



## FURNITURE BARGAINING COUNCIL

North Block ♦ 39 Empire Road ♦ Parktown Ext ♦ Johannesburg  
All correspondence to be addressed to: THE GENERAL SECRETARY ♦ Post Office Box 32789 ♦ Braamfontein ♦ 2017  
Telephone (011) 242-9200 ♦ e-mail council@furnbed.co.za ♦ Website www.furnbed.co.za

### CIRCULAR 10/24

#### TO ALL EMPLOYERS AND EMPLOYEES IN THE INDUSTRY

#### **BANKING DETAILS FOR THE PAYMENT OF ANNUAL LEAVE PAY AND/OR HOLIDAY BONUS FUND MONIES**

Establishments are requested to provide and/or confirm banking details for all their employees. In order to ensure seamless and correct payments into the bank accounts of our Industry employees at all times, the Council from time to time makes available to all establishments an "**Establishment Employee Banking Detail Report**", to enable establishments to confirm the latest banking details with their employees concerned. An Excel spreadsheet to supply the Council with updated banking details are also made available to establishments on our website if you click [HERE](#), for your convenience. These Excel spreadsheets and/or forms, need to be completed and signed off by the employees and employers concerned, and returned to Council.

This information must be submitted to the Council before **Friday, 18 October 2024**.

Electronic Funds Transfers (EFTs) have become the only payment method for employees to receive monies from this Council. However, if the banking details, which Council has on record on its system are not updated and/or confirmed regularly, the Council may not be able to make some payments to these Industry employees or may make payments, but into incorrect bank accounts.

The Council will only make payments to employees into their officially recognised South African banking accounts, such as:

Standard Bank	First National Bank	Nedbank	ABSA
Capitec Bank	Mukuru (Access Bank)	Investec Bank	Tyme Bank
African Bank	Sasfin Bank	Discovery Bank	Bidvest

In light of the above, it is crucial that every establishment/employer/employee in the Industry furnish the Furniture Bargaining Council with proper banking details for every employee, to ensure that the employee receives his/her annual Leave Pay and/or Holiday Bonus Fund monies, or any other benefits.

Where such banking details were provided to the Council and reflect on our system, we request that you kindly verify the details with your employees as a matter of urgency and provide the Council with confirmation and/or updated details as and where necessary.

**Kindly ensure that you include employees' cell phone numbers.**

**NB:** Capitec bank, Tyme bank and Mukuru bank (Access Bank) open bank accounts for ALL employees, including for employees who do not have South African identity documents, but only have valid passports.

**Kindly note that no third-party bank accounts will be accepted.**

In the event that any establishment and/or its employees fail to adhere to this requirement, it may result in non-payment or incorrect payment of monies for benefits.

All updated banking details must be sent to [bankingdetails@furnbed.co.za](mailto:bankingdetails@furnbed.co.za).

**Any queries that you may have regarding this Circular must be directed to:**

**Wakeela Samuels**

**or**

**Melany Visagie**

[wakeela@furnbed.co.za](mailto:wakeela@furnbed.co.za)

[melany@furnbed.co.za](mailto:melany@furnbed.co.za)

011 242-9200

011 242-9200

**A COPY OF THIS CIRCULAR MUST BE DISPLAYED ON YOUR ESTABLISHMENT'S NOTICE BOARD**

3 October 2024