



**small business
development**

Department:
Small Business Development
REPUBLIC OF SOUTH AFRICA

DECLARATION BY CONSULTANT AND APPLICANT

The DSBD does not acknowledge a Consultant as an agent or intermediary of DSBD. Consultants are however representing Applicants, with whom DSBD does have a formal relationship. As such it is required that the Consultant declares as follows with every application and claim submitted and that the Applicant confirms which services were rendered by the Consultant:

I, _____ (full names), the undersigned of the Consultancy firm _____ (name of firm) confirm that I am assisting the Applicant, _____ (name of Applicant as it appears on the application form) with this application / claim for _____ (incentive for which the Applicant is applying) and I confirm that I am fully aware that **DSBD**, in evaluating the application or claim(s) of the Applicant, will place reliance on the information contained in, and all documents attached to the application form or claim form, respectively.

I confirm that I have assisted the Applicant as follows (tick all that are appropriate):

- Consulted with the Applicant on the nature of its / his / her business
- Visited the premises where the business operates from
- 100% completed the application / claim form on behalf of the Applicant after consultation
- Completed some information on the application / claim form on behalf of the Applicant after consultation
- Completed 0% information, but checked 100% of the information completed by the Applicant for completeness and correctness only
- Checked some information on the application form completed by the Applicant
- Compiled the supporting documents on behalf of the Applicant
- Attached supporting documents received from the Applicant to the application / claim form

I acknowledge that should any information in the application form, claim form, or supporting documents respectively cause damage or loss (including reputational loss), to **DSBD**, it must act in terms of the laws of South Africa, including the Treasury Regulations and the Public Finance Management Act, 1999. **DSBD** may also refer the dispute to the Consultant's relevant association of affiliation, if applicable.

I also acknowledge that should the whole or part of information submitted to **DSBD** during application or claim stage be misleading, **DSBD** will have no option than to cancel and / or disapprove the application or claim and / or to institute criminal or civil proceedings. I accept that both the Consultancy Firm and the Applicant will be held jointly and severally liable should it be established that there was collaboration between us to mislead **DSBD**.

I acknowledge and bind myself and the Consultancy Firm to the terms and conditions stipulated in the Schedule (as updated) that is applicable to all **DSBD** Schemes and that is published on **DSBD**'s website, under the link to the relevant scheme.

I also acknowledge that **DSBD**'s first interest lies in supporting the Applicant's business so as to grow the economy of South Africa and as such that the Applicant is the client of **DSBD**. Should the Applicant thus approach **DSBD** for support in acting against a Consultant, **DSBD** will have no option but to provide the Applicant with whatsoever information is required by the Applicant. I accept that this duty does not extend to me as a Consultant, with whom **DSBD** has no formal relationship.

Signature of Consultant:

Signed at _____ on this _____ day of _____ 20 _____

Signature of the Applicant: (confirms the services rendered by the Consultant as set out above)

Signed at _____ on this _____ day of _____ 20 _____