



12 Skeen Boulevard, Bedfordview, Johannesburg |
 PO Box 2510, Bedfordview, 2008
 T: +27 11 455 1726 | F: +27 11 455 1709 |
www.saff.org.za



Please email completed form to: Winnie Molamu – wmolamu@saff.org.za

SAAFF MEMBERSHIP ANNUAL UPDATE - 2020

SUBMISSION no later than 31 August 2019

Section 1

Legal Name ** _____

Trading Name _____

Physical Address (H/O) _____

Postal Address (H/O) _____

Tel _____ Fax _____

Email _____

Website: _____

Names of Proprietor, Partners, Members, and Directors (indicate most senior person at the top)

| Name | Position | Contact No. | Email address |
|------|----------|-------------|---------------|
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Section 2 - Please take note of the requirements

Company Details:

| | |
|---|--|
| Company Registration No <i>(Certified document to be attached)</i> | |
| Date Business Commenced | |
| Parent Company | |
| Customs Code No/ <i>(Certified document to be attached)</i> | |
| Licensed as <i>(Certified document to be attached)</i> | |
| VAT Registration No <i>(Certified document to be attached)</i> | |
| Branch Offices within South Africa | |
| BBBEE Status attached Certificate <i>(Certified document to be attached)</i> | |
| Tax Clearance Certificate <i>(Certified document to be attached)</i> | |
| STAMPED LETTER from your Bank Of Good Standing <i>(Not older than 3 months.)</i> | |

Core Business: (please tick appropriate box)

Airfreight:

Imp Exp

Imp Exp

Imp Exp

Imp Exp

Imp Exp

Forwarding

Consolidations

Customs Clearing

Warehousing

Road Cartage

Seafreight:

Imp Exp

Imp Exp

Imp Exp

Imp Exp

Imp Exp

Other (specify) _____



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Section 3

Staff Employed: Please indicate the staff complement in the different regions.

| | Gauteng | KZN | E. Cape | W. Cape | Border |
|---------------|---------|-----|---------|---------|--------|
| | | | | | |
| | | | | | |
| TOTALS | | | | | |

Total Country Staff Complement on your payroll =

This includes Directors, Management, sales, operations, finance/administration, to the personnel in the Warehouse, transport and the sweepers.

Section 3A – Applicable to Harbour Carriers and Warehouse Membership ONLY

No. of Trailers _____ No. of Trucks _____ Total Number of Rigid Vehicles _____

In addition to the SAAFF National Body, please confirm Chapter membership - for SAAFF Affairs preferably Operational.

(Please tick the appropriate box/es) PLEASE PRINT IN BLOCK LETTERS

SAAFF Chapters – Regions – Names of the people at Branches that you would like to have access to Website

- GAU – Gauteng
- KZN – Kwa Zulu Natal
- EC – Eastern Cape
- WC – Western Cape

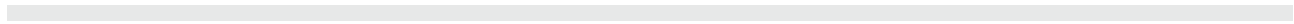
| Region | First Name | Surname | Email address | Mobile No |
|--------|------------|---------|---------------|-----------|
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Section 4

In order to disseminate Industry information timeously, please supply -

| HR Manager and/or Skills Development Facilitator | Direct Telephone No. | Email address |
|--|----------------------|---------------|
| | | |
| | | |

We welcome your comments and suggestions-



Section 5

Would you like your company details listed on the SAAFF website (www.saff.org.za)? YES NO

If, yes – please provide:

The website address to be listed on the SAAFF website: _____



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Section 6

I, _____

in my capacity as

(Delete inapplicable Designation)

Managing Director / Chief Executive Officer / Main Member,

hereby acknowledge that, our Organisation and its employees and representatives will be governed by the Constitution of the National Association, and the Association's Code of Ethical Conduct, and that we will fulfil our obligation to pay annual subscriptions.

I understand that all membership and statutory rights cease in the case of non-payment.

We consent to the Association obtaining from and exchanging with, any registered credit bureau, or any credit provider, information concerning our credit and payment history and / or credit worthiness.

The information as supplied in this application is true and correct, as attested by my signature:-

Name:

Designation: Managing Director / Chief Executive Officer / Main Member

*(**delete inapplicable Designation)*

Signature: _____

Date: _____

Company Stamp Required:



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SOUTH AFRICAN ASSOCIATION OF FREIGHT FORWARDERS

CODE OF ETHICAL CONDUCT

DATE : YEAR - 2020

In recognition of the requirement that the members of the Association should maintain the highest ethical and professional standards and be mindful of the need to foster public trust and confidence in the forwarding and clearing industry, the Association has published the following Code of Ethical Conduct for adoption by its members. Therefore, every member of the Association shall:

1. Discharge its obligations to its clients efficiently, competently, honestly and with integrity and shall seek to enhance the good standing and reputation of the industry by fostering good relations with its clients, suppliers, other business partners and fellow members.
2. Keep information received from its clients confidential and shall only divulge such information to a third party with the express consent of the client concerned, or to the extent required by the law, or to execute the business.
3. Associate itself only with enterprises, transactions and dealings which are lawful in nature and which enhance the reputation of the Association.
4. Refrain from engaging in any restrictive trade practices or unlawful cartels and shall ensure that any position of market dominance is exercised honourably.
5. Market its services on its own merits, shall compete for business fairly, and shall refrain from denigrating the reputation or good name of a fellow member.
6. Inform its clients of its commitment to the Code by ensuring that a copy thereof is displayed prominently in its reception or equivalent public space, in each of the offices from which that member trades, and shall furthermore procure the awareness of and commitment to, the provisions of the Code by each of its employees.

Signed by the Most Senior Person in the Organisation:

Signature

Print Name

Scan this document with the relevant certified documents through to following email address:
saaff@saaff.org.za or fax to 086 624 3939.

PRINT

CLEAR