

**SECTION A:**                      **OCCUPATION/BANKING INSTRUCTION LETTER**

Please action the following instructions in respect of my timeshare week(s) for 2016.

Full Name: \_\_\_\_\_

Surname: \_\_\_\_\_

Account No(s): \_\_\_\_\_ ID Number: \_\_\_\_\_

Unit(s): \_\_\_\_\_ Week(s): \_\_\_\_\_

Please mark the relevant instruction block, in respect of your 2016 timeshare week(s):

I will occupy my timeshare week  as per the 2016 Timeshare calendar

I authorize \_\_\_\_\_ to occupy  
my timeshare week  as per the 2016 Timeshare calendar

Space bank my week  with RCI Member No: \_\_\_\_\_

Space bank my week  with DAE Member No: \_\_\_\_\_

Place my week  up for Rental with TradeUnipoint

<b>PLEASE NOTE:</b>	All spacebanking requests to be submitted between 180 - 120 days prior to occupation date. No instruction can be actioned unless my full levy account has been paid.
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**SECTION B:**                      **CREDIT CARD AUTHORISATION FOR PAYMENT OF LEVIES**

I, \_\_\_\_\_  
(full name) hereby authorize Vacation Recreational Services (VRS) to debit my credit card with the amount of R \_\_\_\_\_ due in terms of the 2016 levies.

Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_ Budget: \_\_\_\_\_

CVC Number: \_\_\_\_\_

Date: \_\_\_\_\_ Place: \_\_\_\_\_

Account Holder's Signature: \_\_\_\_\_

**SECTION C:**

**PERSONAL INFORMATION UPDATE**

Postal Address:

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Code:

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Physical Address:

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Code:

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Telephone (Home):

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Telephone (Work):

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Telephone (Cell):

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Email 1:

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Email 2:

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Please send me details of special offers, tender weeks, marketing and account information.

**SECTION D:**

**DEBIT ORDER AUTHORIZATION FOR PAYMENT OF LEVIES**

Name of Bank:

Branch Name:

Branch Code:

Account Number:

Date to be debited:

Middle of the Month

Date:

End of the Month

Date:

Amount:

Date:

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Place:

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Account Holder's Signature: \_\_\_\_\_

Please send the fully completed form via email to [propertyadmin@oaks.co.za](mailto:propertyadmin@oaks.co.za) or alternatively fax to 012 996 0556

