

STANDARD TERMS AND CONDITIONS

FOR INDIVIDUAL MEMBERS

1. INTRODUCTION

- 1.1. Kopanang Legal is a company that offers services of empowering individuals, groups, social clubs and communities in general through legal activism and advocacy work.

2. OUR PROMISE

- 2.1. Kopanang Legal performs its work and renders services with reasonable care, diligence and due skill to its members.

3. DEFINITIONS

The following terms shall have the meanings described below :

- 3.1. **“Parties”** - means Kopanang Legal and the client.
- 3.2. **“Client”** - means any person who is a member or a potential member of Kopanang Legal.
- 3.3. **“Claim”** – means a request for legal assistance or benefits offered by Kopanang Legal.
- 3.4. **“Member”**- means a member in good standing of Kopanang Legal.
- 3.5. **“Kopanang”**- means Kopanang Legal Inc
- 3.6. **“Service Provider”** – means Mokgalabone Attorneys

3.7. **“Referral letter”** - means the letter allowing a member to access legal services at Mokgalabone Attorneys.

3.8. **“Product(s)”** - means the services, specified herein below, which are offered by Kopanang to its members.

3.9. **“Beneficiaries”** means –

- i) main member must be 18 years or older.
- ii) the spouse of the main member;
- iii) the main member’s biological or adopted child under the age of 25 years.
- iv) anyone above the age of 25 years can open their own membership
- v) must be a South African citizen or permanent resident.
- vi) the main member- a member in good standing of Kopanang Legal.

4. SCOPE OF SERVICES

Members of Kopanang Legal, who are in good standing, shall be entitled to the following services:

4.1. Family Law: Divorce, Child Maintenance, Child Custody and Domestic Violence.

4.2. Estate Planning:

- i) Wills;
- ii) Letters of Executorship;

iii) Administration of Estates.

4.3. Labour Law: Arbitrations at CCMA and Bargaining Councils

4.4. Magistrate's Court Cases: Civil Cases and Criminal Cases

4.5. Bail

4.6. General Legal Advice

5. EXCLUSIONS

5.1. All cases which qualify to be referred to the Small Claims Court

5.2. Debt collection, where the amount is less than **R 50 000-00**

5.3. Cases which happened before you join Kopanang Legal shall not be accepted.

5.4. All civil cases older than **three (3)** years will not be accepted.

5.5. Criminal Trials, Magistrate and High Courts

5.6. High Court Cases: Civil and/or Criminal Case

5.7. Group cases, where some are not members of Kopanang.

5.8. Fines, penalties, or damages ordered by a court.

5.9. Matters outside the Republic of South Africa

6. WAITING PERIOD

6.1. Benefits are subject to a waiting period of 3 months from start date.

7. DISBURSEMENTS



7.1. Kopanang Members enjoy free legal services at Mokgalabone Attorneys, however, services (and goods) which are not offered at Mokgalabone Attorneys may require a member to pay for such goods and services.

7.2. Kopanang members shall be required to pay for certain disbursements from time to time, such as: expert reports, travelling costs, property transfer costs, registration of trusts, et cetera.

8. CLAIM PROCEDURE

8.1. Contact Kopanang Legal help desk where client verification will be conducted.

8.2. Submit all relevant documents and information upon request.

8.3. A member will be furnished with a referral letter to consult with the attorney.

9. REQUIRED INFORMATION TO PERFORM THE SERVICES

9.1. All members of Kopanang Legal are required to submit the following FICA documents:

- i) Copy of ID
- ii) Proof of Address
- iii) Latest payslip / Proof of Income and three months bank statement

10. TERMINATION OF MEMBERSHIP

Kopanang Legal reserves to terminate the membership of any member who:

10.1. Fail to pay monthly subscriptions for three (3) consecutive months.

- 10.2. Fail to follow the policies and procedures of Kopanang;
- 10.3. Threatens, insult or swears at Kopanang staff members or volunteers.
- 10.4. Disorderly conduct at any of the premises of Kopanang

11. VALID CONTRACT

- 11.1. By signing the mandate form, the member agrees to be bound by these terms and conditions.
- 11.2. It is the responsibility of every member to familiarize themselves with these terms and conditions.

12. AMENDMENTS

- 12.1. The company reserves the right to amend these terms and conditions at any time.
- 12.2. Updated terms and conditions will be published on our website or provided to clients directly, and continued use of our services constitutes acceptance of such changes.

13. CONTACT DETAILS

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