**BACK SCANNING: NON AVAILABILITY OF DEEDS RECORDS IN THE DEEDS OFFICE**

A key activity of PROJECT VULINDLELA (the e-cadastre project) is the back scanning into digital format of all the paper records of deeds and related documents in the Deeds Offices.

As a result book volumes (starting off with Deeds of Transfer) have been and are being removed from the Deeds Offices including Cape Town so that they can be scanned. This process takes place by a private contractor at its site.

During the process of scanning the records (book volumes) will not be available by this office’s Information services. To address this situation provision has been made to make such records available for information and research purposes to avoid undue delays and inconvenience.

A list of book volumes and records removed from this office for scanning will be maintained and updated regularly and this updated information will be circulated regularly via the normal communication channel maintained by Ms Tango for conveyancers.

Should you require records which are not on our premises, please advise the Information section of this office in advance who will facilitate making such records available in the shortest possible time.

Please complete the necessary application form which will be available at the Information section. Please hand such form to Mr Vinnicombe or the supervisor who will contact you once the record is available.

To date the following records have been removed from the Deeds Office:

14th Floor: T26850/1977 – T22986/1985

13th Floor: T1/1676 – T259/1851;

 T13993/1920 – T14739/1920;

 T7114/1925 – T7837/1925;

 T2829/1930 – T3527/1930;

 T801/1941 – T21400/1955.

Enquiries: G Heidmann/ L J Vosloo

L J Vosloo

DRDLR

Deeds Office

90 Plein Street

Cape Town

8000

T: (021) 464 7716

**RATES CLEARANCE CERTIFICATES**

Please note that Cape Town Deeds Office will now accept manual and electronic clearance certificates issued by City of Cape Town, not citing the names of the parties to a transaction, but only the property description and the relevant dates (date of issue and validity date). It applies to both freehold and sectional title properties.

See letter dated 11 January 2012 attached.

Regards

Joseph Dreyer

(Practice Committee)

T: (021) 464 7634

