

ANNEXURE C10

J. Provision of Information and Certificates

DATE OF IMPLEMENTATION:

1 July 2017

Accounts / Services delivered on/ from 1 July 2017

PART I

FEES IN RESPECT OF GUIDE

1 The fee for a copy of the guide as contemplated in 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 A4 - 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) Compact disc
 - (ii) For a copy of Visual images
 - 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:
 - (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.

2016/2017	2017/2018
R 3.00	R 4.00
R 3.00	R 4.00
R 5.00	R 6.00
R 5.00	R 6.00
R 121.00	R 134.00
R 68.00	R 75.00
R 158.00	R 174.00
R 37.00	R 41.00
R 44.00	R 49.00
R 92.00	R 102.00
R 3.00	R 4.00
R 3.00	R 4.00

- (c) For a copy in a computer readable form on:
 - (i) Compact disc
- (d) For a transcription of visual images for an A4-size page or part thereof
 - (i) For a copy of Visual images
- (e) For a transcription of an audio record, for an A4-size page or part thereof
 - (i) 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, or part thereof

5 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.

6 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 every colour printed copy of an A4-size page or part thereof held on the computer or in electronic or machine readable form.
 - (d) For a copy in a computer readable form on-
 - (i) Compact disc
 - (e) For a transcription of visual images for an A4-size page or part thereof
 - (i) For a copy of Visual images
 - (f) For a transcription of an audio record, for an A4-size page or part thereof
 - (i) 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

2016/2017
R 104.00
R 68.00
R 158.00
R 37.00
R 44.00
R 44.00

2017/2018
R 115.00
R 75.00
R 174.00
R 41.00
R 49.00
R 49.00

2016/2017
R 6.00
R 6.00
R 6.00
R 10.00
R 217.80
R 108.90
R 157.30
R 60.50
R 84.70
R 128.00

2017/2018
R 7.00
R 7.00
R 7.00
R 11.00
R 239.58
R 119.79
R 173.03
R 66.55
R 93.17
R 141.00

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 or part thereof
- b) For every printed copy of an A4-size page or part thereof held on the computer or in electronic or meachine 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")

2016/2017
R 5.00
R 6.00
R 31.00
R 217.80
R 108.90
R 157.30
R 60.50
R 80.00
R 92.00

2017/2018
R 6.00
R 7.00
R 35.00
R 239.58
R 119.79
R 173.03
R 66.55
R 88.00
R 102.00

PART IV

SUNDRY CHARGES (Supply of Information)

Dishonored cheques referred from the bank:

Unpaid/returned Cheque
 Dishonored cheques referred from the bank: Other
 Post dated Cheques

2016/2017
R 115.00
R 115.00
R 115.00
R 424.00
R 424.00
R 182.00
R 303.00
R 85.00
R 146.00
R 85.00
R 85.00

2017/2018
R 127.00
R 127.00
R 127.00
R 467.00
R 467.00
R 201.00
R 334.00
R 94.00
R 161.00
R 94.00
R 94.00

PROPERTY VALUATION INFORMATION

Property valuation information per town:

Ermele
 Wesselton
 Daveel / Kwadela
 Breyten / Kwazanele
 Chrissiesmeer / Kwachibikhulu
 Lothair / Silindile
 Sheepmoor
 Warburton

CERTIFICATES

- Valuation certificate
- Clearance certificate
- Supply of information to obtain clearance certificates
- Administration Cost - Clearance Certificates and other.

Information Supply:

- Dead search information
- Copy of Title Deed
- Copy of Zoning Certificate
- Supply of duplicate accounts

(Cabier Codes):

- (S 258)
- (S 017)
- (S 021)
- (S 021)
- (S 900228)

Information Supply: (Housing)

- Proof of Residents (With a copy of their Id Document)
- Proof of Residents (With no copy of their Id Document)

Stand Sales (Application Fees)

0009000 and Account Number

2016/2017
R 55.00
R 55.00
R 150.00
R 60.00
R 104.00
R 170.00
R 170.00
R 31.00

2016/2017
R 11.00
R 16.00
R 120.00

2017/2018
R 61.00
R 61.00
R 165.00
R 66.00
R 115.00
R 187.00
R 187.00
R 31.00

2017/2018
R 12.50
R 18.50
R 120.00