

VENDOR DETAILS FORM

Kindly fill up the details below to enable your company to be included in our system. Note that ONLY suppliers that have ALL their information in the system will be able to work with Unga Holdings Limited.

Name of Company	Location of Company (City, Town):
Postal Code:	Postal Address:
Telephone Number: Landline: Mobile:	Email Address (for LPO and Payment Remittance communication):
VAT Number:	Pin Number:
Bank Details (Indicate the account currency e.g. Dollars, Kshs)	
Bankers Name: Bank Branch:	Account Name: Account Number:
Contact Person: Name: Cell Phone Contact: Email Address:	Accounts Contact Person: Name: Cell Phone Contact: Email Address:
Authentication by Appropriate Authority	
Authorised Signatory Name: _____ Signature: _____ ID/PP Number: _____ Date: _____	Bank Stamp and Signature: Date: _____ Bank Official Name: _____

PLEASE NOTE:

- ALL fields in the form should be filled in full;**
- The system is designed to offer interactive features that will include emailing of statements and transaction progress notification. You stand a chance of benefiting from these if the contact details provided are active.
- For non-corporate supplier, kindly attach your ID or a registration certificate in case of partnership and a copy of valid ATM/Visa Card;
- For Corporate, please attach a cancelled cheque leaf or copy as a proof of account details; and
- Ensure that you seal the envelope before you drop the letter to the addressee;