



WITBANK

CHAMBER OF COMMERCE & INDUSTRY

WITBANK CHAMBER OF COMMERCE AND INDUSTRY MEMBERSHIP FORM

Member Application Form (tick one box)

- | | | | |
|---------------------------------------------|--------------------------------------------------|--------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Advertising & Marketing | <input type="checkbox"/> Agriculture | <input type="checkbox"/> Apparel |
| <input type="checkbox"/> Biotechnology | <input type="checkbox"/> Business Services | <input type="checkbox"/> Chemical Industry | <input type="checkbox"/> Consulting |
| <input type="checkbox"/> Communication | <input type="checkbox"/> Engineering | <input type="checkbox"/> Education | <input type="checkbox"/> Electronics |
| <input type="checkbox"/> Construction | <input type="checkbox"/> Environmental | <input type="checkbox"/> Food & Beverage | <input type="checkbox"/> Gaming |
| <input type="checkbox"/> Energy | <input type="checkbox"/> Government | <input type="checkbox"/> Hospitality | <input type="checkbox"/> HR & Recruitment |
| <input type="checkbox"/> Financial Services | <input type="checkbox"/> Import/Export | <input type="checkbox"/> Legal Services | <input type="checkbox"/> Machinery |
| <input type="checkbox"/> Health & Fitness | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Mining | <input type="checkbox"/> Motor Vehicle |
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Not For Profit | <input type="checkbox"/> Real Estate | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Media | <input type="checkbox"/> Retail | <input type="checkbox"/> Shipping | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Personal Services | <input type="checkbox"/> Transportation | <input type="checkbox"/> Safety & Security | <input type="checkbox"/> Utilities |
| <input type="checkbox"/> Tourism | | | |

For information contact

Address: 22 Hofmeyer, Witbank,1034

Email: info@witbankchamber.co.za

Tell: 013 656 0885

Cell: 081 307 0311

There is no doubt that the individual businessperson cannot exist in isolation. The increasingly complex business and social environment requires a support structure; this ensure the most favorable climate for the continues viable existence of a business in a system of free enterprises.

Involvement in chamber affairs not only bears abundant fruit for the well-being of a business but many successful business people can testify to the development and enrichment of their own personal skills and developing network base through active participation in the chamber affairs

The Witbank Chamber of Commerce & industry safeguards the livelihood of everyone engaged in business, and provides the vital conduct of views and opinions to flow from business community to the right authorities. To deny your company membership of the chamber of Commerce is to deny the right to participate in the decision-making process that will ultimately affect you.

The Witbank Chamber of Commerce and Industry is now operating under the new management Strategy, is about getting services at the door step one-stop shop, meaning for you being a member of Witbank chamber of commerce you will not have to worry about how, where to get the following services:

In house Accounting and Auditing Service

- CIPC- new registrations/annual renewals
- VAT- registrations/de-registrations
- SARS – returns (i.e. company, indivisible and personal tax)
- Bookkeeping - (on request for an accounting and payroll software available)
- Auditing related services (i.e. Independent Reviews, NPO annual financial statements)
- SHEQ – System development, Internal audit and SHEQ files

In house HR specialist

HR/IR (Industrial Relations) advise on request

- Contract of employment-permanent, fixed term, independent contractor and casual contracts
- Code of conduct and warning forms
- Leave policy
- Advise on department of labor compliance i.e. UIF etc.

Performance Management Job descriptions and KPI's

- Performance management policy
- Organogram
- Performance management systems
- Appraisal and on the job training on how to conduct quarterly appraisals
- Skills Development and Employment Equity
- Establishment of skills Development and Employment Equity
- Assist with: awareness, nominations and voting of committee members
- Assist in the appointment of section 24 manager for EE and SDF for SD
- Apply and register company with relevant SETA

Recruiting and placement –from 5% of candidate’s annual gross income

- Draft of job specification
- Advertising local, provincial and national platforms
- Shortlisting
- Holding initial interviews
- Access to labor sync employment database. Skilled and unskilled
- Includes Verification of candidates

Verification Services

- Matric qualification check
- Post metric
- Financial record check
- Citizen check
- Employment reference (up to the 5 companies)

Medical Fitness certificates- (by an occupational Nurse)

At a national level, the WCCI is affiliated to SA Chamber of Commerce and Industry(SACCI) that has a business parliamentary office to interact and engage with the legislative and parliamentary issues. As a register member, you will receive a membership certificate and a chamber member sticker. you will You will receive a monthly electronic newsletter containing business related information. Contact the Chamber office should you want to place an advertisement in the abovementioned newsletter

You will receive Invitation to all social and Business Functions E.g. Network Evenings, Business Breakfasts, Golf Days, Business Workshops, Business Forums, Invitation Lunches, Skills Development Training, etc.

The Chamber can assist with business information as well as marketing, promotions, etc. As a member you have an opportunity to host and sponsor a network evening.

Mailshots of business opportunities

Remember, your fee for Chamber membership is regarded as a business expense and is therefore, fully tax deductible

If you are a businessperson with vision, you cannot afford not to join the chamber movement.

HOW DO YOU JOIN CHAMBER? Full details and subscription rates are available from:

Witbank Chamber of Commerce & Industry

22Hofmeyer Street

P.O Box 2180

Witbank,1034

Witbank ,1034

Tel: 013-656 0885, Cell: 081 307 0311 or info@witbankchamber.co.za

BENEFITS OF CHAMBER MEMBERSHIP & SACCI AFFILIATION

Chamber membership impacts directly on a company's bottom line and profits by providing

- The opportunity to participate in local and national business committees actively influencing policy and the investment environment and your business.
- Business support services and training, high level networking, and first hand local and international business information and insights enhance business decision making
- Direct access to senior local, provincial and national government officials.
- Direct access to first hand business and trade information and advice from prestigious companies and service providers and their top executives-giving your business the inside edge
- A peer support group for executives and business owners to gauge the health of their businesses and action needed to be taken to remain profitable and grow
- Support to the international chamber movement upholding the Market economy and private enterprise system in which your business can flourish.
- Channel for local economic and entrepreneurship development projects in a manner that benefits your business as well as transformation of the economy. **By belonging to a chamber, you support a healthy business environment in which to conduct your business as chambers promote**
- High standards of business ethics
- The broader business interests of business and not those of individuals or individual companies
- Joint action for a strong voice of business, achieving jointly what it would be very difficult to achieve on one's own

By belonging to a chamber affiliated to SACCI you are

- Aligned with the largest chamber federation in SA-the strongest voice supporting business
- Aligned to a business grouping that is well established and respected throughout the world
- Able to give input into BUSA and NEDLAC through SACCI
- Internationally aligned with the International Chamber of Commerce, the largest business organization in the world working to facilitate good business practice and increased world trade. The ICC IS represented in SA by the ICCSA which is hosted by SACCI.

Please come and collect your Membership Sticker at the Office

Membership Certificates will be E-Mailed to you every year to the given email address once Membership fees are paid

22 Hofmeyer Street 1039 Emalahleni
Tel: 013 656 0885 info@witbankchamber.co.za www.wibankchamber.co.za

BUSINESS APPLICATION INFORMATION		wcci Representatives:	
Business Name:			
Full registered Name of Business:			
Registration NO:		VAT NO:	
Business Sector:			
No of staff member:			
CONTACT INFORMATION			
Tel No:		Fax No:	
Email Address:		Website:	
Physical Address:			
City		Postal Code:	
Postal Address:			
City		Postal Code:	
OWNER/DIRECTOR/MANAGER INFORMATION			
Name & Surname			
Tel No:		Fax No:	
Email Address		Cell No	
SECRETARY DETAILS:			
Name & Surname		Email:	
ACCOUNTS DEPARTMENT INFORMATION			
Name & Surname		Official Position:	
Tel No:		Fax No:	
Email Address:		Cell No:	
MARKETING/ COMMUNICATION INFORMATION DEPARTMENT			
Name & Surname			
Tel No:			
Email Address			
OTHER COPMANY INFORMATION			
Is a resolution attached that authorizes?		yes	No
Does your company have a business profile?(yes, please attach)		yes	No
Do you mind receiving information emails from the WCCI secretariat?		yes	No
Is your company black owned		yes	No
Is your company female owned		yes	No
Organizational Type	Head Office	Organizational	Individual
Status	Branch		
	Franchise		
	Independent Business		
PTY Sole Proprietor	PTY		
	Sole Proprietor		
	N/A		
BBBEE INFORMATION			
BBBEE LEVEL: 1 2 3 4 5 6 7 8 No-Complaint		BBBEE Expiry Date:	
Empowering Supplier:	Large Enterprises	50% jobs are created for blacks:	
	QSE	25% Transformation for local beneficiaries	
	EME	Skills Transfer-12 days per annum	
	COS Criteria met		
Owner:	51% Black Owned	51% Black woman Owned	

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	30% Black woman Owned	100% Black Owned
Designated Group	Black Disabled	
	Unemployed black people	Black rural/ Undeveloped area
	Black Youth	Black military veterans
Please submit the following documents Please note: The following information is needed for local procurement Database		ATTACHED
		OFFICE USE RECEIVED
Company Profile		
BBBEE Certificate		
Company Registration Certificate		
NPO Certificate If company is a Non-Profit Organization		
Tax Clearance		
Owner ID Document (preferable Certified Copy)		
DESCRIBE YOUR CORE BUSINESS:		
OTHER PRODUCT & SERVICES		

2020 MEMBERSHIP FEES

Category Only	No. of employees	Membership Fee
ANNUAL PAYMENT		
1	0-3	R 960.00(Annually)
2	4-10	R 3192.00(Annually)
3	11-20	R 3990.00(Annually)
4	21-50	R 5130.00(Annually)
5	51-100	R 8265.00(Annually)
6	100 or more Employees	R 14 040(Annually)
7	Corporate Fee & Sponsorship	R 57 000(Annually)

I, the undersigned, undertake to abide by the constitution of the Witbank Chamber of Commerce & Industry (WCCI) and to Pay my subscriptions annually in advance or monthly This membership is automatically renewed in January very year, and valid for the next financial year unless cancel in writing. WCCI'S Financial year is 1 January to 31 December.

Terms & Conditions:

The WCCI membership only becomes active on payment of the membership fee. A business will only qualify for the benefit and discounts when the membership fee is paid in full. If after 30 days of the application the payment is not received, your application will be archived and after 90 days you would have to reapply for membership again.

AUTHORISATION

New Member : <i>Sign Here</i>	WCCI CEO:
Name	Name:
Date	

FOR OFFICE USE

Category	Approved		Envelop Includes
Application	CEO	Certificate	Welcome Letter
Outlook Update	Website Updated	Decal	Constitution
Database Update		Business Guide	Delivered
Paid	Invoice:	Receipt Number:	