



NAMLOG
The total logistics and supply chain solution



MELLETS
Transport



GENTEX
Gentex Associates Botswana



SLI
Strategic logistics investments

Acknowledgement of Debt

EMPLOYEE NAME _____

EMPLOYEE ID NO _____

EMPLOYEE NO _____

COST CENTRE _____

NATURE OF DEBT

COMPANY VEHICLE DAMAGE
DAMAGE TO 3RD PARTY VEHICLE
DAMAGE TO PREMISES
DAMAGED PARCEL
PETTY CASH NOT RETURNED
PERMIT / SLIPS NOT RETURNED
LOST PARCEL
TRAFFIC FINE
SARS PENALTY
LOST DRIVER TAG
LOST ABSA CARD
OTHER

PLEASE SPECIFY: _____

INFORMATION

Date of Incident _____

Vehicle Registration Number (If applicable) _____

Total Amount to be deducted (excluding Vat) _____

Supporting Documents for the Value to be attached

REPAYMENT TERMS MONTHLY AMOUNT _____ OVER _____ MONTHS

I hereby authorize the Company to deduct an amount of R _____ per month from my salary for a period of _____ months
The first deduction of R _____ will be on the _____ (Date) and a final payment of R _____ on the _____ (Date)

I understand that should I leave the company's employment before the amount is repaid in full, the company may deduct the full balance owing from my last salary.

EMPLOYEE SIGNATURE _____

DATE _____

MANAGER SIGNATURE _____

DATE _____

MANAGER NAME _____

Detail of the Incident _____
