



Suite No. 3
 Princes Park Mansions
 S. Parirenyatwa St & L. Takawira Ave
 Bulawayo

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SALES MANDATE REQUIREMENTS FORM

1. REAL ESTATE AGENT DETAILS

Principal Registered Estate Agent Name **FELIX L. NYONI**
 Registration Number **720**
 Physical Address **SUITE 3 PRINCESS PARK MANSIONS LEOPOLD TAKAWIRA AVE/
 SAMUEL PARIRENYATWA ST, BULAWAYO**
 Telephone **029-2264034/5** Email Address **felix.nyoni@sapphireproperties.co.zw**

2. CUSTOMER DETAILS (If company provide representative details)

Mr./Mrs./Miss/Dr./Prof/Other (specify) _____
 Surname _____ First Name(s) _____
 Marital Status _____ Name of Spouse(s) _____
 Home Tel _____ Mobile Number _____
 Nationality _____ Email Address _____
 Identity No. _____ Date of Birth _____
 Current Residential Address _____
 Occupation _____
 Primary Source of Funds _____
 Other Source(s) of Funds _____
 Employer Name & Address _____

3. Ultimate Beneficiary _____

Contact Tel _____ Mobile Number _____

4. **TRANSACTION AMOUNT in USD (if other currency please specify)**_____

IN WORDS _____

METHOD OF PAYMENT: Electronic Transfer/Cash/Other (specify e.g. give details if swop is provided for part of the value)_____

5. **CUSTOMER BANKING DETAILS**

Name of Bank _____ Account Name _____
 Branch _____ Account Number _____

6. **DETAILS OF PROPERTY INVOLVED**

LEGAL DESCRIPTION OF THE PROPERTY:	
Physical Address	
Description of Improvements	
Market Value	
Transaction Price	

7. **COMMISSION ON THE SALE**

- 7.1 Estate Agents Scale of Fees – 5% of sale price plus 15% VAT
- 7.2 Real Estate Institute of Zimbabwe Scale of Fees – 7,5% of sale price plus 15% VAT

8. **AUTHORISATION, DECLARATION AND ACKNOWLEDGEMENT**

- 8.1 I declare that the information contained herein is true and correct and where this Mandate is signed in a representative capacity, I warrant that I have full power and authority to legally enter into this transaction.
- 8.2 I the undersigned hereby authorize the **Real Estate Agent** to conduct this transaction on my behalf.

Signature _____ Capacity _____ Date _____

9. **SUPPORTING Documents**

- The following documents should accompany this application form at all times:
- 9.1 Copy of Identity document (Passport/National ID/Driver’s License);
 - 9.2 Proof of residence (Utility bills e.g. ZESA, City Council, Telone or Bank statement); and
 - 9.3 Proof of source of funds.

10. **For Office Use**

Received by _____ Agent _____ Date _____

Processed by _____ Date _____ Checked by _____ Date _____