

THE CAPE CARE AGENCY cc

PAYMENT TERMS & CONDITIONS

1. The Cape Care Agency cc renders Invoices on a monthly basis in respect of the services provided.
2. The Client undertakes to pay the Agency fees on receipt of the monthly Invoice, without deduction or set-off.
3. Invoices are payable on presentation. Late payment will incur a penalty interest.
4. The Agency adjusts it's fees annually and one calendar month's written notice will be given to the Client.
5. No payment of fees shall be made by the Client directly to any carer of The Cape Care Agency cc.
6. The Agency invoices run from the 16th of the month to the 15th of the following month, to give the Client time to make payment before the end of the month. Carers are paid on the last working day of the month.
7. Your invoice should reach you by the 21st of the month, at the latest. Should you not receive an invoice by the 25th of the month, please advise us.
8. Sundays are charged at time and a half of the week day rate, according to labour legislation. Public holidays are charged at double the week day rate, according to labour legislation.

If possible, elect to have your invoice sent to you by email or fax, rather than post.

Should any of your account details change, please advise us as soon as possible.

NAME OF CLIENT:

PERSON RESPONSIBLE FOR PAYMENT OF THE ACCOUNT:

RELATIONSHIP TO CLIENT:

RESIDENTIAL ADDRESS:

POSTAL ADDRESS:

HOME TELEPHONE: FAX NUMBER: CELL PHONE:

EMAIL ADDRESS:

I have read the Terms & Conditions outlined above, and accept responsibility for payment of the Cape Care Agency Account.

SIGNED : DATE:

Reg Number: 1997/020866/23 CK Partners: *Di Kane-Berman, Gill Sharwood*
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