



IFOMU 2

ISICELO SOKUFINYELELA KUMA REKHODI

[Umthethonqubo 7]

QAPHELA:

1. Ubufakazi bokuthi ungubani kumele bunamathiselwe ngumfakisicelo
2. Uma izicelo ezenziwe egameni lomunye umuntu, ubufakazi balokho kugunyazwa, kufanele bufakwe kuleli fomu.

IYA KU: Umphathi weZolwazi

_____ (ikheli)

Ikheli le-imeyili: _____

Inamba ye Fax: _____

Maka ngo "X"

Isicelo senziwa egameni lami

Isicelo senziwa egameni lomunye umuntu.

IMININGWANE NGOMUNTU	
Amagama aphelele	
Inombolo kamazisi	
Amandla okwenza isicelo (uma isicelo senziwa egameni lomunye umuntu)	

Ikheli lePosi			
Ikheli lesitaladi			
Ikheli le-imeyili			
Izinamba zocingo	Inamba yocingo. (B):		Inamba ye fax
	Umakhala ekhukhwini		
Amagama aphelele omuntu isicelo esenziwa egameni lakhe (uma ekhona)			
Inamba kamazisi			
Ikheli leposi			

Ikheli lesitaladi			
Ikheli le-imeyili			
Izinamba zocingo	Inamba yocingo. (B)		Inamba ye fax
	Umakhala ekhukhwini		

IMIMININGWANE YAMAREKHODI ACELIWE

Nikeza imininingwane egcwele yerekhodi ocela ukufiniyelela kulo, uhlanganise nenombolo yereferensi uma uyazi, ukuze irekhodi lizothalakala (Uma isikhala esinikeziwe singenele sicela uqhubeke ekhasini elihlukile bese ulinamathisela kulelifomu. Wonke amakhasi engeziwe kufanele asayinwe).

Incazelo yerekhodi noma ingxenye efanele yerekhodi			

Ireferensi namba, uma ikhona	
Noma imiphi eminye imininingwane yerekhodi	
UHLOBO LWEREKHODI <i>(Maka ibhokisi elifanele ngo "X")</i>	
iRekhodi libhalwe phansi noma liphrintiwe	
Irekhodi lihlanganisa izithombe ezibonakalayo (lokhu kuhlenganisa izithombe, amaslayidi, okurekhodiwe kwevidiyo, izithombe ezikhiqizwe ngekhompuyutha, imidwebo, njll.	
Irekhodi liqukethe amagama aqoshiwe noma ulwazi olungaphinde lwenziwe ngomsindo	
Irekhodi ligcinwe kukhompuyutha noma nge-elektronikhi, noma ifomu elifundeka ngomshini	
IFOMU LOKUFINYELELA <i>(Maka ibhokisi elifanele ngo "X")</i>	
Ikhophi ephrintiwe yerekhodi (okuhlenganisa namakhophi anoma yiziphi izithombe ezibonakalayo, okulotshiweyo kanye nolwazi olugcinwe kukhompuyutha noma ngendlela ye-elektronikhi noma efundeka ngomshini)	
Okulotshiweyo okubhaliwe noma okuphrintiwe kwezithombe ezibonakalayo (lokhu kuhlenganisa izithombe, amaslayidi, ukurekhodwa kwamavidiyo, izithombe ezikhiqizwe ngekhompuyutha, imidwebo, njll)	
Ukulotshwa kwengoma yomsindo (idokhumenti ebhaliwe noma ephrintiwe)	

Ikhophi yerekhodi ku-flash drive (okuhlanganisa izithombe ezibonakalayo namaculo)	
Ikhophi yerekhodi ku-compact disc drive (okuhlanganisa izithombe ezibonakalayo namaculo)	
Ikhophi yerekhodi elondolozwe kuseva yesitoreji samafu	

INDLELA YOKUFINYELELA <i>(Maka ibhokisi elifanele ngo "X")</i>	
Ukuhlolwa komuntu siqu kwerekhodi ekhelini elibhalisiwe lenhlangano yomphakathi/ezimele (okuhlanganisa nokulalela amagama arekhodiwe, ulwazi olungaphinda lukhiqizwe ngomsindo, noma ulwazi olugcinwe kukhompuyutha noma ngendlela ye-elektronikhi noma efundeka ngomshini.	
Amasevisi eposi ekhelini leposi	
Amasevisi eposi ekhelini lesitaladi	
Amasevisi ecourier ekhelini lesitaladi	
Ifeksi yolwazi ngefomethi ebhaliwe noma ephrintiwe (kuhlanganise nokulotshiwe)	
I-imeyili yolwazi (okuhlanganisa namaculo uma kungenzeka)	
Ukwabelana kwamafu/ukudlulisa ifayela	
Ulimi oluncanyelwayo (Qaphela ukuthi uma irekhodi lingatholakali ngolimi oluthandayo, ukufinyeleleka kunganikezwa ngolimi irekhodi elitholakala ngalo)	

PIMININGWANE YELUNGELO OKUMELE LISEBENZE NOMA LIVIKELWE

Uma isikhala esinikeziwe singenele, sicela uqhubeke ekhasini elihlukile bese ulinmathisela kulelifomu. Umfakisicelo kumele asayine wonke amakhasi engeziwe.

Isho ukuthi iliphi ilungelo okumele lisebenze noma livikelwe	
Chaza ukuthi yingani irekhodi eliceliwe lifuneka ukuze kusebenziswe ilungelo noma kuvikelwe ilungelo eselibalwe ngaphezulu:	

IZIMALI

- a) *Imali yesicelo kumele ikhokhwe ngaphambi kokuthi isicelo sibhekisiswe.*
- b) *Uzokwaziswa ngenani lemali okumele uyikhokhe ukuze ufinyelele kuma rekhodi.*
- c) *Imali okumele ikhokhwe ukufinyelela kwirekhodi iya ngefomu okumele lisethsensiswe ukufinyelela Kanye nesikhathi okuzothatha ukuthi kutholakale futhi kulungiswe leirekhodi.*
- d) *Uma ufisa ukuthi ungakhokhiswa lemali, sicela usho izizathu zaloko.*

Izizathu	

Uzokwaziswa ngokubhaliwe ukuthi isicelo sakho sivunyiwe noma siinqatshiwe futhi uma sivunyiwe izindleko eziphathelele nesicelo sakho, uma zikhona. Sicela ubonise indlela oyithandayo yokuxhumana:

Ikheli lePosi	Inamba ne Fax	Ukuxhumana nge elethronikhi (Sicela uchaze)

Isayinwe endaweni _____ ngosuku _____ luka _____ 20 _____

Isiginisha yoMfakisisicelo/umuntu ofakelwa isicelo egameni lakhe



UKUZE ISETSHENZISWE NGOKUSEMTHETHWENI

<i>Inamba yereferensi:</i>	
<i>Isicelo samukelwe ngu: (Bhala isikhundla, igama Kanye nesibongo sikaSolwazi)</i>	
<i>Date received:</i>	
<i>Imali yokufinyelela:</i>	
<i>Idiphozi (uma ikhona):</i>	

Isiginisha yaSolwazi