



**PHYSICAL:** Centuria Park, Unit 8,  
 265 Von Willich Rd, Centurion  
**POSTAL:** PO Box 10152, Centurion 0046  
**SWITCHBOARD / SALES:** 012 663 2500  
**ACCOUNTS:** 012 663 1515 **FAX:** 086 688 5622

## Office 365 Business Application Form

COMPANY / CLIENT INFORMATION			
Company Name:			
Company Postal Address:			
City:		Postal Code:	
Telephone No:		Fax No:	
Company Reg. No. :		VAT No. :	

CONTACT INFORMATION - Specify where product details should be forwarded to:			
First Name:		Surname:	
Telephone No:		Cell No.	
E-Mail Address			

Domain Names			
Main Domain:			
Alias Domains 1:		Transfer:	
Alias Domains 2:		Transfer:	
Alias Domains 3:		Transfer:	
Alias Domains 4:		Transfer:	

### METHOD OF PAYMENT - DEBIT ORDER DETAILS

I, the undersigned, request **3Gi Internet services** to arrange with my bank to collect, by means of the debit order system, the payments in terms of the stipulations of the contract and payments in advanced (as they may be amended from time to time/where applicable/where so requested) of the above-mentioned against my account.

Account Name:			
Bank Name:		Account Type:	
Account Number:			
Branch Name:		Branch Code:	

#### Please note:

- **The service is for active accounts and will be invoiced for a full month arrears irrespective of when the service has commenced plus one full month upfront.**
  - Payment is collected strictly via debit order 1st of every month
  - All pricing includes VAT
  - Maximum email size inbound and outbound is 150MB
  - Maximum number of recipients per outbound email is 100
  - Maximum outbound emails per hour is 500
  - Anti-Spam and Anti-Virus is enabled, any email identified as spam or as a virus will be deleted
  - Password complexity is enabled, user passwords must confirm to International standards
  - Mailbox or individual email restores will NOT be accommodated
  - Any devices such as printers and scanners, must be able to authenticate on Hosted Exchange in order to send and receive email via Hosted Exchange



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Qty	Office 365 Business Service	(Ones Off)
1	Standard - Main Domain	R 350
	Additional Domains (Per Domain Name)	R 250
	Additional per active account	R 45
Qty	Office 365 Business Service	Monthly
	<b>Office 365 Business Essentials</b> <ul style="list-style-type: none"> <li>- Online versions of Office</li> <li>- Business-class email. Large, 50GB Mailboxes that can send messages up to 150MB in size, with contacts, shared calendars, and spam and malware protection.</li> <li>- File storage and sharing (One Drivefor Business)</li> <li>- Unlimited online meetings (Skype for Business)</li> <li>- Intranet sites for teams (SharePoint Online)</li> </ul>	<b>135</b>
	<b>Office 365 Business</b> <ul style="list-style-type: none"> <li>- Full Office desktop applications on up to 5 PCs or Macs per user and Office for mobile devices on up to 5 tablets and 5 phones per user</li> <li>- Online versions of Office</li> <li>- File storage and sharing (One Drivefor Business)</li> </ul>	<b>190</b>
	<b>Office 365 Business Premium</b> <ul style="list-style-type: none"> <li>- Full Office desktop applications on up to 5 PCs or Macs per user and Office for mobile devices on up to 5 tablets and 5 phones per user</li> <li>- Online versions of Office</li> <li>- Business-class email. Large, 50GB Mailboxes that can send messages up to 150MB in size, with contacts, shared calendars, and spam and malware protection</li> <li>- File storage and sharing (One Drivefor Business)</li> <li>- Unlimited online meetings (Skype for Business)</li> <li>- Intranet sites for teams (SharePoint Online)</li> </ul>	<b>260</b>

### ACKNOWLEDGEMENT

The client acknowledges that the provision of the services and products after 3Gi (Pty) Ltd's acceptance of this application is subject to the terms and conditions available at the following internet address: <http://www.3Gi.co.za> or may ask to have a hard copy made available by contacting the sales division on 012-663-2500.

I have read the terms and conditions contained herein and agree to be bound by such terms and conditions and the terms and conditions relating to the specific products.

Thus done and signed at \_\_\_\_\_ on this the \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Client

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Designation



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## Office 365 Business Application Form

Office 365 Users list (Please complete in detail)			
Domain Name: @			
	FIRST NAME	SURNAME	EMAIL ADDRESS @
1			
2			
3			
4			
5			
6			
7			
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