



## SERENGETI ESTATES

FORGED BY NATURE

### PROCESS FOR CONTRACTORS AT ENROLMENT OFFICE

#### MAIN CONTRACTOR TO ADHERE TO

A contractor and his personnel can only be register/enrolled after the registration of the company/close-corporation is finalised.

The registration of a company or close-corporation is valid for as long as the letter of good-standing from FEM is valid for.

If the letter of good-standing expires, the access of the contractor and his personnel is suspended with immediate effect.

The suspension will be lifted once a valid letter of good-Standing from FEM is submitted.

#### ENROLMENT PROCESS FOR CONTRACTORS ACCESS CARDS

- Contractor and personal hand in all prescribed documents.
- Documents are scanned in per person.
- Contractor pays R110.00 pp for the crim. check.
- Contractor is informed to report back in 48 hours for result on the crim. check.
- All contractors/personal with a clean crim. report will receive an access card upon payment of R80.00 pp.
- Contractors/personal with a crim. record must return in 6 – 8 weeks for the final result.
- Applicants with a crim. record might receive access cards depending on the allowable crimes.

#### ENROLMENT FEES

- Register of Company – R50.00
- Access Card – R80.00
- Crim. Check – R110.00
- Renewal of Card – R80.00
- Lost/Damage Card – R80.00

#### THE FOLLOWING DOCUMENTS ARE REQUIRED

- Registration of Contractor and Personnel Prescribed form with the ID number, first name and last name of every person as per ID/Passport.
- A colour copy of RSA ID documents, valid passport supported by a valid working permit or a valid asylum permit.

No contractor or personnel with a passport but without a valid working permit will be registered.

Working permit- and asylum permit holder's access to the Estate will be limited to the expiry date of such permits.

The contractor and his personnel's registration/enrolment is valid for a period of 6 (six) months.



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### REGISTRATION OF VEHICLES AND DRIVERS

After completion of the registration/enrolment of a contractor, register all the vehicles of the contractor who requires access to the Estate, along with the designated drivers to each vehicle.

Eight (8) vehicles to one (1) person and eight (8) persons designated as drivers of one of the vehicles.

#### Documents Required

- Vehicle registration and designated driver(s) prescribed form.
- Colour copy of valid driver's license.

Vehicles not registered to a designated driver will not be allowed to access or exit the Estate.