



The Msunduzi Municipality

Sustainable Development & City Enterprises

Telephone/uCingo: 033 3922893

Facsimile/ifeKisi: 0867702951

Private Bag / Isikhwama: X 321

Pietermaritzburg/ePietermaritzburg 3201

SMALL, MEDIUM AND MICRO ENTERPRISES SUPPORT FUNDING APPLICATION FORM

PLEASE NOTE:

- Read the funding guidelines information before completing the application form.
- Kindly ensure to submit all supporting documents as listed on the checklist or guidelines.
- Incomplete applications will not be eligible for due diligence and processing.
- Applications submitted post the closing date will not be considered.

SECTION A: DETAILS OF APPLICANT

First name(s)	
Surname	
ID Number	
Telephone number (landline)	
Cell phone number	
Email address	
Residential Address	
Postal Code	

SECTION B: BUSINESS INFORMATION

Business Name	
Business Address	
Postal Code	
Local Municipality	
Township/Village	
Type of Business	
Company Registration Number (CIPC)	
Date started operating	
Number of jobs created	
Number of jobs to be sustained through this support fund	
Is the business currently operating	
Was the business destroyed/damaged by floods/unrest (Specify)	
Provide case Number, if applicable	
Where did you hear about this funding support?	

SMALL, MEDIUM AND MICRO ENTERPRISES SUPPORT FUNDING

SECTION C: LIST OF REQUIRED WORKING CAPITAL (equipment, machinery, fixtures & fittings, stock, etc)

Name of asset	Purchase price
Other funding requirements:	
Total finance required	R

SECTION D: ANY OTHER NON-FINANCIAL SUPPORT REQUIRED

SECTION E: MOTIVATION

Provide a motivation below, outlining why you deserve to be a beneficiary of this funding

SECTION F: REQUIRED DOCUMENTATION

- Please see section 3 of the guidelines - Eligibility Criteria and Mandatory Documents
- Failure to submit mandatory documents will render your application incomplete and will not be further processed.

SMALL, MEDIUM AND MICRO ENTERPRISES SUPPORT FUNDING

SECTION G: DECLARATION AND CONSENT

I/we, the undersigned declare that the information provided in this application form is to the best of my/our knowledge true and complete.

I/We also understand that any willful misrepresentation of the information in this application form will disqualify my application and may lead to legal action against me/us including the laying of criminal charges against me/us as sureties as well as against the entity I/we represent for furnishing false statement or information to Msunduzi Municipality.

I/We hereby grant the Municipality consent to perform an entity/personal search and check on my/our records with any other party (e.g. credit bureau and/or a government agency) relating to this application I/we further authorize Municipality to disclose my personal information to these parties to obtain the information they require and acknowledge the Municipality will never disclose more information than they are required to.

The Municipality warrants that it will treat your personal information as confidential and take all necessary steps to protect your information as required by the Protection of Personal Information Act of 2013

Name of Applicant

Position

Signature of applicant

Date



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CHECKLIST

Please check that each of the following components is complete before submitting your application. Please explain the reasons if you are unable to provide any of the information listed below. Please note that failure to provide the necessary information or provide an adequate explanation may result in your application not being considered for funding.

MANDATORY DOCUMENTS	YES	NO	If No, please state the reason (s)
1. Certified copy of applicant and/or business owner identity document(s);			
2. Proof of business address and residential address			
3. Business profile			
4. Business Plan with a clear indication on how the funds would be utilized to resuscitate the business			
5. Portfolio of evidence of operation i.e. (photos),			
6. CIPC registration certificates			
7. Valid Tax Clearance Certificate (Pin); (Must be registered and compliant with SARS)			
8. Certified ID copies of Directors/Members			
9. Latest 3 months stamped business bank statements			
10. Signed copy of lease agreement or proof of ownership (business premises)			



SMALL, MEDIUM AND MICRO ENTERPRISES SUPPORT FUNDING



KWAZULU-NATAL PROVINCE

ECONOMIC DEVELOPMENT, TOURISM
AND ENVIRONMENTAL AFFAIRS
REPUBLIC OF SOUTH AFRICA

THE MSUNDUZI MUNICIPALITY

CALL FOR APPLICATIONS FOR ALL SMALL, MEDIUM AND MICRO ENTERPRISES SUPPORT FUNDING

The Msunduzi Municipality Sustainable Development & City Enterprises, Development Services Sub-Unit in collaboration with the Department of Economic Development Tourism and Environmental Affairs wishes to call for all Small, Medium and Micro Enterprises (SMMEs) and Cooperatives within the local municipality to apply for support funding. The SMMEs Support Funding is intended for the purpose of acquisition of equipments in supporting businesses, assist them with implements that will yield to creating and sustaining jobs. The funding support threshold is between an amount of R50 000.00 and R100 000.00.

ELIGIBLE CRITERIA AND ENTRY REQUIREMENTS:

The applicant must meet the following criteria:

- The business must be located within the boundaries of Msunduzi Municipality.
- Must be a registered legal entity in South Africa Companies and Intellectual Property Commission (CIPC);
- Must be 100% owned by South African citizens
- Must have been in operation for more than 2 years
- Must be registered and compliant with the South African Revenue Service (SARS)
- Applicants must submit completed application form, Business Profile, Business Plan & Portfolio of evidence of operation i.e. (photos), ID Copy, proof of residence;
- Latest 3 months stamped business bank statements;
- Signed copy of lease agreement or proof of ownership (business premises);

FUNCTIONALITY EVALUATION CRITERIA

Applicant shall be evaluated against the following criteria:

- Socio-Economic Transformation Group;
- Job opportunities created;
- Area of operation.

Note: Applicants must have not received any grant funding from other Government Agencies.

The support funding is limited, applicants requiring support above the stated threshold will be disqualified. The Msunduzi Municipality reserve the right to select the qualifying SMMEs to benefit in the support funding.

Application forms are available on the Municipal website and offices. Applications must be submitted at the 1st Floor, Tourism hub Building, 283 Langalibalele Street, Pietermaritzburg or scanned to email: Simtholile.myeni@msunduzi.gov.za

The closing date for submissions is 18 November 2022, before 16:00.

For all enquiries, kindly contact Mr. Simtholile Myeni (Manager: Local Economic Development) No. 033 392 2842 or Mr Mthobisi Khumalo (Senior Manager: Development Services) telephone No. 033 392 2493 or email: mthobisi.khumalo@msunduzi.gov.za

Yours in Economic Development

LH. Mapholoba

City Manager