Umhlahlandlela wengxoxo yokulungela umshwalense

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

Uzogcina unalokhu
Uhlu olufushane lokulahlekelwa ongeke ukwazi ukukukhokha wedwa, nezimpendulo zenkampani yomshwalense mayelana nokuvikelwa, imali ekhokhwa kuqala, imikhawulo nemithetho kokukodwa.

Yenza lokhu kuqala
Vikela Ibhizinisi, Isifundo 1: Yini Engavimba Ibhizinisi Lakho Kusasa? kanye neSifundo 2: Yazi Izimpahla Zakho Zebhizinisi Ezibaluleke Kakhulu. Amashidi abo okusebenza akunika ubungozi bakho obukhulu, ukuthi ubungozi 1 bungabiza malini, nezimpahla zakho ezibalulekile kakhulu ezinobufakazi nezindleko zokushintsha, ozoza nakho lapha.

Lo mhlahlandlela ungowokufunda. Awusona isincomo somkhiqizo noma iseluleko sokuthi yikuphi ukuvikelwa okufanele ukuthenge.

1. Zilungiselele

Phawula ozoza nakho. Uma ungawenzanga amashidi okusebenza angaphambili, usengawusebenzisa lo mhlahlandlela.

- **UHLU LOKUHLOLA**
  - ☐ **Uhlu lokuhlola ubungozi bebhizinisi nokuvikela izimpahla**: ubungozi bakho obu-3 obukhulu nezindleko zobungozi 1
  - ☐ **Isifanekiso serejista yezimpahla**: izimpahla zakho ezibalulekile kakhulu, ubufakazi nesamba sezindleko zokushintsha
  - ☐ Amarisidi, izithombe nezinombolo ze-serial zalezo zimpahla

Lokho ibhizinisi lami elikwenzayo nalapho lisebenza khona (isb. ukuwasha izimoto okuhambayo, sisebenza emakhaya amakhasimende eMamelodi)

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2. Khetha ukulahlekelwa ozobuza ngakho

Umshwalense ungowokulahlekelwa okukhulu kakhulu ukuthi kukhokhwe ngemali eyongiwe. Awuthathi indawo yemali eyongiwe, amarekhodi amahle noma imikhuba ephephile. Bhala ukulahlekelwa okufika ku-3 okubiza ngaphezu kwemali ongayisebenzisa namuhla. Bhala izindleko zokushintsha zokukodwa, ukuze ukwazi ukuziqhathanisa nomkhawulo kamuva.

Ukulahlekelwa engingeke ngikwazi ukukukhokha ngedwa (isb. 1. Amathuluzi ebiwe ebhakkie, cishe R18 000)

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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.

3. Buza bese ubhala izimpendulo

Buza le mibuzo ngokulahlekelwa ngakunye. Bhala impendulo kukholomu yalokho kulahlekelwa.

Izimpendulo zenkampani yomshwalense noma zomeluleki

Umbuzo	Ukulahlekelwa 1	Ukulahlekelwa 2	Ukulahlekelwa 3
Ingabe lokhu kulahlekelwa kungavikelwa? (Yebo / Cha / Kuphela uma…)			
Okungafakiwe: yini engavikelwe?			
Imali ekhokhwa kuqala (excess): engiyikhokha mina kuqala (R)			
Umkhawulo: imali ephezulu abazoyikhokha (R)			
Yikuphi ukuphepha noma amarekhodi okufanele ngikugcine?			
Yini okufanele ngiyenze ngemva kokulahlekelwa, futhi ngokushesha kangakanani?			
Iphrimiyamu: engiyikhokha nyanga zonke noma unyaka nonyaka (R)			

ISEXWAYISO

Funda ipholisi

Ukuvikelwa kuyehluka phakathi kwamapholisi. Ungacabangi ukuthi ukulahlekelwa kuvikelwe uze ukubone kubhaliwe.

4. Hlola ukuthi kuyafaneleka yini

UHLU LOKUHLOLA

- ☐ Umkhawulo **okungenani ulingana** nezindleko zami zokushintsha
- ☐ Ngingakwazi ukukhokha imali ekhokhwa kuqala ngemali eyongiwe
- ☐ Ngingakwazi ukulandela imithetho yokuphepha neyamarekhodi
- ☐ Ngingakwazi ukukhokha iphrimiyamu nyanga zonke

Isinyathelo esilandelayo

Engizokhuluma naye (inkampani yomshwalense, i-broker noma umeluleki) _____

Indlela engizoxhumana ngayo nabo (ukushaya ucingo, ukuvakasha, i-WhatsApp) _____

Ngaluphi usuku _____

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.

Isikhathi sokukwenza kabusha

Njalo ngonyaka ngaphambi kokuthi ipholisi yakho ivuselelwe, nalapho uthenga impahla entsha enkulu. Phinda ubuze imibuzo ukuze uhlole ukuthi ukuvikelwa kusahambisana yini nobungozi bakho nezindleko zokushintsha.

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.