



CONSENT TO TRANSFER FUNDS

This document must be completed and signed by the legal contractual tenant, where the tenant wishes to transfer the deposit to another party, the "receiver". The completed form must be submitted to the customer service agent situated at our offices within your area, be it either Hatfield, Johannesburg, Kempton Park or Pretoria. A certified copy of the contractual tenant's and the receiver's ID/Passport must be attached.

A. APPLICANT DETAILS

Applicant 1:

Existing tenant code/ref number:

Title: Surname:

First name(s): ID/Passport number:

Address: Building name: Unit number:

Telephone number: Fax number:

Mobile phone: Email address:

Applicant 2:

Existing tenant code/ref number:

Title: Surname:

First name(s): ID/Passport number:

Address: Building name: Unit number:

Telephone number: Fax number:

Mobile phone: Email address:

B. TRANSFER TO NEW UNIT/CPA ACCOUNT

Address: Building name: Unit number:

Landlord: Effective date:

C. TRANSFER INTO MY BANKING ACCOUNT

Applicant 1:

The details specified below must be in the applicant's name.

Bank: Account number:

Branch: Branch number:

Type of account: Current Transmission Savings

Name of the account holder:

A recent bank statement must accompany this application form as confirmation of bank details.

Signature of applicant or authorised representative: Dated:
(Company/Close corporation resolution to be included where a tenant is a juristic person)

Applicant 2:

The details specified below must be in the applicant's name.

Bank: Account number:

Branch: Branch number: Type of account: Current Transmission Savings

Name of the account holder:

A recent bank statement must accompany this application form as confirmation of bank details.

Signature of applicant or authorised representative: Dated:

D. TRANSFER INTO ANOTHER PERSON'S BANK ACCOUNT

Account holder's details:

The details specified below must be in the mentioned account holder's name.

Title: Surname: First name(s):

Mobile phone: Email address:

Bank: Account number:

Branch: Branch number: Type of account: Current Transmission Savings

Name of the account holder:

A recent bank statement must accompany this application form as confirmation of bank details.

Signature of account holder: Dated:

E. TERMS AND CONDITIONS

I/We, the undersigned,

.....
hereby agree and authorise the landlord, through its duly authorised representative **CITY PROPERTY ADMINISTRATION (PTY) LTD**, to

- 1 upon termination of my lease agreement for whatever reason, transfer any deposit or credit balance on my/our account, mentioned in section A, to the account mentioned in section B C D (tick applicable box); and
- 2 upon transfer of any deposit or credit balance on my/our account to the account set out in section C D , above, the deposit will be held by City Property Administration or the landlord for the benefit of the account holder stipulated above.

Signed at on this day of

AUTHORISED SIGNATORY

1.
Full name in block letters

1.

2.
Full name in block letters

2.

For and on behalf of
(Company/Close corporation/Partnership/Sole proprietor) who warrants his/her authority

Witnesses:

1.

2.

