

DATED: 17 JULY 2023

TO: ALL PARTICIPANTS IN THE MOTOR INDUSTRY

**NOTICE: NOTICE REGARDING THE IMPLEMENTATION OF REMITTANCE
ADVICES TO ACCOMPANY ALL PAYMENTS MADE TO THE COUNCIL**

MIBCO has been receiving payments that do not match the return in the Council's bank account, making it impossible to allocate those payments to the relevant funds the payment was meant for. This causes delays and challenges in allocating payments. It has now become necessary for the Council to implement a number of initiatives to attend to this problem. The introduction of **REMITTANCE ADVICES** as part of the payment process is one of these initiatives.

The **REMITTANCE ADVICES** will be included as part of Forecast Statements and Debtors Statements from 1 September 2023. As soon as a payment is made to the Council, employers will need to fill out the **REMITTANCE ADVICE** with the payment details and send it back to the Council for allocation purposes.

What is a **REMITTANCE ADVICE**?

A Remittance Advice is a document that acts as proof of payment but goes beyond just that because it also gives the payee critical information about the intention of the payer for this payment, which informs the allocation process.

An example of the new MIBCO Remittance Advance is attached below for reference.

The MIBCO Call Center number: 086 166 4226 can be contacted for inquiries regarding the correct payment reference.

See an example of a payment remittance advice below:

| EMPLOYER PAYMENT REMITTANCE ADVICE | | | | | | | | | |
|--|---------------|-----------------|----------------|----------------|--------------------|--|--|-----------|-------------------|
| RETURN PERIOD | FUND REF | INVOICE DATE | CAPITAL AMOUNT | INTEREST | GROSS AMOUNT DUE | TICK IF THIS IS THE DUE AMOUNT IS THE PAID AMOUNT | ALTERNATIVE PAYMENT (PLEASE COMPLETE DETAILS) | | |
| | | | | | | | CAPITAL AMOUNT | INTEREST | GROSS AMOUNT PAID |
| Mar-22 | AWPROV | 10/06/2023 | 10 000.00 | 1 200.00 | 11 200.00 | | 6 985.00 | 822.00 | 7 807.00 |
| Mar-22 | MIPROV | 10/06/2023 | 8 000.00 | 800.00 | 8 800.00 | | 9 500.00 | 800.00 | 10 300.00 |
| Mar-22 | COUNCL | 10/06/2023 | 325.00 | - | 325.00 | | 325.00 | 32.00 | 357.00 |
| Mar-22 | NUMSA | 10/06/2023 | 412.00 | - | 412.00 | | 412.00 | 41.00 | 453.00 |
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| TOTAL PAYMENT DUE | | | | | 20 737.00 | | TOTAL PAYMENT ACTUALLY MADE | | 18 917.00 |
| EMPLOYER CODE | | 7958631 | | PAYMENT DATE | | BANK AMOUNT | | 18 917.00 | |
| PLEASE USE THE FORM BELOW TO PROVIDE DETAILS OF THE DIFFERENCES IN GROSS AMOUNT DUE AS PER RETURN AND GROSS AMOUNT ACTUALLY PAID | | | | | | | | | |
| FUND CODE | EMPLOYEE NAME | EMPLOYEE NUMBER | AMOUNT PAID | REDUCED AMOUNT | ADDITIONAL PAYMENT | REASON FOR THE ADDITIONAL PAYMENT OR REDUCED PAYMENT | | | |
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| RECONCILED TOTAL | | | | | | | | | |