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**THE MEDICAL AND DENTAL ENQUIRY AND COLLECTING BUREAU, LTD.**

Telephone ~~552~~. 33-1404

P.O. Box 4590.

Telegrams : "Tradequire."

*Mr. C. Bernstein*  
Head Office  
20 Trade Street

African Board of Executors Buildings,  
Cor. Sauer and Fox Streets,  
JOHANNESBURG.

AN AGREEMENT made and entered into at Johannesburg this day of .....  
192,.... by and between THE MEDICAL AND DENTAL ENQUIRY AND COLLECTING  
BUREAU, LIMITED (hereinafter called "the Bureau"), of the one part, and.....  
of ..... (hereinafter called "the subscriber") of the other part.

1. ALL records on the **standing**, or the present address where **unknown** to the subscriber, of any person, firm or company, now or hereafter in the possession of the Bureau, are placed at the disposal of the subscriber at a charge of 2/- per enquiry or tracing, which must be made on the Bureau's Enquiry Form.

2. THE Bureau undertakes the collection of all accounts handed over by the subscriber.

3. THE remuneration of the Bureau for such collection shall be 12 1/2 per cent. of the amount collected.

4. THE Bureau undertakes to pay over to the subscriber all moneys collected, less the aforesaid commission, and any sums standing to the debit of the Subscriber in terms of this Agreement.

5. WHEREVER the Bureau shall consider it desirable that legal proceedings be instituted for the recovery of any debt owing to the subscriber, the Bureau undertakes to procure such proceedings to be instituted, and, in undefended matters only, proceeded with, up to Civil Imprisonment Summons, and agrees to indemnify the subscriber against any legal costs that may be incurred, in connection with such proceedings, for an inclusive fee of 15/6 in each case. Such fees shall be paid to the Bureau on the institution of such proceedings.

The subscriber hereby gives the Bureau full power and authority to act for him in the prosecution of any matter where proceedings may be instituted by the Bureau, and, at the Bureau's discretion, to proceed to the final end and determination thereof.

6. WHERE desired by the subscriber, the Bureau will institute such proceedings in its own name upon receiving from the subscriber a Cession of the claim.

7. WHEREVER proceedings are instituted in any matter, whether under cession as aforesaid or otherwise, the Bureau shall be entitled to deduct from all monies received as a result of such proceedings, the attorneys' costs incurred by it in such matter, which costs shall be a first charge against such monies, and the balance (exclusive of such costs) less the commission of 12 1/2 per cent. and any charge or debit aforementioned, shall thereupon be paid to the subscriber.

8. ACCOUNTS shall be made up, and the amount shown at debit or credit by or to the subscriber shall be payable monthly.

9. THE subscriber shall from time to time supply the Bureau with lists of bad or absconding Debtors, and with the fullest of particulars, which will be treated in the strictest confidence.

10. ALL reports and information given by the Bureau shall be for the exclusive use of the subscriber, and shall be treated by him as **strictly confidential**.

11. THIS agreement shall subsist for a period of Twelve (12) months from the date hereof, and shall continue to be in force thereafter unless prior notice of the termination thereof has been given or received.

THUS DONE AND EXECUTED at JOHANNESBURG the day, month and year first above written.

FOR THE MEDICAL & DENTAL ENQUIRY & COLLECTING BUREAU, LTD.

.....  
.....  
AS WITNESS : Subscriber.

1. ....  
2. ....



# THE MEDICAL AND DENTAL ENQUIRY AND COLLECTING BUREAU, LTD.

Telephone 6552.

P.O. Box 4590.

Telegrams : " Tradequire."

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African Board of Executors Buildings,

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2. THE Bureau undertakes the collection of all accounts handed over by the subscriber.

3. THE remuneration of the Bureau for such collection shall be 12½ per cent. of the amount collected.

4. THE Bureau undertakes to pay over to the subscriber all moneys collected, less the aforesaid commission, and any sums standing to the debit of the Subscriber in terms of this Agreement.

5. WHEREVER the Bureau shall consider it desirable that legal proceedings be instituted for the recovery of any debt owing to the subscriber, the Bureau undertakes to procure such proceedings to be instituted, and, in undefended matters only, proceeded with, up to Civil Imprisonment Summons, and agrees to indemnify the subscriber against any legal costs that may be incurred, in connection with such proceedings, for an inclusive fee of 15/6 in each case. Such fees shall be paid to the Bureau on the institution of such proceedings.

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1. ....  
2. ....



**Collection Number: AD843**

**XUMA, A.B., Papers**

***PUBLISHER:***

*Publisher:-* **Historical Papers Research Archive**

*Location:-* **Johannesburg**

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