ANNEXURE A **COMPANY & EMPLOYEE DETAILS** **MONTH:**

COMPANY NAME: _____ ACC NO: _____

TRADING NAME: _____

POSTAL ADDRESS: _____ TEL NO: _____

PHYSICAL ADDRESS: _____ FAX NO: _____

E MAIL ADDRESS: NO OF EMPLOYEES _____

CONTACT PERSON: _____

ACCOUNTANT ADMIN: _____ TEL NO: _____ FAX NO: _____

E MAIL:

SURNAME	NAME	ID/PASSPORT NO:	DATE OF BIRTH	GENDER	EMPLOYEE NUMBER	
						1
						2
						3
						4
						5
						6
						7
						8
						9
						10
						11
						12
						13
						14
						15
						16
						17
						18
						19
						20
						21
						22
						23
						24
						25
						26

PLEASE ADD ANY FURTHER EMPLOYEES ON A SEPARATE SHEDULE