



a world class African city

e-PROPERTY INFORMATION SERVICES APPLICATION FORM

TO: _____ DATE: _____

COMPANY: _____

FROM: CORPORATE GEO-INFORMATICS (CGIS)
CITY OF JOHANNESBURG
TEL NO: (011) 407-6184

RE: E-PROPERTY INFORMATION SERVICES

THANK YOU FOR YOUR INTEREST IN OUR E-PROPERTY INFORMATION SERVICES.

A COPY OF THE APPLICATION FORM IS ATTACHED.

PLEASE TAKE NOTE OF THE TERMS AND CONDITIONS.

INFORMATION IS SENT WITHIN 16 WORKING HOURS.

THE FOLLOWING NUMBERS ARE APPLICABLE:

IN CHARGE OF THE e-PROPERTY INFORMATION SERVICE / QUERIES / NONE RECEIVED

E-MAIL REQUESTS

SANDY TEL NO: (011) 407-6184
EMAIL: cgisfax@Joburg.org.za

COMPLAINTS

SANDY TEL NO: (011) 407-6184
EMAIL: sandyng@Joburg.org.za

ACCOUNT QUERIES / PAYMENTS BALANCES / INVOICES / APPLICATION FORMS

SANDY / LLOYD TEL NO: (011) 407-6184 / (011) 407-6180

Person/ Company Name: _____

Postal Address: _____

Postal Code _____

Tel: Code _____

Fax: Code _____



a world class African city

e-PROPERTY INFORMATION SERVICES APPLICATION FORM

Email address: _____

Contact Person: _____

Company Registration Nr: _____

I _____ ID no _____

being the authorized representative for _____

hereby acknowledge the terms & conditions regarding the E-Property Information Services provided by the City of Johannesburg, Corporate Geo-Informatics (CGIS)

Signature: _____ Date: _____

FOR OFFICE USE ONLY									
Account number allocated:									
Confirmation faxed:									
Information captured:									
Effective date:									

TERMS AND CONDITIONS FOR THE E-PROPERTY INFORMATION SERVICES

Information Available and Costing

Zoning Information sheet that provide use zone, height zone, density, building lines and amendment scheme number applicable to the erf queried @ R13.00 per sheet

Copies of approved Amendment Schemes, Schedules and Annexure @ R13.00 per A4

Extracts of A & B series maps @ R0.00 per A4

Extracts of Cadastral maps @ R13.00 per A4

Erf dimensions from SG Diagrams and Plans @ R13.00 per A4

Confirmation of Street and Erf numbers @ R13.00 per erf

Request Zoning Certificate for collection @ R60.00 per erf



a world class African city

e-PROPERTY INFORMATION SERVICES **APPLICATION FORM**

1. Charge System

The above charges will be levied from a credit based account against which all services will be debited.

Your service and account must be opened **with a minimum R265.00 deposit.**

Further credits can be obtained in **deposits from R265.00 and more.**

Credits must be paid into your account at the Metro Centre and a valid receipt must be obtained and presented as proof.

Fees will be reviewed on an annual basis (1 July).

No service will be rendered for any account in debit.

The account will be closed if **dormant for longer than 12 months** and all credits will be due to the Council.

2. General

Information requested must contain **a valid erf number or street address for a township or farm portion** and **no response** will be given on any other descriptions such as: ***“Northern corner of the intersection of 2nd Str and 5th Ave”.***

The e-property information service is available from **08h00 to 15h30 weekdays only** (Monday to Friday) and a response can be expected within **16 Working hours** depending on volume and complexity of the query submitted. (excluding weekends and public holidays)

Your allocated account number and name must be supplied with each request.

Requests can be e-mailed to cgisfax@joburg.org.za

Any amendment to the fax number or email address information must be in writing.

No requests will be accepted by phone.

Any complaints regarding the service can be send to **sandyng@joburg.org.za**

3. Please return the attached application form with proof of payment for R265.00 payable to City of Johannesburg via the cgisfax@joburg.org.za email address.

Metro Centre (opposite Joburg Theatre), 8th Floor, 158 Civic Boulevard (old Loveday Street), Braamfontein