



BARGAINING COUNCIL

FOR THE FURNITURE MANUFACTURING INDUSTRY OF THE CAPE PROVINCES

Furniture Industry House • 7 Maritz Street • Kempenville • Bellville • Western Cape 7530

Registration Number LR2/6/6/32

REGISTRATION AS AN EMPLOYER OR CHANGE OF BUSINESS INFORMATION

(Registering with the Bargaining Council for the Furniture Manufacturing Industry of the Western Cape does not require an application fee.)

For office use only			
AREA(S) OF SERVICE (Area "A" or Area "B".)			
COMPANY NUMBER:			
ADMINISTRATIVE CLERK:			
1. EMPLOYER BUSINESS NAME			
(PTY) LTD / CC / CO-OP / TRUST / SOLE PROP (Delete whichever is not applicable)		REG. NO.	
TRADING AS BUSINESS NAME (if applicable)			
2. STATE WHETHER EMPLOYER IS THE: (Delete whichever is not applicable)		MAIN CONTRACTOR / SUBCONTRACTOR / LABOUR BROKER / WORK PROVIDER	
3. PHYSICAL ADDRESS		4. POSTAL ADDRESS	
POSTAL CODE		POSTAL CODE	
4. ADDRESS WHERE THE BUSINESS TRADES:			
5. CONTACT PERSON		MOBILE PHONE	
BUSINESS PHONE		BUSINESS FAX	
BUSINESS E-MAIL		WEB ADDRESS	
WEB ADDRESS		VAT NO.	
DATE WHEN BUSINESS FIRST COMMENCED			

ATTACH PHOTOCOPIES OF I.D.(s), COMPANY REGISTRATION, CLOSE CORPORATION CO-OPERATIVE OR TRUST CERTIFICATE OR PARTNERSHIP AGREEMENT

All correspondence to be addressed to the Secretary

Furniture Industry House
7 Maritz Street, Kempenville, Bellville 7530
P. O. Box 1529
Sanlamhof
Bellville
7535
Tel: +27 21 948 5775
secretary@furniture.org.za

6. FULL NAMES & HOME ADDRESSES OF DIRECTORS / MEMBERS / TRUSTEES / PARTNERS / OWNERS							
a)				ID NUMBER			
HOME ADDRESS				PHONE NO.			
b)				ID NUMBER			
HOME ADDRESS				PHONE NO.			
7. TOTAL NUMBER OF EMPLOYEES (Please complete Addendum "A" with employee information)					EMPLOYER USING SUB-CONTRACTORS AND/OR LABOUR BROKER		
					YES		NO
8. MEMBER OF AN EMPLOYER ORGANISATION?					YES		NO
IF YES, PLEASE SPECIFY (e.g., CFMA.)							
9. REGISTERED WITH ANOTHER BARGAINING COUNCIL? (Please specify.)							
10. PROOF OF REGISTRATION: THE EMPLOYER WARRANTS THAT THEIR BUSINESS IS REGISTERED WITH THE FOLLOWING STATUTORY BODIES, OR IF NOT, WARRANTS THAT AN APPLICATION HAS BEEN MADE FOR REGISTRATION.							
a) Insured under the Compensation for Occupational Injuries & Diseases Act (COIDA, previously known as Workmen's Compensation Act)					YES		NO
b) The Unemployment Insurance Contributions Act (UIF)					YES		NO
c) Registered with SA Revenue Service under the P.A.Y.E. System (SARS)					YES		NO
11. SUPPLY NAME & CONTACT NO. OF THE MAIN CONTRACTOR / SUB-CONTRACTOR / LABOUR BROKER / WORK PROVIDER							

12. PENSION FUND Employers who register with the Furniture Bargaining Council participate in The Furniture Industry Provident Fund of the Western Cape. Section 13A of the Pension Fund Act, 1956 (Act No. 24 of 1956) ("The Act") and Conduct Standard 1 of 2022 in respect of the requirements related to the payment of Pension Fund Contributions, 2022 ("the Conduct Standard"), places various duties, obligations and liabilities on employers, funds, fund administrators and the Principal Officer of funds related to the payment of pension fund contributions. In terms of section 13A(1) of the Act, the employer is obliged to pay to the fund in full any contributions deducted from the members' remuneration and the employer's contribution on behalf of members. In terms of section 13A(3) of the Act, the employer is obliged to pay such contributions into the fund's bank account no later than 7 (seven) days after the end of the month for which the contribution is payable. In terms of section 13A(8) of the Act, persons who are in control of or regularly involved in the management of the employer's overall financial affairs shall be personally liable for any non-compliance with section 13A of the Act. In terms of section 37(1) of the Act, any person who contravenes or fails to comply with the provisions of section 13A of the Act is guilty of an offence and may be liable on conviction to a fine not exceeding R10 million or to imprisonment for a period not exceeding 10 years, or both such fine and imprisonment. You are required to provide the identity and particulars of the person(s) who will be personally liable for compliance with the requirements mentioned above as prescribed in section 13A(9)(a) of the Act.
--

All correspondence to be addressed to the Secretary

Furniture Industry House
7 Maritz Street, Kempenville, Bellville 7530
P. O. Box 1529
Sanlamhof
Bellville
7535
Tel: +27 21 948 5775
secretary@furniture.org.za

RESPONSIBLE PERSON/S DETAILS				
Name	Surname	Address	ID number	Phone number

Please note:

Section 13A(9)(b) of the Act provides that, where an employer fails to identify the Responsible Person/s as per the requirements of section 13A(9)(a) of the Act, all those persons listed under point 8 above, i.e. directors (in case of a company), all the members regularly involved in the management of the closed corporation (in respect of a closed corporation), all partners (in case of a partnership), or all the persons comprising the governing body of the employer, as the case may be, shall be personally liable in terms of section 13A(8) of the Act.

13. SIGNED AT	ON THIS	DAY OF	20
<i>(Place)</i>	<i>(Day)</i>	<i>(Month)</i>	<i>(Year)</i>

FOR AND ON BEHALF OF:

(Employer Business Name)

SIGNATURE AND CAPACITY OF ALL AUTHORIZED SIGNATORIES WITHIN THE EMPLOYER BUSINESS

SIGNATURE	CAPACITY: DIRECTOR / MEMBER / TRUSTEE / PARTNER / OWNER

DESIGNATED AGENT:

SIGNATURE:

All correspondence to be addressed to the Secretary

Furniture Industry House
 7 Maritz Street, Kemperville, Bellville 7530
 P. O. Box 1529
 Sanlamhof
 Bellville
 7535
 Tel: +27 21 948 5775
secretary@furniture.org.za