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**AIDS HELPLINE: 0800-0123-22 Prevention is the cure**

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**Provincial and Local Government, Department of**

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## GOVERNMENT NOTICE

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### DEPARTMENT OF PROVINCIAL AND LOCAL GOVERNMENT

No. R. 1036

18 October 2006

### LOCAL GOVERNMENT: MUNICIPAL PROPERTY RATES ACT, 2004 (ACT NO. 6 OF 2004): THE MUNICIPAL PROPERTY RATES REGULATIONS, 2006

Under section 83 of the Local Government: Municipal Property Rates Act, 2004 (Act No.6 of 2004), I, Fholisani Sydney Mufamadi, hereby make the regulations in the Schedule.

**F.S. MUFAMADI**  
**MINISTER FOR PROVINCIAL AND LOCAL GOVERNMENT**

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## CHAPTER 1

### INTERPRETATION

#### Definitions

1. In these regulations, a word or expression to which a meaning has been assigned in the Act, has that meaning, and unless the context indicates otherwise, -
  - “**Act**” means the Local Government: Municipal Property Rates Act, 2004 (Act No. 6 of 2004);
  - “**appellant**” means any person who has lodged an objection in terms of section 54 (1) of the Act;
  - “**concerned parties**” means the municipal valuer, the relevant municipality, the owner of the property if he or she is not the appellant, and any objector to a valuation roll regarding the property in question;
  - “**mayor**”
    - (a) in relation to a municipality with an executive mayor means a councillor elected as an executive mayor in terms of section 55 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998);
    - (b) in relation to a municipality with an executive committee means a councillor elected as a mayor of a municipality in terms of section 48 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998);
  - “**record**” means the written decision of the valuation appeal board; and
  - “**special valuer**” means a person designated as a special valuer in terms of section 43(5) of the Act.

## **CHAPTER 2**

### **THE FORMAT OF A VALUATION ROLL AND SUPPLEMENTARY VALUATION ROLL**

#### **Format of the valuation roll and supplementary valuation roll**

2 (1) A municipal valuer must use the format contained in Annexure 1 in compiling the valuation roll or supplementary valuation roll.

(2) A sectional title scheme must appear at the end of a valuation roll or supplementary valuation roll in alphabetical order according to scheme name.

(3) The minimum information that must be at the last page of the valuation roll or supplementary valuation roll must be in the format as contained in Annexure 2.

## **CHAPTER 3**

### **SUBMISSION OF A VALUATION ROLL AND SUPPLEMENTARY VALUATION ROLL TO THE MUNICIPAL MANAGER.**

#### **Period of submission of valuation roll or supplementary valuation roll**

3. (1) The period for the submission of the valuation roll as contemplated in section 34(d) of the Act is five months before the effective date of such a valuation roll.

(2) The period for the submission of the supplementary valuation roll as contemplated in section 78(2) is three months before the effective date of such supplementary valuation roll.



## CHAPTER 4

### THE CONTENT AND FORMAT OF A PUBLIC NOTICE CALLING FOR INSPECTION OF A VALUATION ROLL AND SUPPLEMENTARY VALUATION ROLL AND LODGING OF OBJECTIONS

#### A public notice calling for inspection of the valuation roll or supplementary valuation roll and lodging of objections

4. (1) A notice contemplated in section 49 read together with section 78(2) of the Act must include at least the following minimum information:

- (a) name of a municipality;
- (b) location where the valuation roll or supplementary valuation roll may be inspected;
- (c) duration for inspection of the valuation roll or supplementary valuation roll and lodging of objections;
- (d) location where objection forms can be obtained from and submitted to after completion;
- (e) full names of the municipal manager; and
- (f) contact details for making enquiries.

(2) A notice contemplated in sub regulation (1) must be in the format as contained in Annexure 3.

## **CHAPTER 5**

### **THE CONTENT AND FORMAT OF THE FORM FOR LODGING AN OBJECTION(S) REGARDING MATTERS PERTAINING TO A SPECIFIC PROPERTY IN RESPECT OF A VALUATION ROLL OR SUPPLEMENTARY VALUATION ROLL**

#### **The manner of lodging an objection**

5. (1) The manner of lodging an objection must be in the format as contained in Annexure 4.

## **CHAPTER 6**

### **THE CONTENT AND FORMAT OF THE FORM FOR LODGING AN APPEAL TO THE VALUATION APPEAL BOARD AGAINST THE DECISION OF A MUNICIPAL VALUER REGARDING MATTERS PERTAINING TO A SPECIFIC PROPERTY IN RESPECT OF A VALUATION ROLL OR SUPPLEMENTARY VALUATION ROLL**

#### **The manner of lodging an appeal**

6. (1) The manner of lodging an appeal to the valuation appeal board against the decision of a municipal valuer regarding matters pertaining to a specific property in the valuation roll or supplementary valuation roll of a municipality must be in accordance with the format as contained in Annexure 5.

(2) A municipal manager must assist the Appellant with the lodging of the appeal if the Appellant is unable to read or write.

## CHAPTER 7

### **NORMS AND STANDARDS FOR THE APPOINTMENT OF MEMBERS OF VALUATION APPEAL BOARDS AND COMMITTEE MEMBERS OF VALUATION APPEAL BOARDS**

#### **Norms and standards for the appointment of members of valuation appeal boards and their committees**

7. (1) An MEC for local government in a province must, before he or she appoints members of a valuation appeal board consult with the relevant mayors of those municipalities for the area or areas of jurisdiction in which the valuation board is to be established, on the proposed appointment of members of a valuation appeal board.

(2) The valuation appeal board, after obtaining authorisation from the MEC for local government in a province to establish a valuation appeal board committee, must consult with the relevant mayors of those municipalities in which the appeal boards have been established, on the proposed appointment of the members of the committee.

(3) (a) Members of valuation appeal boards should as far as possible be appointed from within the jurisdiction of the municipalities which the valuation appeal board will serve and if this is not possible, from within the jurisdiction of neighbouring municipalities even if one municipality falls within the jurisdiction of another province.

(b) In appointing members of the valuation appeal board who do not reside within the jurisdiction of the municipality where the appeal board is established, due care should be given to distances members will travel to and from their homes to hear appeal cases.

(c) Prior appointing a member who does not reside within the jurisdiction of a municipality where the appeal board is established, an MEC must provide the mayor of the affected municipality or municipalities with a full written motivation. Each such mayor shall have 30 days within which to make any

comment and the MEC shall take all such comments into account in making final appointments.

(4) Sub regulations (3)(a), (b) and (c) similarly apply to the appointment of members of a committee of valuation appeal boards by valuation appeal boards as envisaged in section 71 of the Act. In this context the word 'MEC' must be replaced with the word 'chairperson of a valuation appeal board'.

## **CHAPTER 8**

### **INTERNAL PROCEDURES OF THE VALUATION APPEAL BOARD TO DISPOSE OF APPEALS AND REVIEWS**

The internal procedures a valuation appeal board must follow to dispose of appeals and reviews are as follows:

8. (1) The chairperson of the valuation appeal board must convene a hearing within 60 days of receipt of an appeal.

(2) The chairperson of a valuation appeal board must at least 21 days prior the hearing of the matter inform all concerned parties, members of the appeal board including the Appellant in writing of the date and venue of such hearing of the appeal.

(3) The proceedings of the valuation appeal board meetings must be recorded and the records must be kept safe in terms of the applicable archive prescripts in the offices of the municipality whose valuation roll or supplementary valuation roll is under consideration by the valuation appeal board.

(4) The municipal manager is responsible for the safe keeping of the records referred to in subregulation (3).

(5) Each appellant and all concerned parties shall within 30 days from the last day of hearing of the appeal, be advised in writing of the valuation appeal board's decision on the appeal, by the valuation appeal board.

(6) The chairperson of the valuation appeal board must give reasons for

the decision taken by the valuation appeal board within 30 days of such request at no cost to the Appellant or any concerned party.

## **CHAPTER 9**

### **INTEREST TO BE CHARGED ON THE AMOUNT DUE FOR RATES PAYABLE BY OR TO BE REFUNDED TO THE RATEPAYER AS A RESULT OF ADJUSTMENTS OR ADDITIONS TO THE VALUATION ROLL OR SUPPLEMENTARY VALUATION ROLL**

#### **Interest rate to be applied**

9. (1) The interest rate referred to in section 55(2)(b) of the Act is prime rate levied by the bank at which the primary account of the municipality in question is kept, plus 1%, as at the date of calculation by the municipal manager in terms of the Act

(2) The municipal manager must use simple interest and must determine the monthly interest rate by dividing the prime rate plus 1% by 12 to get the monthly interest rate to be applied to the amount due for rates payable by or to be refunded to the ratepayer.

## **CHAPTER 10**

### **THE DECLARATION BY MUNICIPAL VALUER OR ASSISTANT MUNICIPAL VALUER OR SPECIAL VALUER OR A MEMBER OF A VALUATION APPEAL BOARD OR ITS COMMITTEE BEFORE THE COMMISSIONER OF OATHS REGARDING PERFORMANCE OF OFFICE**

#### **Timeframe for submission of the declaration and format of the declaration**

10 (1) The declaration as envisaged in section 40 read together with section 43(5) of the Act by a municipal valuer or an assistant municipal valuer or special valuer must be in the format set out in Annexure 6.

(2) The declaration referred to in subregulation (1) must be lodged with the municipal manager within 30 days of designation, but before assumption of duty.

(3) The declaration by a member of a valuation appeal board must be lodged with the office of the MEC for local government within 30 days of appointment, but before assumption of duty.

(4) The declaration by a member of committee of a valuation appeal board must be lodged with the chairperson of the valuation appeal board within 30 days of appointment, but before assumption of duty.

(5) The declarations referred to in subregulation (3) and (4) must be in the format set out in Annexure 7.

(6) The declarations referred to in sub regulations (1) and (5) must contain at least the following minimum information: -

- (a) full names of a municipal valuer or member of valuation appeal board or its Committee whichever is applicable;
- (b) identity number of a municipal valuer or member of valuation appeal board or its Committee whichever is applicable;
- (c) name of municipality or valuation appeal board whichever is applicable;
- (d) period of validity of authorisation;
- (e) signature of municipal valuer or member of valuation appeal board or its Committee whichever is applicable and date;
- (f) Commissioner of Oaths (full names); and
- (g) signature of Commissioner of Oaths and date.

## CHAPTER 11

### CONTENT AND FORMAT OF THE IDENTITY CARD FOR ENTERING INTO PROPERTIES AND INSPECTION THEREOF

#### Identity card

11. (1) An identity card contemplated in section 41(2) of the Act must be in the format contained in Annexure 8.

(2) An identity card contemplated in section 72(3) of the Act must be in the format contained in Annexure 9.

#### Short title

12. These regulations are called the Municipal Property Rates Regulations, 2006.

**ANNEXURE 1****Format of the valuation roll and supplementary valuation roll**

NAME OF MUNICIPALITY \_\_\_\_\_

Page number \_\_\_\_\_

Valuation roll/Supplementary valuation roll\* for the period \_\_\_\_\_  
to \_\_\_\_\_ for the \_\_\_\_\_ Municipality.

\* *Delete whichever is not applicable.*

Name of Geographical Area: \_\_\_\_\_

Particulars in respect of each property must be in the following order						
a	b	c	d	e	f	g
Registered or other description of the property	Full names of owner	Category determined in terms of section 8 of the Act in which the property falls	Physical address of the property	Extent of the property	Market value of the property if the <u>property was valued</u>	Any other prescribed particulars

Name of Sectional Title Scheme: \_\_\_\_\_ Scheme No \_\_\_\_\_

Particulars in respect of each property must be in the following order						
a	b	c	d	e	f	g
Registered or other description of the unit	Full names of owner	Category determined in terms of section 8 of the Act in which the property falls	Flat or door number	Extent of the unit	Market value of the property if <u>the property was valued</u>	Any other prescribed particulars



**ANNEXURE 2**

**The following minimum information must be on the last page of the valuation roll and supplementary valuation roll:**

**CERTIFICATION BY MUNICIPAL VALUER AS CONTEMPLATED  
IN SECTION 34(c) OF THE ACT**

I, \_\_\_\_\_, Identity Number \_\_\_\_\_ do certify that I have, in accordance with the provisions of the Local Government: Municipal Property Rates Act, 2004 (Act No.6 of 2004), hereinafter referred to as the "Act", to the best of my skills and knowledge and without fear, favour or prejudice, prepared the valuation roll/supplementary valuation roll\* for \_\_\_\_\_ Municipality in terms of the provisions of the Act. In the discharge of my duties as municipal valuer I have complied with sections 43 and 44 of the Act.

*\* Delete whichever is not applicable.*

Certified at \_\_\_\_\_ this \_\_\_ day of \_\_\_\_\_ 2 \_\_\_\_ (year)

Professional Registration Number with the South African Council  
for the Property Valuers Profession: \_\_\_\_\_

Category of Professional Registration: \_\_\_\_\_

\_\_\_\_\_  
Signature of Municipal Valuer

**ANNEXURE 3**

**The format of the public notice calling for inspection of the valuation roll or supplementary valuation roll must be as follows:**

**NAME OF MUNICIPALITY****PUBLIC NOTICE CALLING FOR INSPECTION OF VALUATION ROLL/ SUPPLEMENTARY VALUATION ROLL AND LODGING OF OBJECTIONS\***

Notice is hereby given in terms of Section 49 (1)(a)(i) read together with section 78(2)\* of the Local Government: Municipal Property Rates Act, 2004 (Act No. 6 of 2004), hereinafter referred to as the "Act", that the valuation roll/supplementary valuation roll for the financial years/year\* \_\_\_\_\_ is open for public inspection at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_. In addition the valuation roll/supplementary valuation roll is available at website [www](http://www).

An invitation is hereby made in terms of section 49(1)(a)(ii) read together with section 78(2)\* of the Act that any owner of property or other person who so desires should lodge an objection with the municipal manager in respect of any matter reflected in, or omitted from, the valuation/supplementary valuation roll\* within the above-mentioned period.

Attention is specifically drawn to the fact that in terms of section 50(2) of the Act an objection must be in relation to a specific individual property and not against the valuation roll/supplementary valuation roll\* as such. The form for the lodging of an objection is obtainable at the following address \_\_\_\_\_ or website \_\_\_\_\_. The completed forms must be returned to the following address \_\_\_\_\_

For enquiries please telephone \_\_\_\_\_ or email \_\_\_\_\_

\_\_\_\_\_  
Municipal Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*\*Delete whichever is not applicable*

**ANNEXURE 4**

**The format below contains minimum information to be captured for lodging an objection(s) regarding matters pertaining to a specific property in the valuation roll or supplementary valuation roll of a municipality**

FORM A: RESIDENTIAL (FULL TITLE AND SECTIONAL TITLE USED FOR RESIDENTIAL PURPOSES)

OBJECTION NO.

THE MUNICIPAL MANAGER  
 ..... Municipality

LODGING OF AN OBJECTION AGAINST A MATTER REFLECTED IN OR OMITTED FROM THE VALUATION ROLL/SUPPLEMENTARY VALUATION ROLL\* FOR THE PERIOD 1 JULY ..... TO 30 JUNE .....

*\*Delete whichever is not applicable*

(COMPLETE A SEPARATE FORM FOR EACH ENTRY OBJECTED TO)

ERF/UNIT NO.  SUBURB/ SCHEME NAME

SECTION 1: OBJECTOR INFORMATION

1.1 OBJECTOR IS THE OWNER

REGISTERED OWNER OF PROPERTY

IDENTITY NO.  COMPANY OR C.C. REGISTRATION NO.

PHYSICAL ADDRESS OF OWNER  CODE

POSTAL ADDRESS OF OWNER  CODE

TELEPHONE NO.: HOME  WORK

CELL  FAX NO.

E-MAIL ADDRESS

1.2 OBJECTOR IS NOT THE OWNER OR MUNICIPALITY IS THE OBJECTOR

NAME OF OBJECTOR:

IDENTITY NO.  COMPANY OR C.C. REGISTRATION NO.

POSTAL ADDRESS OF OBJECTOR  CODE

TELEPHONE NO.: HOME  WORK

CELL  FAX NO.

E-MAIL ADDRESS

STATUS OF OBJECTOR (e.g. Tenant, Pending Purchaser, Municipality etc)

1.3 AUTHORISED REPRESENTATIVE OF THE OBJECTOR

NAME OF REPRESENTATIVE:

POSTAL ADDRESS  CODE

TELEPHONE NO.: HOME  WORK

CELL  FAX NO.

E-MAIL ADDRESS

\* IF A REPRESENTATIVE IS APPOINTED, PROOF OF AUTHORISATION MUST BE ATTACHED  
 Complete: Erf/Unit No..... Area/Scheme Name.....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM A: RESIDENTIAL (FULL TITLE AND SECTIONAL TITLE USED FOR RESIDENTIAL PURPOSES)**

**SECTION 2: PROPERTY DETAILS (FOR SECTIONAL TITLES SEE SECTION 4)**

PHYSICAL ADDRESS  CODE

EXTENT OF PROPERTY  m<sup>2</sup>

MUNICIPAL ACCOUNT NO.  (If available)

NAME OF BOND HOLDER	REGISTERED AMOUNT OF BOND
<input type="text"/>	<input type="text"/> (If applicable)

PROVIDE FULL DETAILS OF ALL SERVITUDES, ROAD PROCLAMATIONS OR OTHER ENDORSEMENTS AGAINST THE PROPERTY (If applicable)

<input type="text"/>			
SERVITUDE NO.	<input type="text"/>	AFFECTED AREA	<input type="text"/> m <sup>2</sup>
IN FAVOUR OF	<input type="text"/>		
FOR WHAT PURPOSE	<input type="text"/>		

WAS COMPENSATION PAID IF YES:- 

YES	NO
-----	----

 DATE OF PAYMENT  AMOUNT  R

**SECTION 3: DESCRIPTION OF RESIDENTIAL DWELLING (FOR SECTIONAL TITLES SEE SECTION 4) (INDICATE NUMBER OR STATE YES/NO IN APPROPRIATE BOX)**

**MAIN DWELLING**

NO. OF BEDROOMS	<input type="text"/>	NO. OF BATHROOMS	<input type="text"/>	KITCHEN	<input type="text"/>	LOUNGE	<input type="text"/>
DINING ROOM	<input type="text"/>	LOUNGE WITH DINING ROOM	<input type="text"/>	STUDY	<input type="text"/>	PLAYROOM	<input type="text"/>
TELEVISION ROOM	<input type="text"/>	LAUNDRY	<input type="text"/>	SEPARATE TOILET	<input type="text"/>		
OTHER	<input type="text"/>			OTHER	<input type="text"/>		
OTHER	<input type="text"/>			OTHER	<input type="text"/>		

**OUTBUILDINGS**

NO. OF GARAGES	<input type="text"/>	SIZE OF MAIN DWELLING	<input type="text"/> m <sup>2</sup>
GRANNY FLAT/ROOMS	<input type="text"/>	SIZE OF OUTBUILDING	<input type="text"/> m <sup>2</sup>
OTHER	<input type="text"/>	SIZE OF OTHER BUILDINGS	<input type="text"/> m <sup>2</sup>
<b>OTHER BUILDINGS (ATTACH ANNEXURE)</b>		<b>TOTAL BUILDING SIZE</b>	<input type="text"/> m <sup>2</sup>

OTHER:

SWIMMING POOL	<input type="text"/>	TENNIS COURT	<input type="text"/>
BORE HOLE	<input type="text"/>	GARDEN	<input type="text"/>
OTHER	<input type="text"/>	OTHER	<input type="text"/>

	GOOD	AVERAGE	POOR
--	------	---------	------

FENCING:

	FRONT	BACK	SIDE 1	SIDE 2
TYPE	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HEIGHT	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

DRIVE WAY: (e.g. Bricks, pavers)  Tick  IS YOUR PROPERTY SITUATED IN A BOOMED AREA OR SECURITY 

YES	NO
-----	----

OTHER FEATURES:

GENERAL CONDITION OF PROPERTY: (Tick  )

GOOD	<input type="text"/>	AVERAGE	<input type="text"/>	POOR	<input type="text"/>
------	----------------------	---------	----------------------	------	----------------------

Complete: Erf/Unit No..... Area/Scheme Name.....  
PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM A: RESIDENTIAL (FULL TITLE AND SECTIONAL TITLE USED FOR RESIDENTIAL PURPOSES)**

**SECTION 4: SECTIONAL TITLE UNITS**

SCHEME NO.  NAME OF SCHEME  FLAT NO./ DOOR NO.  UNIT SIZE  m<sup>2</sup>

NAME OF MANAGING AGENT  TEL NO.

INDICATE NUMBER OR STATE YES/NO IN APPROPRIATE BOX

NO. OF BEDROOMS	<input type="text"/>	NO. OF BATHROOMS	<input type="text"/>	KITCHEN	<input type="text"/>	LOUNGE	<input type="text"/>
DINING ROOM	<input type="text"/>	LOUNGE WITH DINING ROOM	<input type="text"/>	STUDY	<input type="text"/>	PLAYROOM	<input type="text"/>
TELEVISION ROOM	<input type="text"/>	LAUNDRY	<input type="text"/>	SEPARATE TOILET	<input type="text"/>		
OTHER	<input type="text"/>			OTHER	<input type="text"/>		
OTHER	<input type="text"/>			OTHER	<input type="text"/>		

MONTHLY LEVY  R

**DETAILS OF EXCLUSIVE USE AREAS**

**COMMON PROPERTY CONSISTS OF:**

SWIMMING POOL	<input type="text"/>
TENNIS COURT	<input type="text"/>
OTHER	<input type="text"/>
OTHER	<input type="text"/>
OTHER	<input type="text"/>

GARAGE	<input type="text"/>	m <sup>2</sup>
CARPORT	<input type="text"/>	m <sup>2</sup>
OPEN PARKING	<input type="text"/>	m <sup>2</sup>
STORE ROOM	<input type="text"/>	m <sup>2</sup>
GARDEN	<input type="text"/>	m <sup>2</sup>
OTHER	<input type="text"/>	m <sup>2</sup>

**SECTION 5: MARKET INFORMATION**

IF YOUR PROPERTY IS CURRENTLY ON THE MARKET WHAT IS THE ASKING PRICE?

R

IF YOUR PROPERTY HAS BEEN ON THE MARKET IN THE LAST 3 YEARS WHAT WAS THE ASKING PRICE?

R

OFFER RECEIVED

R

OFFER RECEIVED

R

NAME OF AGENT:

TEL NO.

SALE TRANSACTIONS (OF OTHER PROPERTIES IN THE VICINITY) USED BY THE OBJECTOR IN DETERMINING THE MARKET VALUE OF PROPERTY OBJECTED TO

ERF/UNIT NO.	SUBURB/SCHEME NAME	DATE OF SALE	SELLING PRICE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**SECTION 6: OBJECTION DETAILS**

DESCRIPTION OF THE PROPERTY/UNIT NO.	PARTICULARS AS REFLECTED IN THE VALUATION ROLL	CHANGES REQUESTED BY OBJECTOR
CATEGORY	<input type="text"/>	<input type="text"/>
PHYSICAL ADDRESS/DOOR NO./FLAT NO.	<input type="text"/>	<input type="text"/>
EXTENT	<input type="text"/>	<input type="text"/>
MARKET VALUE	<input type="text"/>	<input type="text"/>
NAME OF OWNER	<input type="text"/>	<input type="text"/>

**ADVERSE FEATURES AND/OR FURTHER REASONS IN SUPPORT OF THIS OBJECTION (ANNEXURES CAN BE PROVIDED)**

\_\_\_\_\_

Complete: Erf/Unit No. .... Area/Scheme Name .....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM A: RESIDENTIAL (FULL TITLE AND SECTIONAL TITLE USED FOR RESIDENTIAL PURPOSES)**

**SECTION 7: DECLARATION**

ATTENTION IS HEREBY DRAWN TO SECTION 42(2) OF THE ACT WHICH STATES THAT WHERE ANY DOCUMENT, INFORMATION OR PARTICULARS WERE NOT PROVIDED WHEN REQUIRED IN TERMS OF SUBSECTION 42 (1) OF THE ACT AND THE OWNER CONCERNED RELIES ON SUCH DOCUMENT, INFORMATION OR PARTICULARS IN AN APPEAL TO AN APPEAL BOARD, THE APPEAL BOARD MAY MAKE AN ORDER AS TO COSTS IN TERMS OF SECTION 70 OF THE ACT IF THE APPEAL BOARD IS OF THE VIEW THAT THE FAILURE TO SO HAVE PROVIDED ANY SUCH DOCUMENT, INFORMATION OR PARTICULARS HAS PLACED AN UNNECESSARY BURDEN ON THE FUNCTIONS OF THE MUNICIPAL VALUER OR THE APPEAL BOARD

I / WE \_\_\_\_\_ HEREBY DECLARE THAT THE INFORMATION AND PARTICULARS SUPPLIED ARE TRUE AND CORRECT.

DATE: 

YEAR	MONTH	DAY

\_\_\_\_\_  
SIGNATURE

**OFFICIAL USE**

**SECTION 8: DECISION OF MUNICIPAL VALUER**

DESCRIPTION OF THE PROPERTY/UNIT NO.	
CATEGORY	
PHYSICAL ADDRESS/DOOR NO./FLAT NO.	
EXTENT	
MARKET VALUE	
NAME OF OWNER	

**REASONS OF THE MUNICIPAL VALUER**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

NAME OF MUNICIPAL VALUER/ ASSISTANT MUNICIPAL VALUER\*  
*\*Delete whichever is not applicable*  
 SIGNATURE: 


DATE 

YEAR	MONTH	DAY

**SECTION 9: NOTIFICATION OF OUTCOME**

VALUATION ROLL ADJUSTED	<table border="1" style="width: 100%;"><tr><th>SIGNATURE</th><th>DATE</th></tr><tr><td style="height: 20px;"></td><td></td></tr></table>	SIGNATURE	DATE		
SIGNATURE	DATE				
OBJECTOR NOTIFIED	<table border="1" style="width: 100%;"><tr><td style="height: 20px;"></td><td></td></tr></table>				
OWNER NOTIFIED	<table border="1" style="width: 100%;"><tr><td style="height: 20px;"></td><td></td></tr></table>				
SECTION 52(1)(a) WHERE APPLICABLE	<table border="1" style="width: 100%;"><tr><td style="height: 20px;"></td><td></td></tr></table>				

Complete: Erf/Unit No..... Area/Scheme Name.....  
 PLEASE COMPLETE THE BOTOM OF EACH PAGE



**FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL (e.g businesses, factories, offices, schools)**

OBJECTION NO.

**THE MUNICIPAL MANAGER**

..... Municipality

**LODGING OF AN OBJECTION AGAINST A MATTER REFLECTED IN OR OMITTED FROM THE VALUATION ROLL/SUPPLEMENTARY VALUATION ROLL\* FOR THE PERIOD 1 JULY ..... TO 30 JUNE .....**

**DESCRIPTION OF PROPERTY IN RESPECT OF WHICH THE OBJECTION IS MADE**

(COMPLETE A SEPARATE FORM FOR EACH ENTRY OBJECTED TO)  
ERF/PORZION/UNIT NO.

SUBURB/  
FARM/SCHEME

**SECTION 1: OBJECTOR INFORMATION**

FARM NO.  REG. DIV

**1.1 OBJECTOR IS THE OWNER**

REGISTERED OWNER OF PROPERTY

IDENTITY NO.  COMPANY OR C.C. REGISTRATION NO.

PHYSICAL ADDRESS OF OWNER  CODE

POSTAL ADDRESS OF OWNER  CODE

TELEPHONE NO.: HOME (  ) WORK (  )

CELL  FAX NO. (  )

E-MAIL ADDRESS

**1.2 OBJECTOR IS NOT THE OWNER OR MUNICIPALITY IS THE OBJECTOR**

NAME OF OBJECTOR:

IDENTITY NO.  COMPANY OR C.C. REGISTRATION NO.

POSTAL ADDRESS OF OBJECTOR  CODE

TELEPHONE NO.: HOME (  ) WORK (  )

CELL  FAX NO. (  )

E-MAIL ADDRESS

STATUS OF OBJECTOR (e.g. Tenant, Pending Purchaser, Municipality etc)

**1.3 AUTHORISED REPRESENTATIVE OF THE OBJECTOR**

NAME OF REPRESENTATIVE:

POSTAL ADDRESS  CODE

TELEPHONE NO.: HOME (  ) WORK (  )

CELL  FAX NO. (  )

E-MAIL ADDRESS

\* **IF A REPRESENTATIVE IS APPOINTED, PROOF OF AUTHORISATION MUST BE ATTACHED**  
Complete: Erf/Unit No..... Area/Scheme Name.....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL (e.g businesses, factories, offices, schools)**

**SECTION 2: PROPERTY DETAILS (FOR SECTIONAL TITLES SEE SECTION 4)**

ADDRESS  CODE

OF  m<sup>2</sup>

ACCOUNT  (If available)

NAME OF BOND HOLDER	REGISTERED AMOUNT OF BOND	(If applicable)
<input type="text"/>	<input type="text"/>	

PROVIDE FULL DETAILS OF ALL SERVITUDES, ROAD PROCLAMATIONS OR OTHER ENDORSEMENTS AGAINST THE PROPERTY AGAINST THE PROPERTY (If applicable)

<input type="text"/>		
SERVITUDE NO.	AFFECTED AREA	m <sup>2</sup>
IN FAVOUR OF	<input type="text"/>	
FOR WHAT PURPOSE	<input type="text"/>	

WAS COMPENSATION PAID  YES  NO  
 IF YES:- DATE OF PAYMENT  AMOUNT  R

**SECTION 3: DESCRIPTION OF BUILDINGS ( FOR SECTIONAL TITLE COMPLETE SECTION 4)  
 (INFORMATION UNDER 3.1 TO 3.4 TO BE SUPPLIED BY MEANS OF ANNEXURES AS FOLLOWS)**

**3.1 TENANT AND RENT INFORMATION - ANNEXURE A**

NAME OF TENANT	SIZE	RENTAL (EXCL VAT)	ESCALATION OF RENTAL	OTHER CONTRIBUTION	TERM OF LEASE	START DATE
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**3.2 SCHEDULE OF EXPENSES INCLUDING: MUNICIPAL, ADMINISTRATION, INSURANCES, SECURITY etc. - ANNEXURE B**

**3.3 STATEMENT OF INCOME & EXPENDITURE FOR PREVIOUS FINANCIAL YEAR - ANNEXURE C**

**3.4 BUILDING SIZES - ANNEXURE D**

BUILDING NO.	SIZE m <sup>2</sup>	DESCRIPTION e.g used as a shop, office etc.	CONDITION
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**3.5 IF THE PROPERTY HAS NOT BEEN DEVELOPED TO ITS HIGHEST AND BEST USE, INDICATE THE EXTENT OF LAND THAT IS AVAILABLE FOR FURTHER DEVELOPMENT**

m<sup>2</sup>

**OTHER FEATURES OF BUILDINGS: (PROVIDE ANNEXURE E IF NECESSARY)**

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Complete: Erf/Unit No..... Area/Scheme Name.....  
 PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL (e.g businesses, factories, offices, schools)**  
**SECTION 4: SECTIONAL TITLE UNITS**

SCHEME NO.	<input style="width:95%;" type="text"/>	NAME OF SCHEME	<input style="width:95%;" type="text"/>	FLAT NO./ DOOR NO.	<input style="width:95%;" type="text"/>	UNIT SIZE	<input style="width:95%;" type="text"/> m <sup>2</sup>
NAME OF MANAGING AGENT	<input style="width:95%;" type="text"/>					TEL NO.	<input style="width:95%;" type="text"/>
SHOPS	<input style="width:95%;" type="text"/>	m <sup>2</sup>	OTHER	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	m <sup>2</sup>	
OFFICES	<input style="width:95%;" type="text"/>	m <sup>2</sup>	OTHER	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	m <sup>2</sup>	
FACTORIES	<input style="width:95%;" type="text"/>	m <sup>2</sup>	OTHER	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	m <sup>2</sup>	

**TENANT AND RENT INFORMATION - ANNEXURE A**

NAME OF TENANT	SIZE	RENTAL (EXCL VAT)	ESCALATION	OTHER CONTRIBUTION	TERM OF LEASE	START DATE
MONTHLY LEVY	R	<input style="width:95%;" type="text"/>				
COMMON PROPERTY CONSISTS OF:				DETAILS OF EXCLUSIVE USE AREAS		
SWIMMING POOL	<input style="width:95%;" type="text"/>			GARAGE	<input style="width:95%;" type="text"/>	m <sup>2</sup>
TENNIS COURT	<input style="width:95%;" type="text"/>			CARPORT	<input style="width:95%;" type="text"/>	m <sup>2</sup>
OTHER	<input style="width:95%;" type="text"/>			OPEN PARKING	<input style="width:95%;" type="text"/>	m <sup>2</sup>
OTHER	<input style="width:95%;" type="text"/>			STORE ROOM	<input style="width:95%;" type="text"/>	m <sup>2</sup>
OTHER	<input style="width:95%;" type="text"/>			GARDEN	<input style="width:95%;" type="text"/>	m <sup>2</sup>
				OTHER	<input style="width:95%;" type="text"/>	m <sup>2</sup>

**SECTION 5: MARKET INFORMATION**

IF YOUR PROPERTY IS CURRENTLY ON THE MARKET WHAT IS THE ASKING PRICE R <input style="width:95%;" type="text"/>	IF YOUR PROPERTY HAS BEEN ON THE MARKET IN THE LAST 3 YEARS WHAT WAS THE ASKING PRICE? R <input style="width:95%;" type="text"/>
RECEIVED R <input style="width:95%;" type="text"/>	RECEIVED R <input style="width:95%;" type="text"/>
NAME OF AGENT: <input style="width:95%;" type="text"/>	TEL NO. <input style="width:95%;" type="text"/>

**SALES TRANSACTIONS USED BY THE OBJECTOR IN DETERMINING THE MARKET VALUE OF THE PROPERTY OBJECTED TO (IF INSUFFICIENT SPACE PROVIDE ANNEXURE F)**

ERF/PTN/UNIT NO.	SUBURB/FARM/SCHEME NAME	DATE OF SALE	SELLING PRICE

**SECTION 6: OBJECTION DETAILS**

DESCRIPTION OF PROPERTY/ UNIT NO.	PARTICULARS AS REFLECTED IN VALUATION ROLL	CHANGES REQUESTED BY OBJECTOR
CATEGORY		
PHYSICAL ADDRESS/DOOR NO./FLAT NO.		
EXTENT		
MARKET VALUE		
NAME OF OWNER		

ADVERSE FEATURES AND/OR FURTHER REASONS IN SUPPORT OF THIS OBJECTION (ANNEXURE G CAN BE PROVIDED)

Complete: Erf/Unit No..... Area/Scheme Name.....  
 PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL (e.g businesses, factories, offices, schools)**

**SECTION 7: DECLARATION**

ATTENTION IS HEREBY DRAWN TO SECTION 42(2) OF THE ACT WHICH STATES THAT WHERE ANY DOCUMENT, INFORMATION OR PARTICULARS WERE NOT PROVIDED WHEN REQUIRED IN TERMS OF SUBSECTION 42(1) OF THE ACT AND THE OWNER CONCERNED RELIES ON SUCH DOCUMENT, INFORMATION OR PARTICULARS IN AN APPEAL TO AN APPEAL BOARD, THE APPEAL BOARD MAY MAKE AN ORDER AS TO COSTS IN TERMS OF SECTION 70 OF THE ACT IF THE APPEAL BOARD IS OF THE VIEW THAT THE FAILURE TO SO HAVE PROVIDED ANY SUCH DOCUMENT, INFORMATION OR PARTICULARS HAS PLACED AN UNNECESSARY BURDEN ON THE FUNCTIONS OF THE MUNICIPAL VALUER OR APPEAL BOARD.

I / WE \_\_\_\_\_ HEREBY DECLARE THAT THE INFORMATION AND PARTICULARS SUPPLIED ARE TRUE AND CORRECT.

DATE: 

YEAR	MONTH	DAY

SIGNATURE \_\_\_\_\_

**OFFICIAL USE**

**SECTION 8: DECISION OF MUNICIPAL VALUER**

DESCRIPTION OF THE PROPERTY/UNIT NO.	
CATEGORY	
PHYSICAL ADDRESS/DOOR NO./FLAT NO.	
EXTENT	
MARKET VALUE	
NAME OF OWNER	

**8.1 REASONS OF THE MUNICIPAL VALUER**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NAME OF MUNICIPAL VALUER/ ASSISTANT MUNICIPAL VALUER\*  
*\* Delete whichever is not applicable*  
 SIGNATURE: 


DATE 

YEAR	MONTH	DAY

**SECTION 9: NOTIFICATION OF OUTCOME**

VALUATION ROLL ADJUSTED		SIGNATURE	DATE
OBJECTOR NOTIFIED			
OWNER NOTIFIED			
SECTION 52(1)(a) WHERE APPLICABLE			

Complete: Erf/Unit No..... Area/Scheme Name.....  
 PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM C: AGRICULTURAL HOLDINGS OR FARMS**

OBJECTION NO.

**THE MUNICIPAL MANAGER**

..... Municipality

**LODGING OF AN OBJECTION AGAINST A MATTER REFLECTED IN OR OMITTED FROM THE VALUATION ROLL/SUPPLEMENTARY VALUATION ROLL\* FOR THE PERIOD 1 JULY ..... TO 30 JUNE .....**

*\*Delete whichever is not applicable*

DESCRIPTION OF PROPERTY IN RESPECT OF WHICH THE OBJECTION IS MADE

(COMPLETE A SEPARATE FORM FOR EACH ENTRY OBJECTED TO)

HOLDING/PORTRION NO.	<input type="text"/>	AGRICULTURAL HOLDING/FARM	<input type="text"/>
FARM NO.	<input type="text"/>	REG. DIV	<input type="text"/>

**SECTION 1: OBJECTOR INFORMATION**

**1.1 OBJECTOR IS THE OWNER**

REGISTERED OWNER OF PROPERTY

IDENTITY NO.

COMPANY OR C.C. REGISTRATION NO.

PHYSICAL ADDRESS OF OWNER

CODE

POSTAL ADDRESS OF OWNER

CODE

TELEPHONE NO.:

HOME ( )

WORK ( )

CELL

FAX NO. ( )

E-MAIL ADDRESS

**1.2 OBJECTOR IS NOT THE OWNER OR MUNICIPALITY IS THE OBJECTOR**

NAME OF OBJECTOR:

IDENTITY NO.

COMPANY OR C.C. REGISTRATION NO.

POSTAL ADDRESS OF OBJECTOR

CODE

TELEPHONE NO.:

HOME ( )

WORK ( )

CELL

FAX NO. ( )

E-MAIL ADDRESS

STATUS OF OBJECTOR (e.g. Tenant, Pending Purchaser, Municipality etc)

**1.3 AUTHORISED REPRESENTATIVE OF THE OBJECTOR**

NAME OF REPRESENTATIVE:

POSTAL ADDRESS

CODE

TELEPHONE NO.:

HOME ( )

WORK ( )

CELL

FAX NO. ( )

E-MAIL ADDRESS

\* **IF A REPRESENTATIVE IS APPOINTED, PROOF OF AUTHORISATION MUST BE ATTACHED**  
 Complete: Portion/Holding No. .... Farm/Holding .....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM C: AGRICULTURAL HOLDINGS OR FARMS**

**SECTION 2: PROPERTY DETAILS (FOR SECTIONAL TITLES SEE SECTION 4)**

PHYSICAL ADDRESS (IF AVAILABLE)  CODE

EXTENT OF PROPERTY  m<sup>2</sup>

MUNICIPAL ACCOUNT NO.  (If available)

NAME OF BOND HOLDER	REGISTERED AMOUNT OF BOND	(If applicable)
<input type="text"/>	<input type="text"/>	

PROVIDE FULL DETAILS OF ALL SERVITUDES, ROAD PROCLAMATIONS OR OTHER ENDORSEMENTS AGAINST THE PROPERTY (If applicable)

SERVITUDE NO.	<input type="text"/>	AFFECTED AREA	<input type="text"/> m <sup>2</sup>
IN FAVOUR OF	<input type="text"/>		
FOR WHAT PURPOSE	<input type="text"/>		

WAS COMPENSATION PAID IF YES:- 

YES	NO
-----	----

DATE OF PAYMENT  AMOUNT  R

**SECTION 3: DESCRIPTION OF BUILDINGS**

**3.1 MAIN DWELLING ON FARM/HOLDING (INDICATE NUMBER OR STATE YES/NO IN APPROPRIATE BOX)**

NO. OF BEDROOMS	<input type="text"/>	NO. OF BATHROOMS	<input type="text"/>	KITCHEN	<input type="text"/>	LOUNGE	<input type="text"/>
DINING ROOM	<input type="text"/>	LOUNGE WITH DINING ROOM	<input type="text"/>	STUDY	<input type="text"/>	PLAYROOM	<input type="text"/>
TELEVISION ROOM	<input type="text"/>	LAUNDRY	<input type="text"/>	SEPARATE TOILET	<input type="text"/>		
OTHER	<input type="text"/>			SIZE OF MAIN DWELLING	<input type="text"/> m <sup>2</sup>		

**3.2 OTHER BUILDINGS - ATTACH AS ANNEXURE A**

BUILDING NO.	DESCRIPTION	SIZE m <sup>2</sup>	CONDITION	IS THE BUILDING FUNCTIONAL
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**3.3 IS ANY PORTION OF THE PROPERTY USED FOR ANY PURPOSE OTHER THAN AGRICULTURAL? (e.g. Business, mining, eco-tourism, trading in or hunting of game)**

Tick  YES  NO IF YES:- DESCRIBE THE USE(S)

**IF NECESSARY PROVIDE ANNEXURE B**

**3.4 LAND USE ANALYSIS:**

NON AGRICULTURAL (REFER TO 3.3)	<input type="text"/> ha
GRAZING	<input type="text"/> ha
UNDER IRRIGATION	<input type="text"/> ha
DRY LAND	<input type="text"/> ha
PERMANENT CROPS	<input type="text"/> ha
OTHER: .....	<input type="text"/> ha
OTHER: .....	<input type="text"/> ha
OTHER: .....	<input type="text"/> ha
TOTAL	<input type="text"/> ha

CONDITION OF FENCES		
GOOD	AVERAGE	POOR
<input type="text"/>	<input type="text"/>	<input type="text"/>

AREA GAME FENCED  ha

NUMBER OF BOREHOLES	<input type="text"/>
OUTPUT LITRES/HOUR	<input type="text"/>

DAMS	<input type="text"/>
CAPACITY	<input type="text"/>

IS THE PROPERTY EXPOSED TO A RIVER?	
YES	NO
<input type="text"/>	<input type="text"/>

Complete: Portion/Holding No..... Farm/Holding.....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM C: AGRICULTURAL HOLDINGS OR FARMS**

3.5

**OTHER:**

IS YOUR PROPERTY AFFECTED BY A LAND CLAIM?  YES  NO

IF YES:-

DATE OF CLAIM   
 GAZETTE NO.

DO YOU HAVE WATER RIGHTS?  YES  NO

IF YES:- DETAILS:

HAVE YOU APPLIED FOR A REZONING OR CONSENT USE?  YES  NO

CONSENT USE e.g as guest houses, business etc.

IF YES:- DETAILS:

HAS YOUR AGRICULTURAL HOLDINGS PROPERTY BEEN EXCISED  YES  NO

PROPERTY BEEN EXCISED

IF YES:- NEW FARM DESCRIPTION

HAS THE TOWNSHIP BEEN APPLIED FOR OR PROCLAIMED?  YES  NO

IF YES:- FULL DETAILS

**TENANT AND RENT INFORMATION - ANNEXURE C**

NAME OF TENANT	SIZE	RENTAL (EXCL VAT)	ESCALATION	OTHER CONTRIBUTIONS	TERM OF LEASE	START DATE	USE
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**SECTION 4: MARKET INFORMATION**

IF YOUR PROPERTY IS CURRENTLY ON THE MARKET WHAT IS THE ASKING PRICE?

R

OFFER RECEIVED R

NAME OF AGENT:

IF YOUR PROPERTY HAS BEEN ON THE MARKET IN THE LAST 3 YEARS WHAT WAS THE ASKING PRICE?

R

OFFER RECEIVED R

TEL NO.

**SALE TRANSACTIONS USED BY THE OBJECTOR IN DETERMINING THE MARKET VALUE OF THE PROPERTY OBJECTED TO (IF INSUFFICIENT SPACE PROVIDE ANNEXURE D)**

HOLDING/PORTION NO.	AGRICULTURAL HOLDING /FARM	DATE OF SALE	SELLING PRICE

**SECTION 5: OBJECTION DETAILS**

DESCRIPTION OF THE PROPERTY	PARTICULARS AS REFLECTED IN VALUATION ROLL	CHANGES REQUESTED BY OBJECTOR
CATEGORY		
PHYSICAL ADDRESS		
EXTENT		
MARKET VALUE		
NAME OF OWNER		

ADVERSE FEATURES AND/OR FURTHER REASONS IN SUPPORT OF THIS OBJECTION (ANNEXURE E CAN BE PROVIDED)

Complete: Portion/Holding No..... Farm/Holding.....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM C: AGRICULTURAL HOLDINGS OR FARMS  
SECTION 6: DECLARATION**

ATTENTION IS HEREBY DRAWN TO SECTION 42(2) OF THE ACT WHICH STATES THAT WHERE ANY DOCUMENT, INFORMATION OR PARTICULARS WERE NOT PROVIDED WHEN REQUIRED IN TERMS OF SUBSECTION 42 (1) OF THE ACT AND THE OWNER CONCERNED RELIES ON SUCH DOCUMENT, INFORMATION OR PARTICULARS IN AN APPEAL TO AN APPEAL BOARD, THE APPEAL BOARD MAY MAKE AN ORDER AS TO COSTS IN TERMS OF SECTION 70 OF THE ACT IF THE APPEAL BOARD IS OF THE VIEW THAT THE FAILURE TO SO HAVE PROVIDED ANY SUCH DOCUMENTS INFORMATION OR PARTICULARS HAS PLACED AN UNNECESSARY BURDEN ON THE FUNCTION OF THE MUNICIPAL VALUER OR THE APPEAL BOARD.

I / WE \_\_\_\_\_ HEREBY DECLARE THAT THE INFORMATION AND PARTICULARS SUPPLIED ARE TRUE AND CORRECT.

DATE:

YEAR	MONTH	DAY

\_\_\_\_\_  
SIGNATURE

**OFFICIAL USE**

**SECTION 7: DECISION OF MUNICIPAL VALUER**

DESCRIPTION OF THE PROPERTY	
CATEGORY	
PHYSICAL ADDRESS	
EXTENT	
MARKET VALUE	
NAME OF OWNER	

**REASONS OF THE MUNICIPAL VALUER**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NAME OF MUNICIPAL VALUER/  
ASSISTANT MUNICIPAL VALUER\*  
*\* Delete whichever is not applicable*  
SIGNATURE:


DATE

YEAR	MONTH	DAY

**SECTION 8: NOTIFICATION OF OUTCOME**

	SIGNATURE	DATE
VALUATION ROLL ADJUSTED		
OBJECTOR NOTIFIED		
OWNER NOTIFIED		
SECTION 52(1)(a) WHERE APPLICABLE		

Complete: Portion/Holding No. .... Farm/Holding. ....

PLEASE COMPLETE THE BOTOM OF EACH PAGE



## **ANNEXURE 5**

**The format below contains minimum information to be captured for lodging an appeal to the valuation appeal board against the decision of a municipal valuer regarding matters pertaining to a specific property in the valuation roll or supplementary valuation roll of a municipality**

FORM A: RESIDENTIAL (FULL TITLE AND SECTIONAL TITLE USED FOR RESIDENTIAL PURPOSES)

APPEAL NO. [ ]

THE CHAIRPERSON: VALUATION APPEAL BOARD  
..... Municipality

LODGING OF AN APPEAL AGAINST THE DECISION OF THE MUNICIPAL VALUER REGARDING MATTERS PERTAINING TO SPECIFIC PROPERTY AS REFLECTED IN OR OMITTED FROM THE VALUATION ROLL/SUPPLEMENTARY VALUATION ROLL\* FOR THE PERIOD 1 JULY ..... TO 30 JUNE .....

\* Delete whichever is not applicable

DESCRIPTION OF PROPERTY IN RESPECT OF WHICH THE APPEAL IS MADE

(COMPLETE A SEPARATE FORM FOR EACH ENTRY APPEALED TO)

ERF/UNIT NO. [ ] SUBURB/ SCHEME NAME [ ]

SECTION 1: APPELLANT INFORMATION

1.1 APPELLANT IS THE OWNER

REGISTERED OWNER OF PROPERTY [ ]

IDENTITY NO. [ ] COMPANY OR C.C. REGISTRATION NO. [ ]

PHYSICAL ADDRESS OF OWNER [ ] CODE [ ]

POSTAL ADDRESS OF OWNER [ ] CODE [ ]

TELEPHONE NO.: HOME ( [ ] ) WORK ( [ ] )

CELL [ ] FAX NO. ( [ ] )

E-MAIL ADDRESS [ ]

1.2 APPELLANT IS NOT THE OWNER OR MUNICIPALITY IS THE APPELLANT

NAME OF APPELLANT: [ ]

IDENTITY NO. [ ] COMPANY OR C.C. REGISTRATION NO. [ ]

POSTAL ADDRESS OF APPELLANT [ ] CODE [ ]

TELEPHONE NO.: HOME ( [ ] ) WORK ( [ ] )

CELL [ ] FAX NO. ( [ ] )

E-MAIL ADDRESS [ ]

STATUS OF APPELLANT (e.g. Tenant, Pending Purchaser, Municipality etc)  
[ ]

1.3 AUTHORISED REPRESENTATIVE OF THE APPELLANT

NAME OF REPRESENTATIVE: [ ]

POSTAL ADDRESS [ ] CODE [ ]

TELEPHONE NO.: HOME ( [ ] ) WORK ( [ ] )

CELL [ ] FAX NO. ( [ ] )

E-MAIL ADDRESS [ ]

\* IF A REPRESENTATIVE IS APPOINTED, PROOF OF AUTHORISATION MUST BE ATTACHED

Complete: Erf/Unit No..... Area/Scheme Name.....

**PLEASE COMPLETE THE BOTOM OF EACH PAGE**

**FORM A: RESIDENTIAL (FULL TITLE AND SECTIONAL TITLE USED FOR RESIDENTIAL PURPOSES)**  
**SECTION 2: PROPERTY DETAILS (FOR SECTIONAL TITLES SEE SECTION 4)**

PHYSICAL ADDRESS  CODE

EXTENT OF PROPERTY  m<sup>2</sup>

MUNICIPAL ACCOUNT NO.  (If available)

NAME OF BOND HOLDER	REGISTERED AMOUNT OF BOND	(If applicable)
<input type="text"/>	<input type="text"/>	

PROVIDE FULL DETAILS OF ALL SERVITUDES, ROAD PROCLAMATIONS OR OTHER ENDORSEMENTS AGAINST THE PROPERTY (If applicable)

<input type="text"/>			
SERVITUDE NO.	<input type="text"/>	AFFECTED AREA	<input type="text"/> m <sup>2</sup>
IN FAVOUR OF	<input type="text"/>		
FOR WHAT PURPOSE	<input type="text"/>		

WAS COMPENSATION PAID IF YES:-  YES  NO

DATE OF PAYMENT  AMOUNT R

**SECTION 3: DESCRIPTION OF RESIDENTIAL DWELLING (FOR SECTIONAL TITLES SEE SECTION 4)**  
 (INDICATE NUMBER OR STATE YES/NO IN APPROPRIATE BOX)

**MAIN DWELLING**

NO. OF BEDROOMS	<input type="text"/>	NO. OF BATHROOMS	<input type="text"/>	KITCHEN	<input type="text"/>	LOUNGE	<input type="text"/>
DINING ROOM	<input type="text"/>	LOUNGE WITH DINING ROOM	<input type="text"/>	STUDY	<input type="text"/>	PLAYROOM	<input type="text"/>
TELEVISION ROOM	<input type="text"/>	LAUNDRY	<input type="text"/>	SEPARATE TOILET	<input type="text"/>		
OTHER	<input type="text"/>			OTHER	<input type="text"/>		
OTHER	<input type="text"/>			OTHER	<input type="text"/>		

**OUTBUILDINGS**

NO. OF GARAGES	<input type="text"/>	SIZE OF MAIN DWELLING	<input type="text"/> m <sup>2</sup>
GRANNY FLAT/ROOMS	<input type="text"/>	SIZE OF OUTBUILDING	<input type="text"/> m <sup>2</sup>
OTHER	<input type="text"/>	SIZE OF OTHER BUILDINGS	<input type="text"/> m <sup>2</sup>
		<b>TOTAL BUILDING SIZE</b>	<input type="text"/> m <sup>2</sup>

**OTHER BUILDINGS (ATTACH ANNEXURE)**

OTHER:

SWIMMING POOL	<input type="text"/>	TENNIS COURT	<input type="text"/>	GOOD	AVERAGE	POOR
BORE HOLE	<input type="text"/>	GARDEN	<input type="text"/>			
OTHER	<input type="text"/>	OTHER	<input type="text"/>			

**FENCING:**

	FRONT	BACK	SIDE 1	SIDE 2
TYPE	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HEIGHT	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

DRIVE WAY: (e.g. Bricks, pavers)

IS YOUR PROPERTY SITUATED IN A BOOMED AREA OR SECURITY  YES  NO

OTHER FEATURES: \_\_\_\_\_

GENERAL CONDITION OF PROPERTY: (Tick  )

GOOD	<input type="checkbox"/>	AVERAGE	<input type="checkbox"/>	POOR	<input type="checkbox"/>
------	--------------------------	---------	--------------------------	------	--------------------------

Complete: Erf/Unit No..... Area/Scheme Name.....  
**PLEASE COMPLETE THE BOTOM OF EACH PAGE**

**FORM A: RESIDENTIAL (FULL TITLE AND SECTIONAL TITLE USED FOR RESIDENTIAL PURPOSES)**  
**SECTION 4: SECTIONAL TITLE UNITS**

SCHEME NO.  NAME OF SCHEME  FLAT NO./ DOOR NO.  UNIT SIZE  m<sup>2</sup>

NAME OF MANAGING AGENT  TEL NO.

INDICATE NUMBER OR STATE YES/NO IN APPROPRIATE BOX

NO. OF BEDROOMS	<input type="text"/>	NO. OF BATHROOMS	<input type="text"/>	KITCHEN	<input type="text"/>	LOUNGE	<input type="text"/>
DINING ROOM	<input type="text"/>	LOUNGE WITH DINING ROOM	<input type="text"/>	STUDY	<input type="text"/>	PLAYROOM	<input type="text"/>
TELEVISION ROOM	<input type="text"/>	LAUNDRY	<input type="text"/>	SEPARATE TOILET	<input type="text"/>		
OTHER	<input type="text"/>			OTHER	<input type="text"/>		
OTHER	<input type="text"/>			OTHER	<input type="text"/>		

MONTHLY LEVY  R

DETAILS OF EXCLUSIVE USE AREAS

COMMON PROPERTY CONSISTS OF:

SWIMMING POOL	<input type="text"/>
TENNIS COURT	<input type="text"/>
OTHER	<input type="text"/>
OTHER	<input type="text"/>
OTHER	<input type="text"/>

GARAGE	<input type="text"/>	m <sup>2</sup>
CARPORT	<input type="text"/>	m <sup>2</sup>
OPEN PARKING	<input type="text"/>	m <sup>2</sup>
STORE ROOM	<input type="text"/>	m <sup>2</sup>
GARDEN	<input type="text"/>	m <sup>2</sup>
OTHER	<input type="text"/>	m <sup>2</sup>

**SECTION 5: MARKET INFORMATION**

IF YOUR PROPERTY IS CURRENTLY ON THE MARKET WHAT IS THE ASKING PRICE?

R

IF YOUR PROPERTY HAS BEEN ON THE MARKET IN THE LAST 3 YEARS WHAT WAS THE ASKING PRICE?

R

OFFER RECEIVED

R

OFFER RECEIVED

R

NAME OF AGENT:

TEL NO.

SALE TRANSACTIONS (OF OTHER PROPERTIES IN THE VICINITY) USED BY THE APPELLANT IN DETERMINING THE MARKET VALUE OF PROPERTY APPEALED TO

ERF/UNIT NO.	SUBURB/SCHEME NAME	DATE OF SALE	SELLING PRICE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**SECTION 6: APPEAL DETAILS**

	PARTICULARS AS REFLECTED IN THE VALUATION ROLL	CHANGES REQUESTED BY APPELLANT
DESCRIPTION OF THE PROPERTY/UNIT NO.	<input type="text"/>	<input type="text"/>
CATEGORY	<input type="text"/>	<input type="text"/>
PHYSICAL ADDRESS/DOOR NO./FLAT NO.	<input type="text"/>	<input type="text"/>
EXTENT	<input type="text"/>	<input type="text"/>
MARKET VALUE	<input type="text"/>	<input type="text"/>
NAME OF OWNER	<input type="text"/>	<input type="text"/>

ADVERSE FEATURES AND/OR FURTHER REASONS IN SUPPORT OF THIS APPEAL (ANNEXURES CAN BE PROVIDED)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Complete: Erf/Unit No. .... Area/Scheme Name .....  
 PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM A: RESIDENTIAL (FULL TITLE AND SECTIONAL TITLE USED FOR RESIDENTIAL PURPOSES)  
SECTION 7: DECLARATION**

ATTENTION IS HEREBY DRAWN TO SECTION 42(2) OF THE ACT WHICH STATES THAT WHERE ANY DOCUMENT, INFORMATION OR PARTICULARS WERE NOT PROVIDED WHEN REQUIRED IN TERMS OF SUBSECTION 42 (1) OF THE ACT AND THE OWNER CONCERNED RELIES ON SUCH DOCUMENT, INFORMATION OR PARTICULARS IN AN APPEAL TO AN APPEAL BOARD, THE APPEAL BOARD MAY MAKE AN ORDER AS TO COSTS IN TERMS OF SECTION 70 OF THE ACT IF THE APPEAL BOARD IS OF THE VIEW THAT THE FAILURE TO SO HAVE PROVIDED ANY SUCH DOCUMENT, INFORMATION OR PARTICULARS HAS PLACED AN UNNECESSARY BURDEN ON THE FUNCTIONS OF THE MUNICIPAL VALUER OR THE APPEAL BOARD.

I / WE \_\_\_\_\_ HEREBY DECLARE THAT THE INFORMATION AND PARTICULARS SUPPLIED ARE TRUE AND CORRECT.

DATE: 

YEAR	MONTH	DAY

\_\_\_\_\_  
SIGNATURE

**OFFICIAL USE**

**SECTION 8: DECISION OF THE VALUATION APPEAL BOARD**

DESCRIPTION OF THE PROPERTY/UNIT NO.	
CATEGORY	
PHYSICAL ADDRESS/DOOR NO./FLAT NO.	
EXTENT	
MARKET VALUE	
NAME OF OWNER	

**REASONS OF THE VALUATION APPEAL BOARD**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NAME OF THE CHAIRPERSON OF THE VALUATION APPEAL BOARD

SIGNATURE:

--	--

DATE

YEAR	MONTH	DAY

**SECTION 9: NOTIFICATION OF OUTCOME**

VALUATION ROLL ADJUSTED  
APPELLANT NOTIFIED  
OWNER NOTIFIED

SIGNATURE	DATE

Complete: Erf/Unit No..... Area/Scheme Name.....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL (e.g businesses, factories, offices, schools)

APPEAL NO. [ ]

THE CHAIRPERSON: VALUATION APPEAL BOARD  
..... Municipality

LODGING OF AN APPEAL AGAINST THE DECISION OF THE MUNICIPAL VALUER REGARDING MATTERS PERTAINING TO SPECIFIC PROPERTY AS REFLECTED IN OR OMITTED FROM THE VALUATION ROLL/SUPPLEMENTARY VALUATION ROLL\* FOR THE PERIOD 1 JULY ..... TO 30 JUNE .....

\* Delete whichever is not applicable

DESCRIPTION OF PROPERTY IN RESPECT OF WHICH THE APPEAL IS MADE

(COMPLETE A SEPARATE FORM FOR EACH ENTRY OBJECTED TO)

ERF/PORTION/UNIT NO.	[ ]	SUBURB/FARM/SCHEME	[ ]
FARM NO.	[ ]	REG. DIV	[ ]

SECTION 1: APPELLANT INFORMATION

1.1 APPELLANT IS THE OWNER

REGISTERED OWNER OF PROPERTY [ ]

IDENTITY NO. [ ] COMPANY OR C.C. REGISTRATION NO. [ ]

PHYSICAL ADDRESS OF OWNER [ ] CODE [ ]

POSTAL ADDRESS OF OWNER [ ] CODE [ ]

TELEPHONE NO.: HOME ( [ ] ) WORK ( [ ] )

CELL [ ] FAX NO. ( [ ] )

E-MAIL ADDRESS [ ]

1.2 APPELLANT IS NOT THE OWNER OR MUNICIPALITY IS THE APPELLANT

NAME OF APPELLANT: [ ]

IDENTITY NO. [ ] COMPANY OR C.C. REGISTRATION NO. [ ]

POSTAL ADDRESS OF APPELLANT [ ] CODE [ ]

TELEPHONE NO.: HOME ( [ ] ) WORK ( [ ] )

CELL [ ] FAX NO. ( [ ] )

E-MAIL ADDRESS [ ]

STATUS OF APPELLANT (e.g. Tenant, Pending Purchaser, Municipality etc)  
[ ]

1.3 AUTHORISED REPRESENTATIVE OF THE APPELLANT

NAME OF REPRESENTATIVE: [ ]

POSTAL ADDRESS [ ] CODE [ ]

TELEPHONE NO.: HOME ( [ ] ) WORK ( [ ] )

CELL [ ] FAX NO. ( [ ] )

E-MAIL ADDRESS [ ]

\* IF A REPRESENTATIVE IS APPOINTED, PROOF OF AUTHORISATION MUST BE ATTACHED

Complete: Erf/Unit No..... Area/Scheme Name.....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL (e.g businesses, factories, offices, schools)**  
**SECTION 2: PROPERTY DETAILS** (FOR SECTIONAL TITLES SEE SECTION 4)

PHYSICAL ADDRESS  CODE

EXTENT OF PROPERTY  m<sup>2</sup>

MUNICIPAL ACCOUNT NO.  (If available)

NAME OF BOND HOLDER	REGISTERED AMOUNT OF BOND	(If applicable)
<input type="text"/>	<input type="text"/>	

PROVIDE FULL DETAILS OF ALL SERVITUDES, ROAD PROCLAMATIONS OR OTHER ENDORSEMENTS AGAINST THE PROPERTY (If applicable)

SERVITUDE NO.	<input type="text"/>	AFFECTED AREA	<input type="text"/> m <sup>2</sup>
IN FAVOUR OF	<input type="text"/>		
FOR WHAT PURPOSE	<input type="text"/>		

WAS COMPENSATION PAID IF YES:-  YES  NO

DATE OF PAYMENT  AMOUNT R

**SECTION 3: DESCRIPTION OF BUILDINGS ( FOR SECTIONAL TITLE COMPLETE SECTION 4)**  
 (INFORMATION UNDER 3.1 TO 3.4 TO BE SUPPLIED BY MEANS OF ANNEXURES AS FOLLOWS)

**3.1 TENANT AND RENT INFORMATION - ANNEXURE A**

NAME OF TENANT	SIZE	RENTAL (EXCL VAT)	ESCALATION OF RENTAL	OTHER CONTRIBUTIONS	TERM OF LEASE	START DATE
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**3.2 SCHEDULE OF EXPENSES INCLUDING: MUNICIPAL, ADMINISTRATION, INSURANCES, SECURITY etc. - ANNEXURE B**

**3.3 STATEMENT OF INCOME & EXPENDITURE FOR PREVIOUS FINANCIAL YEAR - ANNEXURE C**

**3.4 BUILDING SIZES - ANNEXURE D**

BUILDING NO.	SIZE m <sup>2</sup>	DESCRIPTION e.g used as a shop, office etc.	CONDITION
--------------	---------------------	---	-----------

**3.5 IF THE PROPERTY HAS NOT BEEN DEVELOPED TO IT'S HIGHEST AND BEST USE, INDICATE THE EXTENT OF LAND THAT IS AVAILABLE FOR FURTHER DEVELOPMENT**

m<sup>2</sup>

OTHER FEATURES OF BUILDINGS: (PROVIDE ANNEXURE E IF NECESSARY)

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Complete: Erf/Unit No..... Area/Scheme Name.....  
 PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL (e.g businesses, factories, offices, schools)**  
**SECTION 4: SECTIONAL TITLE UNITS**

SCHEME NO.  NAME OF SCHEME  FLAT NO./ DOOR NO.  UNIT SIZE  m<sup>2</sup>

NAME OF MANAGING AGENT  TEL NO.

SHOPS	<input type="text"/> m <sup>2</sup>	OTHER	<input type="text"/> m <sup>2</sup>
OFFICES	<input type="text"/> m <sup>2</sup>	OTHER	<input type="text"/> m <sup>2</sup>
FACTORIES	<input type="text"/> m <sup>2</sup>	OTHER	<input type="text"/> m <sup>2</sup>

**TENANT AND RENT INFORMATION - ANNEXURE A**

NAME OF TENANT	SIZE	RENTAL (EXCL VAT)	ESCALATION	OTHER CONTRIBUTIONS	TERM OF LEASE	START DATE
MONTHLY LEVY	<input type="text"/>	R	<input type="text"/>	DETAILS OF EXCLUSIVE USE AREAS		
COMMON PROPERTY CONSISTS OF:				GARAGE	<input type="text"/>	m <sup>2</sup>
SWIMMING POOL	<input type="text"/>	<input type="text"/>	<input type="text"/>	CARPORT	<input type="text"/>	m <sup>2</sup>
TENNIS COURT	<input type="text"/>	<input type="text"/>	<input type="text"/>	OPEN PARKING	<input type="text"/>	m <sup>2</sup>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>	STORE ROOM	<input type="text"/>	m <sup>2</sup>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>	GARDEN	<input type="text"/>	m <sup>2</sup>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>	OTHER	<input type="text"/>	m <sup>2</sup>

**SECTION 5: MARKET INFORMATION**

IF YOUR PROPERTY IS CURRENTLY ON THE MARKET WHAT IS THE ASKING PRICE

R

OFFER RECEIVED R

NAME OF AGENT:

IF YOUR PROPERTY HAS BEEN ON THE MARKET IN THE LAST 3 YEARS WHAT WAS THE ASKING PRICE?

R

OFFER RECEIVED R

TEL NO.

**SALES TRANSACTIONS USED BY THE APPELLANT IN DETERMINING THE MARKET VALUE OF THE PROPERTY APPEALED TO (IF INSUFFICIENT SPACE PROVIDE ANNEXURE F)**

ERF/P/UNIT NO.	SUBURB/FARM/SCHEME NAME	DATE OF SALE	SELLING PRICE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**SECTION 6: APPEAL DETAILS**

DESCRIPTION OF THE PROPERTY/UNIT NO.	PARTICULARS AS REFLECTED IN VALUATION ROLL	CHANGES REQUESTED BY APPELLANT
CATEGORY	<input type="text"/>	<input type="text"/>
PHYSICAL ADDRESS/DOOR NO./FLAT NO.	<input type="text"/>	<input type="text"/>
EXTENT	<input type="text"/>	<input type="text"/>
MARKET VALUE	<input type="text"/>	<input type="text"/>
NAME OF OWNER	<input type="text"/>	<input type="text"/>

ADVERSE FEATURES AND/OR FURTHER REASONS IN SUPPORT OF THIS APPEAL (ANNEXURE G CAN BE PROVIDED)

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Complete: Erf/Unit No..... Area/Scheme Name.....  
 PLEASE COMPLETE THE BOTOM OF EACH PAGE



**FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL (e.g businesses, factories, offices, schools)**  
**SECTION 7: DECLARATION**

ATTENTION IS HEREBY DRAWN TO SECTION 42(2) OF THE ACT WHICH STATES THAT WHERE ANY DOCUMENT, INFORMATION OR PARTICULARS WERE NOT PROVIDED WHEN REQUIRED IN TERMS OF SUBSECTION 42(1) OF THE ACT AND THE OWNER CONCERNED RELIES ON SUCH DOCUMENT, INFORMATION OR PARTICULARS IN AN APPEAL TO AN APPEAL BOARD, THE APPEAL BOARD MAY MAKE AN ORDER AS TO COSTS IN TERMS OF SECTION 70 OF THE ACT IF THE APPEAL BOARD IS OF THE VIEW THAT THE FAILURE TO SO HAVE PROVIDED ANY SUCH DOCUMENT, INFORMATION OR PARTICULARS HAS PLACED AN UNNECESSARY BURDEN ON THE FUNCTION OF THE MUNICIPAL VALUER OR THE APPEAL BOARD.

I / WE \_\_\_\_\_ HEREBY DECLARE THAT THE INFORMATION AND PARTICULARS SUPPLIED ARE TRUE AND CORRECT.

DATE: 

YEAR	MONTH	DAY

SIGNATURE \_\_\_\_\_

**OFFICIAL USE**

**SECTION 8: DECISION OF THE VALUATION APPEAL BOARD**

DESCRIPTION OF THE PROPERTY/UNIT NO.	
CATEGORY	
PHYSICAL ADDRESS/DOOR NO./FLAT NO.	
EXTENT	
MARKET VALUE	
NAME OF OWNER	

REASONS OF THE VALUATION APPEAL BOARD

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

NAME OF THE CHAIRPERSON OF VALUATION APPEAL BOARD


SIGNATURE:

DATE: 

YEAR	MONTH	DAY

**SECTION 9: NOTIFICATION OF OUTCOME**

VALUATION ROLL ADJUSTED  
 APPELLANT NOTIFIED  
 OWNER NOTIFIED

SIGNATURE	DATE

Complete: Erf/Unit No..... Area/Scheme Name.....  
 PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM C: AGRICULTURAL HOLDINGS OR FARMS**

APPEAL NO.

**THE CHAIRPERSON: VALUATION APPEAL BOARD**

..... Municipality

**LOGGING OF AN APPEAL AGAINST THE DECISION OF THE MUNICIPAL VALUER REGARDING MATTERS PERTAINING TO SPECIFIC PROPERTY AS REFLECTED IN OR OMITTED FROM THE VALUATION ROLL/SUPPLEMENTARY VALUATION ROLL\* FOR THE PERIOD 1 JULY ..... TO 30 JUNE .....**

*\*Delete whichever is not applicable*

**DESCRIPTION OF PROPERTY IN RESPECT OF WHICH THE APPEAL IS MADE**

(COMPLETE A SEPARATE FORM FOR EACH ENTRY APPEALED TO)

HOLDING/PORTRION NO.  AGRICULTURAL HOLDING/FARM

**SECTION 1: APPELLANT INFORMATION** FARM NO.  REG. DIV

**1.1 APPELLANT IS THE OWNER**

REGISTERED OWNER OF PROPERTY

IDENTITY NO.  COMPANY OR C.C. REGISTRATION NO.

PHYSICAL ADDRESS OF OWNER  CODE

POSTAL ADDRESS OF OWNER  CODE

TELEPHONE NO.: HOME (  )  WORK (  )

CELL  FAX NO. (  )

E-MAIL ADDRESS

**1.2 APPELLANT IS NOT THE OWNER OR MUNICIPALITY IS THE APPELLANT**

NAME OF APPELLANT:

IDENTITY NO.  COMPANY OR C.C. REGISTRATION NO.

POSTAL ADDRESS OF APPELLANT  CODE

TELEPHONE NO.: HOME (  )  WORK (  )

CELL  FAX NO. (  )

E-MAIL ADDRESS

STATUS OF APPELLANT (e.g. Tenant, Pending Purchaser, Municipality etc)

**1.3 AUTHORISED REPRESENTATIVE OF THE APPELLANT**

NAME OF REPRESENTATIVE:

POSTAL ADDRESS  CODE

TELEPHONE NO.: HOME (  )  WORK (  )

CELL  FAX NO. (  )

E-MAIL ADDRESS

**\* IF A REPRESENTATIVE IS APPOINTED, PROOF OF AUTHORISATION MUST BE ATTACHED**

**Complete:Portion/Holding No..... Farm/Holding.....**

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM C: AGRICULTURAL HOLDINGS OR FARMS**

**SECTION 2: PROPERTY DETAILS**

PHYSICAL ADDRESS (IF AVAILABLE)  CODE

EXTENT OF PROPERTY  m<sup>2</sup>

MUNICIPAL ACCOUNT NO.  (If available)

NAME OF BOND HOLDER	REGISTERED AMOUNT OF BOND
<input type="text"/>	<input type="text"/>

(If applicable)

PROVIDE FULL DETAILS OF ALL SERVITUDES, ROAD PROCLAMATIONS OR OTHER ENDORSEMENTS AGAINST THE PROPERTY (If applicable)

<input type="text"/>		
SERVITUDE NO.	<input type="text"/>	AFFECTED AREA <input type="text"/> m <sup>2</sup>
IN FAVOUR OF	<input type="text"/>	
FOR WHAT PURPOSE	<input type="text"/>	

WAS COMPENSATION PAID IF YES:-

YES	NO
<input type="text"/>	<input type="text"/>

DATE OF PAYMENT  AMOUNT R

**SECTION 3: DESCRIPTION OF BUILDINGS**

**3.1 MAIN DWELLING ON FARM/HOLDING (INDICATE NUMBER OR STATE YES/NO IN APPROPRIATE BOX)**

NO. OF BEDROOMS	<input type="text"/>	NO. OF BATHROOMS	<input type="text"/>	KITCHEN	<input type="text"/>	LOUNGE	<input type="text"/>
DINING ROOM	<input type="text"/>	LOUNGE WITH DINING ROOM	<input type="text"/>	STUDY	<input type="text"/>	PLAYROOM	<input type="text"/>
TELEVISION ROOM	<input type="text"/>	LAUNDRY	<input type="text"/>	SEPARATE TOILET	<input type="text"/>		
OTHER	<input type="text"/>			SIZE OF MAIN DWELLING	<input type="text"/> m <sup>2</sup>		

**3.2 OTHER BUILDINGS - ATTACH AS ANNEXURE A**

BUILDING NO.	DESCRIPTION	SIZE	m <sup>2</sup>	CONDITION	IS THE BUILDING FUNCTIONAL
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**3.3 IS ANY PORTION OF THE PROPERTY USED FOR ANY PURPOSE OTHER THAN AGRICULTURAL? (e.g. Business, mining, eco-tourism, trading in or hunting of game)**

Tick

YES	NO
<input type="text"/>	<input type="text"/>

IF YES:- DESCRIBE THE USE(S)

IF NECESSARY PROVIDE ANNEXURE B

**3.4 LAND USE ANALYSIS:**

NON AGRICULTURAL (REFER TO 3.3)	<input type="text"/>	ha
GRAZING	<input type="text"/>	ha
UNDER IRRIGATION	<input type="text"/>	ha
DRY LAND	<input type="text"/>	ha
PERMANENT CROPS	<input type="text"/>	ha
OTHER: .....	<input type="text"/>	ha
OTHER: .....	<input type="text"/>	ha
OTHER: .....	<input type="text"/>	ha
TOTAL	<input type="text"/>	ha

CONDITION OF FENCES		
GOOD	AVERAGE	POOR
<input type="text"/>	<input type="text"/>	<input type="text"/>

AREA GAME FENCED  ha

NUMBER OF BOREHOLES

OUTPUT LITRES/HOUR

DAMS

CAPACITY

IS THE PROPERTY EXPOSED TO A RIVER?

YES	<input type="text"/>	NO	<input type="text"/>
-----	----------------------	----	----------------------

Complete: Portion/Holding No. .... Farm/Holding .....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM C: AGRICULTURAL HOLDINGS OR FARMS**

3.5

OTHER:

IS YOUR PROPERTY AFFECTED BY A LAND CLAIM? 

YES		NO	
-----	--	----	--

IF YES:-

DATE OF CLAIM 

--

  
GAZETTE NO. 

--

DO YOU HAVE WATER RIGHTS? 

YES		NO	
-----	--	----	--

IF YES:- DETAILS:

HAVE YOU APPLIED FOR A REZONING OR CONSENT USE? 

YES		NO	
-----	--	----	--

CONSENT USE e.g as guest house, business etc.

IF YES:- DETAILS:

HAS YOUR AGRICULTURAL HOLDINGS PROPERTY BEEN EXCISED? 

YES		NO	
-----	--	----	--

IF YES:- NEW FARM DESCRIPTION

HAS THE TOWNSHIP BEEN APPLIED FOR OR PROCLAIMED? 

YES		NO	
-----	--	----	--

IF YES:- FULL DETAILS

**TENANT AND RENT INFORMATION - ANNEXURE C**

NAME OF TENANT	SIZE	RENTAL (EXCL VAT)	ESCALATION	OTHER CONTRIBUTIONS	TERM OF LEASE	START DATE	USE

**SECTION 4: MARKET INFORMATION**

IF YOUR PROPERTY IS CURRENTLY ON THE MARKET WHAT IS THE ASKING PRICE?

R 

--

IF YOUR PROPERTY HAS BEEN ON THE MARKET IN THE LAST 3 YEARS WHAT WAS THE ASKING PRICE?

R 

--

OFFER RECEIVED R 

--

OFFER RECEIVED R 

--

NAME OF AGENT: 

--

TEL NO. 

--

SALE TRANSACTIONS USED BY THE APPELLANT IN DETERMINING THE MARKET VALUE OF THE PROPERTY APPEALED TO (IF INSUFFICIENT SPACE PROVIDE ANNEXURE D)

HOLDING/PORION NO.	AGRICULTURAL HOLDING /FARM	DATE OF SALE	SELLING PRICE

**SECTION 5: APPEAL DETAILS**

DESCRIPTION OF THE PROPERTY	PARTICULARS AS REFLECTED IN VALUATION ROLL	CHANGES REQUESTED BY APPELLANT
CATEGORY		
PHYSICAL ADDRESS		
EXTENT		
MARKET VALUE		
NAME OF OWNER		

ADVERSE FEATURES AND/OR FURTHER REASONS IN SUPPORT OF THIS APPEAL (ANNEXURE E CAN BE PROVIDED)

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Complete: Portion/Holding No..... Farm/Holding.....

PLEASE COMPLETE THE BOTOM OF EACH PAGE

**FORM C: AGRICULTURAL HOLDINGS OR FARMS**  
**SECTION 6: DECLARATION**

ATTENTION IS HEREBY DRAWN TO SECTION 42(2) OF THE ACT WHICH STATES THAT WHERE ANY DOCUMENT, INFORMATION OR PARTICULARS WERE NOT PROVIDED WHEN REQUIRED IN TERMS OF SUBSECTION 42(1) OF THE ACT AND THE OWNER CONCERNED RELIES ON SUCH DOCUMENT, INFORMATION OR PARTICULARS IN AN APPEAL TO AN APPEAL BOARD, THE APPEAL BOARD MAY MAKE AN ORDER AS TO COSTS IN TERMS OF SECTION 70 OF THE ACT IF THE APPEAL BOARD IS OF THE VIEW THAT THE FAILURE TO SO HAVE PROVIDED ANY SUCH DOCUMENT, INFORMATION OR PARTICULARS HAS PLACED AN UNNECESSARY BURDEN ON THE FUNCTIONS OF THE MUNICIPAL VALUER OR THE APPEAL BOARD

I / WE \_\_\_\_\_ HEREBY DECLARE THAT THE INFORMATION AND PARTICULARS SUPPLIED ARE TRUE AND CORRECT.

DATE: 

YEAR	MONTH	DAY

SIGNATURE \_\_\_\_\_

**OFFICIAL USE**

**SECTION 7: DECISION OF THE VALUATION APPEAL BOARD**

DESCRIPTION OF THE PROPERTY	
CATEGORY	
PHYSICAL ADDRESS	
EXTENT	
MARKET VALUE	
NAME OF OWNER	

**7.1 REASONS OF THE VALUATION APPEAL BOARD**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

NAME OF THE CHAIRPERSON OF VALUATION APPEAL BOARD 


SIGNATURE: 


DATE 

YEAR	MONTH	DAY

**SECTION 8: NOTIFICATION OF OUTCOME**

VALUATION ROLL ADJUSTED	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="padding: 2px;">SIGNATURE</th> <th style="padding: 2px;">DATE</th> </tr> <tr> <td style="width: 60%; height: 20px;"></td> <td style="width: 40%; height: 20px;"></td> </tr> </table>	SIGNATURE	DATE		
SIGNATURE	DATE				
APPELLANT NOTIFIED	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; height: 20px;"></td> <td style="width: 40%; height: 20px;"></td> </tr> </table>				
OWNER NOTIFIED	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; height: 20px;"></td> <td style="width: 40%; height: 20px;"></td> </tr> </table>				

Complete: Portion/Holding No. .... Farm/Holding.....  
 PLEASE COMPLETE THE BOTTOM OF EACH PAGE

**ANNEXURE 6****Format of declaration to be completed by the valuer of a municipality or assistant municipal valuer or a special valuer****DECLARATION BY MUNICIPAL VALUER OR ASSISTANT VALUER OR A SPECIAL VALUER FOR THE PERIOD**

TO

I, \_\_\_\_\_, Identity Number \_\_\_\_\_

\_\_\_\_\_ do declare that I will, in accordance with the provisions of the Local Government: Municipal Property Rates Act, 2004 (Act No.6 of 2004), hereinafter referred to as the "Act", to the best of my skills and knowledge and without fear, favour or prejudice truly and impartially value properties and diligently perform all valuation-related functions, including the processing of objections and appeals regarding all properties within \_\_\_\_\_ municipal area of jurisdiction in terms of the provisions of the Act. In the discharge of my duties as a municipal valuer/assistant municipal valuer/special valuer\*, I will comply with sections 43 and 44 of the Act.

Declared at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2\_\_\_\_ (year)

Professional Registration Number with the South African Council for the Property Valuers Profession\*\* \_\_\_\_\_

Category of Professional Registration \*\* \_\_\_\_\_

\*\*In the case of a professional valuer

\_\_\_\_\_  
Signature of Municipal Valuer/Assistant Municipal Valuer/Special Valuer

*\*Delete whichever is not applicable*\_\_\_\_\_  
Commissioner of Oaths (Full Names)\_\_\_\_\_  
Signature

**ANNEXURE 7****Format of declaration to be completed by a member of a valuation appeal board or its committee****DECLARATION BY A MEMBER OF THE VALUATION APPEAL BOARD OR ITS COMMITTEE FOR THE PERIOD  
\_\_\_\_\_ TO \_\_\_\_\_**

I, \_\_\_\_\_, Identity Number \_\_\_\_\_ do declare that I will, in accordance with the provisions of the Local Government: Municipal Property Rates Act, 2004 (Act No.6 of 2004), hereinafter referred to as the "Act", to the best of my skills and knowledge and without fear, favour or prejudice truly and impartially discharge the duties of the valuation appeal board established for the \_\_\_\_\_ area.

Declared at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2\_\_\_\_ (year)

Professional Registration Number with the South African Council for the Property Valuers Profession\*\* \_\_\_\_\_

Category of Professional Registration \*\* \_\_\_\_\_

\*\*In the case of a professional valuer

Designation \_\_\_\_\_

\_\_\_\_\_  
Signature of a member of the valuation appeal board

\_\_\_\_\_  
Commissioner of Oaths (Full Names)

\_\_\_\_\_  
Signature

**ANNEXURE 8****IDENTITY CARD FOR MUNICIPAL VALUER/ ASSISTANT  
MUNICIPAL VALUER/ DATA-COLLECTOR AND OTHER  
AUTHORISED PERSON BY MUNICIPALITIES TO ENTER  
PROPERTIES FOR VALUATION-RELATED PURPOSES AS  
CONTEMPLATED IN SECTION 41 OF THE ACT**

Logo of  
municipality

Photograph of  
a person

(Name of authorising municipality)

Full names of person

Identity No \_\_\_\_\_

Designation \_\_\_\_\_

Professional Registration No (if applicable) \_\_\_\_\_

Period of validity of authorisation \_\_\_\_\_

Signature of the authorised person \_\_\_\_\_

Signature of issuing authority within the municipality \_\_\_\_\_

Date \_\_\_\_\_

Telephone No \_\_\_\_\_ of the municipality



**ANNEXURE 9****IDENTITY CARD FOR A MEMBER OF AN APPEAL BOARD  
AND OTHER PERSON AUTHORISED BY AN APPEAL BOARD  
TO ENTER PROPERTIES FOR VALUATION-RELATED  
PURPOSES AS CONTEMPLATED IN SECTION 72(3) OF THE  
ACT**Logo of  
MEC's officePhotograph of  
a person

(Name of authorising Province) \_\_\_\_\_

Full names of person  
\_\_\_\_\_

Identity No \_\_\_\_\_

Designation \_\_\_\_\_

Professional Registration No (if applicable) \_\_\_\_\_

Period of validity of authorisation \_\_\_\_\_

Signature of the authorised person \_\_\_\_\_

Signature of the issuing authority within the office of the MEC  
for local government \_\_\_\_\_

Date \_\_\_\_\_

Telephone No \_\_\_\_\_ of the office of the  
MEC

**ISAZISO SIKAHULUMENI**

**UMNYANGO WEZOHULUMENI BEZIFUNDAWE KANYE  
NABASEMAKHAYA**

Inombolo

18 KuMfumfu 2006

**UHULUMENI WASEMAKHAYA: UMTHETHO WENTELA  
YOBUNINIMHLABA KAMASIPALA, KA-2004 (UMTHETHO  
ONGUNOMBOLO 6 KA-2004) UMTHETHOMGOMO  
WOMTHETHO WENTELA YOBUNINIMHLABA KAMASIPALA,  
KA-2006**

Ngaphansi kwesigaba 83 soMthetho woHulumeni Basemakhaya: uMthetho Wentela yoBuninimhlaba kaMasipala, ka-2004 (uMthetho ongunombolo 6 ka-2004), Mina, Fholisani Sydney Mufamadi, wenza imithethomigomo kusheduli

**F S MUFAMADI**

**UNGQONGQOSHE WEZOHULUMENI BEZIFUNDAZWE KANYE  
NABASEKHAYA**

**ISHEDULI****UKUHLELWA KWEMITHETHOMIGOMO****ISAPHLUKO 1****UKUTOLIKWA KWAMAGAMA**

1. Izincazelo

**ISAPHLUKO 2****IFOMATHI YOHLU LWEZILINGANISOMANANI KANYE  
NESICHIBIYELO SOHLU LWEZILINGANISOMANANI**

2. Ifomathi yohlu lwezilinganisomanani kanye nesichibiyelo sohlu lwezilinganisomanani

**ISAPHLUKO 3****UKUHANJISWA KOHLU LWEZILINGANISOMANANI KANYE  
NESICHIBIYELO SOHLU LWEZILINGANISOMANANI  
KUMENENJA KAMASIPALA**

3. Ubude besikhathi sokuhambisa uhlu lwezilinganisomanani noma isichibiyelo sohlu lwezilinganisomanani

**ISAPHLUKO 4****OKUQUKETHWE KANYE NEFOMATHI YESAZISO SOKUMEMA  
UMPHAKATHI UKUBA UZOHLOLA UHLU  
LWEZILINGANISOMANANI KANYE NESICHIBIYELO SOHLU  
LWEZILINGANISOMANANI KANYE NOKUFAKWA KWEZIMPIKISO**

4. Isaziso esimema umphakathi ukuba uzohlola uhlu lwezilinganisomanani noma isichibiyelo sezilinganisomanani kanye nokufakwa kwezimpikiso

**ISAPHLUKO 5****OKUQUKETHWE KANYE NOKUMA KWEFOMU LOKUFAKA  
ISI(ZI)PHIKISO MAYELANA NEZINDABA EZIPHATHELENE  
NOBUNINIMHLABA NGOKOHLU LWEZILINGANISOMANANI NOMA  
ISICHIBIYELO SOHLU LWEZILINGANISOMANANI**

5. Indlela yokufaka isiphikiso

**ISAPHLUKO 6**

**OKUQUKETHWE KANYE NOKUMA KWEFOMU YOKWEDLULISELA  
EBHODINI LOKWEDLULISWA KWEZIKHALO  
ZEZILINGANISOMANANI NGOKUNGENELISEKI MAYELANA  
NESINQUMO SOMLINGANISIMANANI KAMASIPALA EZINDABENI  
EZIMAYELANA NOBUNINIMHLABA OBUTHILE NGOKOHLU  
LWEZILINGANISOMANANI NOMA ISICHIBIYELO SOHLU  
LWEZILINGANISOMANANI**

6. Indlela yokufaka ukungeneliseki

**ISAPHLUKO 7**

**INQUBO EMILE YOKUQOKWA KWAMALUNGU AMABHODI  
OKWEDLULISWA KOKUNGANELISEKI NGEZILINGANISOMANANI  
KANYE NAMALUNGU AMAKOMIDI AMABHODI OKWEDLULISWA  
KOKUNGANELISEKI NGEZILINGANISOMANANI**

7. Inqubo emile mayelana nokuqokwa kwamalungu amabhodi okwedluliswa kokunganeliseki ezilinganisomanani kanye namakomidi awo.

**ISAPHLUKO 8**

**IZINQUBO ZANGAPHAKATHI ZEBHODI LEZOKWEDLULISWA  
KOKUNGANELISEKI MAYELANA NEZILINGANISOMANANI  
ZOKUCHITHA IZIKHALO KANYE NOKUBUYEKEZA**

8. Izinqubo zangaphakathi zebhodi lokwedluliswa kwezikhalo ngezilinganisomanani zokuchitha kanye nokubuyekeza.

**ISAPHLUKO 9**

**INZALO OKUMELE IKHOKHWE NGAPHEZU KWEMALI  
OKUFANELE IKHOKHELWE INTELA KAMASIPALA (RATES) NOMA  
OKUFANELE IBUYISELWE KUMKHOKHINTELA NGENXA YOKUTHI  
KUBUYE KWENZIWA KABUSHA UHLU LWEZILINGANISOMANANI  
NOMA ISICHIBIYELO SOHLU LWEZILINGANISOMANANI NOMA  
KWENGEZWA KULO**

9. Inzalo yentela okumele isebenze.

**ISAPHLUKO 10**

**UKUFUNGA KOMLINGANISIMANANI KAMASIPALA NOMA UMSIZI  
WAKHE NOMA UMLINGANISIMANANI OYISIPESHELI NOMA  
ILUNGU LEBHODI LOKWEDLULISWA KWEZIKHALO  
NGEZILINGANISOMANANI NOMA IKOMIDI LALO NGAPHAMBI  
KOMFUNGISI OSEMTHETHWENI MAYELANA NOKUSEBENZA  
KWEHHOVISI**

10. Isikhathi esinqunyelwe sokuhanjiswa kwesifungo

**ISAPHLUKO 11**

**OKUQUKETHWE KANYE NOMUMO WEKHADI LOKUNGENA  
KUBUNINIMHLABA KANYE NOKUWUHLOLA**

11. Ikhadi lokuzazisa  
12. Isihloko esifushane

**IZITHASISELO****IZITHASISELO 1**

Umumo wohlu lwezilinganisomanani noma nesichibiyelo sohlu lwezilinganisomanani).

**IZITHASISELO 2**

(Ifomathi yekhasi lokugcina ohlwini lwezilinganisomanani noma esichibiyelweni sohlu lwezilinganisomanani).

**IZITHASISELO 3**

(Isaziso esimema umphakathi ukuba uzohlola uhlu lwezilinganisomanani noma isichibiyelo sohlu lwezilinganisomanani kanye nokufakwa kweziphikiso).

**IZITHASISELO 4**

(Ifomathi yokufakwa kweziphikiso mayelana nezindaba eziphathelene nomhlaba othile ohlwini lwezilinganisomanani noma esichibiyelweni sohlu lwezilinganisomanani).

**IZITHASISELO 5**

(Ifomathi yokufakwa kwezikhalo zokungeneliseki ebhodini yezokwedluliswa kwezikhalo mayelana nesinqumo somlinganisimanani kamasipala mayelana nomhlaba othile ohlwini lwezilinganisomanani noma esichibiyelweni sohlu lwezilinganisomanani).

**IZITHASISELO 6**

(Isifungo esenziwa ngumlinganisimanani kamasipala noma umsizi womlinganisimanani kamasipala noma umlinganisimanani oyisipesheli).

**IZITHASISELO 7**

(Isifungo esenziwa yilungu lebhodi lokwedluliswa kwezikhalo zezilinganisomanani noma ikomidi lalo).

**IZITHASISELO 8**

(Ikhadi lokuzazisa lomlinganisimanani kamasipala/lomsizi womlinganisimanani/lomqoqi mininingwane kanye nominye umuntu ogunyazwe ngomasipala ukungena emhlabeni/ezindaweni ngenhloso yokuqhuba umsebenzi ophathelene nokulinganiswa kwamanani omhlaba).

**IZITHASISELO 9**

(Ikhadi lokuzazisa lelungu lebhodi lokwedluliswa kwezikhalo kanye nomunye umuntu ogunyazwe yibhodi lokwedluliswa kwezikhalo zokungena emhlabeni/ezindaweni ngenhloso yokuqhuba umsebenzi ophathelene nokulinganiswa kwamanani omhlaba).

## ISAPHLUKO 1

### UKUTOLIKWA KWAMAGAMA

#### Izincazelo

1. Kule mithethomgomo, ngaphandle uma ingqikithi ichaza ngenye indlela, igama noma incazelo ebekwe ngayo eMthethweni, isanikeza incazelo efanayo, njengokuthi,-  
Igama **“uMthetho”** lichaza uMthetho woHulumeni Basemakhaya: uMthetho Wentela yobuninimhlaba kaMasipala ka-2004 (uMthetho ongunombolo 6 ka-2004);  
Igama **“Umphekisi”** liqondiswe kumuntu ofake isicelo sokuphikisa ngokwesigaba 54 (1) soMthetho;  
**“Izinhlangothi ezithintekayo”** kuqondiswe kumlinganisimanani kamasipala, umasipla okuqondiswe kuye, umninimhlaba/ndawo uma kungesiyena ophikisayo, kanye nanoma ngubani ophikisana nohlu lwezilinganisomanani mayelana nomhlaba/nendawo okudingidwa ngayo;  
**“Imeya”**
  - (a) lapho umasipala enemeya enkulu khona liqondise ekhanseleni elikhethwe ngongelethu umkhandlu wonke ngokwesigaba 55 soHulumeni Bezindawo: uMthetho Wokuhlelwa kwezinhlaka zikamasipala ka-1998 (Minicipal Structures Act, 1998), okunguMthetho ongunombolo 117 ka-1998 (Act No.117 of 1998);
  - (b) lapho umasipala enekomidi elikhulu khona liqondise ekhanseleni elikhethwe njengemeya kamasipala ngokwesigaba 48 soHulumeni Bezindawo: uMthetho Wokuhlelwa kwezinhlaka zikamasipala ka-1998 (Minicipal Structures Act, 1998), okunguMthetho ongunombolo 117 ka-1998 (Act No.117 of 1998);

**“Umbhalo ogciniwe (irekhodi)”** kuqondiswe emibhalweni egciniwe yebhodi lokwedluliswa kwezikhalo; bese kuthi

**“Umlinganisimanani oyisipesheli”** kuqondiswe kumuntu ohlonzwe njengomlinganisimanani oyisipesheli ngokwesigaba 43(5) soMthetho.

## ISAHLUKO 2

### IFOMATHI YOHLU LWEZILINGANISOMANANI KANYE NESICHIBIYELO SOHLU LWEZILINGANISOMANANI

**Ifomathi yohlu lwezilinganisomanani kanye nesichibiyelo sohlu lwezilinganisomanani**

2. (1) Umlinganisimanani kamasipala kumele asebenzise ifomathi equkethwe esichibiyelweni 1 uma enza uhlu lwezilinganisomanani noma isichibiyelo sohlu lwezilinganisomanani.

(2) Itayitela lengxenye yesakhiwo esiyinhlanguanisela kumele sivele ekugcineni kohlu lwezilinganisomanani noma lwesichibiyelo sohlu lwezilinganisomanani ngokulandelana kwezinhlamvu (alphabet)njengoba kulandelana amagama ezindawo eziyinhlanganisela.

(3) Imininingwane okungenani okumele ibe sekhasini lokugcina lohlu lwezilinganisomanani noma lwesichibiyelo sohlu lwezilinganisomanani kumele kube kufomathi esesithasiselweni 2.

## ISAHLUKO 3

### UKUHANJISWA KOHLU LWEZILINGANISOMANANI KANYE NESICHIBIYELO SOHLU LWEZILINGANISOMANANI KUMENENJA KAMASIPALA

Ubude besikhathi sokuhambisa uhlu lwezilinganisomanani noma isichibiyelo sohlu lwezilinganisomanani

3. (1) Ubude besikhathi sokuhambisa uhlu lwezilinganisomanani ngokwesigaba 34(d) soMthetho izinyanga ezinhlanu ngaphambi kosuku lokusebenza kwalolo luhlu lwezilinganisomanani.

(2) Ubude besikhathi sokuhambisa isichibiyelo sohlu lwezilinganisomanani ngokwesigaba 78(2) soMthetho izinyanga ezintanthu ngaphambi kosuku lokusebenza kwalolo luhlu lwesichibiyelo sezilinganisomanani.



**ISAPHLUKO 4****OKUQUKETHWE KANYE NEFOMATHI YESAZISO SOKUMEMA UMPHAKATHI UKUBA UZOHLOLA UHLU LWEZILINGANISOMANANI KANYE NESICHIBIYELO SOHLU LWEZILINGANISOMANANI KANYE NOKUFAKWA KWEZIMPIKISO**

**Isaziso esimema umphakathi ukuba uzohlola uhlu lwezilinganisomanani noma isichibiyelo sezilinganisomanani kanye nokufakwa kwezimpikiso**

4. (1) Isaziso ngokwesigaba 49 sifundwa ngokuhlanganyela nesigaba 78(2) soMthetho kumele okungenani sibe naleminingwane elandelayo:

- (a) Igama likamasipala;
- (b) Indawo lapho uhlu lwezilinganisomanani noma isichibiyelo sohlulwe lwezilinganisomanani lungahlolwa khona;
- (c) Ubude besikhathi sokuhlola uhlu lwezilinganisomanani noma isichibiyelo sohlulwe lwezilinganisomanani kanye nobesokufakwa kwezimpikiso;
- (d) Indawo lapho kutholakala khona amafomu okufaka izimpikiso kanye nalapho kumele athunyelwe khona uma esegcwalisiwe;
- (e) Amagama aphelele emenenja kamasipala; kanye
- (f) Nemininingwane yezokuxhumana uma kukhona ofuna ukubuza.

(2) Isaziso njengalokhu kuvela emtheshwanenimgomo (1) kumele sibe sefomathini esesithasiselweni 3.

**ISAPHLUKO 5****OKUQUKETHWE KANYE NOKUMA KWEFOMU LOKUFAKA ISI(ZI)PHIKISO MAYELANA NEZINDABA EZIPHATHELENE NOBUNINIMHLABA NGOKOHLU LWEZILINGANISOMANANI NOMA ISICHIBIYELO SOHLU LWEZILINGANISOMANANI****Indlela yokufaka isiphikiso**

5 (1) Indlela yokufaka isiphikiso kumele ibe sefomathini njengalokhu iqukethwe kusithasiselo 4.

**ISAPHLUKO 6**

**OKUQUKETHWE KANYE NOKUMA KWEFOMU YOKWEDLULISELA  
EBHODINI LOKWEDLULISWA KWEZIKHALO ZEZILINGANISOMANANI  
NGOKUNGENELISEKI MAYELANA NESINQUMO SOMLINGANISIMANANI  
KAMASIPALA EZINDABENI EZIMAYELANA NOBUNINIMHLABA  
OBUTHILE NGOKOHLU LWEZILINGANISOMANANI NOMA  
LWESICHIBIYELO SOHLU LWEZILINGANISOMANANI**

**Indlela yokufaka isikhalo sokungeneliseki**

6. (1) Indlela yokufaka isikhalo sokungeneliseki ebhodini lokwedluliswa kwezikhalo zezilinganisomanani ngokungeneliseki mayelana nesinqumo somlinganisimanani kamasipala ezindabeni ezimayelana nobuninimhlaba obuthile ngokohlu lwezilinganisomanani noma lwesichibiyelo sohlu lwezilinganisomanani lukamasipala kumele ilandele ifomathi njengalokhu iqukethwe esichibiyelweni 5.

(2) Imenenja kamasipala kumele imsize ofaka isicelo sokuphikisa uma kungukuthi lowo muntu akakwazi ukufunda nokubhala.

**ISAPHLUKO 7****INQUBO EMILE YOKUQOKWA KWAMALUNGU AMABHODI  
OKWEDLULISWA KOKUNGANELISEKI NGEZILINGANISOMANANI KANYE  
NAMALUNGU AMAKOMIDI AMABHODI OKWEDLULISWA  
KOKUNGANELISEKI NGEZILINGANISOMANANI**

**Inqubo emile mayelana nokuqokwa kwamalungu amabhodi  
okwedluliswa kokunganeliseki ezilinganisomanani kanye namakomidi  
awo.**

7. (1) UNgqongqoshe wohulumeni basemakhaya (MEC) esifundazweni, ngaphambi kokuqoka amalungu ebhodi abhekele ukulalelwa kwezikhalo ngezilinganisomanani kumele axhumane nezimeya zomasipala be(zi)ndawo lapho kufanele kusungulwe khona ibhodi lezezilinganisomali, mayelana nokuqokwa kwamalungu ebhodi lokwedluliswa kwezikhalo zezilinganisomanani.

(2) Ibhodi elibhekele ukwedluliswa kwezikhalo zezilinganisomanani, emva kokuthola igunya ku-MEC wohulumeni basemakhaya esifundazweni sokusungula ikomidi lebhodi lokwedluliswa kwezikhalo, kumele axhumane nezimeya ezithintekayo zalabo masipala lapho kusungulwe khona amabhodi okwedluliswa kwezikhalo, mayelana nokuqokwa kwamalungu ekomidi okuhlongozwayo.

(3) (a) Amalungu amabhodi abhekele ukwedluliswa kwezikhalo zezilinganisomanani kufanele noma yikanjani aqokwe ezindaweni zomasipala lapho uhlu lwezilinganisomanani luyosebenza khona, nanokuthi uma lokhu kungenzeki kuyofanele baqokwe komasipala abangomakhelwane akukhathelekile noma lowo masipala uwela ngaphansi kwesinye isifundazwe.

(b) Uma kwenzekile kwaqokwa amalungu ebhodi lokwedluliswa kwezikhalo angahlali endaweni engaphansi kwalowo masipala okusungulwa kuwo ibhodi kuyofanele kubhekiswe indaba yebanga amalungu ayolihamba ukuya nokubuya emakhaya awo ukuyolalela izicelo zokuphikisa.

(c) Ngaphambi kokuthi kuqokwe ilungu elingahlali endaweni engaphansi kukamasipala okusungulwa kuwo ibhodi lezikhalo, kuyofanele uNgqongqoshe (MEC) anikeze imeya yakulowo masipala noma omasipala abathintekayo izizathu ezenele ezibhalwe phansi. Imeya ngayinye inelungelo lezinsuku ezingama-30 okufanele izwakalise ilaka layo okuyothi emva kwalokho u-MEC acubungule konke lokho kuphawula ngaphambi kokuthatha isinqumo sokugcina ngokuqoka amalungu.

(4). Imitheshwanamgomo (3)(a), (b) kanye no (c) ngokufana iyosebenza uma ibhodi elicubungula izikhalo zezilinganisomanani liqoka amalungu ekomidi lalo njengalokhu kubekwe esigabeni 71 soMthetho. Kule ngqikithi igama 'MEC' kumele esikhundleni salo kufakwe elithi 'usihlalo webhodi lezikhalo zezilinganisomanani'.

**ISAPHLUKO 8****IZINQUBO ZANGAPHAKATHI ZEBHODI LEZOKWEDLULISWA  
KWEZIKHALO NGEZILINGANISOMANANI MAYELANA NOKUCHITHWA  
KWEZIKHALO KANYE NOKUBUYEKEZA**

Izinqubo zangaphakathi zebhodi lokwedluliswa kwezikhalo ngezilinganisomanani mayelana nokuchithwa kwezikhalo kanye nokubuyekeza:

8. (1) Usihlalo webhodi lokwedlulisa izikhalo mayelana nezilinganisomanani kumele enze ukulalelwa kwezicelo kube yimpumelelo ezinsukwini ezingama-60 kusukela emukele izicelo zezikhalo.

(2) Usihlalo webhodi lokwedlulisa izikhalo mayelana nezilinganisomanani kumele okungenani zingakapheli izinsuku ezingama-21 ngaphambi kokulalelwa kwezicelo zezikhalo azise zonke izinhlangothi ezithintekayo, amalungu ebhodi lezikhalo kuhlenganisa nomedlulisi sikhalo ngendlela ebhalwe phansi ekhomba isikhathi kanye nosuku okuyolalelwa ngalo isikhalo.

(3) Izinqubo zemihlangano yebhodi lezikhalo kumele ziqoshwe phansi futhi zigcinwe ngendlela ephephile ngokusebenzisa isilondolozalwazi esisemthethweni wokugcina imibhalo ehhovisini likamasipala lapho uhlu noma isichibiyelo sohlu lwezilinganisomanani lucutshungulwa khona yibhodi lokwedluliswa kwezikhalo.

(4) Imenenja kamasipala kungumthwalo wayo ukubona ukuthi le mibhalo okukhulunywe ngayo kumtheshwanamgomo (3) igcineke ngendlela ephephile.

(5) Umedlulisi sicelo ngamunye kanye nazo zonke izingxenye ezithintekayo kufanele zingakapheli izinsuku ezingama-30 kusukela isicelo silaleliwe, aziswe ngendlela ebhalwe phansi ngesinqumo sebhodi lokwedluliswa kwezikhalo, yibhodi lokwedluliswa kwezikhalo.

(6) Usihlalo webhodi lokwedluliswa kwezikhalo kumele anikeze izizathu ngesinqumo esithathwe yibhodi zingakapheli izinsuku ezingama-30 ngaphandle kwezindleko ngasohlangothini lomedlulisi sikhalo noma kumuphi-ke nje omunye othintekayo.

**ISAPHLUKO 9**

**INZALO OKUMELE IKHOKHWE NGAPHEZU KWEMALI OKUFANELE IKHOKHELWE INTELA KAMASIPALA (RATES) NOMA OKUFANELE IBUYISELWE KUMKHOKHINTELA NGENXA YOKUTHI KUBUYE KWENZIWA KABUSHA UHLU LWEZILINGANISOMANANI NOMA ISICHIBIYELO SOHLU LWEZILINGANISOMANANI NOMA KWENGEZWA KULO**

**Inzalo yentela ezosetshenziswa**

9. (1) Inzalo yentela okubhekiswe kuyo esigabeni 55(2)(b) soMthetho inzalo yentela esebenza ngaleso sikhathi kulelo bhange i-akhawunti enkulu kamasipala ikhona, kuhlenganisa nephesenti elilodwa (1%), kusukela ngosuku imenenja kamasipala ehlanganise khona ngaso izibalozayo njengalokhu kulandisa umthetho.

(2) Imenenja kamasipala kumele isebenzise inzalo yentela ejwayelekile nanokuthi kumele ithole intela yanyanga zonke ngokuthi yehlukanise inzalo yentela yebhange esebenza ngaleso sikhathi kuhlenganisa nephesenti elilodwa (1%) ngo 12 ukuze kutholakale inzalo yentela yanyanga zonke okufanele ifakwe enanini lemali okufanele ikhokhelwe izintela ngumkhokhintela noma ibuyiselwe kumkhokhintela.

**ISAPHLUKO 10****UKUFUNGA KOMLINGANISIMANANI KAMASIPALA NOMA UMSIZI WAKHE NOMA UMLINGANISIMANANI OYISIPESHELI NOMA ILUNGU LEBHODI LOKWEDLULISWA KWEZIKHALO NGEZILINGANISOMANANI NOMA IKOMIDI LALO NGAPHAMBI KOMFUNGISI OSEMTHETHWENI MAYELANA NOKUSEBENZA KWEHHOVISI**

**Isikhathi esinqunyelwe sokuhanjiswa kwesifungo kanye nefomathi yesifungo**

10. (1) Isifungo njengalokhu sibekwe esigabeni 40 sifundwa ngokuhlanganyela nesigaba 43(5) somthetho esenziwa ngumlinganisimanani kamasipala noma umsizi kamlinganisimanani noma umlinganisimanani oyisipesheli kumele silandele ifomathi njengalokhu ihlelwe esichibiyelweni 6.

(2) Isifungo okukhulunywe ngaso kumtheshwanamgomo (1) kumele sithunyelwe kumenenja kamasipala esikhathini esiyizinsuka ezingama-30 enikwe umsebenzi, kodwa kube ngaphambi kokuqalwa komsebenzi.

(3) Isifungo esenziwa yilungu lebhodi lezikhalo mayelana nezilinganisomanani kumele sifakwe ehhovisini le-MEC yohulumeni basemakhaya esikhathini esiyizinsuka ezingama-30 enikwe umsebenzi, kodwa kube ngaphambi kokuqalwa komsebenzi.

(4) Isifungo esenziwa yilungu lekomidi lebhodi lezikhalo mayelana nezilinganisomanani kumele sifakwe ehhovisi likasihlalo webhodi lezikhalo mayelana nezilinganisomanani esikhathini esiyizinsuka ezingama-30 linikwe umsebenzi, kodwa kube ngaphambi kokuqalwa komsebenzi.

(5) Izifungo okukhulunywe ngazo emtheshwanenimgomo (3) no (4) kumele zibe kufomathi njengalokhu ihlelwe esithasiselweni 7.

(6) Izifungo okukhulunywe ngazo kumtheshwan mgomo (1) no (5) kumele okungenani zibe nale mininingwane elandelayo:

(a) Amagama aphelele omlinganisimanani kamasipala noma elungu lebhodi lezokwedluliswa kwezikhalo zezilinganisimanani noma ikomidi lalo, (thatha lokho okudingakayo);

(b) Inombolo kamazisi yomlinganisimanani

- kamasipala noma elungu lebhodi lezokwedluliswa kwezikhalo zezilinganisimanani noma ikomidi lalo, (thatha lokho okudingakayo);
- (c) Igama likamasipala noma lomkhandlu wezokwedluliswa kwezikhalo zesilinganisimanani, (thatha lokho okudingakayo);
- (d) Ubude besikhathi esinikeza isiqinisekiso sokugunyazwa;
- (e) Isiginesha yomlinganisimanani kamasipala noma yelungu lomkhandlu wezokwedluliswa kwezikhalo zezilinganisimanani noma ikomidi lawo, (thatha okudingekayo) kanye nosuku;
- (f) Umfungisi osemthethweni (amagama akhe aphelele);
- (g) Isiginesha Yomfungisi osemthethweni kanye nosuku.

## **ISAPHLUKO 11**

### **OKUQUKETHWE KANYE NOMUMO WEKHADI LOKUNGENA KUBUNINIMHLABA KANYE NOKUWUHLOLA**

#### **Ikhadi lokuzazisa**

11. (1) Ikhadi lokuzazisa elihlelwe esigabeni 41(2) soMthetho kumele lime ngendlela ebekwe esithasiselweni 8.

(2) Ikhadi lokuzazisa elihlelwe esigabeni 72(3) soMthetho kumele lime ngendlela ebekwe esithasiselweni 9.

#### **Isihloko esifushane**

12. Le mithethomgomo ibizwa ngeMithetho Yentela kaMasipala yoBuninimhlaba ka 2006.

**ISITHASISELO 1****Umumo wohlu lwezilinganisomanani kanye nesichibiyelo sohlu lwezilinganisomanani****IGAMA LIKAMASIPALA**

Inombolo yekhasi

Uhlu lwezilinganisomanani/lwesichibiyela sohlu lwezilinganisomanani kusukela \_\_\_\_\_ kuya \_\_\_\_\_ lukaMasipala \_\_\_\_\_.

*\*Susa okungadingekile*

Igama lendawo:

Imininingwane mayelana nomhlaba ngamunye kumele ihleleke ngale ndlela elandelayo						
a	b	c	d	e	f	g
Ukubhaliswa ngokusemthethweni noma enye indlela yokuchaza umhlaba	Amagama aphelele omnikazi	Uhlobo oluqagulwe ngokwesigaba 8 soMthetho womhlaba ongaphansi kwaso	Ikheli lendawo yomhlaba	Ububanzi bomhlaba	Intengo yangaleso sikhathi yomhlaba uma umhlaba ulinganisiwe ngokwamanani	Noma yimiphi eminye imininingwane enikeziwe

Igama letayiyela lengxenywe yesakhiwo \_\_\_\_\_ Inombolo yendawo

eyinhlanganisela \_\_\_\_\_

Imininingwane mayelana nomhlaba ngamunye kumele ihleleke ngale ndlela elandelayo						
a	b	c	d	e	f	g
Ukubhaliswa ngokusemthethweni noma enye indlela yokuchaza umhlaba	Amagama aphelele omnikazi	Uhlobo oluqagulwe ngokwesigaba 8 soMthetho womhlaba ongaphansi kwaso	Inombolo yefulethi noma yomnyango	Ububanzi besakhiwo	Intengo yangaleso sikhathi yomhlaba uma umhlaba ulinganisiwe ngokwamanani	Noma yimiphi eminye imininingwane enikeziwe



**ISITHASISELO 2**

**Okungenani imininingwane elandelayo kumele ibe sekhasini lokugcina ohlwini lwezilinganisomanani kanye nasesichibiyelweni sohlu lwesilinganisomanani:**

ISIQINISEKISO SOMLINGANISIMANANI KAMASIPALA NJENGALOKHU SIHLELWE KAHLE ESIGABENI 34(c) SOMTHETHO

Mina, \_\_\_\_\_, Inombolo \_\_\_\_\_ kaMazisi \_\_\_\_\_ ngiyaqinisekisa ukuthi, ngokwezinhlinzeko zoHulumeni Basekhaya: Umthetho weNtela yoBuninimhlaba kaMasipala we-2004 (Umthetho ongunombolo 6 we-2004), owaziwa njengoMthetho, ngokusemandleni amakhono kanye nolwazi enginalo kanye nangaphandle kokwesaba, ukwenzelela noma ukubandlulula ngenze uhlu lwezilinganisomanani/lwesichibiyelo sohlu lwezilinganisomanani\* lukamasipala \_\_\_\_\_ ngokwezinhlinzeko zoMthetho. Ekwenzeni imisebenzi yami njengomlinganisimanani kamasipala ngihambisene nezigaba 43 no 44 zoMthetho.

*\* Susa okungadingekile.*

Siqinisekise e \_\_\_\_\_ zingu \_\_\_\_\_ enyangeni ka \_\_\_\_\_ 2 \_\_\_\_\_ (unyaka)

Inombolo Yokusebenza ebhaliswe ngokusemthethweni nabe-South African Council for the Property Valuers Profession \_\_\_\_\_  
Uhlobo okubhaliswe ngalo olusemthethweni \_\_\_\_\_

Isiginesha yomlinganisimanani kamasipala

**ISITHASISELO 3**

**Ifomathi yesaziso esimema umphakathi ukuba uzohlola uhlu lwezilinganisomanani noma isichibiyelo sohlu lwezilinganisomanani kumele lume ngale ndlela elandelayo:**

**IGAMA LIKAMASIPALA**

**ISAZISO ESIMEMA UMPHAKATHI UKUBA UZOHLOLA UHLU  
LWEZILINGANISOMANANI /KANYE ISICHIBIYELO SOHLU  
LWEZILINGANISOMANANI NOKUFAKA ISICELO SOKUPHIKISA\***

Kwaziswa umphakathi, ngokwesigaba 49 (1) (a) (i) sifundwa ngokuhlanganyela nesigaba 78(2)\* soMthetho woHulumeni Basemakhaya: uMthetho Wentela yoBuninimhlaba kaMasipala we-2004, (uMthetho ongunombolo 6 we-2004), obuye ubizwe ngokuthi uMthetho, ukuthi uhlu lwezilinganisomanani/isichibiyelo sohlu lwezilinganisomanani lweminyaka/lonyaka wezimali\* ye-\_\_\_\_\_ seluvulelekile ukuthi umphakathi uluhlole emahhovisi kamasipala\_\_\_\_\_ kusikela\_\_\_\_\_ kuya\_\_\_\_\_.Ngaphezu kwalokho noma lolu hlu luyatholakala ekhelini lesizindalwazi elithi www.

Kumenywa, ngokwesigaba 49(1)(a)(ii) sifundwa ngokuhlanganyela nesigaba 78(2)\* soMthetho, noma ngubani ongumnikazi womhlaba noma omunye nje-ke umuntu onesifiso sokuba afake isicelo sokuphikisa emenenjeni kamasipala nganoma yikuphi okusohlwini lwezilinganisomanani noma okusalile ohlwini lwezilinganisomanani/esichibiyelweni sohlu lwezilinganisomanani\* phakathi kwesikhathi esibekwe ngenhla.

Umphakathi uyaxwayiswa ukuthi ngokwesigaba 50(2) soMthetho ukuphikisa kumele kuqondane ngqo nalowo mhlaba ofisa ukuphikisa ngawo kodwa kungabi ngesohlu lwezilinganisomanani/lwesichibiyelo sohlu lwezilinganisomanani\*. Ifomu lokufaka isiphikiso sakho litholakala kuleli kheli elilandelayo \_\_\_\_\_ noma ekhelini lesizindalwazi elithi www\_\_\_\_\_. Amafomu asegcwalisiwe kumele abuyiselwe kuleli kheli elilandelayo\_\_\_\_\_

Uma ufuna ukubuza sicela ushayele kule nombolo yocingo\_\_\_\_\_ noma usebenzise leli kheli lombikombani (email)\_\_\_\_\_

\_\_\_\_\_  
IMenenja kaMasipala

\_\_\_\_\_  
Isiginesha

\_\_\_\_\_  
Usuku

*\*Susa okungadingekile*

**ISITHASISELO 4**

**Ifomathi elandelayo iqukethe okungenani imininingwane okufanele igcwaliswe uma umuntu efaka isi(zi)celo sokuphikisa mayelana nezindaba eziphathelene nomhlaba othile ohlwini lwezilinganisomanani noma isichibiyelo sohlu lwezilinganisomanani lukaMasipala.**

IFOMU A: IZINDAWO ZOKUHLALA (ITAYITELA ELIGWELE KANYE NETAYITELA LENGXENYE YENDAWO YESAKHIWO ESISETSHENZISELWA UKUHLALA)

INOMBOLO YOKUPHIKISA

[Redacted box]

IMENENJA KAMASIPALA

..... UMASIPALA

UKUFAKWA KWESIPHIKISO MAELANA NODABA OLUVELA NOMA OLUSHIYEKE NGAPHANDLE KOHLU/KWESICHIBIYELO SOHLU LWEZILINGANISOMANANE \*KUSUKELA KUJULAYI 1 ..... KUYA KUJUNI 30 .....

\*Susa okungadingekile

(GCWALISA IFOMU NGESIKHALO NGASINYE OSIFAKAYO)

INIMBOLO  
YESIZA/YENDAWO  
YOMUNTO  
NGAMONTO

[Redacted box]

IGAMALENDAWO  
EYIPHETHELO  
LEDOLOBHA /  
LEZAKHIWO  
EZIYINHLANGANISE  
LA

[Redacted box]

ISIGABA 1: IMININGWANI YOPHIKISAYO

1.1 UMA UPHIKISAYO KUNGUMNIKAZI

UMNIKAZI WENDAWO OSEMTHETHWENI

[Redacted box]

INOMBOLO KAMAZISI

[Redacted box]

INKAMPANI NOMA  
INOMBOLO INKAMPANI  
EBHALISE NGAYO

[Redacted box]

IKHELI LASEKHAYA  
LOMNIKAZI  
IKHELI LOKUPOSA  
LOMNIKAZI

[Redacted box]

IKHODI  
IKHODI

INOMBOLO YOCINGO:

OLWASEKHAYA

[Redacted box]

OLWASEMSEBENZINI

[Redacted box]

ISELULA

[Redacted box]

INOMBOLO YEFEKSI

[Redacted box]

IKHELI LOMBIKOMBANI

[Redacted box]

1.2 UMA OPHIKISAYO KUNGESIYENA OMNIKAZI NOMA UMASIPALA KUNGUYENA O PHIKISAYO

IGAMA LOPHIKISAYO:

[Redacted box]

INOMBOLO KAMAZISI

[Redacted box]

INKAMPANI NOMA  
INOMBOLO INKAMPANI  
EBHALISE NGAYO

[Redacted box]

IKHELI LOKUPOSA  
LOMNIKAZI

[Redacted box]

IKHODI

INOMBOLO YOCINGO:

OLWASEKHAYA

[Redacted box]

OLWASEMSEBENZINI

[Redacted box]

ISELULA

[Redacted box]

INOMBOLO YEFEKSI

[Redacted box]

IKHELI LOMBIKOMBANI

[Redacted box]

ISIMO SOPHIKISAYO (isib. Umqashi, Olondele Ukuthenga, Umasipala nji.)

[Redacted box]

1.3 OMELE OPHIKISAYO OSEMTHETHWENI

INGAMA LOMELE OPHIKISAYO:

[Redacted box]

IKHELI LOKUPOSA  
LOMNIKAZI

[Redacted box]

IKHODI

INOMBOLO YOCINGO:

OLWASEKHAYA

[Redacted box]

OLWASEMSEBENZINI

[Redacted box]

ISELULA

[Redacted box]

INOMBOLO YEFEKSI

[Redacted box]

IKHELI LOMBIKOMBANI

[Redacted box]

\* UMA OMELE OPHIKISAYO EQOKIWE, KUMELE KUNANYATHISELWE OBOFAKAZI BOKUGUNYAZA Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU A: IZINDAWO ZOKUHLALA (ITAYITELA ELIGWELE KANYE NETAYITELA LENGXENYE YENDAWO YESAKHIWO ESISETSHENZISELWA UKUHLALA)**

**ISIGABA 2: IMINININGWANE YENDAWO**

(MAYELANA NAMATAYITELA EZINGXENYE ZENDAWO BHEKA ISIGABA 4)

IKHELI LENDAWO  IKHODI

UBUBANZI BENDAWO  m<sup>2</sup>

INOMBOLO YE-AKHA-WUNTI KAMASIPALA  (Uma ikhona)

IGAMA LOMNIKAZI WEBHONDI	INTENGO YE BONDHI ESEMTHETHWENI	(Uma ikhona)
<input type="text"/>	<input type="text"/>	

NIKEZA IMINININGWANE EPHELELE YAZO ZONKE IZINDAWO OZISEBENZISA NGOKWENGUNYA LOMNIKAZI, EZAZISO ZEMIGWAQO NOMA UKUVUNYELWENE NGAkho UPHATHELENE NEMPAHLA/NENDAWO (Uma kukhona)

INOMBOLO EGUNYAZA UKUSEBENZISA INDAWO	INDAWO ETHINTEKAYO	m <sup>2</sup>
<input type="text"/>	<input type="text"/>	<input type="text"/>
IKUNYAZWE KU	<input type="text"/>	
UKWENZA LOKHU	<input type="text"/>	

ISINXEPHEZELO SAKHOKHWA UMA KUNJALO	YEBO	CHA	INANI	R
USUKU LOKUKHOKHELA	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**ISIGABA 3: UKUCHAZWA KWENDAWO YOKUHLALA (MAYELANA NAMATAYITELA EZINGXENYE ZEZINDAWO BHEKA ISIGABA 4)**

( KHOMBISA NGENOMBOLO NOMA UPHAWULE NGO- YEBO NAMA CHA EBHOKISINI ELIFANELE) SAKHIWO SOKUHLALA

INAMBA YAMAGUMBI OKULALA	INAMBA YAMAGUMBI OKUGEZELA	IKHISHI	IGUMBI LOKUPHUMULA
IGUMBI OKUDLELA	IGUMBI LOKUPHUMOLA NOKUDLELA	IGUMBI LOKU FUNDELA	IGUMBI LOKUDLELA
IGUMBI LIKAMABONAKUDE	ILONDOLO	IGUMBI YANGASESE CELENI	
OKUNYE		OKUNYE	
OKUNYE		OKUNYE	

**IZAKHIWO IZINGAPHANDLE**

INAMBA YA MAGARAJI	<input type="text"/>
AMAGUMBI EFULETHI/ KAGOGO	<input type="text"/>
OKUNYE	<input type="text"/>

USAYIZI WASAKHISO SOKUHLALA	m <sup>2</sup>
USAYIZI WASAKHISO SANGAPHANDLE	m <sup>2</sup>
USAYIZI WEZINYE IZAKHIWO	m <sup>2</sup>
USAYIZI WESAKHIWO USUWONKE	m <sup>2</sup>

**EZINYE IZAKHIWO (NAMTHISELA ISITHASISELO)**

OKUNYE	IDAMU LOKUBHUKUDA SWIMMING POOL	IKUNDLA YETHENISI	
	IPITSI	INGADI	KUHLE KUSE-ZINGENI AKUKUHLE
OKUNYE		OKUNYE	

**UKUBIYA**

	NGAPHAMBILI	NGEMUVA	ECELENI LOKUQALA	ECELENI LESIBILI
UHLORO	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
UKUPHAKAMA	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**INDAWO YOKUNGENA IMOTO: (Isibi, Izintini, kugandayiwe)**

KUNGABE INDAWO YAKHO IBIYELWE NGODONGA NOMA IKEKEZELWE YIDOLOBHANYANA?

Thika <input checked="" type="checkbox"/>	
YEBO	CHA
<input type="text"/>	<input type="text"/>

**EZINYE IZIMPAWU?:** \_\_\_\_\_

**ISIMO ESEJWAYELEKILE SENDAWO:**

(Thika  )

KUHLE	KUSE-ZINGENI	AKUKUHLE
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU A: IZINDAWO ZOKUHLALA (ITAYITELA ELIGWELE KANYE NETAYITELA LENGXENYE YENDAWO YESAKHIWO ESISETSHENZISELWA UKUHLALA)**

**ISIGABA 4: AMATAITELA EZINDAWO IZIYIZINGXENYE ZOMUNTU NGOMUNTU**

INOMBOLO YENDAWO EYINHLA-NGANISELA	IGAMA LENDAWO EYINHLA-NGANISELA	INOMBOLO MNYANGO	USAYIZI WE-NDAWO YOMUNTU NGOMUNTU	m <sup>2</sup>
IGAMA LOSINGETHE UKUDAYISELANA			INOMBOLO YOCINGO	

**KHOMBISA NGENOMBOLO NOMA UKHOMBISE NOMA CHA EBHOKISINI ELEFANELE**

INAMBA YAMAGUMBI	INAMBA YEZINDLU	IGUMBI LOKUPHUMULA	IGUMBI LOKUPHUMULA
OKULALA	ZOKUJEZELA	IKHISHI	IGUMBI LOKUPHUMULA
IGUMBI LOKUDLELA	IGUMBI LOKUPHUMULA NELOKUDLELA	IGUMBI LOKUFUNDELA	IGUMBI LOKUDLALA
IGUMBI		INDLU YANGASES E CELENI	
LIKAMABONAKUDE	ILONDOLO	OKUNYE	
OKUNYE		OKUNYE	
OKUNYE		OKUNYE	

I LEVI YANYANGA ZONKE R IMINININGWANE YEZI NDAWO EZISETSHEZINSELWA OKWEHLUKILE

**INDAWO EJWAYELEKILE INALOKHU**

IDAMU LOKU BHUKUDA	
IKUNDLA YE	
THENISI	
OKUNYE	
OKUNYE	
OKUNYE	

IGARAJI	m <sup>2</sup>
UMPHEME WEMOTO	m <sup>2</sup>
INDAWO YOKU PAKA E VULELKILE	m <sup>2</sup>
IGUMBI LOKUGCIN A IMPAHLA	m <sup>2</sup>
INGADI	m <sup>2</sup>
OKUNYE	m <sup>2</sup>

**ISIGABA 5: ULWAZI NGETENGO**

KUNGABE IMPHAHLA/INDAWO YAKHO ISEMAKHETHE KUMANJE ITHININI INTENGO YAYO?

R	
R	

IZOTHENGWA NGAMALINI

KUNGABE INDAWO YAKHO YAYISEMAKHETHE EMINYAKENI EMITHATHU E YADLULE YAYIBIZA MALINI?

R	
R	

YATHENGWA NGAMALINI

IGAMA LOMDAYISI:

	INOMBOLO YOCINGO
--	------------------

IZINDLELA ZOKUDAYISELANA (ZEZINYE IZINDAWO ENDAWENI) EZISETSHEZINSELWA OFAKA UKUTHOLA INANI LENTENGO ESEMAKHETHE LENDAWO AFAKA ISICELO NGAYO

INOMBOLO YESIZA/ YENDAWO YOMUNTU NGOMUNTU	IGAMA LENDAWO ESEPHETHELWENI LEDOLOBHA/ INDAWO EYINHLANGANISELA	USUKU LOKUDAYISELA	INTENGO YOKUDAYISELANA

**ISIGABA 6: IMINININGWANE YOKUPHIKISA**

UKUCHAZWA KWENDAWO/INOMBOLO YENDAWO YOMUNTU NGOMUNTU	IMINININGWANE NJENGALOKHU IVELA OHLWINI LWEZILINGANISO MANANE	IZINDLEKO EZICELWE UMPHIKISI
UHLOBO		
IKHELI LENDAWO/ INOMBOLO YOMNYANGO/ INOMBOLO YEFULETHI		
UBUBANZI		
INTENGO ESEMAKHETHE		
IGAMA LOMNIKAZI		

IZIMPAWU EZINGABA NOBUNGOZI FUTHI/NOMA EZINYE EZAZATHU UKWESEKELA ISICELO SOKUZWAKALISA UKUKHONANDA UKWESEKELA LESI SIOHIKISO (IZITHASISELO ZINGANIKEZWA)

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU A: IZINDAWO ZOKUHLALA (ITAYITELA ELIGWELE KANYE NETAYITELA LENGXENYE YENDAWO YESAKHIWO ESISETSHENZISELWA UKUHLALA)**

**ISIGABA 7: ISIFUNGO**

UYAXWAYISWA MAYELANA NESIGABA 42(2) SOMTHETHO ESIMAYELANA NOMIQULU, ULWAZI NOMA IMINININGWANE ENGANIKEZWANGA NGESIKHATHI IDINGEKA NJENGALOKHU KULAWULA ISIGATSHANA 42(1) SOMTHETHO FUTHI NOMNIKAZI ETHEMBELE KUWO LOWO MQULU, ULWAZI NOMA IMINININGWANE ESICELWENI SOKUPHIKISA EBHODINI LEZIKHALO ZEZILINGANISOMANANI, IBHODI LOKWEDLULISWA KWEZIKHALO LINGATHATHA ISIQUMO ESIMAYELANA NEZINDLEKO NGOKWESIGABA 70 SOMTHETHO UMA IBHODI LIBONA UKUTHI UKWEHLULEKA UKULETHA LOWO MQULU, ULWAZI NOMA IMINININGWANE KUFUKE INCINDEZI EMISEBENZINI YOMLINGANISIMANANI KAMASIPALA NOMA EBHODINI LOKWEDLULISWA KWEZIKHALO

MINA/THINA \_\_\_\_\_ NGI(SI) YAFUNGA UKUTHI ULWAZI KANYE NEMINININGWANE ENIKEZIWE IYIQINISO FUTHI IQONDILE.

UNYAKA	INYANGA	USUKU

USUKU:

ISINGESHA \_\_\_\_\_

**OKWEHOVISI KUPHELA**

**ISIGABA 8: ISINQUMO SOMLINGANISIMANANI KAMASIPALA**

UKUCHAZWA KWENDAWO/INOMBOLO YENDAWO YOMUNTU NGOMUNTU	
UHLOBO	
IKHELI LENDAWO/ INOMBOLO YOMNYANGO/ INOMBOLO YEFULETHI	
UBUBANZI	
INTENGO ESEMAKETHE	
IGAMA LOMNIKAZI	

**IZAZATHU ZOMLINGANISIMANANI KAMASIPALA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

INGAMA LOMLINGANISIMANANI KAMASIPALA/LOMLINGANISIMANANI WOMSIZI KAMASIPALA\*  
*\*Susa okungadingekile*  
 ISINGESHA:


UNYAKA	INYANGA	USUKU

USUKU

**ISIGABA 9: UKWAZISWA KOMPHUMELA**

UHLU LWEZILINGANISOMANANI LULUNGISIWE  
 UMPHIKISI WAZISIWE  
 UMNKAZI WAZISIWE  
 ISIGABA 52(1)(a)  
 UMA SIKHONA

ISINGESHA	USUKU

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI



**IFOMU B: IZINDAWO EZOKUHLALA EZOKULIMA(isib. Okungezamabhezini, ezezimboni, amahhovisi, izikole)**

INOMBOLO YOKUPHIKISA

**IMENENJA KAMASIPALA**

..... **UMASIPALA**

**UKUFAKWA KWESIPHAKISO MAELANA NODABA OLVELA NOMA OLUSHIYEKE NGAPHANDLE KOHLU/KWESICHIBIYELO SOHLU LWEZILINGANISOMANANE \*KUSUKELA KUJULAYI 1 ..... KUYA KUJUNI 30 .....**

**UKUCHAZWA KWESAKHIWO OKUBHEKISWE KUSO ISIPHAKISO**

**(GCWALISA IFOMU NGESIKHALO NGASINYE OSIFAKAYO)**

INIMBOLO  
YESIZA/YESAKHIWO  
SOMUNTU  
NGAMUNTU

LEDOLOBHA /  
LEZAKHIWO  
EZIYINHLANGANISE  
LA

INOMBOLO YEFAMU

INOMBOLO  
YOKUBHALISA

**ISIGABA 1: IMININGWANE YOPHIKISAYO**

**1.1 UMA UPHIKISAYO KUNGUMNIKAZI**

UMNIKAZI WENDAWO OSEMTHEHWENI

INOMBOLO KAMAZISI

INKAMPANI NOMA  
INOMBOLO INKAMPANI  
EBHALISE NGAYO

IKHELI LASEKHAYA  
LOMNIKAZI  
IKHELI LOKUPOSA  
LOMNIKAZI

IKHODI

IKHODI

INOMBOLO YOCINGO:

OLWASEKHAYA ( )

OLWASEMSEBENZINI ( )

ISELULA

INOMBOLO YEFEKSI ( )

**1.2**

**IKHELI LOMBIKOMBANI  
UMA OPHIKISAYO KUNGESIYENA OMNIKAZI NOMA UMASIPALA KUNGUYENA O PHIKISAYO**

IGAMA LOPHIKISAYO:

INOMBOLO KAMAZISI

INKAMPANI NOMA  
INOMBOLO INKAMPANI  
EBHALISE NGAYO

IKHELI LOKUPOSA  
LOMNIKAZI

IKHODI

INOMBOLO YOCINGO:

OLWASEKHAYA ( )

OLWASEMSEBENZINI ( )

ISELULA

INOMBOLO YEFEKSI ( )

IKHELI LOMBIKOMBANI

ISIMO SOPHIKISAYO (isib. Umgashi, Olondele Ukuthenga, Umasipala nj.)

**1.3**

**OMELE OPHIKISAYO OSEMTHEHWENI NGOKUSEMTHEHWENI**

INGAMA LOMELE OPHIKISAYO:

IKHELI LOKUPOSA  
LOMNIKAZI

IKHODI

INOMBOLO YOCINGO:

OLWASEKHAYA ( )

OLWASEMSEBENZINI ( )

ISELULA

INOMBOLO YEFEKSI ( )

IKHELI LOMBIKOMBANI

\*

**UMA OMELE OPHIKISAYO EQOKIWE, KUMELE KUNANYATHISELWE OBOFAKAZI BOKUGUNYAZA**

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama**

**lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU B:IZINDAWO OKUNGEZONA EZOKUHLALA NOMA EZOKULIMA**

(Isib. Okungezamabizinisi, Ezezimboni, Amahhovisi, Izikole)

**ISIGABA 2: IMINININGWANE WENDAWO (MAYELANA NAMATAYITELA EZINGXENYE ZENDAWO BHEKA ISIGABA 4)**

IKHELI LENDAWO  IKHODI

UBUBANZI BENDAWO  m<sup>2</sup>

INOMBOLO YE- AKHAWUNTI KAMASIPAL A  (Uma Ikhona)

IGAMA LOMNIKAZI WEBHONDI	INTENGO YEBHONDI ESEMTHEHWENI	(Uma ikhona)
<input type="text"/>	<input type="text"/>	

NIKEZA IMINININGWANE EGCWELE YAZO ZONKE IZINDAWO OGUNYAZWE UKUZISEBENZISA, IZAZISO ZEMIGWAQO NOMA OKUNYE OKUVUNYELWANE NGAKHO OKUTHINTA INDAWO/UMHLABA NGOKUPHATHELENE NEMPAHLA/NENDAWO (Uma kukhona)

<input type="text"/>			
INOMBOLO EGUNYAZA UKUSEBENZISA INDAWO	INDAWO ETHINTEKAYO	m <sup>2</sup>	
<input type="text"/>			
<input type="text"/>			

ISINXEPHEZELO SAKHOKHWA  
**UMA KUNJALO:-**  YEBO  CHA  INANI  R   
 USUKU LOKUKHOKHA

**ISIGABA 3: UKUCHAZWA KWEZAKHIWO ( MAYELANA NETAYITELA LENGXENYE YASAKHIWO GCWALISA ISIGABA 4) (ULWAZISO OLUKU 3.1 KUYA 3.4 KUMELE LULETHWE NGOHLELO LWEZITHASISELO NGALE NDLELA ELANDELAYO)**

**3.1 UMQASHI KANYE NEMINININGWANE YERENTI - ISITHASISELO A**

IGAMA LOMQASHI	USAYIZI	IRENTI (KUNGAHLA-NGENE NENTELA)	UKWENYUKA KWERENTI	EMINYE IMITHELELA	ISIKHATHI SOKUQASHA	USUKU LOKUQALA
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**3.2 ISHEDULI YEZINDLEKO KUHLANGANISA: EZIKAMASIPALA, EZOKUSINGATHA, IMISHWAYILENSE, UKUVIKELEKA NOKUNYE - ISITHASISELO B**

**3.3 ISITATIMENDE SEMALI ENGENAYO KANYE NEPHUMAYO SONYAKA WEZIMALI OWEDLULE - ISITHASISELO C**

**3.4 OSAYIZI BEZAKHIWO - ISTHASISELO D**

INOMBOLO YESAKHIWO	USAYIZI m <sup>2</sup>	UKUCHAZA Isibi. Sisetshenziswa njengesitolo, Ihovisi nokunye	ISIMO
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3.5 UMA KUNGUKUTHI ISAKHIWO SESITHUTHUKISWE SAZE SABA SEZINGENI ELIPHEZULU NANOKUTHI SISETSHENZISWA KAHLE, KHOMBISA UBUBANZI BOMHLABA OKUNGAQHUTSHEKWA NOKUTHI KWENZIWE INTUTHUKO  m<sup>2</sup>

**EZINYE EZIMPAWU ZEZAKHIWO: (NIKEZA ISITHASISELO E UMA KUNESIDINGO)**

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**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU B: IZINDAWO OKUNGEZONA EZOKUHLALA NOMA EZOKULIMA**

(Isibi. Okungezamabhizinisi, Ezezimboni, Amahhovisi, Izikole)

**ISIGABA 4: ITAYITELA LEZINGXENYE ZEZAKHIWO ZOMUNTU NGOMUNTU**

INOMBOLO YENDAWO EYINHLA-NGANISELA		IGAMA LENDAWO EYINHLA-NGANISELA		INOMBOLO-YO MNYANGO		USAYIZI WE-NDAWO YOMUNTU NGOMUNTU	m <sup>2</sup>
IGAMA LOSINGETHE EZOKUDAYISELANA				INOMBOLO YOCINGO			

IZITOLO	m <sup>2</sup>	OKUNYE		m <sup>2</sup>
AMAHHOVISI	m <sup>2</sup>	OKUNYE		m <sup>2</sup>
AMAFAMU	m <sup>2</sup>	OKUNYE		m <sup>2</sup>

**UMQASHI IKANYE NOLWAZI NGERENTI ISICHIBIYELO A**

IGAMA LOMQASHI	USAYIZI	IRENTI (KUNGAHLANGENE NENTELA)	ESCALATION	OKUNYE	ISIKHATHI SOKUQASHA	OSUKU LOKUQALA
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ILEVI YANYANGA ZONKE R

IMINININGWANE YEZI NDAWO EZISETSHEZINSELWA OKWEHLUKILE

**INDAWO EJWAYELEKILE INALOKHU**

IDAMU LOKU	
BHUKUDA	
IKUNDLA	
YETHENISI	
OKUNYE	
OKUNYE	
OKUNYE	

IGARAJI	m <sup>2</sup>
UMPHEME WEMOTO	m <sup>2</sup>
INDAWO YOKU PAKA E VULELKILE	m <sup>2</sup>
IGUMBI LOKUGCIN A IMPAHLA	m <sup>2</sup>
INGADI	m <sup>2</sup>
OKUNYE	m <sup>2</sup>

**ISIGABA 5: ULWAZI NGETENGO**

KUNGABE IMPHAHLA/INDAWO YAKHO ISEMAKHETHE KUMANJE ITHINI INTENGO YAYO?

R	
R	

IZOTHENGWA NGAMALINI

KUNGABE INDAWO YAKHO YAYISEMAKHETHE EMINYAKENI EMITHATHU E YADLULE YAYIBIZA MALINI?

R	
R	

YATHENGWA NGAMALINI

IGAMA LOMDAYISI:

	INOMBOLO YOCINGO
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**IZINDELELA ZOKUDAYISELANA EZISETSHENZISWA UMPHIKISI NGESITHATHI EZAMA UKUTHOLA INANI LENDAWO ISIPHIKISO ESIQONDISWE KUYO (UMA ISIKHALA SINGENELE NIKEZA ISITHASISELO F)**

INOMBOLO YESIZA/ YENDAWO YOMUNTU NGOMUNTU	IGAMALENDAWO ESEPHETHELWENI LEDOLOBHA/ INDAWO EYINHLANGANISELA	USUKU LOKUDAYISELA	INTENGO YOKUDAYISELANA

**ISIGABA 6: IMINININGWANE YOKUPHIKISA**

UKUCHAZWA KWENDAWO/INOMBOLO YENDAWO YOMUNTU NGOMUNTU	IMINININGWANE NJENGALOKHU IVELA OHLWINI LWEZILINGANISO MANANE	IZINDELEKO EZICELWE UMPHIKISI
UHLOBO		
IKHELI LENDAWO/ INOMBOLO YOMNYANGO/ INOMBOLO YEFULETHI		
UBUBANZI		
INTENGO ESEMAKHETHE		
IGAMA LOMNIKAZI		

IZIMPAWU EZINGABA NOBUNGOZI FUTHI/NOMA EZINYE EZAZATHU UKWESEKELA ISICELO SOKUZWAKALISA UKUKHONANDA UKWESEKELA LESI SIOHIKISO (IZITHASISELO ZINGANIKEZWA)

Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU B: IZINDAWO OKUNGEZONA EZOKUHLALA NOMA EZOKULIMA****(Isibi. Okungezamabhezini, Ezezimboni, Amahhovisi, Izikole)****ISIGABA 7: ISIFUNGO**

UYAXWAYISWA MAYELANA NESIGABA 42(2) SOMTHETHO ESIMAYELANA NOMIQULU, ULWAZI NOMA IMINININGWANE ENGANIKEZWANGA NGESIKHATHI IDINGEKA NJENGALOKHU KULAWULA ISIGATSHANA 42(1) SOMTHETHO FUTHI NOMNIKAZI ETHEMBELE KUWO LOWO MQULU, ULWAZI NOMA IMINININGWANE ESICELWENI SOKUPHIKISA EBHODINI LEZIKHALO ZEZILINGANISOMANANI, IBHODI LOKWEDLULISWA KWEZIKHALO LINGATHATHA ISIQUMO ESIMAYELANA NEZINDLEKO NGOKWESIGABA 70 SOMTHETHO UMA IBHODI LIBONA UKUTHI UKWEHLULEKA UKULETHA LOWO MQULU, ULWAZI NOMA IMINININGWANE KUPHAKA INCINDEZI EMISEBENZINI YOMLINGANISIMANANI KAMASIPALA NOMA EBHODINI LOKWEDLULISWA KWEZIKHALO

MINA/THINA \_\_\_\_\_ NGI(SI) YAFUNGA UKUTHI ULWAZI KANYE  
NEMINININGWANE ENIKEZIWE IYIQINISO FUTHI IQONDILE.

UNYAKA	INYANGA	USUKU

USUKU:

ISIGINESHA \_\_\_\_\_

**OKWEHOVISI KUPHELA****ISIGABA 8: ISINQUMO SOMLINGANISIMANANI KAMASIPALA**

UKUCHAZWA KWENDAWO/INOMBOLO YENDAWO YOMUNTU NGOMUNTU	
UHLOBO	
IKHELI LENDAWO/ INOMBOLO YOMNYANGO/ INOMBOLO YEFULETHI	
UBUBANZI	
INTENGO ESEMAKETHE	
IGAMA LOMNIKAZI	

**IZAZATHU ZOMLINGANISIMANANI KAMASIPALA**


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INGAMA LOMLINGANISIMANANI  
KAMASIPALA/LOMLINGANISIMANANI  
WOMSIZI KAMASIPALA\*  
\*Susa okungadingekile  
ISIGINESHA:


UNYAKA	INYANGA	USUKU

USUKU

**ISIGABA 9: UKWAZISWA KOMPHEMELA**

UHLU LWEZILINGANISOMANANI  
LULUNGISIWE  
UMPHIKISI WAZISIWE

UMNIKAZI WAZISIWE

ISIGABA 52(1)(a)  
UMA SIKHONA

ISIGINESHA	USUKU

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama  
lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

IFOMU C: IZINDAWO EZIBEKELWE UKULIMA NOMA MAFAMU

INOMBOLO YOKUPHIKISA

IMENENJA KAMASIPALA

..... UMASIPALA

UKUFAKWA KWESIPHIKISO MAELANA NODABA OLUVELA NOMA OLUSHIYEKE NGAPHANDLE KOHLU/KWESICHIBIYELO SOHLU LWEZILINGANISOMANANE \*KUSUKELA KUJULAYI 1 ..... KUYA KUJUNI 30 .....

\*Susa okungadingekile

UKUCHAZWA KWENDAWO OKWENZIWA NGAYO ISIPHIKISO

(GCWALISA IFOMU ELEHLUKILE ISICELO SOKUPHIKISA NGASINYE)

INOMBOLO  
YENDAWO  
EQASHIWEYE PTN  
NO.

IZINDAWO  
EZIQASHIWE  
ZOKULIMA MAFAMU

INOMBOLO YEFAMU

UKUBHALISWA  
NGOKOMTHETHO

ISIGABA 1: ULWAZI NGESIPHIKISO

1.1 UMA OPHIKISAYO KUNGUMNIKAZI

UMNIKAZI WENDAWO OBHALISWE NGOKOMTHETHO

INOMBOLO KAMAZISI

INKAMPANI NOMA  
INOMBOLO INKAMPANI  
EBHALISE NGAYO

IKHELI LENDAWO  
IKHELI LOKUPOSA  
LOMNKAZI

IKHODI

IKHODI

INOMBOLO YOCINGO.: OLWASEKHAYA ( )

OLWASEMSEBENZINI ( )

ISELULA

INOMBOLO YEFEKSI ( )

1.2

IKHELI LOMBIKOMBANI  
UMA OPHIKISAYO KUNGESIYENA UMNIKAZI NOMA UMASIPALA KUNGUYENA OPHIKISAYO

IGAMA LOPHIKISAYO:

INOMBOLO KAMAZISI

INKAMPANI NOMA  
INOMBOLO INKAMPANI  
EBHALISE NGAYO

IKHELI LENDAWO  
LOPHIKISAYO

IKHODI

INOMBOLO YOCINGO.: OLWASEKHAYA ( )

OLWASEMSEBENZINI ( )

ISELULA

INOMBOLO YEFEKSI ( )

IKHELI LOMBIKOMBANI

ISIMO SOPHIKISAYO (isib. Umgashi, Olondele Ukuthenga, Umasipala nokunye)

1.3

OMELE OPHIKISAYO OSEMTHEHWENI

IGAMA LOMELE OPHIKISAYO:

IKHELI LOKUPOSA

IKHODI

INOMBOLO YOCINGO.: OLWASEKHAYA ( )

OLWASEMSEBENZINI ( )

ISELULA

INOMBOLO YEFEKSI ( )

IKHELI LOMBIKOMBANI

\* UMA OMELE OPHIKISAYO EQOKIWE, KUMELE KUNANYATHISELWE OBUFAKAZI BOKUGUNYAZWA

Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU C: IZINDAWO EZIBEKELWE UKULIMA NOMA MAFAMU**

**ISIGABA 2: IMININGWANE WENDAWO (MAYELANA NAMATAYITELA EZINGXENYE ZENDAWO BHEKA ISIGABA 4)**

IKHELI LENDAWO (UMA LIKHONA)  IKHODI

UBUBANZI BENDAWO  m<sup>2</sup>

INOMBOLO YE-AKHWUNTI KAMASIPAL A  (Uma Ikhona)

IGAMA LOMNIKAZI WEBHONDI  INTENGO YEBHONDI ESEMTHEHWENI  (Uma Ikhona)

NIKEZA IMININGWANE EGCWELE YAZO ZONKE IZINDAWO OKUNGEZONA EZAKHO ONEGUNYA LOKUZISEBENZISA, IZAZISO ZEMIGWAQO NOMA OKUNYE OKUVUNYELWENE NGAKHO ESIBHEKISWE ENDAWENI OKUPHIKISWA NGAYO (Uma Ikhona)

INOMBOLO YENDAWO OYIGUNYAZIWE	INDAWO ETHINTEKAYO	m <sup>2</sup>
EGUNYAZWE		
YOKUSETSHENZISELWA		

ISINXEPHEZELO SAKHOKHWA **UMA KUNJALO:-**

YEBÓ	CHA		R
		INANI	

USUKU LOKUKHOKHA

**ISIGABA 3: UKUCHAZWA KWEZAKHIWO**

**3.1 IZAKHIWO ZOKUHLALA EMAFAMU/EZINDAWENI EZIQASHIWE (KHOMBISA NGENOMBOLO NOMA UFAKE YEBO NOMA CHA EBHOKISINI ELIFANELE)**

INOMBOLO YA-MAGUMBI OKULALA	INOMBOLO YAMAGUMBI OKUGEZA	IKHISHI	IGUMBI LOKUPHUMOLA
IGUMBI LOKUDLELA	IGUMBI LOKUPHUMULA NELOKUDLELA	IGUMBI LOKU-FUNDELA	
IGUMBI LIKAMABONAKUDE	ILONDOLO	INDLU YANGASESE CELENI	
OKUNYE		USAYIZI WESAKHIWO ESIKHULU	m <sup>2</sup>

**3.2 EZINYE ZAKHIWO - NAMATHELISA NJENGESITHASISELO A**

INOMBOLO YASEKHIWO	UKUCHAZWA	USAYIZI m <sup>2</sup>	ISIMO	KUNGABE ISAKHIWO SISASETSHENZISWA
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**3.3 KUNGABE IKHONA INGXENYE YESAKHIWO ESETSHENZISELWA OKWEHLUKILE KUNOKULIMA? (Isib. Ibhizinisi, izimbiwa, ezokungebeleka, ukuhwebelana noma umdlalo wokuzingela)**

Thikha

YEBÓ	CHA	UMA KUNGU YEBO:- CHAZA UKUTHI USETSHENZISELWANI
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**UMA KUNESIDINGO NIKEZA ISITHASISELO B**

**3.4 UKUSETSHENZISWA KOMHLABA UKUHLAZIYA:**

OKUNGESIKHO UKULIMA (BHEKA KU 3.3)	ha
UKUHLABA	ha
YANISELWA	ha
INDAWO EWUGWADULE	ha
EYEZILIMO UNOMPHELA	ha
OKUNYE: .....	ha
OKUNYE: .....	ha
OKUNYE: .....	ha
<b>ISAMBA</b>	ha

ISIMO SOKOBIYA

SIHLE	SISEZINGENI	ASISIHLE
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KUNGABE INDAWO YEZILWANE  ha

INAMBA YAMAPITSI

IMIPHUMELA AMALITHA/IHORA

AMADAMU

UMTHAMO

KUNGABE INDAWO ISONDELENE NOMFULA?

YEBÓ	CHA
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**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**ZINDAWO EZIQASHELWE UKULIMA NOMA AMAFAMU**

3.5

**OKUNYE:**

KUNGABE INDAWO YAKHO IYATHINTEKA

YEBO		CHA	
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OHLELWENI LOKUBUYISELWA KOMHLABA KUBANINIWO?

UMA IMPENDOLO KUNGU YEBO:-

USUKU LOKUBUYISELWA


INOMBOLO YEGAZETHI

WAWUNAWO AMALUNGELO

YEBO		CHA	
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AMANZI?

**UMA KUNJALO IMINININGWANE:**

USUKE WASIFAKA ISICELO SOKUKALELWA UMNGCELE

YEBO		CHA	
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NOMA SOKUTHOLA IMVUME YOKUSEBENZISA INDAWO?

KWEZINYE ZALEZI ZINTO Isib. Indlu yezivakashi, yebhizinisi, nokunye

UMA IMPENDOLO KUNGU YEBO: NIKEZA IMINININGWANE:-

KUNGABE IZINDAWO ZAKHO ZOKULIMA ZIKE

YEBO		CHA	
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ZATHELISWA INTELA

UMA KUNJALO IMINININGWANE EPHELELE

KUNGABE ILOKISHI SESIFAKIWE ISICELO NOMA SELAZISIWE

YEBO		CHA	
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NGOKUSEMTHETHWENI?

UMA KUNJALO IMINININGWANE EPHELELE:-

**IMINININGWANE YOMQASHI KANYE NEYERENTI - ISITHASISELO C**

IGAMA LOMQASHI	USAYIZI	IRENTI (INTELA INGAFAKIWE)	UKWENYUKA KWAWO	EMINYE IMITHELELA	ISIKHATHI SOKUQASHA	USUKU LOKUJALISA	UKUSETSHENZISWA
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**ISIGABA 4: ULWAZI MAYELANA NENTENGO**

KUNGABE KUNJANE NJE INDAWO YAKHO ISEMAKETHE

IBIZA MALINI?

R	
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KUNGABE INDAWO YAKHO IBISEMAKETHE

EMINYAKENI EMITHATHU EYEDLULE

YAYIMALINI?

R	
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IMALINI

R	
---	--

WATHOLA MALINI

R	
---	--

IGAMA LOMDAYISI:

--

INOMBOLO YOCINGO

--

IZINDLELA ZOKUDAYISELANA EZISETSHENZISWE UMPHIKISI NGESIKHATHI EZAMA UKUTHOLA

INANI LENDAWO ISIPHIKISO ESIQONDISWE KUYO

(UMA ISIKHALA SINGENELE NIKEZA ISITHASISELO D)

INOMBOLO YENDAWO EQASHIWE/ YENGENYE YAYO	INDAWO EQASHIWE YOKULIMA/IFAMU	USUKU LOKUDAYISELANA	INTENGO

**ISIGABA 5: IMINININGWANE YOKUPHIKISA**

	IMINININGWANE NJENGALOKHU IVELA OHLINI LEZILINGANISOMANANI	IZINGUQUKO EZICELWE UMPHIKISI
UKUCHAZWA KWENDAWO		
UHLOBO		
IKHELI LENDAWO		
UBUBANZI		
INTENGO ESEMAKETHE YENDAWO		
IGAMA LOMNIKAZI		

IZIMPAWU EZINOBUNGOZI KANYE/NOMA EZINYE IZIZATHU EZESEKELA LESI SIPHIKISO (SITHASISELO E SINGANIKEZWA)

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU C: IZINDAWO EZIQASHIWE ZOKULIMA NOMA AMAFAMU****ISIGABA 6: ISIFUNGO**

UYAXWAYISWA MAYELANA NESIGABA 42(2) SOMTHETHO ESIMAYELANA NOMIQULU, ULWAZI NOMA IMINININGWANE ENGANIKEZWANGA NGESIKHATHI IDINGEKA NJENGALOKHU KULAWULA ISIGATSHANA 42(1) SOMTHETHO FUTHI NOMNIKAZI ETHEMBELE KUWO LOWO MQULU, ULWAZI NOMA IMINININGWANE ESICELWENI SOKUPHIKISA EBHODINI LEZIKHALO ZEZILINGANISOMANANI, IBHODI LOKWEDLULISWA KWEZIKHALO LINGATHATHA ISIQUMO ESIMAYELANA NEZINDLEKO NGOKWESIGABA 70 SOMTHETHO UMA IBHODI LIBONA UKUTHI UKWEHLULEKA UKULETHA LOWO MQULU, ULWAZI NOMA IMINININGWANE KUFANE INCINDEZI EMISEBENZINI YOMLINGANISIMANANI KAMASIPALA NOMA EBHODINI LOKWEDLULISWA KWEZIKHALO

MINA/THINA \_\_\_\_\_ NGI(SI) YAFUNGA UKUTHI ULWAZI KANYE  
NEMINININGWANE ENIKEZIWE IYIQINISO FUTHI IQONDILE.

USUKU:	UNYAKA	INYANGA	USUKU

ISINGESHA \_\_\_\_\_

**OKOKUSETSHENZISWA YIHHOVISI****ISIGABA 7: ISINQUMO SOMLINGANISIMANANI KAMASIPALA**

UKUCHAZWA KWENDAWO	
UHLOBO	
IKHELI LENDAWO	
UBUBANZI	
INTENGO YANGALESO SIKHATHI	
IGAMA LOMNIKAZI	

**IZAZATHU ZOMLINGANISIMANANI KAMASIPALA**


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INGAMA LOMLINGANISIMANANI  
KAMASIPALA/LOMLINGANISIMANANI  
WOMSIZI KAMASIPALA\*  
*\*Susa okungadingekile*  
ISINGESHA:


UNYAKA	INYANGA	USUKU

USUKU

**ISIGABA 8: UKWAZISWA KOMPHUMELA**

	ISINGESHA	USUKU
UKULUNGISA KWEZILINGANISOMANANI		
UKWAZISWA KOMPHIKISI		
UKWAZISWA KOMNIKAZI		
ISIGABA 52(1)(a) UMA SIKHONA		

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumontu ngomontu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI



**ISITHASISELO 5**

**IFOMATHI ELANDALAYO IQUKETHE OKUNGENANI IMININIWANE O  
KUFANELE IGCWALISWE UMA UMUNTU EFAKE ISICELO  
SOKWEDLULISA ISIKHALO KU WEBHODI LOKWEDHULISA KE  
WEBHODI LOKWEDHULISA KWEZIKHALO ZEZINGANISO MANANI  
MAYELANA NESINQUMO SOMLINGANISIMANANI KAMASIPALA  
ESIMAQONDANA NODABA OLUTHINTA IMPAHLA/INDAWO ETHILE  
NJENGALOKHU IVELA ISHIYEKE NGAPHANDLE  
KOHLU/LWESICHIBIYELO SOHLU LWEZILINGANISOMANAI KWA  
UMASIPALA**

**IFOMU A: IZINDAWO ZOKUHLALA (ITAYITELA ELIGWELE KANYE NETAYITELA LENGXENYE YENDAWO YESAKHIWO ESISETSHENZISELWA UKUHLALA)  
INOMBOLO YOKWEDLULISA ISIKHALO**

**USIHLALO: WEBHODI LOKWEDHULISWA KWEZIKHALO ZEZINGANISOMANANI  
..... UMASIPALA**

**UKUFAKWA KWESICELO SOKWEDLULISA ISIKHALO MAYELANA NESINQUMO SOMLINGANISIMANANI KAMASIPALA ESIMAQONDANA NODABA OLUTHINTA IMPAHLA/INDAWO ETHILE NJENGALOKHU IVELA NOMA ISHIYEKE NGAPHANDLE KOHLUL/WESICHIBIYELO SOHLU LWEZILINGANISOMANANI \*KUSUKELA KUJULAYI 1 ..... KUYA KUJUNI 30**

*\*Susa okungadingekile*

**UKUCHAZWA KWENDAWO OKUFAKWA ISIKHALO NGAYO  
(GCWALISA IFOMU NGESIKHALO NGASINYE OSIFAKAYO)**

**INOMBOLO  
YESIZA/YENDAWO  
YOMUNTO  
NGAMONTO**

**IGAMALENDAWO  
EYIPHETHELO  
LEDOLOBHA /  
LEZAKHIWO  
EZIYINHLANGANISE  
LA**

**ISIGABA 1: ULWAZI NGOWEDLULISA ISIKHALO**

**1.1 UMA OWEDLULISA ISIKHALO KUNGUMNIKAZI**

UMNIKAZI WENDAWO OSEMTHEHWENI

INOMBOLO KAMAZISI  
IKHELI LASEKHAYA  
LOMNIKAZI  
IKHELI LOKUPOSA  
LOMNIKAZI

INKAMPANI NOMA  
INOMBOLO INKAMPANI  
EBHALISE NGAYO

IKHODI  
IKHODI

INOMBOLO YOCINGO.: OLWASEKHAYA ( ) OLWASEMSEBENZINI ( )

ISELULA INOMBOLO YEFEKSI ( )

IKHELI LOMBIKOMBANI

**1.2 UMA OFAKA ISIKHALO KUNGOSIYENA UMNKAZI NOMA UMASIPALA KUNGUYENA OFAKA ISIKHALO**

IGAMA LOFAKA ISIKHALO:

INOMBOLO KAMAZISI

INKAMPANI NOMA  
INOMBOLO INKAMPANI  
EBHALISE NGAYO

IKHELI LOKUPOSA  
LOMNIKAZI

IKHODI

INOMBOLO YOCINGO.: OLWASEKHAYA ( ) OLWASEMSEBENZINI ( )

ISELULA INOMBOLO YEFEKSI ( )

IKHELI LOMBIKOMBANI

ISIMO SOFAKA ISIKHALO (Isib. Umqashi, Olondede Ukuthenga, Umasipala nji.)

**1.3 OMELE OFAKA ISIKHALO OGUNYAZIWE**

INGAMA LOMELE OFAKA ISIKHALO:

IKHELI LOKUPOSA  
LOMNIKAZI

IKHODI

INOMBOLO YOCINGO.: OLWASEKHAYA ( ) OLWASEMSEBENZINI ( )

ISELULA INOMBOLO YEFEKSI ( )

IKHELI LOMBIKOMBANI

**\* UMA OMELE OPHIKISAYO EQOKIWE, KUMELE KUNANYATHISELWE OBOFAKAZI BOKUGUNYAZA.**

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

**UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI**

**IFOMU A: IZINDAWO ZOKUHLALA (ITAYITELA ELIGWELE KANYE NETAYITELA LENGXENYE YENDAWO YESAKHIWO ESISETSHENZISELWA UKUHLALA)  
ISIGABA 2: IMINININGWANE YENDAWO**

(MAYELANA NAMATAYITELA EZINGXENYE ZENDAWO BHEKA ISIGABA 4)

IKHELI LASEKHAYA  IKHODI

UBUBANZI BENDAWO  m<sup>2</sup>

INOMBOLO YE-AKHAWUNTI KAMASIPALA  (Uma ikhona)

IGAMA LOMNIKAZI WEBHONDI  ITENGO YE BHONDI ESEMTHETHWENI  (Uma ikhona)

NIKEZA IMINININGWANE EPHELELE YAZO ZONKE IZINDAWO OZISEBENZISA NGOKWEGUNYA LOMNIKAZI, EZAZISO ZEMIGWAQO NOMA UKUVENYELWENE NGAKHO UKUPHATHELENE NEMPAHLA/ NENDAWO (Uma kukhona)

INOMBOLO EGUNYAZA UKUSEBENZISA INDAWO  INDAWO  ETHINTEKAYO  m<sup>2</sup>

IGUNYAZWE KU

UKWENZA LOKHU ISINXEPHEZELO SAKHOKHWA UMA KUNJALO:-

YEBO  CHA  INANI  R

USUKU LOKUKHOKHA

**ISIGABA 3: UKUCHAZWA KWENDAWO YOKUHLALA (MAYELANA NAMATAYITELA EZINGXENYE ZEZINDAWO BHEKA ISIGABA 4)**

(KHOMBISA NGENOMBOLO NOMA UPHAWULE NGO-YEBO NOMA CHA EBHOKISINI ELIFANELE)

**SAKHIWO SOKUHLALA**

INAMBA YAMA-GUMBI OKULALA	INAMBA YAMA-GUMBI OKUGEZELA	IKHISHI	IGUMBI LOKUPHOMULA
IGUMBI LOKUDLELA	IGUMBI LOKUPHUMULA NOKUDLELA	IGUMBI LO KUFUNDELA	IGUMBI LOKUDLALA
IGUMBI LIKAMABONAKUDE	ILONDOLO	IGUMBI YANGASESE CELENI	
OKUNYE		OKUNYE	
OKUNYE		OKUNYE	

**IZIKHIWO EZINGAPHANDLE**

INMABA YA MAGARAJI	
AMAGUMBI EFULUTHI/ KAGOGO	
OKUNYE	

USAYIZI WASAKHISO SOKUHLALA		m <sup>2</sup>
USAYIZI WASAKHISO SANGAPHANDLE		m <sup>2</sup>
USAYIZI WEZINYE IZAKHIWO		m <sup>2</sup>
USAYIZI WESAKHIWO USUWONKE		m <sup>2</sup>

**EZINYE IZAKHIWO (NAMATHISELA ISITHASISELO)**

OKUNYE:

IDAMU LOKUBHUKUDA	IKUNDLA YE THENISI	KUHLE	KUSE-ZINGENI	AKUKUHLE
IPITSI	INGADI			
OKUNYE	OKUNYE			

UKUBIYA:

	NGAPHAMBILI	NGEMUVA	ECELENI LOKUQALA	ECELENI LESIBILI
UHLOBO				
UKUPHAKAMA				

INDAWO YOKUNGENA IMOTO: ( isib.izintini,kugandayiwe)

KUNGABE INDAWO YAKHO IBIYELWE NGODONGA NOMA IKEKEZELWE YIDOLOBHANYANA?

Thika  
YEBO  CHA

EZINYE IZIMPAWU \_\_\_\_\_  
\_\_\_\_\_

ISIMISO ESIJWAYEKILE SENDAWO (Thika  )

KUHLE	KUSE-ZINGENI	AKUKUHLE
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**Qgwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**  
UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU A: IZINDAWO ZOKUHLALA (ITAYITELA ELIGWELE KANYE NETAYITELA LENGXENYE YENDAWO YESAKHIWO ESISETSHENZISELWA UKUHLALA)**

**ISIGABA 4: AMATAITELA EZINDAWO IZIYIZINGXENYE ZOMUNTU NGOMUNTU**

INOMBOLO YENDAWO EYINHLA-NGANISELA		IGAMA LENDAWO EYINHLA-NGANISELA		INOMBOLO MNYANGO		USAYIZI WENDAWO YOMUNTU NGOMUNTU	m <sup>2</sup>
IGAMA LOSINGETHE UKUDAYISELANA				INOMBOLO YOCINGO			

**KHOMBISA NGENOMBOLO NOMA UKHOMBISE NOMA CHA EBHOKISINI ELEFANELE**

INAMBA YAMAGUMBI		INAMBA YEZINDLU		IGUMBI LOKUPHUMULA	
OKULALA		ZOKUJGEZELA		IKHISHI	
IGUMBI LOKUDLELA		IGUMBI LOKUPHUMULA NELOKUDLELA		IGUMBI LOKUFUNDELA	
IGUMBI				IGUMBI LOKUDLALA	
LIKAMABONAKUDE		ILONDOLO		INDLU YANNGASESECELENI	
OKUNYE				OKUNYE	
OKUNYE				OKUNYE	

**IMINININGWANE YEZI NDAWO EZISETSHENZISELWA OKWEHLUKILE**

IGARAJI	m <sup>2</sup>
UMPHEME WEMOTO	m <sup>2</sup>
INDAWO YOKU PAKA E VULELKILE	m <sup>2</sup>
IGUMBI LOKUGCINA IMPAHLA	m <sup>2</sup>
INGADI	m <sup>2</sup>
OKUNYE	m <sup>2</sup>

**INDAWO EJWAYELEKILE INALOKHU**

IDAMU LOKU BHUKUDA	
IKUNDLA YE	
THENISI	
OKUNYE	
OKUNYE	
OKUNYE	

**ISIGABA 5: ULWAZI NGETENGO**

KUNGABE IMPAHLA/INDAWO YAKHO ISEMAKHETHE KUMANJE ITHININI INTENGO YAYO?

R	
IZOTHENGWA NGAMALINI	R

KUNGABE INDAWO YAKHO YAYISEMAKHETHE EMINYAKENI EMITHATHU EYADLULE YAYIBIZA MALINI?

R	
YATHENGWA NGAMALINI	R

IGAMA LOMDAYISI:

	INOMBOLO YOCINGO
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IZINDLELA ZOKUDAYISELANA (ZEZINYE IZINDAWO ENDAWENI) EZISETSHENZISWA OFAKA ISIKHALO EZAMA UKUTHOLA INANI LENTENGO ESEMAKHETHE LENDAWO AFAKA ISICELO NGAYO

INOMBOLO YESIZA/ YENDAWO YOMUNTU NGOMUNTU	IGAMALENDAWO ESEPHETHELWENI LEDOLOBHA/ INDAWO EYINHLANGANISELA	USUKU LOKUDAYISELA	INTENGO YOKUDAYISELANA

**ISIGABA 6: IMINININGWANE YOKUFAKA KWESIKHALO**

	IMINININGWANE NJENGALOKHU IVELA OHLWINI LWEZILINGANISO MANANE	IZINDLEKO EZICELWE OFAKA ISIKHALO
UKUCHAZWA KWENDAWO/INOMBOLO YENDAWO YOMUNTU NGOMUNTU		
UHLOBO		
IKHELI LENDAWO/ INOMBOLO YOMNYANGO/ INOMBOLO YEFULETHI		
UBUBANZI		
INTENGO ESEMAKHETHE		
IGAMA LOMNIKAZI		

IZIMPAWU EZINGABA NOBUNGOZI FUTHI/NOMA EZINYE IZAZATHU UKWESEKELA ISICELO SOKUZWAKALISA UKUKHONONDA UKWESEKELA LESI SIKHALO (IZITHASISELO ZINGANIKEZWA)

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU A: IZINDAWO ZOKUHLALA (ITAYITELA ELIGWELE KANYE NETAYITELA LENGXENYE YENDAWO YESAKHIWO ESISETSHENZISELWA UKUHLALA)**

**ISIGABA 7: ISIFUNGO**

UYAXWAYISWA MAYELANA NESIGABA 42(2) SOMTHETHO ESIMAYELANA NOMIQULU, ULWAZI NOMA IMINININGWANI ENGANIKEZWANGA NGESIKHATHI IDINGEKA NJENGALOKHU KULAWULA ISI GATSHANA, INFORMATION OR PARTICULARS WERE NOT PROVIDED WHEN REQUIRED IN TERMS OF SUBSECTION 42 (1) SOMTHETHO FUTHI NOMIKAZI ETHEMBELE KUWO LOWO MQULU, ULWAZI NOMA IMINININGWANE ESICELWENI SOKUPHIKISA EBHODINI LEZIKHALO ZEZILINGANISOMANANI, IBHODI LOKWEDLULISWA KWEZIKHALO LINGATHATHA ISIQUMO ESIMAYELANA NEZINDLEKO NGOKWESIGABA 70 SOMTHETHO UMA IBHODI LIBONA UKUTHI UKWEHLULEKA UKULETHA LOWO MQULU, ULWAZI NOMA IMINININGWANE KUFAKE INCINDEZI EMISEBENZINI YOMLINGANISOMANANI KAMASIPALA NOMA EBHODI LOKWEDLULISWA KWEZIKHALO

MINA/THINA \_\_\_\_\_ NGI(SI) YAFUNGA UKUTHI ULWAZI KANYE NEMINININGWANE ENIKEZIWE IYIQINISO FUTHI IQONDILE.

UNYAKA	INYANGA	USUKU

USUKU:

ISINGESHA

**OKWEHOVISI KUPHELA**

**ISIGABA 8: ISINQUMO SEBHODI LOKULALELA KWEZIKHALO MAYELANA NEZILINGANISOMANANI**

UKUCHAZWA KWENDAWO/INOMBOLO YENDAWO YOMUNTU NGOMUNTU	
UHLOBO	
IKHELI LENDAWO/INOMBOLO YOMNYANGO/INOMBOLO YEFULETHI	
UBUBANZI	
INTENGO ESEMAKETHE	
IGAMA LOMNIKAZI	

**IZAZATHU ZEBHODI LOKULALELWA KWEZIKHALO MAYELANA NEZILINGANISOMANANI**

INGAMA LIKASIHLO WEBHODI LOKULALELA KWEZIKHALO MAYELANA NEZILINGANISOMANANI

ISINGESHA:

UNYAKA	INYANGA	USUKU

USUKU

**ISIGABA 9: UKWAZISWA KOMPHUMELA**

	ISINGESHA	USUKU
UKULUNGISWA KOHLU LWEZILINGANISOMANANI		
UKWAZISWA KOFAKE ISIKHALO		
UMNIKAZI WAZISIWE		

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANKUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU B: IZINDAWO EZOKUHLALA EZOKULIMA(isib. Okungezamabhezini, ezezimboni, amahhovisi, izikole)**

INOMBOLO YOKWEDLULISA SIKHALO

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**ISIHLALO: WEBHODI LOKWEDLULISA KWEZIKHALO ZEZILINGANISOMANANI**

..... **UMASIPALA**

**UKUFAKWA KWESICELO SOKWEDLULISA ISIKHALO MAYELANA NESIQUMO SOLINGANISIMANANI KAMASIPALA  
ESISIQONDANA NODABA OLUTHINTHA IMPAHLA/INDAWO ETHILE NJENGALOKHU IVELA NOMA ISHIYEKE  
NGAPHANDLE KOHLU/WESICHIBIYELO SOHLU LWEZILINGANISIMANANI \*KUSUKELA KUJULAYI 1 ..... KUYA  
KUJUNI 30 .....**

\*Susa okungadingekile

**UKUCHAZWA KWENDAWO OKUFAKWA ISIKHALO NGAYO  
(GCWALISA IFOMU NGESIKHALO NGASINYE OSIFAKAYO)**

**INIMBOLO  
YESIZA/YESAKHIWO  
SOMUNTU  
NGAMUNTU**

--

**LEDOLOBHA /  
LEZAKHIWO  
EZIYINHLANGANISE  
LA**

--

**INOMBOLO YEFAMU**

	<b>INOMBOLO YOKUBHALISA</b>
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**ISIGABA 1: ULWAZI NGOWEDLULISA ISIKHALO**

**1.1 UMA OWEDLULISA ISIKHALO KUNGUMNIKAZI**

UMNIKAZI WENDAWO OSEMTHEHWENI

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INOMBOLO KAMAZISI

	<b>INKAMPANI NOMA INOMBOLO INKAMPANI EBHALISE NGAYO</b>
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IKHELI LASEKHAYA  
LOMNKAZI  
IKHELI LOKUPOSA  
LOMNKAZI

	<b>IKHODI</b>	
	<b>IKHODI</b>	

INOMBOLO YOCINGO:

OLWASEKHAYA ( )	OLWASEMSEBENZINI ( )
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ISELULA

	<b>INOMBOLO YEFEKSI ( )</b>
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IKHELI LOMBIKOMBANI

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**1.2 UMA OFAKA ISIKHALO KUNGESIYENA UMNIKAZI NOMA UMASIPALA KUNGUYENA OFAKA SIKHALO**

IGAMA LOFAKA ISIKHALO:

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INOMBOLO KAMAZISI

	<b>INKAMPANI NOMA INOMBOLO INKAMPANI EBHALISE NGAYO</b>
--	---

IKHELI LOKUPOSA  
LOFAKA ISIKHALO

	<b>IKHODI</b>	
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INOMBOLO YOCINGO:

OLWASEKHAYA ( )	OLWASEMSEBENZINI ( )
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ISELULA

	<b>INOMBOLO YEFEKSI ( )</b>
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IKHELI LOMBIKOMBANI

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ISIMO SOFAKA ISIKHALO (isib. Umgashi, Olondele Ukuthenga, Umasipala nji.)

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**1.3 OMELE OFAKA ISIKHALO ONGUNYAZIWE**

INGAMA LOMELE OFAKA ISIKHALO:

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IKHELI LOKUPOSA

	<b>IKHODI</b>	
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INOMBOLO YOCINGO:

OLWASEKHAYA ( )	OLWASEMSEBENZINI ( )
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ISELULA

	<b>INOMBOLO YEFEKSI ( )</b>
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IKHELI LOMBIKOMBANI

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**\* UMA OMELE OPHIKISAYO EQOKIWE, KUMELE KUNANYATHISELWE OBOFAKAZI BOKUGUNYAZA  
Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama  
lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU B:IZINDAWO OKUNGEZONA EZOKUHLALA NOMA EZOKULIMA**

(Isib. Okungezamabhizinisi, Ezezimbongi, Amahhovisi, Izikole)

**ISIGABA 2: IMINININGWANE YENDAWO (MAYELANA NAMATAYITELA EZINGXENYE ZENDAWO BHEKA ISIGABA 4)**

IKHELI LENDAWO  IKHODI

UBUBANZI BENDAWO  m<sup>2</sup>

INOMBOLO YE- AKHAWUNTI KAMASIPAL A  (Uma ikhona)

IGAMA LOMNIKAZI WEBHONDI	INTENGO YEBHONDI ESEMTHETHWENI	(Uma ikhona)
<input type="text"/>	<input type="text"/>	

NIKEZA IMINININGWANE EGCWELE YAZO ZONKE IZINDAWO OGUNYAZWE UKUZISEBENZISA, IZAZISO ZEMIGWAQO NOMA OKUNYE OKUVUNYELWANE NGAKHO OKUTHINTA INDAWO/UMHLABA NGOKUPHATHELENE NEMPAHLA/NENDAWO (Uma kukhona)

<input type="text"/>			
INOMBOLO EGUNYAZA UKUSEBENZISA INDAWO	<input type="text"/>	INDAWO ETHINTEKAYO	<input type="text"/> m <sup>2</sup>
IGUNYAZWE KU	<input type="text"/>		
UKWENZA LOKHU	<input type="text"/>		

ISINXEPHEZELO SAKHOKHWA **UMA KUNJALO:-** USUKU LOKUKHOKHA

YEBO	CHA	<input type="text"/>	INANI	R	<input type="text"/>
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**ISIGABA 3: UKUCHAZWA KWEZAKHIWO ( MAYELANA NETAYITELA LENGXENYE YASAKHIWO GCWALISA ISIGABA 4) (ULWAZISO OLUKU 3.1 KUYA 3.4 KUMELE LULETHWE NGOHLELO LWEZITHASISELO NGALE NDLELA ELANDELAYO)**

**3.1 UMQASHI KANYE NEMININGWANE YERENTI - ISITHASISELO A**

IGAMA LOMQASHI	USAYIZI	IRENTI (KUNGAHLANGE-NE NENTELA)	UKWENYUKA KWERENTI	EMINYE IMITHELELA	ISIKHATHI SOKUQASHA	USUKU LOKUQALA
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**3.2 ISHEDULI YEZINDLEKO KUHLANGANISA: EZIKAMASIPALA, EZOKUSINGATHA, IMISHWAYILENSE, UKUVIKELEKA NOKUNYE - ISITHASISELO B**

**3.3 ISITATIMENDE SEMALI ENGENAYO KANYE NEPHUMAYO SONYAKA WEZIMALI OWEDLULE - ISITHASISELO C**

**3.4 OSAYIZI BEZAKHIWO - ISTHASISELO D**

INOMBOLO YESAKHIWO	USAYIZI m <sup>2</sup>	UKUCHAZA Isibi. Sisetshenziswa njengesitolo, Ibhovisi nokunye	ISIMO
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**3.5 UMA KUNGUKUTHI ISAKHIWO SESITHUTHUKISWE SAZE SABA SEZINGENI ELIPHEZULU NANOKUTHI SISETSHENZISWA KAHLE, KHOMBISA UBUBANZI BOMHLABA OKUNGAQHUTSHEKWA NOKUTHI KWENZIWE INTUTHUKO**

m<sup>2</sup>

**EZINYE EZIMPAWU ZEZAKHIWO: (NIKEZA ISITHASISELO E UMA KUNESIDINGO)**

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**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU B: IZINDAWO OKUNGEZONA EZOKUHLALA NOMA EZOKULIMA**  
**(Isibi. Okungezamabizinesi, Ezezimboni, Amahhovisi, Izikole)**

**ISIGABA 4: AMATAYITELA EZINDAWO EZINGXENYE ZOMUNTU NGOMUNTU**

INOMBOLO YENDAWO EYINHLA-NGANISELA	IGAMA LENDAWO EYINHLA-NGANISELA	INOMBOLO-YO MNYANGO	USAYIZI WE-NDAWO YOMUNTU NGOMUNTU	m <sup>2</sup>
IGAMA LOSINGETHE EZOKUDAYISELANA		INOMBOLO YOCINGO		

IZITOLO	m <sup>2</sup>	OKUNYE	m <sup>2</sup>
AMAHHOVISI	m <sup>2</sup>	OKUNYE	m <sup>2</sup>
AMAFAMU	m <sup>2</sup>	OKUNYE	m <sup>2</sup>

**UMQASHI IKANYE NOLWAZI NGERENTI ISICHIBIYELO A**

IGAMA LOMQASHI	USAYIZI	IRENTI (KUNGAHLANGENE NENTELA)	ESCALATION	OKUNYE	ISIKHATHI SOKUQASHA	OSUKU LOKUQALA
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I LEVI YANYANGA ZONKE R

IMINININGWANE YEZI NDAWO EZISETSHEZINSELWA OKWEHLUKILE

**INDAWO EJWAYELEKILE INALOKHU**

IDAMU LOKU
BHUKUDA
IKUNDLA
YETHENISI
OKUNYE
OKUNYE
OKUNYE

IGARAJI	m <sup>2</sup>
UMPHEME WEMOTO	m <sup>2</sup>
INDAWO YOKU PAKA E VULELKILE	m <sup>2</sup>
IGUMBI LOKUGCIN A IMPAHLA	m <sup>2</sup>
INGADI	m <sup>2</sup>
OKUNYE	m <sup>2</sup>

**ISIGABA 5: ULWAZI NGETENGO**

KUNGABE IMPHAHLA/INDAWO YAKHO ISEMAKHETHE KUMANJE ITHININI INTENGO YAYO?

KUNGABE INDAWO YAKHO YAYISEMAKTHE EMINYAKENI EMITHATHU E YADLULE YAYIBIZA MALINI?

R	
IZOTHENGWA NGAMALINI	R

R	
YATHENGWA NGAMALINI	R

IGAMA LOMDAYISI:	INOMBOLO YOCINGO
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IZINDLELA ZOKUDAYISELANA (ZEZINYE IZINDAWO ENDAWENI) EZISETSHENZISWA OFAKA ISIKHALO EZAMA UKUTHOLA INANI LENTENGO ESEMAKTHE LENDAWO AFAKA ISICELO NGAYO (UMA ISIKHALA SINGENELE NIKEZA ISITHASISELO F)

INOMBOLO YESIZA/ YENDAWO YOMUNTU NGOMUNTU	IGAMALENDAWO ESEPHETHELWENI LEDOLOBHA/ INDAWO EYINHLANGANISELA	USUKU LOKUDAYISELA	INTENGO YOKUDAYISELANA

**ISIGABA 6: IMINININGWANE YOKWEDLULISA ISIKHALO**

IMINININGWANE NJENGALOKHU IVELA OHLWINI LWEZILINGANISO MANANE	IZINDLEKO EZICELWE OFAKA ISIKHALO
UKUCHAZWA KWENDAWO/INOMBOLO YENDAWO YOMUNTU NGOMUNTU	
UHLOBO	
IKHELI LENDAWO/ INOMBOLO YOMNYANGO/ INOMBOLO YEFULETHI	
UBUBANZI	
INTENGO ESEMAKTHE	
IGAMA LOMNIKAZI	

IZIMPAWU EZINGABA NOBUNGOZI FUTHI/NOMA EZINYE EZAZATHU UKWESEKELA ISICELO SOKUZWAKALISA UKUKHONANDA UKWESEKELA LESI SIOHIKISO (IZITHASISELO ZINGANIKEZWA)

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI



**IFOMU B: IZINDAWO OKUNGEZONA EZOKUHLALA NOMA EZOKULIMA  
(Isibi. Okungezamabhizinisi, Ezezimboni, Amahhovisi, Izikole)**

**ISIGABA 7: ISIFUNGO**

UYAXWAYISWA MAYELANA NESIGABA 42(2) SOMTHETHO ESIMAYELANA NOMIQULU, ULWAZI NOMA IMINININGWANE ENGANIKEZWANGA NGESIKHATHI IDINGEKA NJENGALOKHU KULAWULA ISIGATSHANA 42(1) SOMTHETHO FUTHI NOMNIKAZI ETHEMBELE KUWO LOWO MQULU, ULWAZI NOMA IMINININGWANE ESICELWENI SOKUPHIKISA EBHODINI LEZIKHALO ZEZILINGANISOMANANI, IBHODI LOKWEDLULISWA KWEZIKHALO LINGATHATHA ISIQUMO ESIMAYELANA NEZINDLEKO NGOKWESIGABA 70 SOMTHETHO UMA IBHODI LIBONA UKUTHI UKWEHLULEKA UKULETHA LOWO MQULU, ULWAZI NOMA IMINININGWANE KUFAKE INCINDEZI EMISEBENZINI YOMLINGANISOMANANI KAMASIPALA NOMA EBHODINI LOKWEDLULISWA KWEZIKHALO

MINA/THINA \_\_\_\_\_ NGI(SI) YAFUNGA UKUTHI ULWAZI KANYE  
NEMINININGWANE ENIKEZIWE IYIQINISO FUTHI IQONDILE.

UNYAKA	INYANGA	USUKU

USUKU:

ISINGESHA \_\_\_\_\_

**OKWEHOVISI KUPHELA**

**ISIGABA 8: ISINQUMO SEBHODI LOKULALELWA KWEZIKHALO MAYELANA NEZILINGANISOMANANI**

UKUCHAZWA KWENDAWO/INOMBOLO YENDAWO YOMUNTU NGOMUNTU	
UHLOBO	
IKHELI LENDAWO/ INOMBOLO YOMNYANGO/ INOMBOLO YEFULETHI	
UBUBANZI	
INTENGO ESEMAKETHE	
IGAMA LOMNIKAZI	

**IZAZATHU ZEBHODI LOKULALELWA KWEZIKHALO MAYELANA NEZILINGANISOMANANI**

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INGAMA LAKASIHLOLO WEBHODI LOKULALELA KWEZIKHALO MAYELANA NEZILINGANISOMANANI

ISINGESHA:


USUKU

UNYAKA	INYANGA	USUKU

**ISIGABA 9: UKWAZISWA KOMPHUMELA**

UKULUNGISWA KOHLU LWEZILINGANISOMANANI UKWAZISWA KOFAKE ISIKHALO

UMNIKAZI WAZISIWE

ISINGESHA	USUKU

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngomuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU C: IZINDAWO EZIBEKELWE UKULIMA NOMA MAFAMU**

INOMBOLO YOKWEDLULISA ISIKHALO

--

**USIHLALO: WEBHODI LOKWEDLULISWA KWEZIKHALO ZEZILINGANISOMANANI**

..... **UMASIPALA**

**UKUFAKWA KWESICELO SOKWEDLULISA ISIKHALO MAYELANA NESINQUMO SOMLINGANISIMANANI KAMASIPALA ESIMAQONBANA NODABA OLUTHINTA IMPHAHLANI/INDAWO ETHILE NJENGALOKHU IVELA NOMA ISHIYEKE NGAPHANDLE KOHLU/LWESICHIBIYELO SOHLU LWEZILINGANISOMANANI \*KUSUKELA KUJULAYI 1 ..... KUYA KUJUNI 30 .....**

\*Susa okungadingekile  
**UKUCHAZWA KWENDAWO OKUFAKWA ISIKHALO NGAYO**  
**(GCWALISA IFOMU ELEHLUKILE ISICELO SOKUPHIKISA NGASINYE)**

INOMBOLO YENDAWO EQASHIWE/YE PTN NO.		IZINDAWO EZIQASHIWE ZOKULIMA MAFAMU		
		INOMBOLO YEFAMU		UKUBHALISWA NGOKOMTHETHO

**ISIGABA 1: ULWAZI NGOWEDLULISA ISIKHALO**

**1.1 UMA OWEDLULISA ISIKHALO KUNGUMNIKAZI**

UMNIKAZI WENDAWO OBHALISWE NGOKOMTHETHO				
INOMBOLO KAMAZISI		INKAMPANI NOMA INOMBOLO INKAMPANI EBHALISE NGAYO		
IKHELI LENDAWO IKHELI LOKUPOSA LOMNIKAZI			IKHODI	
INOMBOLO YOCINGO:	OLWASEKHAYA ( )	OLWASEMSEBENZINI ( )		
ISELULA		INOMBOLO YEFEKSI ( )		

**1.2 IKHELI LOMBIKOMBANI UMA OFAKA ISIKHALO KUNGESIYENA UMNIKAZI NOMA UMASIPALA KUNGUYENA OFAKA ISIKHALO**

IGAMA LOFAKA ISIKHALO:				
INOMBOLO KAMAZISI		INKAMPANI NOMA INOMBOLO INKAMPANI EBHALISE NGAYO		
IKHELI LENDAWO LOPHIKISAYO			IKHODI	
INOMBOLO YOCINGO:	OLWASEKHAYA ( )	OLWASEMSEBENZINI ( )		
ISELULA		INOMBOLO YEFEKSI ( )		

IKHELI LOMBIKOMBANI  
 ISIMO SOFAKA ISIKHALO (isib. Umqashi, Olondele Ukuthenga, Umasipala nokunye)

**1.3 OMELE OFAKA ISIKHALO OGUNYAZIWE**

IGAMA LOMELE OPHIKISAYO:				
IKHELI LOKUPOSA			IKHODI	
INOMBOLO YOCINGO:	OLWASEKHAYA ( )	OLWASEMSEBENZINI ( )		
ISELULA		INOMBOLO YEFEKSI ( )		

**\* UMA OMELE OPHIKISAYO EQOKIWE, KUMELE KUNANYATHISELWE OBUFAKAZI BOKUGUNYAZWA**  
**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**  
**UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI**

**ZINDAWO EZIQASHELWE UKULIMA NOMA AMAFAMU**

3.5

**OKUNYE:**

KUNGABE INDAWO YAKHO IYATHINTEKA

YEBO		CHA	
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OHLELWENI LOKUBUYISELWA KOMHLABA KUBANINIWO?

UMA IMPENDOLO KUNGU YEBO:-

USUKU LOKUBUYISELWA


INOMBOLO YEGAZETHI

WAWUNAWO AMALUNGELO

YEBO		CHA	
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AMANZI?

UMA KUNJALO IMINININGWANE:

USUKE WASIFAKA ISICELO SOKUKALELWA UMNGCELE

YEBO		CHA	
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NOMA SOKUTHOLA IMVUME YOKUSEBENZISA INDAWO?

KWEZINYE ZALEZI ZINTO Isib. Indlu yezivakashi, yebhizinisi, nokunye

UMA IMPENDOLO KUNGU YEBO: NIKEZA IMINININGWANE:-

KUNGABE IZINDAWO ZAKHO ZOKULIMA ZIKE

YEBO		CHA	
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ZATHELISWA INTELA

UMA KUNJALO IMINININGWANE EPHELELE

KUNGABE ILOKISHI SESIFAKIWE ISICELO NOMA SELAZISIWE

YEBO		CHA	
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NGOKUSEMTHETHWENI?

UMA KUNJALO IMINININGWANE EPHELELE:-

**IMINININGWANE YOMQASHI KANYE NEYERENTI - ISITHASISELO C**

IGAMA LOMQASHI	USAYIZI	IRENTI (INTELA INGAFAKIWE)	UKWENYUKA KWAWO	EMINYE IMITHELELA	ISIKHATHI SOKUQASHA	USUKU LOKUCALISA	UKUSETSHENZISWA
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**ISIGABA 4: ULWAZI MAYELANA NENTENGO**

KUNGABE KUNJANE NJE INDAWO YAKHO ISEMAKETHE

IBIZA MALINI?

R	
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KUNGABE INDAWO YAKHO IBISEMAKETHE

EMINYAKENI EMITHATHU EYEDLULE

YAYIMALINI?

R	
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IMALINI

R	
---	--

WATHOLA

MALINI

R	
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IGAMA LOMDAYISI:

--

INOMBOLO

YOCINGO

--

IZINDLELA ZOKUDAYISELANA EZISETSHENZISWE OWEDLULISA ISIKHALO NGESIKHATHI EZAMA

UKUTHOLA INANI LENDAWO ISIKHALO ESIQONDISWE KUYO

(UMA ISIKHALA SINGENELE NIKEZA ISITHASISELO D)

INOMBOLO YENDAWO EQASHIWE/YENGENYE YAYO	INDAWO EQASHIWE YOKULIMA/IFAMU	USUKU LOKUDAYISELANA	INTENGO

**ISIGABA 5: IMINININGWANE YOKWEDLULISA ISIKHALO**

	IMINININGWANE NJENGALOKHU IVELA OHLINI LEZILINGANISOMANANI	IZINGUQUKO EZICELWE OWEDLULISA
UKUCHAZWA KWENDAWO		
UHLOBO		
IKHELI LENDAWO		
UBUBANZI		
INTENGO ESEMAKETHE YENDAWO		
IGAMA LOMNIKAZI		

IZIMPAWU EZINOBUONGOZI KANYE/NOMA EZINYE IZIZATHU EZESEKELA LESI ISIKHALO (SITHASISELO E SINGANIKEZWA)

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**ZINDAWO EZIQASHELWE UKULIMA NOMA AMAFAMU**

3.5

**OKUNYE:**

KUNGABE INDAWO YAKHO IYATHINTEKA

YEBO		CHA	
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OHLELWENI LOKUBUYISELWA KOMHLABA KUBANINIWO?

UMA IMPENDOLO KUNGU YEBO:-

USUKU LOKUBUYISELWA


INOMBOLO YEGAZETHI

WAWUNAWO AMALUNGELO

YEBO		CHA	
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AMANZI?

**UMA KUNJALO IMINININGWANE:**

USUKE WASIFAKA ISICELO SOKUKALELWA UMNGCELE

YEBO		CHA	
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NOMA SOKUTHOLA IMVUME YOKUSEBENZISA INDAWO?

KWEZINYE ZALEZI ZINTO Isib. Indlu yezivakashi, yebhizinisi, nokunye

**UMA IMPENDOLO KUNGU YEBO: NIKEZA IMINININGWANE:-**

KUNGABE IZINDAWO ZAKHO ZOKULIMA ZIKE

YEBO		CHA	
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ZATHELISWA INTELA

**UMA KUNJALO IMINININGWANE EPHELELE**

KUNGABE ILOKISHI SESIFAKIWE ISICELO NOMA SELAZISIWE

YEBO		CHA	
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NGOKUSEMTHETHWENI?

**UMA KUNJALO IMINININGWANE EPHELELE:-**

**IMINININGWANE YOMQASHI KANYE NEYERENTI - ISITHASISELO C**

IGAMA LOMQASHI	USAYIZI	IRENTI (INTELA INGAFAKIWE)	UKWENYUKA KWAYO	EMINYE IMITHELELA	ISIKHATHI SOKUQASHA	USUKU LOKUQALISA	UKUSETSHENZISWA
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**ISIGABA 4: ULWAZI MAYELANA NENTENGO**

KUNGABE KUNJANE NJE INDAWO YAKHO ISEMAKETHE

IBIZA MALINI?

R	
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KUNGABE INDAWO YAKHO IBISEMAKETHE

EMINYAKENI EMITHATHU EYEDLULE

YAYIMALINI?

R	
---	--

IMALINI

R	
---	--

WATHOLA

MALINI

R	
---	--

IGAMA LOMDAYISI:

--

INOMBOLO

YOCINGO

--

**IZINDLELA ZOKUDAYISELANA EZISETSHENZISWE OWEDLULISA ISIKHALO NGESIKHATHI EZAMA**

**UKUTHOLA INANI LENDAWO ISIKHALO ESIGONDISWE KUYO**

**(UMA ISIKHALA SINGENELE NIKEZA ISITHASISELO D)**

INOMBOLO YENDAWO EQASHIWE/YENGENYE YAYO	INDAWO EQASHIWE YOKULIMA/IFAMU	USUKU LOKUDAYISELANA	INTENGO

**ISIGABA 5: IMINININGWANE YOKWEDLULISA ISIKHALO**

	IMINININGWANE NJENGALOKHU IVELA OHLINI LEZILINGANISOMANANI	IZINGUQUKO EZICELWE OWEDLULISA
UKUCHAZWA KWENDAWO		
UHLOBO		
IKHELI LENDAWO		
UBUBANZI		
INTENGO ESEMAKETHE YENDAWO		
IGAMA LOMNIKAZI		

IZIMPAWU EZINOBUNGOZI KANYE/NOMA EZINYE IZIZATHU EZESEKELA LESI ISIKHALO (SITHASISELO E SINGANIKEZWA)

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumuntu ngumuntu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**IFOMU C: IZINDAWO EZIQASHIWE ZOKULIMA NOMA AMAFAMU**

**ISIGABA 6: ISIFUNGO**

UYAXWAYISWA MAYELANA NESIGABA 42(2) SOMTHETHO ESIMAYELANA NOMIQULU, ULWAZI NOMA IMINININGWANE ENGANIKEZWANGA NGESIKHATHI IDINGEKA NJENGALOKHU KULAWULA ISIGATSHANA 42(1) SOMTHETHO FUTHI NOMNIKAZI ETHEMBELE KUWO LOWO MQULU, ULWAZI NOMA IMINININGWANE ESICELWENI SOKUPHIKISA EBHODINI LEZIKHALO ZEZILINGANISOMANANI, IBHODI LOKWEDLULISWA KWEZIKHALO LINGATHATHA ISIQUMO ESIMAYELANA NEZINDLEKO NGOKWESIGABA 70 SOMTHETHO UMA IBHODI LIBONA UKUTHI UKWEHLULEKA UKULETHA LOWO MQULU, ULWAZI NOMA IMINININGWANE KUFAKE INCINDEZI EMISEBENZINI YOMLINGANISOMANANI KAMASIPALA NOMA EBHODINI LOKWEDLULISWA KWEZIKHALO

MINA/THINA \_\_\_\_\_ NGI(SI) YAFUNGA UKUTHI ULWAZI KANYE NEMINININGWANE ENIKEZIWE IYIQINISO FUTHI IQONDILE.

UNYAKA	INYANGA	USUKU

USUKU:

ISINGINESHA \_\_\_\_\_

**OKOKUSETSHENZISWA YIHHOVISI**

**ISIGABA 7: ISINQUMO SOWEBHODI LOKWEDLULISWA KWEZIKHALO**

UKUCHAZWA KWENDAWO	
UHLOBO	
IKHELI LENDAWO	
UBUBANZI	
INTENGO YANGALESO SIKHATHI	
IGAMA LOMNIKAZI	

**IZAZATHU SOWEBHODI LOKWEDLULISWA KWEZIKHALO**

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INGAMA USIHLALO WEBHODI LOKWEDLULISWA KWEZIKHALO ZEZILINGANISOMANANI

ISINGINESHA:


USUKU

UNYAKA	INYANGA	USUKU

**ISIGABA 8: UKWAZISWA KOMPHEMELA**

UKULUNGISA KWEZILINGANISOMANANI

UKWAZISWA OWEDLULISA ISIKHALO

UKWAZISWA KOMNIKAZI

ISIGABA 52(1)(a)  
UMA SIKHONA

ISINGINESHA	USUKU

**Gqwalisa: Inombolo yesiza/ yendawo esetshenziswa ngumontu ngumontu ..... Igama lendawo/Lendawo esetshenziswa ngokuhlanganyelwa.....**

UYANXUSWA UKUBA UGCWALISE IKHASI NGALINYI EZANSI

**ISITHASISELO 6**

**Ifomathi yesifungo okufanele sigcwaliswe umlinganisimanani kamasipala noma umsizi womlinganisimanani kamasipala noma umlinganisimanani oyisipesheli**

ISIFUNGO ESEZIWA NGUMLINGANISIMANANI KAMASIPALA  
 NOMA UMSIZI KAMLINGANISIMANANI KAMASIPALA NOMA  
 UMLINGANISIMANANI OYISIPESHELI KUSUKELA  
 \_\_\_\_\_ KUYA \_\_\_\_\_

Mina, \_\_\_\_\_, Inombolo yami kaMazisi \_\_\_\_\_ ngiyavuma ukuthi, ngokwezinhlinzeko zoHulumeni Basemakhaya: Umthetho weNtela yoBuninimhlaba kaMasipala we-2004 (Umthetho ongunombolo 6 we-2004), obuye waziwa ngoMthetho, ngokwamakhono ami kanye nolwazi enginalo nangaphandle kokwesaba, ukwenzelela noma ukubandlulula ngiyokwenza izilinganisomanani zomhlaba ngeqiniso nangaphandle kokukhetha iphela emasini futhi ngenze yonke imisebenzi ehlobene nokulinganisa amanani ngendlela enenkuthalo, kuhlanganisa ukucutshungulwa kwezikhalo eziphikisayo kanye nokwedluliswa kwezikhalo ezimayelana nakho konke okuphathelene nomhlaba endaweni engaphansi kukamasipala \_\_\_\_\_ ngokwezinhlizeko zoMthetho. Ekwenzeni umsebenzi wami njengomlinganisimanani/umsizi kamlinganisimanani/ umlinganisimanani oyisipesheli\*, ngiyosebenza njengalokhu kulawula izigaba 43 kanye no 44 zoMthetho.

Sifungelwe e \_\_\_\_\_ zingu \_\_\_\_\_ enyangeni ka \_\_\_\_\_ 2 \_\_\_\_\_ (unyaka)

Inombolo Yokusebenza ebhaliswe ngokusemthethweni nabe-South African Council for the Property Valuers Profession\*\* \_\_\_\_\_

Uhlobo okubhaliswe ngalo olusemthethweni \*\* \_\_\_\_\_

\*\*Kakhulukazi kubalinganisimanani abachwepheshile

\_\_\_\_\_  
Isiginesha yomlinganisimanani kamasipala/umsizi womlinganisimanani kamasipala /umlinganisimanani oyisipesheli

\* Susa okungadingekile

\_\_\_\_\_  
Umfungisi amagama aphelele)

\_\_\_\_\_  
Isiginesha

## ISITHASISELO 7

**Ifomathi yesifungo okufanele sigcwaliswe yilungu lebhodi yokwedluliswa  
kwezikhalo zezilinganisomanani noma ikomidi lalo**

ISIFUNGO ESEZIWA YILUNGU LEBHODI YOKWEDLULISWA  
KWEZIKHALO ZEZILINGANISOMANANI NOMA IKOMIDI LALO

KUSUKELA \_\_\_\_\_ KUYA \_\_\_\_\_

Mina, \_\_\_\_\_, inombolo  
kaMazisi \_\_\_\_\_ ngiyavuma ukuthi,  
ngokwezinhlinzeko zoHulumeni Basemakhaya: Umthetho weNtela  
yoBuninimhlaba kaMasipala we-2004 (Umthetho ongunombolo 6  
we-2004), obuye waziwa ngoMthetho, ngokwamakhono ami kanye  
nolwazi enginalo nangaphandle kokwesaba, ukwenzelela noma  
ukubandlulula ngiyokwenza imisebenzi yomkhandlu  
wezokwedluliswa kwezikhalo zezilinganisomanani obunjelwe  
indawo \_\_\_\_\_ ngeqiniso nangaphandle  
kokukhetha iphela emasini.

Sifungelwe e \_\_\_\_\_ zingu \_\_\_\_\_ enyangeni ka  
\_\_\_\_\_ 2 \_\_\_\_\_ (unyaka)

Inombolo Yokusebenza ebhaliswe ngokusemthethweni nabe-South  
African Council for the Property Valuers  
Profession\*\* \_\_\_\_\_

Uhlobo okubhaliswe ngalo olusemthethweni\*\* \_\_\_\_\_

\*\*Uma kungumlinganisimanani okufundele

Isikhundla ngokomsebenzi \_\_\_\_\_

Isiginesha yelungu lomkhandlu wezokwedluliswa kwezikhalo  
zesilinganisomanani

Umfungisi (amagama aphelele)

Isiginesha



**ISITHASISELO 8**

IKHADI LOKUZAZISA LOMLINGANISIMANANI KAMASIPALA/LOMSIZI  
 WOMLINGANISI MANANI/LOMQOQI MINININGWANE KANYE NABANYE  
 AMANTU ABAGUNYAZWE OMASIPALA UKUNGENA EMHLABENI  
 NGENHLOSO YOKUQHUBA UMSEBENZI OPHATHELENE  
 NOKULINGANISWA KWAMANANI OMHLABA NJENGALOKHU KULAWULA  
 ISIGABA SAMA-41 SOMTHETHO

Isiqubulo sika  
 masipala

Isithombe  
 somuntu

(Igama likamasipala ogunyazayo) \_\_\_\_\_

Amagama aphelele omuntu \_\_\_\_\_

Inombolo kamazisi \_\_\_\_\_

Isikhundla ngokomsebenzi \_\_\_\_\_

Inombolo Yokusebenza (uma ikhona) \_\_\_\_\_

Ubude besikhathi esiqinisekisa ukugunyazwa \_\_\_\_\_

Isiginesha yomuntu ogunyaziwe \_\_\_\_\_

Isiginesha yomuntu ogunyazayo ngasohlangothini  
 lukamasipala \_\_\_\_\_

Usuku \_\_\_\_\_

Inombolo yocingo \_\_\_\_\_ kamasipala

**ISITHASISELO 9**

IKHADI LOKUZAZISA LELUNGU LOMKHANDLU  
 WOKWEDLULISWA KWEZIKHALO ZEZILINGANISOMANANI  
 KANYE NOMUNYE UMUNTU OGUNYAZWE UMKHANDLU  
 WOKWEDLULISWA KWEZIKHALO ZEZILINGANISOMANANI  
 UKUNGENA EMHLABENI/ENDAWENI NGENHLOSO YOKUQHUBA  
 UMSEBENZI OPHATHELENE NOKULINGANISWA KWAMANANI  
 OMHLABA/ENDAWO NJENGALOKHU KULAWULA ISIGABA  
 SAMA-72(3)SOMTHETHO

Isiqubulo sehhovisi le-  
 MEC

Isithombe  
 somuntu

(Igama lesiFundazwe eligunyazayo) \_\_\_\_\_

Amagama omuntu aphelele \_\_\_\_\_

Inombolo kamazisi \_\_\_\_\_

Isikhundla ngokomsebenzi \_\_\_\_\_

Inombolo Yokusebenza (uma ikhona) \_\_\_\_\_

Ubude besikhathi esiqinisekisa ukugunyazwa \_\_\_\_\_

Isiginesha yomuntu ogunyaziwe \_\_\_\_\_

Isiginesha yomuntu inika igunya ehhovisini le-MEC

Usuku \_\_\_\_\_

Inombolo yocingo \_\_\_\_\_ lwehovisi le-MEC

## **IMPORTANT NOTICE**

**GPW wishes to apologise for any confusion created by our previous notice concerning the method of payment (*herewith the corrected version of the notice*):**

### **ACCEPTABLE PAYMENT FOR SERVICES AND GOODS IN GOVERNMENT PRINTING WORKS**

**WITH IMMEDIATE EFFECT ALL  
PAYMENTS FOR SERVICES RENDERED AND GOODS DIS-  
PATCHED SHOULD BE BY MEANS OF CASH, ELECTRONIC  
TRANSFER OR BANK GUARANTEED CHEQUES**

**IMPLEMENTATION OF THIS  
CIRCULAR IS WITHOUT EXCEPTION**

**S. MBHELE  
EXECUTIVE DIRECTOR: MARKETING**

**Tel.: (012) 334-4764**

**Cell: 082 889 5059**

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Subscribers who have previously arranged to collect their weekly publications of *Government Gazettes* from the Government Printing Works in the Masada Building, are hereby requested to collect their publications from the Old Government Printing Works Building at the Security Officer's Bay at the Proes Street entrance, with effect from the 16th of October 2006.

We look forward to your ongoing support

Contact Person: **Montjane M. Z. (Mr)**

Mobile Phone: 083-640 6121.

Telephone: (012) 334-4653.

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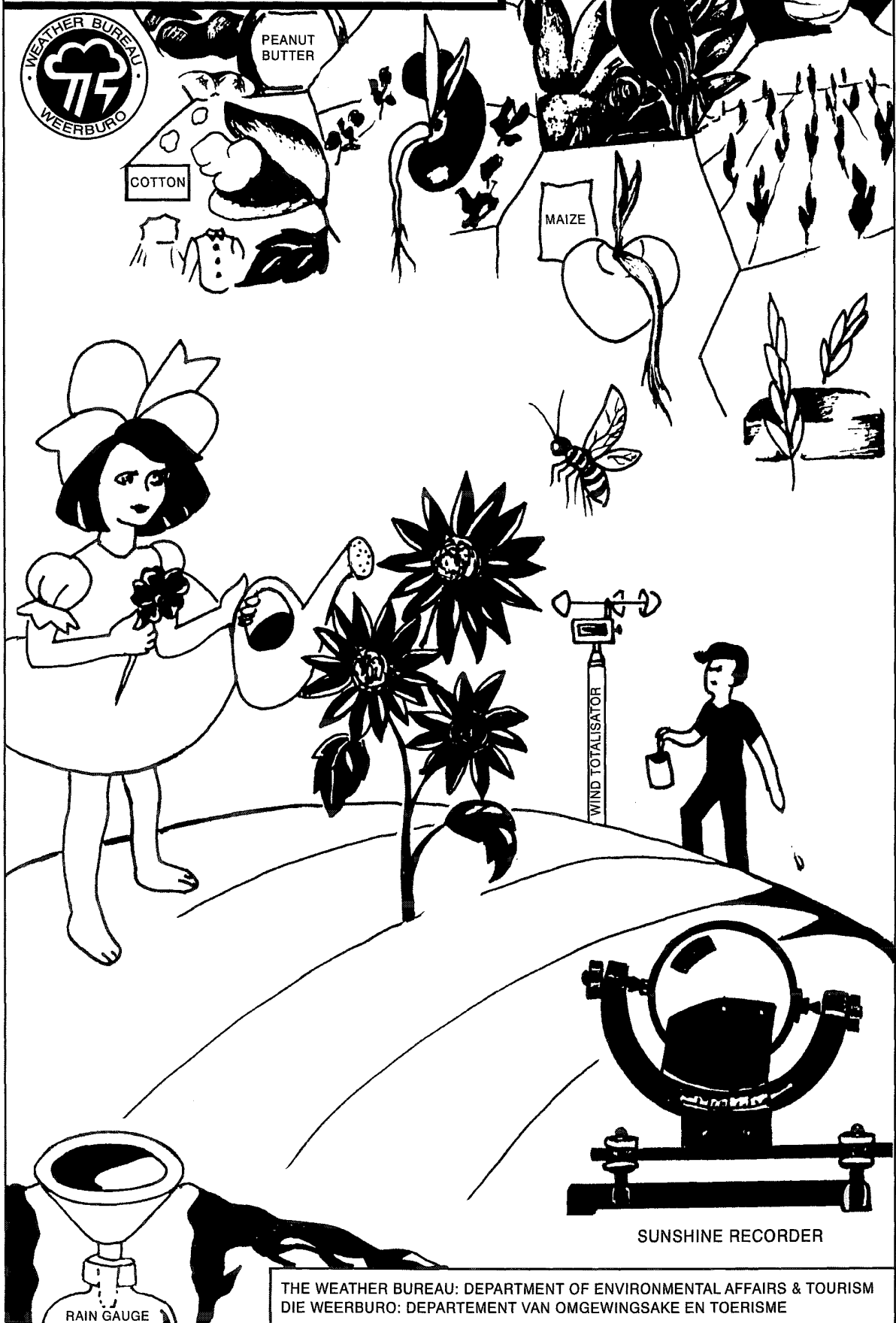
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