

Sectional title property owners: Update your details!

Original Sectional Title
Property information form
available at
www.joburg.org.za/eservices
or
at any of the
Customer Service Centers
listed below

The City of Johannesburg Metropolitan Municipality (the Council) will be implementing the Municipal Property Rates Act from 1 July 2008. The Act requires us to invoice individual owners of Sectional Title properties for the rates portion of the municipal account.

Postal Addresses of Individual Owners

In the past, municipal service and rates accounts have been posted to the Bodies Corporate, therefore we do not have postal addresses for individual owners within Sectional Title schemes.

We require this information in order to be able to post individual owners their rates accounts from 1 July 2008 (the service portion of the account will continue to be sent to Bodies Corporate or the nominated managing agent). Individual owners also need to be informed of the valuation of their property in the new Valuation Roll for the purpose of rating.

All individual owners of Sectional Title property (whether business or residential) need to complete the form on the right.

The form may also be completed electronically by visiting our website at www.joburg.org.za and following the instructions. Alternatively, you can email us at ratespolicy@joburg.org.za and request an electronic copy of the form to be emailed back to you.

THE DEADLINE FOR SUBMITTING THE REQUIRED INFORMATION IS 11 April 2008.

If you have any queries about how the implementation of the MPRA will affect you, please send us an email to ratespolicy@joburg.org.za.

Exclusive Use Rights

We have recently completed the valuation of Sectional Title properties in the City. However, we are not always able to accurately determine the allocation of all exclusive rights within a Body Corporate, as we are not privy to all information regarding exclusive use rights within a complex.

Bodies Corporate are requested to provide such information to us for the future valuation of properties within the complex.

Please feel free to submit such information to The Municipal Valuer at valuationenquiries@joburg.org.za. This information will assist in more accurate data to be used in the valuation and rating process.

MANAGING AGENTS: THE CITY WOULD LIKE TO BUY YOUR DATABASE

We need to obtain the postal addresses of all individual Sectional Title unit owners. All managing agents or organisations that have this information in a database as it relates to the unit owner and the postal address of the unit owner, is hereby invited to supply such information in electronic format to us.

We will be in a position to pay up to five Rand (R5,00) per completed entry, to the minimum extent that we can correspond by e-mail and/or post with the owner of a sectional title unit.

The information that is required per entry, can be detailed as follows:

1. Sectional Title Scheme and scheme number
2. Physical address of the scheme
3. Unit number as registered in the Deeds Office
4. Name and Surname of the Unit owner
5. ID Number of the unit owner
6. Postal address of the Body Corporate / Managing Agent
7. Postal address of the individual sectional title unit owner
8. Contact details of the unit owner i.e. telephone number, fax number, email address, cellphone number

This information must be submitted in an Excel spreadsheet to be provided by the City of Johannesburg.

The managing agent or organisation interested in providing a proposal to us - Must indicate the number of records that will be made available;
The data fields to be provided;
The total cost of the data;
A disclaimer that the City may use the information provided in order to communicate directly with sectional title unit owners.

For more information on database purchases contact Erika Naude on 011 358 3933 or erikan@joburg.org.za.



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SECTIONAL TITLE PROPERTY INFORMATION

City of Johannesburg
MPRA Implementation Team

Fill in and fax me to 011 403 4496

BODY CORPORATE DETAILS:

| | |
|-------------------------|--------------|
| NAME OF BODY CORPORATE: | |
| POSTAL ADDRESS: | |
| TELEPHONE NUMBER: | POSTAL CODE: |
| EMAIL ADDRESS: | |

SECTIONAL TITLE MASTER DATA

SECTION A: SECTIONAL TITLE SCHEME INFORMATION

| | |
|--------------------------------|------------------------------|
| SECTIONAL TITLE SCHEME NUMBER: | SECTIONAL TITLE SCHEME NAME: |
| STREET NAME AND NUMBER: | |
| SUBURB: | POSTAL CODE: |
| POSTAL ADDRESS: | |
| POSTAL CODE: | |
| EXISTING RATES ACCOUNT NUMBER: | NUMBER OF UNITS IN COMPLEX: |

SECTION B: SECTIONAL TITLE INFORMATION

| | |
|-----------------------------|---|
| ROOM / FLAT / DOOR NUMBER*: | FLOOR: |
| SECTIONAL TITLE NUMBER**: | AREA OF UNIT IN SQUARE METRES IF KNOWN: |

* room or flat number as appears physically on the sectional title unit
** sectional number as registered at the deeds office for the sectional title unit

SECTION C: SECTIONAL TITLE OWNER INFORMATION PERSONAL OWNERSHIP

| | |
|------------------------------|-----------------|
| SURNAME: | |
| NAME IN FULL (AS IN ID): | |
| IDENTITY OF PASSPORT NUMBER: | TITLE: |
| AGE: | |
| WORK TELEPHONE NUMBER: | HOME TELEPHONE: |
| MOBILE PHONE NUMBER: | EMAIL ADDRESS: |
| POSTAL ADDRESS FOR ACCOUNT: | |

SECTION D: SECTIONAL TITLE OWNER INFORMATION BUSINESS OWNED (e.g. TRUST, CC.)

| | |
|-------------------------------|--------------|
| NAME IN FULL: | |
| REGISTRATION NUMBER: | |
| POSTAL ADDRESS: | |
| WORK TELEPHONE NUMBER: | POSTAL CODE: |
| ALTERNATIVE TELEPHONE NUMBER: | |
| EMAIL ADDRESS: | |

SECTION E: PURPOSE OF PROPERTY

| | |
|--------------|-------------|
| RESIDENTIAL: | COMMERCIAL: |
|--------------|-------------|

SECTION F: EXCLUSIVE USE DETAILS

| | | | |
|------------------|-------------------|----------------|-----------------------------------|
| GARAGE: | STOREROOM: | GARDEN: | DOMESTIC ROOMS: |
| CARPORT: | PARKING BAY: | BALCONY: | |
| HOW REGISTERED?: | MANAGEMENT RULES: | CONDUCT RULES: | SECTION 25 (SECTIONAL TITLE ACT): |

SECTION G: COMMON PROPERTY FACILITIES

| | | | |
|-----------------------|----------------|------------------|---------------|
| SECURITY GUARD HOUSE: | SWIMMING POOL: | RECREATION HALL: | CLUBHOUSE: |
| BRAAI AREA: | SQUASH COURT: | BOWLING GREEN: | TENNIS COURT: |

SECTION B: PURPOSE OF PROPERTY

SECTION F: EXCLUSIVE USE DETAILS

Valuation Objection period NOW OPEN!

The formal objection period for the General Valuation Roll is from 27th February to 27th May 2008 at 4.30pm. This is your opportunity to formally object to a proposed property value stated in the Roll. Anyone can lodge an objection against anything and any value given in the Roll, not just that of their own property. Every home owner will receive their own property's new valuation through the post.

Objections form must be handed in, in person at any of the following

Customer Service Centres:

SOUTH

Ennerdale Ext 9
Customer Service Centre,
Corner Katz & Smith Walk Rd, Ennerdale

Jabulani Civic Centre
Customer Service Centre
1 Koma Rd, Jabulani, Soweto

Lenasia Civic Centre
Customer Service Centre
Corner Rose Ave. & Eland St, Lenasia

Eureka House
Customer Service Centre,
Corner Glenroy Rd. & Pioneer Rd.
Pioneer Park, Springfield

NORTH

Midrand
Customer Service Centre,
300 Fifteenth Rd, Randjiespark, Midrand

Sandton Civic Centre
Customer Service Centre
Corner West & Rivonia Rds, Sandton

Randburg Civic Centre
Customer Service Centre
Corner Bram Fischer Rd. & Jan Smuts Ave.
Randburg

CENTRAL

Thuso House
Customer Service Centre
61 Jorissen St. (Corner Simmons St.),
Braamfontein

Valuation Services Directorate
Street Level, B-Block, Metro Centre
158 Loveday St, Braamfontein

WEST

Roodepoort Civic Centre
Customer Service Centre
100 Christiaan de Wet Rd, Florida, Roodepoort

www.joburg.org.za/eservices



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