



BELA BELA MUNICIPALITY

**FORM B: NON RESIDENTIAL APPEAL FORM  
(PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL e.g. commercial, industrial etc)**

ACCOUNT NUMBER	PIN	OBJECTION NUMBER	APPEAL NUMBER
----------------	-----	------------------	---------------

THE CHAIRPERSON : VALUATION APPEAL BOARD  
BELA BELA MUNICIPALITY

LODGING OF AN APPEAL AGAINST THE DECISION OF THE MUNICIPAL VALUER REGARDING MATTERS PERTAINING TO SPECIFIC PROPERTY AS REFLECTED IN OR OMITTED FROM THE VALUATION ROLL/SUPPLEMENTARY VALUATION ROLL FOR THE PERIOD **1 JULY 2012 TO 30 JUNE 2016**

Notes for Completing this Form:

1. Complete a separate form for each property where appeal is being lodged.
2. In the case of Sectional Titles, a form must be completed for each section appealed to.
3. A copy of the objection outcome letter must be attached to the appeal application form.
4. Delete whichever is not applicable.
5. All sections shaded in grey are mandatory, and must be completed to be a valid appeal form.

**SECTION 1: APPELLANT INFORMATION**

**1.0 DESCRIPTION OF PROPERTY IN RESPECT OF WHICH THE APPEAL IS MADE**

ERF NUMBER/ SECTION NUMBER	PORTION	TOWNSHIP NAME/SCHEME NAME	TOWNSHIP EXT / SCHEME NO
ERF EXTENT/ UNIT SIZE	FLAT NO/ DOOR NO	PHYSICAL ADDRESS	
M <sup>2</sup>			

**1.1 APPELLANT DETAILS (Please mark the appropriate box with a X)**

OWNER	<input type="checkbox"/>	REPRESENTATIVE OR AGENT	<input type="checkbox"/>	MUNICIPALITY	<input type="checkbox"/>	OTHER	<input type="checkbox"/>
NAME OF APPELLANT							
IDENTITY NO.				COMPANY OR CC REGISTRATION NO			
POSTAL ADDRESS OF OBJECTOR						CODE	
TELEPHONE NO	HOME			WORK			
	CELL			FAX			
E-MAIL ADDRESS (if available)							
STATUS OF APPELLANT e.g. Tenant, Pending Purchaser, Municipality, Representative							

*If a representative is appointed, then proof of such authorization from the Owner must be attached.*

**SECTION 2: APPEAL DETAILS**

*At least one of the following must be completed to be a valid appeal. In the case of Market Value appeals, the objector **MUST** provide the requested change.*

APPEAL TYPE	PARTICULARS AS REFLECTED IN THE VALUATION ROLL	PARTICULARS AS PER OBJECTION OUTCOME	CHANGES REQUESTED BY APPELLANT
DESCRIPTION OF THE PROPERTY			
CATEGORY			
PHYSICAL ADDRESS/DOOR NO./FLAT			
EXTENT			
MARKET VALUE			
NAME OF OWNER			

**SECTION 3: 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 PROVIDED ANY SUCH DOCUMENT, INFORMATION OR PARTICULARS HAS PLACED AN UNNECESSARY BURDEN ON THE FUNCTIONS OF THE MUNICIPAL VALUER OR THE APPEAL BOARD.

I / WE .....HEREBY DECLARE THAT THE INFORMATION AND PARTICULARS SUPPLIED ARE TRUE AND CORRECT.

Date

Name (Print)

Signature



BELA BELA MUNICIPALITY

# FORM B: NON RESIDENTIAL APPEAL FORM

(PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL e.g. commercial, industrial etc)

(FOR SECTIONAL TITLES GO TO SECTION 6)

## SECTION 4: PROPERTY DETAILS

NAME OF BOND HOLDER	REGISTERED AMOUNT OF BOND

(If applicable)

PROVIDE FULL DETAILS OF ALL SERVITUDES, ROADS PROCLAMATIONS OR OTHER ENDORSEMENTS AGAINST THE PROPERTY (IF APPLICABLE)

SERVITUDE NO	AFFECTED AREA	M <sup>2</sup>
IN FAVOUR OF		
FOR WHAT PURPOSE		

WAS COMPENSATION PAID	YES	NO			
IF YES: DATE OF PAYMENT			AMOUNT	R	

## SECTION 5: DESCRIPTION OF BUILDINGS

(INFORMATION UNDER 5.1 TO 5.4 TO BE SUPPLIED BY MEANS OF ANNEXURES AS FOLLOWS)

### 5.1 TENANT AND RENT INFORMATION – ANNEXURE A

NAME OF TENANT	SIZE	RENTAL EXCL VAT)	ESCALATION OF RENTAL	OTHER CONTRIBUTIONS	TERM OF LEASE	START DATE
----------------	------	------------------	----------------------	---------------------	---------------	------------

### 5.2 SCHEDULE OF EXPENSES INCLUDING MUNICIPAL, ADMINISTRATION, INSURANCES, SECURITY etc. ANNEXURE B

### 5.3 STATEMENT OF INCOME & EXPENDITURE FOR PREVIOUS FINANCIAL YEAR – ANNEXURE C

### 5.4 BUILDING SIZES – ANNEXURE D

BUILDING NO.	SIZE M <sup>2</sup>	DESCRIPTION e.g. used as a shop, offices etc.	CONDITION
--------------	---------------------	---	-----------

5.5 IF THE PROPERTY HAS NOT BEEN DEVELOPED TO IT'S HIGHEST AND BEST USE , INDICATE THE EXTENT OF LAND THAT IS AVAILABLE FOR FURTHER DEVELOPMENT

	M <sup>2</sup>
--	----------------

OTHER FEATURES OF BUILDINGS: (PROVIDE ANNEXURE E IF NECESSARY) \_\_\_\_\_

---



---



---



---



---



---



---



---



**FORM B: NON RESIDENTIAL APPEAL FORM**  
**(PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL e.g. commercial, industrial etc)**

**SECTION 6: SECTIONAL TITLES UNITS**

NAME OF MANAGING AGENT		TEL NO.	
------------------------	--	---------	--

**SIZE OF SECTION** (For Market Value appeals, this section must be completed)

SHOPS		M <sup>2</sup>	GARAGE		M <sup>2</sup>
OFFICES		M <sup>2</sup>	STORAGE		M <sup>2</sup>
FACTORY/WAREHOUSE		M <sup>2</sup>	OTHER		M <sup>2</sup>
TOTAL SECTION EXTENT					M <sup>2</sup>

**TENANT AND RENT INFORMATION – ANNEXURE A**

NAME OF TENANT	SIZE	RENTAL EXCL VAT)	ESCALATION	OTHER CONTRIBUTIONS	TERM OF LEASE	START DATE
----------------	------	------------------	------------	---------------------	---------------	------------

MONTHLY LEVY	R
--------------	---

**DETAILS OF EXCLUSIVE USE AREAS**

GARAGE		M <sup>2</sup>
CARPORT		M <sup>2</sup>
OPEN PARKING		M <sup>2</sup>
STORE ROOM		M <sup>2</sup>
GARDEN		M <sup>2</sup>
OTHER		M <sup>2</sup>

COMMON PROPERTY CONSISTS OF:

SWIMMING POOL	
TENNIS COURT	
OTHER	
OTHER	
OTHER	

ADVERSE FEATURES AND/OR FURTHER REASONS IN SUPPORT OF THIS APPEAL (ANNEXURES CAN BE PROVIDED)

---



---



---

**SECTION 7: MARKET INFORMATION**

IF YOUR PROPERTY IS CURRENTLY ON THE MARKET

WHAT IS THE ASKING PRICE?	R
OFFER RECEIVED	R

IF YOUR PROPERTY HAS BEEN ON THE MARKET THE LAST 3 YEARS

WHAT WAS THE ASKING PRICE?	R
OFFER RECEIVED	R

NAME OF AGENT		TEL NO	
---------------	--	--------	--

SALE TRANSACTIONS (OF OTHER PROPERTIES IN THE VICINITY) USED BY THE APPELLANT IN DETERMINING THE MARKET VALUE OF PROPERTY APPEALED TO

**NB – For Market Value Appeals, at least one Comparable Sale must be provided as EVIDENCE**

ERF/UNIT NO	SUBURB/SCHEME NAME	DATE OF SALE	SELLING PRICE



BELA BELA MUNICIPALITY

**FORM B: NON RESIDENTIAL APPEAL FORM  
(PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL e.g. commercial, industrial etc)**

**SECTION 8: DECISION OF THE MUNICIPAL VALUER (FOR OFFICIAL USE ONLY)**

DESCRIPTION OF THE PROPERTY UNIT NO.	
CATEGORY	
PHYSICAL ADDRESS/DOOR NO./FLAT NO.	
EXTENT	
MARKET VALUE	
NAME OF OWNER	

**REASONS OF THE VALUATION APPEAL BOARD**

---



---



---



---



---



---



---



---

NAME OF THE CHAIRPERSON OF THE VALUATION APPEAL BOARD	
SIGNATURE AND DATE	

**SECTION 9: NOTIFICATION OF OUTCOME (FOR OFFICIAL USE ONLY)**

	SIGNATURE	DATE
VALUATION ROLL ADJUSTED		
APPELLANT NOTIFIED		
OWNER NOTIFIED		