

MSUKALIGWA MUNICIPALITY

PROVISION OF INFORMATION

DATE OF IMPLEMENTATION - 1 JULY 2011

PART 1

(Present charges in brackets)

FEES IN RESPECT OF GUIDE

1. The fee for a copy of the guide as contemplated is regulations 2(3) (b) and 3 (40 (c) for every photocopy of an A4-size page or part thereof: (R1.00) **R1.00**

PART II

FEES IN RESPECT OF PUBLIC BODIES

1. The fees for copy of the manual as contemplated in regulation 5 (c) for every photocopy of an A4-size page or part thereof: R1.00) **R1.00**
2. The fees for reproduction referred to in regulation 7 (1) are as follows:
  - a) For every photocopy of an A4-size page or part thereof: (R2.00) **R2.00**
  - b) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine readable form: (R2.00) **R2.00**
  - c) For a copy in a computer-readable form on:
    - (i) Stiffy (R 8.00) **R8.00**
    - (ii) Compact disc (R66.00) **R66.00**
  - d) (i) For a transcription of visual images, (R40.00) **R40.00**  
for an A4-size page or part thereof
  - (ii) For a copy of Visual images (R95.00) **R95.00**
  - e) (i) For a transcription of an audio record, for an A4-size page or

- |  |                                    |          |               |
|--|------------------------------------|----------|---------------|
|  | part thereof                       | (R20.00) | <b>R20.00</b> |
|  | (ii) For a copy of an audio record | (R26.00) | <b>R26.00</b> |
3. The request fee payable by every requester, other than a personal requester, referred to in regulation 7(2): (R55.00) **R55.00**
4. The access fees payable by a requester referred to in regulation 7(3) are as follows:
- 1) (a) For every photocopy of an A4-size page or part thereof: (R 1.00) **R1.00**
- (b) For every printed copy of an A4-size page or part thereof held on the computer or in electronic or machine readable form. R 0.70) **R0.70**
- (c) For a copy in a computer readable form on:
- |      |              |          |               |
|------|--------------|----------|---------------|
| (i)  | Stiffy       | (R8.00)  | <b>R8.00</b>  |
| (ii) | Compact disc | (R60.00) | <b>R60.00</b> |
- d) (i) For a transcription of visual images, for an A4-size page or part thereof (R 40.00) **R40.00**
- (ii) For a copy of Visual images (R95.00) **R95.00**
- e) (i) For a transcription of an audio record, for an A4-size page or part thereof (R20.00) **R20.00**
- (ii) For a copy of an audio record (R26.00) **R26.00**
- To research for and prepare the record for disclosure, (R26.00) **R26.00** for each hour of part of an hour, excluding the first hours, reasonably required for such search and preparation.
- 2) For purposes of section 22 (2) of the Act, the following applies:
- (a) Six hours as the hours to be exceeded before a deposit is payable;  
And
- (b) One third of the access fee is payable as a deposit by the requester.
- 3) The actual postage is payable when a copy of a record must be posted to a requester.

### **PART III**

#### **FEES IN RESPECT OF PRIVATE BODIES**

1. The fee for a copy of the manual as contemplated in regulation 9(2) (c) is for every photocopy of an A4-size page or part thereof.

(R 2.65)      **R2.65**
2. Fees for reproduction referred to in regulation 11 (1) are as follows:
  - (a) For every photocopy of an A4-size page of part thereof:

(R 2.65)      **R2.65**
  - (b) For every printed copy of an A4-size page or part thereof held on the computer or in electronic or machine readable form.

(R 2.65)      **R2.65**
  - (c) For a copy in a computer readable form on-
    - (i) Stiffy (R 13.00)      **R13.00**
    - (ii) Compact disc (R130.00)      **R130.00**
  - d) (i) For a transcription of visual images, (R66.00)      **R66.00**  
for an A4-size page or part thereof
  - (ii) For a copy of Visual images (R95.00)      **R95.00**
  - e) (i) For a transcription of an audio record,  
for an A4-size page or part thereof (R33.00)      **R33.00**
  - (ii) For a copy of an audio record (R46.00)      **R46.00**
3. The request fee payable by a requester, other than a persona requester, referred to in regulation 11(2) is (R77.00)      **R77.00**
4. The access payable by a requester referred to in regulation 11(3) are as follows:
  - 1) (a) For every photocopy of an A4-size page of part thereof (R 2.40)      **R2.40**
  - (b) For every printed copy of an A4-size page or part thereof held on the computer or in electronic or machine readable form. (R2.65)      **R2.65**

- (c) For a copy in a computer readable form on-
    - (i) Stiffy (R15.00) **R15.00**
    - (ii) Compact disc (R 130.00) **R130.00**
  - d) (i) For a transcription of visual images, (R 66.00) **R66.00**  
for an A4-size page or part thereof
  - (ii) For a copy of Visual images (R 95.00) **R95.00**
  - e) (i) For a transcription of an audio record,  
for an A4-size page or part thereof (R 33.00) **R33.00**
  - (ii) For a copy of an audio record (R46.00) **R46.00**
  - f) To research for and prepare the record for disclosure, for  
each hour of part of an hour, excluding the first hours,  
reasonably required for such search and preparation.  
(R55.00) **R55.00**
- (2) For purpose of section 54(2) of the Act, the following applies:
- (b) Six hours as the hours to be exceeded before a deposit is payable;  
And
  - (b) One third of the access fee is payable as a deposit by the requester.
- 3) The actual postage is payable when a copy of a record must be posted to a requester.

## **PART IV**

### **SUNDRY CHARGES**

Supply of duplicate accounts	(R15.00)	<b>R15.00</b>
Dishonored cheques referred from the bank:		
	Applicable bank charges plus 10%	

### **PROPERTY VALUATION INFORMATION**

Property valuation information per town:

Ermelo	(R250.00)	<b>R250.00</b>
Wesselton	(R250.00)	<b>R250.00</b>
Davel/Kwadela	(R 75.00)	<b>R 75.00</b>
Breyten/Kwazanele	(R150.00)	<b>R150.00</b>
Chrissiesmeer/Kwachibikhulu	(R 50.00)	<b>R 50.00</b>
Lothair/Silindile	(R 75.00)	<b>R 75.00</b>
Sheepmoor	(R 50.00)	<b>R 50.00</b>
Warburton	(R 50.00)	<b>R 50.00</b>

### **CERTIFICATES**

Valuation certificate	(R 30.00)	<b>R 30.00</b>
Clearance certificate	(R 20.00)	<b>R 30.00</b>
Supply of information to obtain clearance certificates	(R 30.00)	<b>R 40.00</b>
Deed search information	(R 50.00)	<b>R 60.00</b>
Copy of Title Deed (New)		<b>R100.00</b>
Copy of Zoning Certificate (New)		<b>R100.00</b>