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 Noordbrug, 2522
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 E: admin@gizmogroup.co.za



REQUIREMENT SHEET

Email to admin@gizmogroup.co.za for attention Justine or for attention Claudia.

DATE: _____

Business Name:		Contact:	
Postal Address:		Physical Address:	
		Telephone:	
Business Reg. No.		Cell:	
Email Address:		VAT No.:	
Current Devices			

The customers' requirements are as follows:

COPY:	YES	NO	FINISHER WITH STAPLING 1000 SHEET:	YES	NO
SCAN:	YES	NO	FINISHER WITH STAPLING 4000 SHEET:	YES	NO
FAX:	YES	NO	PUNCHING:	YES	NO
PRINT:	YES	NO	BOOKLET FOLDING:	YES	NO
NETWORK:	YES	NO	IS THERE A NETWORK POINT:	YES	NO
A4/A3:	A4	A3	DOCUMENT PROCESSOR:	50 SHEET	140 SHEET
MONOCHROME/COLOUR:	MONO	COLOUR	ADDITIONAL PAPER TRAY 500 SHEET	YES	NO
CABINET:	YES	NO	ADDITIONAL PAPER TRAY 3000 SHEET:	YES	NO

MONOCHROME PAGES PER MONTH:		HOW MANY USERS:	
COLOUR PAGES PER MONTH:		SPEED PAGE PER MINUTE:	

Sales Person: _____

Comments: _____

Signed Person: _____

Date: _____

"The bitterness of poor quality lingers on long after the sweetness of cheap pricing is forgotten".