

# PEC Utility Management (Pty) Ltd

Company Reg No 2004/032820/07

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pecutilities.co.za

clientservicescpt@pecgroup.co.za



## REFUND REQUEST - BUSINESS

Please complete and submit this application during office hours, together with clear copies of the following:

- Copy of the authorised representative's ID or passport
- Company proxy
- A cancelled cheque / copy of blacked-out bank statement / bank confirmation letter (for refund purposes)

Documents can be faxed or emailed to: clientservicescpt@pecgroup.co.za or (f) 021 949 0241. Kindly confirm receipt thereof.

## OFFICE USE

New Account No

Primary BP No

FB RC

PEC Reference No

or E-Wallet No

Building Name

Unit No

Tenant Status

 Owner  Tenant

Entity Type

 Close Corporation  (Pty) Ltd  Public Company  Co-Operative  Sole Proprietor Body Corporate  Trust  Consortium  Government  Partnership Section 21  Church  Foreign Entity

Registered Name

Trading As

Registration No

(ID if Sole Proprietor or Partnership)

Country of Registration

VAT/TIN No

## AUTHORISED REPRESENTATIVE

Title

 Mr  Mrs  Ms  Dr  Prof

Initials

Full Names

Surname

Identification Type

 RSA ID  Passport  Temporary ID (E.G. Refugee ID)

Identification No

Identification expiry date

Country of Issue

Position (MD, FD, Owner, etc.)

Email Address

Landline No

Cell No

## FINANCE DEPARTMENT CONTACT

Name & Surname

Role in Company

Contact No

Email Address

## FINANCE DEPARTMENT CONTACT CONT.

Physical Address

 Code 

City

Province

Country

Postal Address

 Same as physical  Code 

City

Province

Country

## BANKING DETAILS

Name of Bank

Branch Name

 Branch Code 

Name of Account Holder

Account Number

Type of Account

 Current Savings

## REASON FOR REFUND

Credit balance on closed account  (Refund will take place during the Service Provider's next credit run after requested documentation have been received by the Service Provider)

Incorrect/over payment made to PEC  (A R 65.00 administration fee will be deducted from the incorrect/over amount and the balance thereof will be refunded between 5 and 7 business days after requested documentation have been received by the Service Provider)

Credit balance in E-Wallet account  (Refund will take place between 5 and 7 business days after requested documentation have been received by the Service Provider)

## TERMS & CONDITIONS

1. I/We hereby confirm that I have the authority to complete this request, and certify that the information provided in this form is correct.
2. I/We hereby indemnify PEC Utility Management (Pty) Ltd, it's owners and staff from any form of liability that may arise as a result of incorrect information provided by me/us.
3. I/We have read and understood the contents of this document and agree to its Terms & Conditions.

Signed on this  (day) of  (month)  20  (year)

Signature

Full Names & Surname (PLEASE PRINT)

Position in Company

Department