

Civic Centre
1 Nel Street
Mbombela 1201
Republic of South Africa



P O Box 45
Mbombela 1200
Republic of South Africa
Tel: +27 (0) 13 759-9111
Fax: +27 (0) 13 759-2070

OFFICE OF THE CHIEF FINANCIAL OFFICER

:

.....

Dear Sir/Madam,

RE: REQUEST FOR INFORMATION IN TERMS OF SECTION 42 OF LOCAL GOVERNMENT: MUNICIPAL PROPERTY RATES ACT (ACT NO 6 OF 2004).

In terms of Section 42 of the Local Government: Municipal Property Rates Act No. 6 of 2004, the Municipal Valuer may require the owner or occupier or person in charge of any property in the Municipal Area to provide information, as may be requested by the Municipal Valuer, of any building or land or property within their control. Attached hereunder is a questionnaire for your attention and assistance with the information requested.

The information in this document (and to be treated in strict confidence) will assist the Municipal Valuer and Assistant Municipal Valuers in the undertaking of their duty to correctly value all property within the City of Municipality.

Please fax 086 622 0829 or e-mail to Gv2018.valuations@mbombela.gov.za the completed document not later than September 30, 2017 to:

C/O Municipal Manager
City of Mbombela

Yours faithfully,

.....

MUNICIPAL VALUER



STAND/ERF NUMBER:

BUILDING NAME:

OWNER'S NAME:

MANAGING AGENT:

I do hereby declare that the information contained in this document and provided by me is true and accurate to the best of my knowledge.

Signature

Full Name.....

Date

PART A

1) What are the quantities of petrol, diesel and other fuels (please specify) dispensed individually per liter for the past 3 years.

YEAR	PETROL liters	DIESEL liters	PARAFFIN liters
2015			
2016			
2017			

2) In regard to the above, please provide opening hours operated during periods for which the throughputs were quoted.

3) What is your current fuel retail price for the following?

PREMIUM UNLEADED RAND PER LITRE	DIESEL RAND PER LITRE

4) Please provide turnover figures (exclusive of VAT) for the last 3 years ending on the date of completion of the accounts.

--

PART B

This section relates to your own lease/agreement if you are a tenant

If you pay rent and have a lease, tenancy or license agreement:

1) Does the rent vary according to throughput?

YES	
NO	

2) If your answer is YES, how is the rent calculated. (e.g. as a % of gross or net revenue)
Please give the percentage.

3) If your answer is NO, answer the following:

Was the rent fixed in respect of land only (building excluded)?	Yes/No	
A "shell" or Shell &Core" unit? (lessee to fit out)	Yes/No	
Fully equipped operational filling station	Yes/No	
When did the current lease or agreement start?	yy/mm	
How long was it granted for?	years	
When is the rent review date?	Everyyears	
Is the rent paid based on market rental value?	Yes/No	

4) **Letting 1**

Description				
Use	Kiosk	Fast Food	Show Room	Offices
Name of Tenant				

Total current annual/monthly rent (excl. Vat	R
Floor Area M ²	
Date of fixed rent	

Letting 2

Description				
Use	Kiosk	Fast Food	Show Room	Offices
Name of Tenant				

Current annual/monthly rent (excl. vat)	R
Floor Area M ²	
Date of fixed rent	

Letting 3

Description				
Use	Kiosk	Fast Food	Show Room	Offices
Name of Tenant				

Current annual/monthly rent (excl. vat)	R
Floor Area M ²	
Date of fixed rent	

Letting 4

Description				
Use	Kiosk	Fast Food	Show Room	Offices
Name of Tenant				

Current annual/monthly rent (excl. vat)	R
Floor Area M ²	
Date of fixed rent	

I, hereby confirm that the above stated information with attachments is accurate and correct.

SIGNATURE: _____

FULL NAME IN CAPITAL LETTERS:

DATE: _____

POSITION: _____

I am the Occupier Owner / Lessee / Occupier's Agent / Owner's Agent / Lessee's Agent.

Agent:

Day/ Month/ Year: _____

Daytime Telephone No.: _____

Cell no.: _____ Email address: _____