



**ANNEXURE A**  
**Registration as an employer in the Motor Industry**  
*In accordance with Clause 10 of the MIBCO, Administrative Agreement*

**Motor Industry Bargaining Council**      **Tel**    0861664226  
**E-mail address**    [Mibco.NR@mibco.org.za](mailto:Mibco.NR@mibco.org.za)  
**Website address**    <http://www.mibco.org.za>

New Registration     Change of Ownership     Change of Address     Change of Trading Name   
 Verify / Update     MIBCO Employer Number

Name under which business is conducted   
 Previous trading name if applicable

Name and Registration of CC, Company and / or Trust  
 Name   
*(Please attach copies of the registration documents)*    Registration No.

	Street Address (Site)	Postal Address (Branch)	Head Office Address
Address	<input type="text"/>	<input type="text"/>	<input type="text"/>
Suburb Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Town Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Postal Code	<input type="text"/>	<input type="text"/>	<input type="text"/>
Telephone No	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fax No	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cell No	<input type="text"/>	<input type="text"/>	<input type="text"/>
Site Email	<input type="text"/>	H/O Email	<input type="text"/>
Return Email	<input type="text"/>	Magisterial	<input type="text"/>
Preferred mode of Communication (e-mail/fax/post; indicate fax no, e-mail etc.) <input type="text"/>			
Nature of Business	<input type="text"/>	Date Trading Commenced	<input type="text"/>
Activity Code	<input type="text"/>	Date of Change	<input type="text"/>
Chapter	<input type="text"/>	Sector	<input type="text"/>

**Details of Proprietor, Partners, Directors, Members of CC or Trustees** *(Delete whichever is not applicable)*  
 Complete details of Proprietor, Partners, Directors, Members of CC or Trustees on Page 2, Copy Page 2 for more.  
 \* Please provide certified copies of ID documents for all.  
*We, the employer, hereby declare that we are in full compliance with the SARS prescriptions pertaining to deductions for employee tax. Tick to confirm*

**Contact Person: Wage Clerk / Bookkeeper / Manager** *(Delete whichever is not applicable)*

**Particulars of employees**

No. of Artisans	<input type="text"/>	No. of General Workers	<input type="text"/>	No. of Apprentices	<input type="text"/>
No. of Clerical & Sales Employees	<input type="text"/>	No. of RSA's / BSA's	<input type="text"/>	No. of Other Employees	<input type="text"/>

Employer Organisation Member    RMI No.     FRA No.

Signature of Employer / Authorised Representative     Date

*With this signature, I declare that I am authorised to confirm that the contents of this document are both true and correct*



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<b>Details of Proprietor, Partners, Directors, Members of CC or Trustees</b> <i>(Delete whichever is not applicable)</i>					
<b>* Please provide certified copies of ID documents</b>					
<i>To be completed by the Owner (e.g. owner, director, partner or governing board member)</i>				<b>Status of employer (e.g. owner, director, partner)</b>	
<b>Title</b>	<b>Full Name</b>			<b>Surname</b>	
<b>SOUTH AFRICAN CITIZENS:</b>				<b>Identity Number</b>	
<b>FOREIGN NATIONALS:</b>		<b>Nationality</b>	<b>Passport Number</b>	<b>Date of Birth</b>	<b>Gender</b>
<b>Email Address</b>			<b>Mobile Number</b>	<b>Alternative Number</b>	
<b>Chosen Domicilium citandi et executandi</b>			<b>Postal Address</b>		
<b>Signature</b>				<b>Date</b>	
<i>To be completed by the Owner (e.g. owner, director, partner or governing board member)</i>				<b>Status of employer (e.g. owner, director, partner)</b>	
<b>Title</b>	<b>Full Name</b>			<b>Surname</b>	
<b>SOUTH AFRICAN CITIZENS:</b>				<b>Identity Number</b>	
<b>FOREIGN NATIONALS:</b>		<b>Nationality</b>	<b>Passport Number</b>	<b>Date of Birth</b>	<b>Gender</b>
<b>Email Address</b>			<b>Mobile Number</b>	<b>Alternative Number</b>	
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**NOTE:** In terms of Clause 10: REGISTRATION OF EMPLOYERS of the Administrative Agreement, it is the responsibility of the Employer to notify the relevant MIBCO Regional Council, within one month, of any change in terms of ownership, name, partner / director / member or manager composition, postal and / or physical address including trading status of the registered establishment.

The Pension Fund Act no. 24 of 1956 Section 13A, Regulation 33, requires us to process your personal information. We consider the grounds listed below to be relevant:

- 1 That by signing these registration forms, you give consent to us to use your personal information in a certain way
- 2 Where necessary so that we can comply with the Legal Obligation to which we are subject (for example where we are obliged to share your personal information with the regulatory bodies which govern our work and services including the Funds I.e. Motor Industry Retirement Funds MIRF, that we are contracted to, which extend to MIFA as an administrator governing the investment of provident Fund monies that we collect monthly on behalf of MIRF), the FSCA, LABOUR DEPARTMENT
- 3 Where necessary for the performance of a contract to which we are a party, or to take steps at your request via enforcement processes. Or to take steps where there are non-compliance.
- 4 Where it is your or someone else's vital interest (in case of emergency and your Family member as authorised in writing, needs to act on your behalf)

*This is to allow us to comply with POPI act 4. Of 2013, in terms of handling of personal information. We therefore consider your privacy very important and as such please visit our website at [www.mibco.org.za](http://www.mibco.org.za) for further details, where you can view our Privacy Policy on how we protect and process your data.*

Signature of Employer /  Date   
 Authorised Representative

*With this signature, I declare that I am authorised to confirm that the contents of this document are both true and correct*

**EMPLOYER ACTIVITY CODES**

1 Petrol Sales	33 Radiator Reconditioning
2 Used Car Sales	34 Auto Electrical Repairs
3 New Car Sales	35 Motor Vehicle Repairs
4 Agricultural Equipment Sales	36 Motorcycle Repairs
5 Motor Cycle Sales	37 Caravan Repairs
6 Caravan Sales	38 Battery Repairs
7 Battery Sales	39 Motor Trimming
8 Accessories and Spares Sales	40 Fuel Injection Services
9 Tyre Sales	41 Gearbox Repairs
10 Tyre Re-treading	42 Diesel Pump Repairs
11 Vulcanising	43 Wheel Alignment
12 Scrap Yard	44 Trailer Repairs
13 Spring Smith	45 Tyre Repairs
14 Parking Garage	46 Auto Valet and Steam Cleaning
15 Kiosk / General Stores	47 Motor Vehicle Storage
16 Exhaust Fitting	48 Agricultural Equipment Repairs
17 Tow Bar Fitting	49 Tractor Sales
18 Radio Fitting	50 Tractor Repairs
19 Alarms and Immobiliser Fitting	51 Cylinder Head Repairs
20 Sunroof Fitting	52 Turbocharger Repairs
21 Air-conditioning Fitting	53 Prop shaft Repairs
22 Panel beating (Auto Body Repairs)	54 CV Joint Repairs
23 Spray Painting	55 Motor Plastic Component Repairs
24 Upholstering	56 Fibre Glass Component Manufacture, Repairs and Sales
25 Vehicle Body Building	57 Car, truck and Bus Rentals
26 Trailer Manufacturing	58 Towing Service
27 Vehicle Component Manufacturing	59 Labour Broking
28 Accessory Manufacturing	60 Other
29 Automotive Engineering	61 Bus Sales and Repairs
30 Armature Reconditioning	62 Truck Sales and Repairs
31 Brake Reconditioning	63 Glass Fitment
32 Clutch Reconditioning	64 Carburettor Sales and Repairs