



uthukela  
water

**SERVICE PROVIDER APPLICATION FORM - FORMAL QOUTES**  
Only complete the form if you are not on UTW database

<b>SUPPLIER TRADING NAME</b>		
<b>CSD NUMBER</b>		
<b>CONTACT EMAIL FOR REQUESTING QUOTES</b>	Email	
	Contact Number	
<b>CONTACT EMAIL FOR PLACING ORDERS</b>	Email	
	Contact Number	
<b>CONTACT EMAIL FOR INVOICES AND SUPPLIER STATEMENTS</b>	Email	
	Contact Number	
<b>COMPANY REGISTRATION</b>		
<b>INCOME TAX NUMBER</b>		
<b>VAT NUMBER</b>		

**BANKING INFORMATION**

Name of Bank	
Name of the Account holder	
Account Number	
Branch Code	
Type of Account	
<b>PLEASE ATTACH BANK STAMPED PROOF OR COPY OF CANCELLED CHEQUE</b>	

**PLEASE READ AND UNDERSTAND UTHUKELA WATER TERMS AND CONDITIONS**

**1.1 Invoices**

- All invoices must be addressed to creditors Department, uThukela Water, Private Bag X 6644 and posted or delivered to uThukela Water 79 Harding Street, Newcastle 2940 or be sent via email to creditors@uthukelawater.co.za
- All invoices must have UTW, **VAT Number 4270212725**

**1.2 Banking Details**

- Suppliers must notify UTW if the banking details have changed, cancelled cheque / original letter from bank and a letter /form approved by one of the company's directors will be required prior to changing the information.

**1.3 Company name change**

- Supplier must notify UTW should the company name change and submit the company change form to the SCM Manager
- The ONUS lies with supplier to ensure that UTW has the updated details on the system, A request to make any amendments to the above information must be submitted on a company's letter head.