QALA FUTHI UBEKE

Uhlu lokuhlola ukulungela ukubhalisa ngokusemthethweni

Igama _____ **Ibhizinisi** _____ **Usuku** _____

Uzogcina unalokhu
Uhlu lwemibhalo nemibuzo ibhizinisi lakho elisadinga ukuyihlela, kanye negebe elilodwa ozolivala kuleli sonto.

1. Ingabe indlela ibhizinisi lakho elihlelwe ngayo isalifanele?

Ukubhalisa (ukunikeza ibhizinisi ubunikazi obusemthethweni, isibonelo inkampani ebhaliswe nge-CIPC) kuyisiqalo, akuwona wonke umsebenzi. Phawula uphawu ngalunye oluyiqiniso kuwe namuhla.

- **UHLU LOKUHLOLA**
  - ☐ Ikhasimende noma ikhasimende elingase libe khona licele imibhalo yokubhalisa
  - ☐ Ibhange noma umhlinzeki wezimali ucele imibhalo noma amarekhodi ebhizinisi
  - ☐ Umsebenzi manje wenziwa njalo, hhayi ngezikhathi ezithile kuphela
  - ☐ Ngifuna ukuqasha abantu, ukuletha omunye umnikazi noma ukuthatha izinkontileka ezinkulu
  - ☐ Uhlobo lomsebenzi wami lungase ludinge ilayisense, imvume noma ukubhaliswa nenhlangano yomkhakha (isb. ukudla, ukwakha, umsebenzi kagesi)

Indlela yokufunda lokho okuphawulile

1. Akukho okuphawulile: qhubeka wakhe amarekhodi amahle okwamanje.
2. Okukodwa noma ngaphezulu: sebenzisa izigaba 2 no-3 ukuthola amagebe akho.

2. Qala ifolda yakho yokulungela ibhizinisi

Ifolda yokulungela iyindawo eyodwa (ifayela lebhokisi noma ifolda efonini) lapho ugcina khona ulwazi lwebhizinisi abantu abalucelayo. Phawula lokho ongakwenza namuhla.

- **UHLU LOKUHLOLA**
  - ☐ Ngilibhalile igama engihweba ngalo
  - ☐ Ngibhalile ukuthi ubani ongumnikazi webhizinisi nokuthi ubani owenza izinqumo
  - ☐ Amakhotheshini, ama-invoyisi, amarisidi nobufakazi bokukhokha bakamuva kusefolda, hhayi ku-WhatsApp noma ezithombeni zefoni kuphela

3. Lokho ocelwe kona, nokuthi ubani ongaphendula

Bhala umbhalo ngamunye umuntu awucelile, nombuzo ngamunye osenawo mayelana nokubhalisa, intela, amalayisense noma izimvume. Bese ubhala ukuthi ubani ongawuphendula: i-CIPC (ukubhaliswa

Lo msebenzi uhlose ukufundisa kuphela. Akuyona iseluleko sentela, somthetho noma sezezimali. Imithetho nezidingo zingahluka ngohlobo lwebhizinisi nendawo. Buza isiphathimandla esifanele noma umeluleki oqeqeshiwe mayelana nesimo sakho.

kwenkampani), i-SARS (intela), inhlangano yomkhakha wakho noma ihhovisi lamalayisense, noma umabhala-mali.

Umbhalo ocelwe, noma umbuzo	Ucelwe ngubani	Unawo? (yebo / cha)	Ubani ongaphendula noma awukhiphe
isb. Imibhalo yokubhaliswa kwenkampani	Inkampani yezakhiwo	Cha	I-CIPC noma umabhala-mali
isb. Ingabe kufanele ngibhalisele i-VAT?	Mina	Cha	I-SARS noma uchwepheshe wentela

INOTHI

Ukubhalisa akuthathi indawo yamarekhodi, intela noma amalayisense. Ibhizinisi elibhalisiwe lisengaba nemvume ephelelwe yisikhathi noma amarekhodi ashodayo.

4. Vala igebe elilodwa kuleli sonto

Yonke i-"Cha" ethebuleni ingumsebenzi wakho olandelayo, hhayi isizathu sokuma. Qala ngaleyo evimba ikhasimende, ibhange noma umhlinzeki wezimali.

Isinyathelo esilandelayo

Igebe engizolivala (isb. shayela i-CIPC mayelana nokubhalisa inkampani) _____

Ubani engizoxhumana naye _____

Kuze kube nini (usuku) _____

Isikhathi sokukwenza kabusha

Njalo ezinyangeni eziyisithupha, futhi njalo uma ikhasimende, ibhange noma umhlinzeki wezimali ecela imibhalo. Phinda izigaba 1 no-3, ngoba lokho ibhizinisi elikudingayo kuyashintsha njengoba likhula.

Lo msebenzi uhlose ukufundisa kuphela. Akuyona iseluleko sentela, somthetho noma sezezimali. Imithetho nezidingo zingahluka ngohlobo lwebhizinisi nendawo. Buza isiphathimandla esifanele noma umeluleki oqeqeshiwe mayelana nesimo sakho.