

30 – Day Overdue Payments

SUPPLIER DETAILS

Name of Supplier: (Business Name)
Supplier Number as per the Central Supplier Database (CSD):
Contact Number: Email:

GOVERNMENT DEPARTMENT

Name of Department/Entity:
Indicate the Province if not a National Department:

Name of the Official in the Department or Entity that should pay the Invoices:

Name: Email:

Landline:

Invoice date: Outstanding Amount:
(For multiple invoices, please indicate the total amount outstanding and the submission date of the first outstanding invoice.)

Please attach:

1. Appointment letter
2. Order Number issued for the work
3. Delivery Note and Invoice

Signed: Date:

Email to: **30daypayments@treasury.gov.za**

Suppliers should note that the National Treasury does not pay Invoices on behalf of Departments/Provinces/Municipalities and Entities.