telephone  Email

How old is the site?

What is the average monthly rental amount payable?

**SECTION C: DIRECTORS / MEMBERS / TRUSTEES / PARTNERS / SHAREHOLDERS DETAILS**

**Directors / Members / Trustees / Partners / Shareholders etc details**

FULL name

ID number

Contact # (home/cell)

Residential address

Married ANC / Community of Property?

If married COP      Spouse FULL name

                                 Spouse ID number

                                 Residential address (if different)

FULL name

ID number

Contact # (home/cell)

Residential address

Married ANC / Community of Property?

If married COP      Spouse FULL name

                                 Spouse ID number

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FULL name

ID number

Contact # (home/cell)

Residential address

Married ANC / Community of Property?

If married COP      Spouse FULL name

                                 Spouse ID number

                                 Residential address (if different)

**SECTION D: NEW RETAILERS ONLY - TRADING INFORMATION ABOUT THE BUSINESS**

When do you take over the business?

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Does the business have a LOAN?

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If Yes, what is the value of the loan?

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Own Contribution into business (Rands)

--

Purchase price of business

--

Purchase price of opening stock

--

Start up costs (excl stock)

--

Value of Debtors book per month?

--

Value of Debtors deposits held?

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**GP / Margin**

What is your AVERAGE PETROL SALES (in litres) PER MONTH?

	ltrs	c/ltr
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What is your AVERAGE DIESEL SALES (in litres) PER MONTH?

	ltrs	c/ltr
--	------	-------

What is your SHOP SALES (excl VAT) PER MONTH?

R		%
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What is your LUBES SALES (excl VAT) PER MONTH?

R		%
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What is your BAKERY SALES (excl VAT) PER MONTH?

R		%
---	--	---

What is your FAST FOOD SALES (excl VAT) PER MONTH?

R		%
---	--	---

What is your PHONECARDS SALES (excl VAT) PER MONTH?

R		%
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Is the SHOP a FRANCHISED SHOP e.g. Quickshop/Select/BP Express/Sasol Delight etc

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Is your FAST FOOD a franchised outlet e.g. Steers, Wimpy, Barcellos etc

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**SECTION E: INSURANCE DETAILS OF THE BUSINESS**

Who is the Business Insured with (e.g. Santam, M&F, SA Eagle etc)

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Does the Business use CASH IN TRANSIT services?

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How many days a week do they collect

--

Has the business ever been held up in an armed robbery?

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## STAGE 2 OF APPLICATION

### SUCCESSFUL APPLICATION SUBJECT TO

1. Suretyship from Company (and holding/subsidiary companies at Refine's discretion)
2. Suretyship from Members/Directors (at Refine's discretion)
3. Provision of management accounts / financials of the Business (on Refine request from time to time)

Kindly provide the following legal documents as required by the Attorneys to draw up the Security Documents:

1. Copy of Company Documents/Share Certificates
2. Copy of ID Documents of all Members/Directors

Kindly provide us with proof of the following:

1. Bank Overdrafts, Loans, etc
2. Short Term Insurance Policy
3. DOE Licence

### REFINE CONTACT DETAILS

Telephone: 0861 266 562  
Fax: 086 540 6477  
Email: monica.m@one.za.com  
Email: cumani.c@one.za.com

Address ONE BUILDING  
54 Maxwell Drive  
Woodmead North Office Park  
Woodmead  
Johannesburg  
2021

### SECTION 1 : CONSENT CLAUSE

The Business acknowledges and agrees:

1. that a credit check of the Business's record with one or more of the registered credit bureaus may be performed
2. that the Business's payment behaviour be monitored by researching its record at one or more credit bureaus
3. that new information and data may be obtained from credit bureaus
4. that the existence of the Business's account may be recorded with any registered credit bureaus.

The Business further acknowledges and agrees that Refine:

1. may appoint a Person to visit the premises of the Business at least once during the application process or during the guarantee contract period.
2. may, at its own discretion, require the Business to submit prescribed monthly, quarterly or half-yearly financial returns to Refine so that guarantee risks to which the insurer/s is/are exposed can be adequately monitored.

**SECTION 2 : DECLARATION**

1. I/we declare that the information contained both in this application and the attached annual financial statements and/or management accounts is a true and correct statement of the Business's details and financial affairs.
2. I/we declare that we are not aware of any undisclosed circumstances which may have a negative influence on our application.
3. I/we am/are aware that the Guarantee is subject to South African law.
4. I/we acknowledge that the Guarantor/s may terminate their guarantee with the Business immediately if any information given in this application is found to be false or incomplete.

I/we declare that the Principal/s who has/have signed the Guarantee Application Form is/are duly authorized to do so in terms of resolution dated \_\_\_\_ / \_\_\_\_ / 201\_\_.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ in \_\_\_\_\_

Name:	
Capacity:	
Signature:	
Date:	

Witnessed By:

Tel	