

HARBOUR ISLAND MASTER HOMEOWNERS ASSOCIATION

EXTERNAL SERVICE PROVIDER REGISTRATION FORM

(For Security and Administration Purposes)

Applications must be accompanied by a letter/email from the Resident, giving permission for the registration.

If the employer is a tenant, the registration will be valid for the duration of lease indicated on contract only.

If contracts are extended/renewed, a copy of the new contract must be submitted before access can be extended/reinstated.

Applications must be accompanied by a copy of each applicant's ID/Passport.

A registration fee of R30 per person is applicable – payable into the HIMHOA bank account.

Employers must notify Management when the service of the service provider is terminated.

GARDEN SERVICES ☐ **POOL MAINTENANCE** ☐ **CLEANING COMPANY** ☐

OTHER : _____

Company Name :

Name and Surname of Applicant :

Designation : Owner ☐ Supervisor ☐ Manager ☐ Other : _____

Telephone Number :

E-mail Address :

Service Address in Harbour Island :

Name and Surname of Employee :

Name and Surname of Employee:

Name and Surname of Employee:

Name and Surname of Employee:

Name and Surname of Employee:

Days of the Week Employed : M ☐ T ☐ W ☐ T ☐ F ☐ S ☐ S ☐

Name and Surname of **Homeowner** :

Telephone Number :

E-mail Address :

As EMPLOYER AND RESIDENT of the described property, I herewith acknowledge that I have received and read the House Rules relating to CONTRACTORS and agree to be bound thereby.
Rules can also be viewed on our website : www.harbourisland.org.za

SIGNATURE OF EMPLOYER

_____/_____/20_____
DATE

FOR OFFICE USE ONLY

Application Approved : YES ☐ NO ☐

Domestic Worker List : YES ☐ NO ☐

Profile Number :

Employer Present : YES ☐ NO ☐

Receipt Number :

Permission Letter/Email : YES ☐ NO ☐

Copy of ID/Passport : YES ☐ NO ☐

Main Database : YES ☐ NO ☐

Other :