

# GMTM Consultants

# Client Sheet

Tel: (012) 670 90 10 or (012) 670 90 22 or from outside of South Africa 00 27 12 6709010 or 00 27 12 6709022

Email: info@gmtm.co.za

Website: http://www.gmtm.co.za

Fax: 0865510082

**Courier Address: GMTM, 57 Swarthout Street, Doringkloof, Centurion, Gauteng, South Africa, 0157**

## Applicants Particulars (January 2015) **Please Print or Type**

Surname: \_\_\_\_\_ Full Names: \_\_\_\_\_

ID No: \_\_\_\_\_ Email: \_\_\_\_\_

Cell: \_\_\_\_\_ Tel No: (H) \_\_\_\_\_ (W) \_\_\_\_\_

Courier Address: Please print carefully and give all relevant information

**Transaction Details (Give detailed description) check against invoice if interpreted correctly:**

	Surname	Full Names	Request
1			
2			
3			
4			
5			
6			

**Documents needed per application.** (Client Sheet plus Indemnity Form plus indicated forms)

	Transaction	Documents Needed	Estimated Lead Time
1	Birth Certificates for Births <b>up to 2000</b>	Application Form	
2	Birth Certificates for Births <b>from 2000</b>	Application Form <b>plus completed BI24</b>	
3	Marriage Certificates for Marriages <b>up to 2000</b>	Application Form	
4	Marriage Certificates for Marriages <b>from 2000</b>	Application Form <b>plus BI 30</b>	
5	Death Certificates	Application Form	
6	Letter of No Impediment	Application form <b>and copy of ID</b>	
7	Police Clearance Certificate	Application, Fingerprints and copy of ID	
8	SANDF Exemption Letter	Application form and copy of ID or Passport	
9	Authentication of Degrees and Medical cert	<b>Original documents</b>	
10	Authentication/Apostille at DIRCO		
11	Legalisation at Embassy		
12	Official translation of Documents		

Special Instructions or additional information:

I the undersigned acknowledge that I have read and accepted the Terms, Conditions, Fees and undertake to pay the relevant fees on receipt of the invoice.

Signed here on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

Initials and surname \_\_\_\_\_ Signature \_\_\_\_\_

**VERY IMPORTANT: This page must be signed for order to commence.**