

2.1 Annexure A - Tenant/Investor Application

Type of Application: (Please Tick)	Renewal of Existing Lease		New Lease	
QUESTIONNAIRE PART A: COMPANY DETAILS				
Tenant: Company Details				
Name of Company				
Company/CC/ Trust Registration Number				
Company Address				
Vat Registration Number				
Contact Person				
Years in Business				
ID Number				
Email				
Mobile Number				
Telephone Office				
Banking Details:				
Bank				
Branch				
Branch code				

Account Number	
Account Type	
Nature of Business (select max 3 options)	Select with x
Fish Processing and Packaging	
Manufacturing and Engineering Services	
Maintenance and Repair	
Marine Transport (Commercial and Leisure)	
Pipelines & Pump houses	
Fuel	
Aquaculture (On Land)	
Mari culture (Off Land)	
Tourism	
Sport and Recreation	
Hospitality	
Food and Beverage	
Rescue, Safety and Security	
Commercial (offices, retail, hospitality)	
Retail	
Waste management	

Government Services	
Other (please elaborate)	
Type of Company / Firm	Select with x
Partnership/Joint Venture / Consortium	
One person business/sole proprietor	
Close Corporation	
Company (Pty) Limited	
Public Enterprise (Listed on Stock Exchange)	
International Company	
Non - Profit Organisation	
Enterprise Classification	Select with x
Micro Enterprise (Annual Turnover less than R1m)	
Very Small Enterprise (Annual Turnover of \geq R1m and $<$ R10m)	
Small Enterprise (Annual Turnover \geq R10m but Less than R50m)	
Medium & Large Enterprise (Turnover \geq R50m)	
BBBEE Level	State Scorecard Type (Generic/QSE/EME) and Level. Select with x
Level 1	

Level 2				
Level 3				
Level 4				
Level 5				
Level 6				
Level 7				
Level 8				
Non-Compliant				
Equity Distribution of Company	Indicate %			
% Black				
% White				
% Black Women				
% Black Youth (18 - 35 Years)				
% Black Disabled				
% Local Community Owned / Community Based Organisation or Cooperative				
QUESTIONNAIRE PART B: FUNDING AND CONTRIBUTION TO GDP				
Description	Previous financial Year	Current financial Year	Projected Next financial Year	Additional info/details

Funding/Investments				
Private Funding/Investment/Loans				
(Please specify Company/Organization - if possible)				
Private Equity	R -	R -	R -	
Bank Loans	R -	R -	R -	
Equity (Shares)	R -	R -	R -	
Government Grants (Please specify Department)	R -	R -	R -	
Government Incentives (Please specify Department)	R -	R -	R -	
Foreign Investment (Please specify Country)	R -	R -	R -	
Other Funding/Investments/Loans (Please specify)	R -	R -	R -	
Total value of Goods and Services				
Gross Annual Revenue	R -	R -	R -	
Gross Annual Export Revenue	R -	R -	R -	
Annual Cost (Excluding Salaries & wages)	R -	R -	R -	

QUESTIONNAIRE PART C: JOB CREATION

Tenants to complete the Job Creation Table A for the Current Year. Tenants to duplicate and complete Table B for each Year of the Proposed Lease Period.

Definitions / Meaning

Part Time Jobs	A part-time job is a form of employment that carries fewer hours per week than a full-time job.
Casual Jobs	Workers who are employed in irregular employment also known as day laborers. Don't receive the benefits of permanent employees
Seasonal Jobs	Seasonal employees fall under the category of part-time employees who work only a few months of the year (during peak demands). Seasonal employees typically don't receive insurance or retirement benefits or qualify for vacation time.
Professional	Professional workers are those with specialised educational training. Traditionally, they have to complete a 4 year degree in college, or more. Most, if not all, have to take a licensure examination in order to practice. Most have to register with a Professional Body
Skilled	Skilled work requires workers to use their judgment to make decisions and may require them to measure, calculate, read, or estimate. Skilled work often has specific qualifications such as educational degrees or professional training and usually requires intellectual reasoning and problem-solving skills. It typically takes six months to a year or more to learn a skilled job.
Semi-Skilled	Semi-skilled work requires paying attention to detail or protecting against risks but it doesn't include complex job duties. Semi-skilled work doesn't require a person to have advanced training or education and typically takes between three and six months to fully learn a semi-skilled job.
Unskilled	Unskilled work involves simple tasks and doesn't usually require one to exercise judgment. It typically requires only a month or less to learn.

Section C1: Existing Jobs	Current Financial Year					
Job Classification	Black	Black Women	Black Disabled	Black Youth (18-35)	White	Total
Permanent Jobs						
Management						
Supervisory						
Professional						
Skilled						
Semi-Skilled						
Unskilled						
Total Permanent Jobs						
Part Time Jobs						
Management						
Supervisory						
Professional						
Skilled						
Semi-Skilled						
Unskilled						
Total Part Time Jobs						

Casual Jobs						
Management						
Supervisory						
Professional						
Skilled						
Semi-Skilled						
Job Classification	Black	Black Women	Black Disabled	Black Youth (18-35)	White	Total
Unskilled						
Total Casual Jobs						
Seasonal Jobs						
Management						
Supervisory						
Professional						
Skilled						
Semi-Skilled						
Unskilled						
Total Seasonal Jobs						

Section C2: Forecasted Job Creation	Financial Year 20__					
Job Classification	Black	Black Women	Black Disabled	Black Youth (18-35)	White	Total
Permanent Jobs						
Management						
Supervisory						
Professional						
Skilled						
Semi-Skilled						
Unskilled						
Total Permanent Jobs						
Part Time Jobs						
Management						
Supervisory						
Professional						
Skilled						
Semi-Skilled						
Unskilled						

Section C2: Forecasted Job Creation	Financial Year 20__					
Total Part Time Jobs						
Casual Jobs						
Management						
Supervisory						
Professional						
Skilled						
Semi-Skilled						
Job Classification	Black	Black Women	Black Disabled	Black Youth (18-35)	White	Total
Unskilled						
Total Casual Jobs						
Seasonal Jobs						
Management						
Supervisory						
Professional						
Skilled						
Semi-Skilled						

Section C2: Forecasted Job Creation		Financial Year 20__				
Unskilled						
Total Seasonal Jobs						

QUESTIONNAIRE PART D: SKILLS DEVELOPMENT

The Skills Development Section Consists of 4 Sub-sections:

- D1 - Employee Skills Development during the current Financial Year
 - D2 - Forecasted Employee Skills Development for each year of the Proposed Lease Period
 - D3 - Skills Development for Unemployed People during the current Financial Year
 - D4 - Forecasted Skills Development for Unemployed People for each year of the Proposed Lease Period
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1. Tenants to insert additional lines under each type of training if required and add all Training Programmes
 2. Tenants to complete the Employee Skills Development Table (D1) for the Current Financial Year.
 3. Tenants to duplicate and complete the Forecasted Employee Skills Development Table (D2) for each Year of the Proposed Lease Period.
 4. Tenants to complete the Unemployed Skills Development Table (D3) for the Current Financial Year.
 5. Tenants to duplicate and complete the Forecasted Unemployed Skills Development Table (D4) for each Year of the Proposed Lease Period. Tenants to duplicate and complete Table D2 for each Year of the Proposed Lease Period.

D1 - Employee Skills Development during the Current Financial Year

Type	Detail of Training Programme	No Black Employees	No Black Women Employees	No Disabled Black Employees	No of Youth Employees (Age 18-35)	No White Employees	Total No of Employees	Total Spend Value in Rand	No of Completed Qualifications per Training Programme
Graduate Programmes									
	Engineering								
	Finance								
	IT								
Certification Programmes									
Apprenticeships									
	Engineering								
Internships									
	Engineering								
Learnerships (State NQF No and Title)									

Adult Basic Education & Training									
	Basic Literacy								
Other									
Totals									
Leviable Amount For the Current Financial Year									

D1 - Employee Skills Development during the Current Financial Year

D2 – Forecasted Employee Skills Development for FY20__

[illegible]

Learnerships (State NQF No and Title)									
Adult Basic Education & Training									
	Basic Literacy								
Other									
Totals									
Leviabale Amount For the Current Financial Year									

D3 - Skills Development for Unemployed People during the current Financial Year

Type	Detail of Training Programme	No Black Employees	No Black Women Employees	No Disabled Black Employees	No of Youth Employees (Age 18-35)	No White Employees	Total No of Employees	Total Spend Value in Rand	No of Completed Qualifications per Training Programme
Graduate Programmes									
	Engineering								
	Finance								
	IT								
Certification Programmes									
Apprenticeships									
	Engineering								
Internships									
	Engineering								
Learnerships (State NQF No and Title)									

D4 - Forecasted Skills Development for Unemployed People for FY20__

Type	Detail of Training Programme	No Black Employees	No Black Women Employees	No Disabled Black Employees	No of Youth Employees (Age 18-35)	No White Employees	Total No of Employees	Total Spend Value in Rand	No of Completed Qualifications per Training Programme
Graduate Programmes									
	Engineering								
	Finance								
	IT								
Certification Programmes									
Apprenticeships									
	Engineering								
Internships									
	Engineering								
Learnerships (State NQF No and Title)									

QUESTIONNAIRE PART E: PROPERTY & LEASE DETAILS	
Property Details	
Property Description	
Concession/Servitude Type	
Street name and number (If applicable)	
Title Deed number	
GPS Coordinates	
Extent (m2) of land	
Extent (m2) of building	
Type of Structure	
Property Use by Tenant (warehouse/manufacturing/servitude/retail etc.)	
Municipality	
Name of Local Municipality	
Name of District Municipality	
Municipal Account Number	
Lease Details	
First date of Occupation	
Current Lease Start Date	

Current Lease End Date	
Monthly Lease Amount	

QUESTIONNAIRE PART F: PROPERTY SURVEY (Complete 1 for each Property on PLOT/ERF)					
Building Description:					
ASSESSMENT RATINGS:					
Category A	The building has not shown any signs of damages and it satisfies all the safety and regulatory standards.				
Category B	The building is visibly damaged but can be repaired and strengthened to satisfy the safety and regulatory standards.				
Category C	The building is badly damaged and it is not feasible to conduct repairs and other alternatives must be examined.				
Item	A	B	C	Photos (Attached)	Comments (compulsory)
1. Walls					
2. Doors					
3. Windows					
4. Floors (Carpets, tiles etc.)					
5. Ceilings					
6. Roofs & Gutters					
7. Basins & Taps					
8. Toilets					

9. Stairs					
10. Plugs & lights					
12. DB Board and wiring					
13. Generators (condition)					
14. Taps and Pipes					
15. Drainage and Sewage					
16. Air conditioning & Ventilation					
17. External grounds					
18. Cleanliness of Building					
19. Fencing					
20. Access points & ramps					
21. Fire equipment					

22. Signage					
23. Emergency Exit					
PHOTOGRAPHS AND COMMENTS ARE COMPULSORY AND MUST BE ATTACHED					
GENERAL NOTES AND OBSERVATIONS					
Compiler (Name & Surname)	Position occupied		Date compiled		Signature of compiler