



DERIVCO

ISANDULELA B

UMPHUMELA WESICELO KANYE NEZIMALI EZIKHOKHWAYO

ISAZISO:

1. *Uma isicelo sakho sinikezwa i –*
 - a) *Inani lediphozi, (uma likhona), likhokhwa ngaphambi kokuba isicelo sakho sicutshungulwe; futhi*
 - b) *Irekhodi/ingxenywe eceliwe yerekhodi izokhishwa kuphela uma sekwamukelwe ubufakazi bokukhokha okugcwele.*
2. *Sicela usebenzise inombolo yokubhekisela lapha kuzo zonke izincwadi zesikhathi esizayo.*

KU: I-Information Officer

Derivco (Pty) Ltd

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La Lucia,

Durban North,

4051

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Ikheli Le-imeyili : InformationOfficer@derivco.co.za

Inombolo yokubhekisela: _____

Isicelo sakho sangosuku _____, libhekisela.

1. Ucele:

Ukuhlolwa komuntu siqu kolwazi ekhelini elibhalisiwe lomzimba womphakathi / wangasese (kufaka phakathi ukulalela amagama aqoshiwe, ulwazi olungasetshenziswa kabusha ngomsindo, noma ulwazi olugcinwe kwikhompyutha noma ngendlela ye-elektronikhi noma efundeka ngomshini) mahhala. Kudingeka wenze i-aphoyintimenti yokuhlolwa kolwazi futhi ulethe leli Fomu nawe. Uma-ke udinga noma yiluphi uhlobo lokukhiqizwa kabusha kolwazi, uzoba nesibophu ngemali ebekwe ku-Annexure B.	
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NOMA

2. Ucele:

Amakhophi aprintiwe olwazi (kufaka phakathi amakhophi anoma yiziphi izithombe ezibonakalayo, imibhalo kanye nolwazi olugcinwe kwikhompyutha noma ngendlela ye-elektronikhi noma efundeka ngomshini)	
Umbhalo obhaliwe noma oprintiwe wezithombe ezibonakalayo (lokhu kufaka izithombe, amaslayidi, ukuqoshwa kwevidiyo, izithombe ezenziwe ngekhompyutha, imidwebo, njll)	
Ukubhalwa kwe-soundtrack (idokhumenti ebhaliwe noma eprintiwe)	

Ikhophi yolwazi ku-flash drive (kufaka phakathi izithombe ezibonakalayo nama-soundtracks)	
Ikhophi yolwazi ku-compact disc drive (kufaka phakathi izithombe ezibonakalayo nama-soundtracks)	
Ikhophi yerekhodi igcinwe kwisiphakeli sokugcina ifu	

3. Kuzothunyelwa:

Izinsizakalo zeposi ekhelini leposi	
Izinsizakalo zeposi ekhelini lomgwaqo	
Isevisi ye-Courier ekhelini lomgwaqo	
I-Facsimile yolwazi ngefomethi ebhaliwe noma ephrintiwe (kufaka phakathi imibhalo)	
I-imeyili yolwazi (kufaka phakathi ama-soundtracks uma kungenzeka)	
Isabelo sefu / ukudluliswa kwefayela	
Ulimi olukhethiwe: (Qaphetha ukuthi uma irekhodi lingatholakali ngolimi oluthandayo, ukufinyelela kunganikezwa ngolimi irekhodi elitholakala ngalo)	

Qaphela ngomusa ukuthi isicelo sakho sibe:

Kuvunyelwe

Unqatshelwe, ngenxa yezizathu ezilandelayo:

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4. Izimali ezikhokhwayo mayelana nesicelo sakho:

Intwana	Izindleko ngekhasi elingu-A4 noma ingxanye yalo / into	Inani lamakhasi / izinto	Ingqikithi
amakhophi ekhasi			
amakhophi aprintiwe			
Ikhophi efundeka ngekhompiyutha:			
(i) isisetshenziswa sokugcina esikhiphekayo <ul style="list-style-type: none"> okufanele inikezwe ngumuntu ofake isicelo: 	R40.00		
(ii) ku-compact disc <ul style="list-style-type: none"> uma inikezwe ngumuntu ofake isicelo: 	R40.00		



<ul style="list-style-type: none"> • uma inikezwe ofake isicelo: 	R60.00		
Ukuze uthole ukuthengiselana kwezithombe ezibonakalayo ngekhasi le-A4-size:	Isevisi ezokhishwa ngaphandle. Kuzoncika		
Ikhophi yezithombe ezibonakalayo:	kwikhotheshini yomhlinzeki wezinsizakalo.		
Ukubhalwa kwerekhodi lomsindo, ngosayizi we-A4:	R24.00		
Ikhophi yerekhodi lomsindo (i) isisetshenziswa sokugcina esikhiphekayo <ul style="list-style-type: none"> • okufanele inikezwe ngumuntu ofake isicelo: 	R40.00		
(ii) ku-compact disc <ul style="list-style-type: none"> • uma inikezwe ngumuntu ofake isicelo: • uma inikezwe ofake isicelo: 	R40.00 R60.00		
Iposi, i-imeyili noma yikuphi okunye ukudluliselwa kwe-elektroniki:	Actual costs		
INGQIKITHI:			

5. Idiphozithi ekhokhwayo (uma ukucinga kudlula amahora ayisithupha):

Yebo

Cha

amahora okusesha		Inani lediphosi (libalwa ngengxenywe eyodwa kwezintathu yenani eliphelele ngesicelo ngasinye)	
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Imali kumele ikhokhwe kwi-akhawunti yeBhange elandelayo:

Igama leBhange : _____
 Igama Lomnikazi we-akhawunti : _____
 Uhlobo lwe-akhawunti : _____
 Inombolo ye-akhawunti : _____
 Ikhodi yegatsha : _____
 Inombolo yokubhekisela : _____
 Hambisa ubufakazi bokukhokha ku : _____



Kusayinwe _____ ngalolu _____ suku luka- _____ 20__.

isignesha ye Information Officer

