

**ANNEXURE C10**

**J. Provision of Information and Certificates**

**DATE OF IMPLEMENTATION:**

**1 July 2014**

**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

**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 A\$ - size page or part thereof
- 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
  - b) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine readable form
  - c) For a copy in a computer-readable form on
    - (i) Stiffy
    - (ii) Compact disc
  - d) (i) For a transcription of visual images, for an A4 - size page or part thereof
    - (ii) For a copy of Visual images
  - e) (i) For a transcription of an audio record, for an A4-size page or part thereof
    - (ii) For a copy of an audio record
- 3 The request fee payable by every requester, other than a personal requester, referred to in regulation 7(2)
- 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
  - (b) For every printed copy of an A4-size page or part thereof held on the computer or in electronic or machine readable form.
  - ( c ) For a copy in a computer readable form on:
    - (i) Stiffy
    - (ii) Compact disc
  - (d) (i) For a transcription of visual images for an A4-size page or part thereof
    - (ii) For a copy of Visual images
  - (e) (i) For a transcription of an audio record, for an A4-size page or part thereof
    - (ii) For a copy of an audio record

To research for and prepare the record for disclosure, for each hour or part of an hour, excluding the first hours, or part thereof

	2013/2014	2014/2015
	R 1.25	R 1.50
	R 1.25	R 1.50
	R 2.50	R 2.75
	R 2.50	R 2.75
	R 90.90	R 100.00
	R 81.30	R 90.00
	R 49.30	R 55.00
	R 117.05	R 130.00
	R 24.60	R 30.00
	R 32.05	R 36.00
	2013/2014	2014/2015
	R 67.80	R 75.00
	R 1.25	R 1.50
	R 1.00	R 1.10
	R 9.90	R 11.00
	R 73.95	R 85.00
	R 49.30	R 55.00
	R 116.65	R 130.00
	R 24.65	R 30.00
	R 32.05	R 36.00
	R 32.05	R 36.00

- 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 posed 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
- 2 Fees for reproduction referred to in regulation 11 (1) are as follows
  - (a) For every photocopy of an A4-size page or part thereof:
  - (b) For every printed copy of an A4-size page or part thereof held on the computer or in electronic or machine readable form.
  - ( c ) For a copy in a computer readable form on-
    - (i) Stiffy
    - (ii) Compact disc
  - (d) (i) For a transcription of visual images for an A4-size page or part thereof
  - (ii) For a copy of Visual images
  - (e) (i) For a transcription of an audio record, for an A4-size page or part thereof
  - (ii) For a copy of an audio record
- 3 The request fee payable by a requester, other than a personal requester, referred to in regulation 11(2) is
- 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 or part thereof
  - b) For every printed copy of an A4-size page or part thereof held on the computer or in electronic or machine readable form
  - c) For a copy in a computer readable form on-
    - (i) Stiffy
    - (ii) Compact disc
  - d) (i) For a transcription of visual images, for an A4-size page or part thereof
  - (ii) For a copy of Visual images
  - e) (i) For a transcription of an audio record, for an A4-size page or part thereof
  - (ii) For a copy of an audio record
  - f) To research for and prepare the record for disclosure, for each hour or part of an hour, excluding the first hours, reasonably required for such search and preparation. (Payment code: "900228")
- 2) For purpose of section 52(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

2013/2014	2014/2015
R 3.30	R 3.70
R 3.30	R 3.70
R 3.30	R 3.70
R 16.00	R 20.00
R 160.20	R 180.00
R 81.30	R 90.00
R 117.05	R 130.00
R 40.70	R 50.00
R 56.70	R 70.00
R 94.90	R 105.00
R 3.00	R 3.50
R 3.30	R 3.70
R 18.50	R 25.00
R 160.20	R 180.00
R 81.30	R 90.00
R 117.05	R 130.00
2013/2014	2014/2015
R 40.70	R 50.00
R 56.70	R 65.00
R 67.70	R 75.00

**PART IV****SUNDRY CHARGES**

- Supply of duplicate accounts  
Dishonored cheques referred from the bank:

**PROPERTY VALUATION INFORMATION**

- Property valuation information per town:
- Ermelo  
Wesselton  
Davel / Kwadela  
Breyten / Kwazanele  
Chrissiesmeer / Kwachibikhulu  
Lothair / Silindile  
Sheepmoor  
Warburton

**CERTIFICATES**

- Valuation certificate  
Clearance certificate  
Supply of information to obtain clearance certificates  
Dead search information (Payment Code: "900228")  
Copy of Title Deed  
Copy of Zoning Certificate

2013/2014	2014/2015
R 18.50	R 25.00
2013/2014	2014/2015
R 308.00	R 350.00
R 308.00	R 350.00
R 92.40	R 150.00
R 184.80	R 250.00
R 61.60	R 70.00
R 92.40	R 120.00
R 61.60	R 70.00
R 61.60	R 70.00
2013/2014	2014/2015
R 36.70	R 45.00
R 36.70	R 45.00
R 49.30	R 55.00
R 73.90	R 85.00
R 123.20	R 140.00
R 123.20	R 140.00