



APPEAL FORM

FORM A: RESIDENTIAL (FULL TITLE AND SECTIONAL TITLE USED FOR RESIDENTIAL PURPOSES)

Appeal No.

The Chairperson: Valuation Appeal

.....Municipality

Lodging of an appeal against a matter reflected in or omitted from the valuation roll / supplementary valuation roll* for the period 1 July.....to 30 June.....

*Delete whichever is not applicable

Description of property in respect of which the appeal is made
(Complete a separate form for each entry appealed to)

Erf / Unit
No.

Suburb / Scheme
Name

Section 1: Appellant Information

1.1 Appellant Information

Registered Owner of the property

Identity No.

Company or CC
Registration No.

Physical Address
Of Owner

Code

Postal Address



Of Owner

Code

Telephone No. Home () Work ()

Cell Fax ()

E-mail Address

1.2 Appellant is not the Owner or Municipality is the Appellant

Name of Appellant

Postal address Code

Telephone No. Home () Work ()

Cell () Fax No. ()

Email Address

Status of Appellant (e.g. Tenant, Pending Purchaser, Municipality, etc)



1.3 Authorised Representative of the Appellant

Name of Representative

Postal Address Of Owner Code

Telephone No. Home () Work ()

Cell Fax ()

E-mail Address

If a representative is appointed, proof of authorisation must be attached

Complete: Erf /Unit No.....Area / Scheme
Name.....



Section: 2 Property Details (For Sectional Titles see Section 4)

Address Code
 If applicable

Extent of property m²

Municipal Account if applicable

Name of Bond Holder	Registered Amount of Bond

Provide full details of all servitudes, roads proclamations or other endorsements against the property (if applicable)

Servitude No.	Affected Area	m ²
In favour of		
For what purpose		

Was compensation paid Yes No Amount
 If yes:- Date of payment R



Section 3: Description of Residential Dwelling (For sectional titles see Section4)

(Indicate number of, state Yes / No in appropriate box)

Main Dwelling ([attached photos](#))

No. of Bedrooms		No. of bathrooms		Kitchen		Lounge	
Dinning Room		Lounge with Dinning Room		Study		Playroom	
Television Room		Laundry		Separate Toilet			
Other				Other			
Other				Other			

Out Building (Attach Annexure & [photos](#))

No. of garages	
Granny Flat/ rooms	
Other	

Size of Main Dwelling	
Size of Out Building	
Size of other	



buildings	
Total Buildings	

Other Buildings (Attach Annexure)

Other:

Swimming Pool		Tennis Court			
Bore Hole		Garden	Good	Average	Poor
Other		Other			

Fencing

Type	Front	Back	Side 1	Side 2
Height				

Driveway (e.g. Bricks, pavers)

	Is your property situated in a boomed area or security	Yes	No

Other

features:.....

General condition of property (Tick ✓)

Good		Average		Poor	
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Complete Erf /Unit No.....Area Scheme Name.....

Section 4: Sectional Title Units



Scheme No. Name of scheme Flat No. / Door No.

Unit size

Name of Managing Agent Tel no.

Indicate number or state Yes/No in appropriate box

No. of Bedrooms		No. of bathrooms		Kitchen		Lounge	
Dinning Room		Lounge with Dinning Room		Study		Playroom	
Television Room		Laundry		Separate Toilet			
Other				Other			
Other				Other			

Monthly levy R

Common Property consists of: areas

Swimming pool	
Tennis court	
Other	
Other	

Details of exclusive use

Garage	
Carport	
Open parking	
Store room	
Garden	
Other	

Section 5: Market Information

If your property is currently on market, what is the asking price? was

If your property has been on the Market in the last 3 years what the asking price?



R	
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Offer received

R	
---	--

R	
---	--

Offer received

R	
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Name of agent

Tel

Sale transactions (of other properties in the vicinity) used by the appellant in determining the market value of the property objected to

Erf / Unit No	Suburb / Scheme name	Date of Sale	Selling price

6. Appeal Details

	Particulars as reflected in the valuation roll	Changes requested by the appellant
Description of the property		
Category		
Physical address / Door No / Flat No.		



Extent		
Market Value		
Name of Owner		

Adverse features and /or further reasons in support of this appeal (annexure can be provided)

Complete: Portion / Holding No..... Farm/
Holding.....

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 have so have provided any such document, information or particulars has placed an unnecessary burden on the function of the municipal Valuer or the appeal board.

I / We.....hereby declare that the information and particulars supplied are true and correct.

Date

Year	Month	Day

.....
Signature

OFFICIAL USE

Section 8: Decision of Municipal Valuer

Description of the property	
Category	
Physical address	
Extent	
Market value	



Name of owner	
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Reasons of the Municipal Valuer

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Name of Municipal Valuer / Assistant.....

Municipal Valuer*

*Delete whichever is not applicable

Signature

Year	Month	Day

Section 9: Notification of Outcome

	Signature	Date
Valuation Roll Adjusted		
Appellant Notified		



Owner Notified		
Section 52 (1) (a) Where applicable		

Complete: Erf / Unit NoArea / Scheme Name
