



Evert Kotze

HEAD: Rates Clearance, Refunds and Deeds

T: 021 400 9124 M: 0843312940
E: evert.kotze@capetown.gov.za
Ref: Admin Fee for 2016 to 2017

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**Attention: Property Committee
Cape Law Society**

Conveyancing Attorneys
City of Cape Town

Administration Fee Increased – 2016 / 2017 Financial Year

At the Council meeting held in May 2016 the tariffs for the new financial year, including Sundry Charges, was tabled and approved.

Please note that the following Administration Fee for Rates Clearance applications was approved:

Type Of Application	Fee 2015 / 2016	Fee 2016 / 2017
Manual	R 310-50	R 333-00
Electronic	R 74-60	R 80-00
Incorrect payment allocations	R28.00	R31.00
Duplicate Certificate	R 74-60	R 80-00

The above is VAT inclusive.

The current Administration Fee for the financial year 2015 / 2016 will be applicable to all applications for which payment schedules was successfully issued up to 30 June 2016.

The new Administration Fee will be effective from as from 01 July 2016, to all applications for which payment schedules has been issued as from the 1st.

Yours faithfully

BD Williams
Manager : Debtors & Cash
Directorate Revenue
City of Cape Town
OBO Chief Financial Officer