

# IMEXSA INTERNATIONAL EVENTS CHECKLIST

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Office Use	<b>Complete</b>	<b>Yes</b>		<b>No</b>	
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<b>Company Name</b>	
<b>Representative</b>	
<b>Contact:</b>	
<b>Province</b>	
<b>Email Address:</b>	

<input type="checkbox"/> Application Form	
<input type="checkbox"/> Proof of registration of the enterprise in the form of CIPRO certificate if a CC or (Pty) Ltd or A certified copy of your ID document in the case of a sole proprietor.	
<input type="checkbox"/> 3 Valid <b>Original</b> Tax Clearance Certificate <b>( please use door to door courier service or hand delivery)</b>	
3 Comprehensive colour brochure or represented Artist CDs, Photographs or Pictures of the relevant products marketed by the company. <b>( please use door to door courier service or hand delivery)</b>	
<input type="checkbox"/> Audited Financial Statements or bank statements of at least three months.	
<input type="checkbox"/> A valid/ copy of the passport of the representative of the firm to be travelling to the exhibition.	
<input type="checkbox"/> Company profile (See attached Guide)	