



## **GUIDELINES FOR APPLICATION: DEBT RELIEF FINANCE SCHEME**

### **1.1 Benefitting SMEs**

Businesses which are negatively affected, directly or indirectly, due to the Coronavirus pandemic to mitigate against job losses and the expected harsh economic impact.

### **1.2 Qualifying Criteria:**

- a. The business must have been registered with CIPC by at least 28 February 2020;
- b. Company must be 100% owned by South African Citizens;
- c. Employees must be 70% South Africans;
- d. Priority will be given to businesses owned by Women, Youth and People with Disabilities;
- e. Be registered and compliant with SARS and UIF;
- f. Seda will assist micro-enterprises to comply and request for assistance must be emailed to [debtrelief@seda.org.za](mailto:debtrelief@seda.org.za);  
Whereas small and medium enterprises must ensure own compliance;
- g. Registration on the National SMME Database – <https://smmesa.gov.za>
- h. Proof that the business is negatively affected by COVID-19 pandemic;
- i. Complete the simplified online application platform;
- j. Company Statutory Documents;
- k. FICA documents (e.g. Municipal accounts, letter from traditional authority);
- l. Certified ID Copies of Directors;
- m. 3 months Bank Statements;
- n. Latest Annual Financial Statements or Latest Management Accounts not older than three months from date of application – where applicable;
- o. Business Profile;
- p. 6 months Cash Flow Projections – where applicable;
- q. Copy of Lease Agreement or Proof ownership if applying for rental relief;



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- r. If applying for payroll relief, details of employees - as registered with UIF and including banking details – will be required as payroll payments will be made directly to employees;
- s. SMME employers who are not compliant with UIF must register before applying for relief;
- t. Facility Statements of Other Funders;
- u. Detail breakdown on application of funds including salaries, rent etc.

### **1.3 Application Process**

- a. Register on <https://smmesa.gov.za/>
- b. Complete online Application Form (to be released on Thursday, 02 April 2020);
- c. Upload Required Supporting Documents

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