

**BUDGET AND TREASURY
NELSON MANDELA BAY MUNICIPALITY**

Annexure A

2017/18 MISCELLANEOUS CHARGES

	2016/2017 Current Charges	2017/2018 Proposed Charges	Vote
1. <u>Issuing of Municipal Valuation Certificate</u> (per Certificate per property)	R 40	R 44	0024 3179
2. <u>Issuing of Rates Clearance Certificate</u> (per Certificate per property)	R 80	R 88	0024 3178
3. <u>Issuing of Certificate of outstanding debts (closures and sheriff's requests)</u> in respect of a certificate per property when required for purposes other than for rates clearances	R 60	R 66	0024 3178
4. <u>Issuing a copy of any property valuation documentation</u> document, valuation site plan, valuation form (per property) per set of document	R 60	R 66	0024 3177
5. <u>Issuing of a Certificate of Deposits held</u>	R 60	R 66	0683 3340
6. <u>Issuing of Printed Copies of Accounts /Tax invoice/Statement - one statement and/or page</u>	R25 per page	R27 per page	0683 3340 0683 3340
6.1. One statement / or per page	R25 per page	R27 per page	0683 3340
6.1.1 Statements from Archives (COLD) system per page	R25 per page	R27 per page	0683 3340
6.1.2. Hard Copies: 1 to 36 months statements - R27 per page with a maximum charge of R250	R25 per page (maximum charge R250)	R27 per page (maximum charge R250)	0683 3340
6.1.3. Hard Copies: 36 months statements and more - R27 per page with a maximum charge of R500	R25 per page (maximum charge R500)	R27 per page (maximum charge R500)	0683 3340
6.2. Email statements directly from Consolidated Billing System (CBS)	No charge	No charge	N/A
6.3. A copy of the current month's statement	No charge	No charge	N/A
7. <u>Search fee for account information</u> fee for every hour or part thereof	R100 per hour	R110 per hour	0683 0720
8. <u>Special Meter Readings</u>	R 220	R 241	0683 6231
9. <u>Electricity disconnection/reconnection (urban)</u>			
9.1 account in arrear - supply sealed off note 1: Fee covers both disconnection and reconnection note 2: Fee is charged separately for disconnection and reconnection	R 240	R 263	0617 0710
9.2 Removal of Wires (unauthorised reconnection)	R 430	R 471	0617 0710
10. <u>Water restriction/disconnection/reconnection</u>			
10.1 Disconnection and Reconnection note 1: Fee charged separately for disconnection and reconnection	R 240	R 263	0617 1833
10.2 Restriction of Service (Water)	R 240	R 263	0617 1833
11. <u>Disconnection and Reinstatement of Services</u>			
11.1 Disconnection/ Blocking of prepaid electricity meters and reinstatement of electricity	R 240	R 263	0617 0710
11.3 Disconnection/ Restriction and reinstatement of water meter supply	R 240	R 263	0617 1833
11.4 Disconnection of water upon request by property owner by installation of a solid washer	R 240	R 263	0617 1833
11.5 Disconnection/ blocking of electricity upon request by property owner	R 240	R 263	0617 0710
12. <u>Proof of Address</u> (per address)	R 40	R 44	0683 3340
13. <u>Issuing of Legal Documentation</u>			
13.1 Rescindment of Judgement Letter	R 140	R 153	0025 6230
13.2 Letter to debtor indicating arrangement has been concluded	R 40	R 44	0025 6230
13.3 Copy of Final Demands, Summonses and Judgements	R 40	R 44	0025 3340
14. <u>Issuing of a VAT Certificate</u>	R 40	R 44	0683 3340
15. <u>Issuing of a Billing Clearance Certificate</u>			
15.1 Medium to Large businesses - R80 for 3 copies of certificate (valid for 30 days)	R80 (3 copies of certificate)	R88 (3 copies of certificate)	0683 3782
15.2 Small Business and Domestic (other) - R35 for 3 copies of certificate (valid for 30 days)	R35 (3 copies of certificate)	R38 (3 copies of certificate)	0683 3782
15.3 Additional copies - R25 per page per certificate	R25 per page per certificate	R27 per page per certificate	0683 3782
16. <u>Issuing of a Valuation Roll CD</u>	R 930	R 1,018	0018 0831

	2016/2017	2017/2018	
	<u>Current Charges</u>	<u>Proposed Charges</u>	<u>Vote</u>
17. <u>Deads Office Search</u> (if information on billing system is correct)	R 40	R 44	0683 0720
18. <u>Issuing of Account Balance Confirmation Letter</u> (to confirm that account is up to date)	R 40	R 44	0683 3340
19. <u>Search fee for Rates and Valuations</u> note: for every hour or part thereof	R100 per hour	R110 per hour	0024 0720
20. <u>Tender Document Fees payable by tenderers</u> note: tender documents up to R10 000 000 Up to R50 000 000 (80/20 scoring principal) tender documents above R50 000 000 (90/10 scoring principal)	R 130 R 200 R 200	R 350 R 500 R 1,000	1707 4776 1707 4776 1707 4776
21. <u>Assistance to the Poor (ATTP) Tracing Fees</u>	R 80	R 88	0616 0720
22. <u>Assistance to the Poor (ATTP) : ATTP Customers are Exempted from payment of Miscellaneous Charges listed above</u>	No charge	No charge	N/A
23. <u>Issuing of a Manual Accounts Reconciliation</u> fee for every hour or part thereof		R130 per hour	0683 3340