

THERE FOR YOU WHEN YOU NEED IT MOST



Company Profile

30 Years of Service to the Community

Paul Van Straaten

13 Mathee Avenue , Dinwiddie, Germiston , 1401

paul@africanlegalservices.co.za

065 683 8365

©African Legal Services

AFRICAN LEGAL SERVICES

30 Years of Service to the Community

1. Business, Administrative & Contact Information

- a. **Business name:** African Gauteng Catering Services (Pty)Ltd T/A African Legal Services
- b. **Business type:** Private Company
- c. **Company registration number:** 2012/108122/07
- d. **Tax reference number:** 9642821152
- e. **VAT number:** 4700282744
- f. **Tel:** 065 683 8365
- g. **Fax:** land line and fax-2-email number/s (Fax to e-mail fax numbers available from The P.A. Shop)
- h. **E-mail:** paul@africanlegalservices.co.za
- i. **Cell:** 065 683 8365
- j. **Physical address:** 13 Matthee Avenue, Dinwiddie, Germiston, 1401
- k. **Postal Address:** 13 Matthee Avenue, Dinwiddie, Germiston, 1401
- l. **Docex Address:** N/A
- m. **Banking details:**
 - Bank:** TymeBank
 - Branch:** Account number: 51031140053
 - Branch code:** 678910
 - Account Holder & Account Type:** PPA VAN STRAATEN , Current/Cheque

2. Introduction

a. Company History

African Legal Services was founded on 1 March 1992, as Vidaul Paralegal Services. On 21 June 2012 African Gauteng Catering Services, acquired the business and changed the name to African Legal Services.

b. What the company does

We specialize in a vast variety of services which includes but are not limited to the following: Company registrations, UIF & COID Registrations & Returns, SARS Registrations & Returns, CIPC Services & Returns, CSD Registrations, CIDB Registrations, BEE Certificates, Company Profiles, Business Plans, Website Design, Website Hosting, Family Law, Conveyancing, Administration of Deceased Estates, Maritime Law, Foreign Permit Applications, Printing and Laminating, PSIRA Registrations for Security Companies, PSIRA Training Centre Registrations, Opening of Business Bank Accounts, ITC Services, Import- & Export Licences, Debt Collections, Liquor License Applications, Loan Applications, Funding Applications

1. Strategy

a. Vision statement

Our vision is to give a cost-effective service to our valued clients.

b. Mission statement

Our mission is to add extra services in the future whereby we have a type of “One-Stop-Shop” where clients do not need to run around for the services they need.

c. Values

We are governed by the laws of South Africa and will at all times abide within the law.

d. Business goals & objectives

Our goals and objectives are to have satisfied clients

e. Business strategy

The general strategy of the company is to offer a variety of services under one roof to clients

f. Economic intent

The economic intent is making profit while delivering services

1. Business concept

a. Business concept

Service delivery to all

b. Products

Variety Products

c. Services

Variety of Services

d. Business competitiveness

We are a competitive business through all the services we offer with quality results

c. Quality policy & objectives

Our standards are of the highest quality and we will never give up on a client

d. Service pledge

We are available for our clients any reasonable time

e. Business model

We have a centralized business model, but we travel to our clients for their convenience

f. Value chain

We have a valued staff compliment and experts working on each service we offer

3. Management & Ownership

a. Management structure

We are a fully Level 2 BBBEE contributor with 125% Procurement

b. Ownership Structure

Black Ownership constitutes 75% of the Share Holding

c. Directors

Tiro Edwin Makgotloe
Paul Petrus Adolf Van Straaten

d. Business & leadership

Strong Business Principles with great leadership

e. Management

Manager is Paul Van Straaten with 31 Years experience

f. Office and administrative personnel

Tiro Makgotloe

g. Professionals & Advisors

Baysie Ezekiel

h. Affirmative action initiatives

We believe in our country and our people and therefore we have a policy on “WHO” is suitable for a job

i. BBBEEE

BBBEE Level 2, 125% Procurement

4. Attachments and supporting Documentation (available on request)

a. Copy of detailed curriculum vitae or resume of partners, owners & management.

b. Copy of identity documents of directors and shareholders.

c. Company/CC documents

- d. Tax clearance certificate from SARS. The P.A. Shop offers the service of applying for this for customers.
- e. Maps showing location.

Any other relevant substantiating

**Thank you for taking the time to go through this business profile.
If there are any questions or comments, please feel free to
contact us.**