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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 up to 2000	Application Form	
2	Birth Certificates for Births from 2000	Application Form plus completed BI24	
3	Marriage Certificates for Marriages up to 2000	Application Form	
4	Marriage Certificates for Marriages from 2000	Application Form plus BI 30	
5	Death Certificates	Application Form	
6	Letter of No Impediment	Application form and copy of ID	
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	Original documents	
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.