



**GARDEN AND CLEANING SERVICES
POLICY DOCUMENT AND
AGREEMENT**

REVISED 2025-01-21

This policy document and agreement sets out the conditions for the administration, control, and requirements for all non-resident contractors/service providers rendering cleaning and garden services within the estate.

A. Contract period

1. This agreement will commence on 1 March 2025 and automatically terminate on 28 February 2026.
2. Notice of termination within the agreement period as per clause A[1] will be 2 calendar months. If the agreement is terminated in this manner there is no obligation to the HOA [The Wilds] to refund any fees paid.

B. Registration fees

1. The fees payable for the period 1 March 2025 to 28 February 2026 will be **R 2000.00**. [The approved application will include 10 biometric accesses. Vetting is compulsory for all employees of the company and must be done at the HOA registration office. Please visit the Wilds Website www.the-wilds.co.za to book your vetting consultation].
2. These fees become due and payable on the signature of the agreement. Any fees not received within 7 days will constitute the automatic cancellation of the agreement.
3. No pro-rata fees will be applied to any contractor/service provider who registers.

C. Application approval

1. Any application received will be subject to HOA approval and the decision of the HOA is final and at the HOA's sole discretion. Only upon receiving a signed and approved application and agreement will the agreement be considered valid.
2. Any application received where a previous application was terminated by the HOA for non-compliance with the conditions will not be considered.
3. The HOA may at any point in time amend this agreement.

D. Conditions

1. The contractor/service provider will adhere to all rules regarding access control which include but are not limited to the following and will not be amended in any form or manner:
 - i. All drivers of vehicles must have a valid driver's license.
 - ii. No asylum seekers will be allowed
 - iii. All non-SA residents must have a valid Passport and valid work permit.
2. No canvassing or advertising whilst within the estate.
3. Services may only be conducted per appointment as arranged between the contractor/service provider and the resident client.
4. Contractors/service providers will be bound by all rules of the HOA and it is their responsibility to ensure that they are fully informed before entering into any agreements with resident clients.



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5. The contractor/service provider must ensure that all regulatory registrations are in place.

E. Cancellation due to a breach

1. If at any point in time, the contractor/service provider is in breach of any rule, termination of the agreement will be immediate.

F. Required documents

1. Company profile
2. Company registration
3. ID of company director and or proprietor

G. Application

Company Name

Company Address

Telephone Number

Cell Number

Director/Proprietor

Email Address

Vat Number

H. I hereby confirm that:

1. I have read and understood the content of this agreement.
2. I have read and understood the rules of the HOA

APPLICANT

DATE

HOA APPROVAL

DATE