



MUNISIPALITEIT  
MUNICIPALITY

☎ (027) 482 8000  
☎ (027) 482 1933

📮 PRIVAATSAK/PRIVATE BAG X2  
CLANWILLIAM  
8135

FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL (Business, factories, offices, schools)

APPEAL NO

THE CHAIRPERSON: VALUATION APPEAL BOARD

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

DESCRIPTION OF PROPERTY OF WHICH THE APPEAL IS MADE (COMPLETE A SEPARATE FORM FOR  
EACH ENTRY APPEALED TO)

ERF/PORCION/UNIT

SUBURB/FARM/ SCHEME

FARM NO

REG DIV

**SECTION 1: APPELLANT INFORMATION**

**1.1 APPELLANT IS THE OWNER**

REGISTERD OWNER OF PROPERTY

IDENTITY NUMBER

COMPANY OR CC REG NUMBER

PHYSICAL ADDRESS

CODE

POSTAL ADDRESS

CODE

TELEPHONE NO - HOME

 ( )

WORK

 ( )

CELL

FAX NO

 ( )

E-MAIL ADDRESS

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

NAME OF APPELLANT

IDENTITY NUMBER

COMPANY OR CC REG NUMBER

PHYSICAL ADDRESS

CODE

POSTAL ADDRESS

CODE

TELEPHONE NO - HOME

 ( )

WORK

 ( )

CELL

FAX NO

 ( )

E-MAIL ADDRESS

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

**1.3 AUTHORISED REPRESENTATIVE OF APPELLANT**

NAME OF REPRESENTATIVE

POSTAL ADDRESS

CODE

TELEPHONE NO - HOME

 ( )

WORK

 ( )

CELL

FAX NO

 ( )

E-MAIL ADDRESS

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

**SECTION 2: PROPERTY DETAILS**

PHYSICAL ADDRESS

CODE

EXTENT OF PROPERTY

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MUNICIPAL ACCOUNT NO

(If available)

NAME OF BONDHOLDER

REGISTERED AMOUNT OF BOND

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**PROVIDE FULL DETAILS OF ALL SERVITUDES, ROAD PROCLAMATION OR OTHER ENDORSEMENTS**

**AGAINST PROPERTY (If applicable)**

SERVITUDE NO		AFFECTED AREA		m
IN FAVOUR OF				
FOR WHAT PURPOSE				
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 NAME OF TENANT	SIZE	RENTAL EXCL VAT	ESCALATION OF RENTAL	OTHER CONTRIBUTIONS	TERM OF LEASE	START DATE

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	DESCRIPTIN eg. Used as ship, offices et	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 FUTHER DEVELOPMENT

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OTHER FEATURES OF BUILDINGS: (PROVIDE ANNEXURE IF NECESSARY)

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**SECTION 4: SECTIONAL TITLE UNITS**

SCHEME NO		NAME OF SCHEME		FLAT NO		UNIT SIZE	
NAME OF MANAGING AGENT				TEL NO			
SHOPS	m	OTHER					m
OFFICES	m	OTHER					m
FACTORIES	m	OTHER					m

TENANT AND RENT INFORMATION - ANNEXURE A

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

MONTHLY LEVY

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DETAILS OF EXCLUSIVE USE AREAS

COMMON PROPERTY CONSISTS OF:

SWIMMING POOL	
TENNIS COURT	
OTHER	
OTHER	
OTHER	
OTHER	

GARAGE	m
CAR PORT	m
OPEN PARKING	m
STORE ROOM	m
GARDEN	m
OTHER	m

**SECTION 5: MARKET INFORMATION**

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

OFFER RECEIVED   
 NAME OF AGENT

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

OFFER RECEIVED   
 TEL NO

SALES TRANSACTION 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: APPEAL DETAILS**

DESCRIPTION OF THE PROPERTY/UNIT NO	PARTICULARS AS REFLECTED IN VALUATION ROLL	CHANGES REQUESTED BY APPELLANT

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

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**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

	YEAR	MONTH	DAY
DATE			

\_\_\_\_\_  
SIGNATURE

**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**

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	YEAR	MONTH	DAY
DATE			

NAME OF THE CHAIRPERSON OF THE VALUATION APPEAL BOARD	SIGNATURE

**SECTION 9: NOTIFICATION OF OUTCOME**

	<b>SIGNATURE</b>	<b>DATE</b>
VALUATION ROLL ADJUSTED		
APPELLANT NOTIFIED		
OWNER NOTIFIED		