

MATJHABENG MUNICIPALITY LOCAL



PROPERTY RATES REVIEW FORM

OFFICE USE																					
<p>TOTAL AMOUNT/VALUE TO BE LEVIED/RATED</p> <p>R _____</p> <p>RECOMMEND FOR APPROVAL BY MUNICIPAL OFFICIAL:</p> <p>.....</p> <p>SIGNATURE</p>	<p>ERF/SITE NO: _____</p> <p>WARD NO: _____</p> <p>ACCOUNT NO: _____</p> <p>MARKET VALUE: R _____</p> <p>APPR % OF REBATE: _____</p> <p>.....</p> <p>COMPILED BY</p>	<p>DOCUMENT SUBMITTED</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%;">Yes</th> <th style="width: 20%;">No</th> </tr> </thead> <tbody> <tr> <td>COPIES OF ID'S</td> <td></td> <td></td> </tr> <tr> <td>SARS TAX CERTIFICATE</td> <td></td> <td></td> </tr> <tr> <td>MUNICIPAL ACCOUNT</td> <td></td> <td></td> </tr> <tr> <td>CK1</td> <td></td> <td></td> </tr> <tr> <td>APP LETTER</td> <td></td> <td></td> </tr> </tbody> </table> <p>.....</p> <p>CHECKED BY</p>		Yes	No	COPIES OF ID'S			SARS TAX CERTIFICATE			MUNICIPAL ACCOUNT			CK1			APP LETTER			
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APPLICATION FOR PROPERTY RATES REDUCTION/ EXEMPTION/ REBATE

- In an effort to assist the registered property owners of different Categories of properties within MATJHABENG MUNICIPALITY in payments of municipal rates, the municipality has agreed to exempt them accordingly as stated in the approved Matjhabeng Property Rates Policy.
- Please read the back of this form to see if you qualify for reduction/ exemption/ rebate and which documents to submit along with this application form.

PERSONAL PARTICULARS

ERF/UNIT NO		Suburb / Allotment	
REGISTERED OWNER OF PROPERTY			COMPANY OR CC REGISTRATION NO	
CATEGORY.		ID NUMBER		
PHYSICAL ADDRESS OF OWNER			POSTAL ADDRESS OF OWNER	CODE
TELEPHONE NO	LANDLINE		CELL	
E-MAIL ADDRESS			FAX	

REASON FOR APPLICATION

Complete: Erf

No.....Suburb/Area.....Signature.....

DECLARATION BY APPLICANT UNDER OATH

**I/WE _____
_____ (full names)**

The undersigned who owns the property indicated above, hereby apply for the Property Rates Reduction/ Exemption/ Rebates determined in relation to the Matjhabeng Property Rates Policy indicated at the back page, and solemnly declare that:

- (a) All particulars furnished in this form, including the property Owner/s are to the best of my knowledge and correct;
- (b) If the particulars furnished in this form should change for any reason, I/We will immediately notify council;
- (c) I/We agree that Municipal officials may conduct an on site audit to verify the information supplied on this declaration;
- (d) I/We are aware that any false declaration on this form is punishable by law and will result in disqualification of this Rebate /Reduction/ Exemption;
- (e) This application is signed under oath.

.....
Signature of applicant/s

.....
DATE

**INFORMATION CONDITIONS OF PROPERTY RATES REDUCTION/EXEMPTION/REBATES
The Matjhabeng Municipality will be implementing this Supplementary Valuation Roll in accordance MPRA No.6 of 2004 with effect from 01 February 2013; the current approved Property Rates Policy will continue to be effective for the financial year of 2013/2014.**

Business, commercial and industrial properties

- i. The municipality may grant rebates to rateable enterprises that promote local, social and economic development in its area of jurisdiction. The following criteria will apply:-
 - a. job creation in the municipal area;
 - b. social upliftment of the local community; and
 - c. creation of infrastructure for the benefit of the community.
- ii. A maximum rebate as annually determined by the municipality will be granted on approval, subject to:-
 - a. a business plan issued by the directors, land owner, legal person of the company indicating how the local, social and economic development objectives of the municipality are going to be met;

- b. a continuation plan issued by the directors and certified by auditors of the company stating that the objectives have been met in the first year after establishment and how the company plan to continue to meet the objectives; and
- c. an assessment by the municipal manager or his/her nominee indicating that the company qualifies.

Privately owned towns serviced by the owner

The municipality grants an additional rebate, to be determined on an annual basis, which applies to privately owned towns serviced by the owner qualifying as defined in clause 2.14 of this policy. All applications must be addressed in writing to the municipality by 31 August for the financial year in respect of which the rate is levied. If the rebate applied for is granted the rebate will apply for the full financial year. For the 2013/2014 financial year the rebate is determined as 20%.

Public Benefit Organisations (PBO's)

Taking into account the effects of rates on PBOs performing a specific public benefit activity and registered in terms of the Income Tax Act for tax reduction because of those activities

To qualify for the rebate a property owner must:-

Public benefit organisations must attach a SARS tax exemption certificate issued by the South African Revenue Services (SARS) as contemplated in Part 1 of the Ninth Schedule of the Income Tax Act, 1962 (No 58 of 1962) to all applications.

Complete: Erf

No.....Suburb/Area.....Signature.....

The municipality retains the right to refuse the exemption/reduction if the details supplied in the application form were incomplete, incorrect or false.

Please note that: applicants should update their information on annual basis, unless if the property owner's financial circumstances change, in that case the Rebate will fall away or a new application must be made. The property rates policy will be reviewed annually to ensure that it complies with the Municipality's strategic objectives as contained in the Integrated Development Plan and recent legislation.

Received on:

.....

Dated stamp

Complete: Erf No: Suburb/Area: Signature: