



# CHECKLIST

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**Dear Customer,**

To enable us to process and accept your contract as quickly as possible we require the following information from you.

## Documentation needed - Individual

1. Clear copy of your ID
2. Copy of a utility or other account not older than 3 months old confirming your physical address.

## Documentation needed - Company

1. Clear copy of Company registration document – CoR 14.3 from CIPC
2. Clear copy of the Certificate of Company Directors – CoR 39 from CIPC
3. Clear copy of the Directors / Members ID document
4. Copy of a utility or other account not older than 3 months old confirming the Company's current physical address

## Rental Agreement

1. Please complete all requested information, without this we will not be able to process and accept the agreement.
2. Sign acceptance of the terms and conditions on page 1.
3. Initial each page including page 1.
4. Complete and sign the debit order mandate on Page 7.
5. Pay deposit and 1<sup>st</sup> month rental into bank account  
Self Storage Solutions, FNB - 6246 9233 648 - Fourways View - 251 655

Send us a scanned copy of the contract and all documents via email to [admin@selfstoragesolutions.co.za](mailto:admin@selfstoragesolutions.co.za).

Leave the original documents with Site Manager on site when you take occupation of your unit.