

**FORM B: PROPERTIES OTHER THAN RESIDENTIAL OR AGRICULTURAL**  
(e.g. businesses, factories, offices, schools)



|                  |            |  |   |  |  |  |  |  |  |  |  |  |
|------------------|------------|--|---|--|--|--|--|--|--|--|--|--|
| VOL NO - RATE NO |            |  | - |  |  |  |  |  |  |  |  |  |
| OBJECTION No     | <b>OBJ</b> |  |   |  |  |  |  |  |  |  |  |  |

|           |  |
|-----------|--|
| APPEAL No |  |
|-----------|--|

THE CHAIRPERSON: VALUATION APPEAL BOARD  
ETHEKWINI 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 \_\_\_\_\_ 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)

PORTION NO

SUBURB / SCHEME NAME

**SECTION 1: APPELLANT INFORMATION**  
**1.1 APPELLANT IS THE OWNER**

|                              |      |  |                               |      |  |
|------------------------------|------|--|-------------------------------|------|--|
| REGISTERED OWNER OF 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 THE MUNICIPALITY IS THE APPELLANT**

|  |      |  |                               |      |  |
|--|------|--|-------------------------------|------|--|
| NAME OF APPELLANT  |      |  |                               |      |  |
| IDENTITY NO.   |      |  | COMPANY OR CC REGISTRATION NO |      |  |
| POSTAL ADDRESS OF APPELLANT                                      |      |  |                               | CODE |  |
| TELEPHONE NO   | HOME |  | WORK                          |      |  |
|  | CELL |  | FAX                           |      |  |
| E-MAIL ADDRESS   |      |  |                               |      |  |
| STATUS OF APPELLANT e.g. Tenant, Pending Purchaser, Municipality |      |  |                               |      |  |

**1.3 AUTHORISED REPRESENTATIVE OF THE APPELLANT**

|                                  |      |  |                               |      |  |
|----------------------------------|------|--|-------------------------------|------|--|
| NAME OF REPRESENTATIVE           |      |  |                               |      |  |
| IDENTITY NO.                     |      |  | COMPANY OR CC REGISTRATION NO |      |  |
| POSTAL ADDRESS OF REPRESENTATIVE |      |  |                               | CODE |  |
| TELEPHONE NO                     | HOME |  | WORK                          |      |  |
|                                  | CELL |  | FAX                           |      |  |
| E-MAIL ADDRESS                   |      |  |                               |      |  |

IF A REPRESENTATIVE IS APPOINTED, PROOF OF AUTHORISATION MUST BE ATTACHED

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**SECTION 2: PROPERTY DETAILS (FOR SECTIONAL TITLES SEE SECTION 4)**

PHYSICAL ADDRESS  CODE

EXTENT OF PROPERTY  M<sup>2</sup>

MUNICIPAL ACCOUNT NO  (If available)

| NAME OF BOND HOLDER  | REGISTERED AMOUNT OF BOND |
|----------------------|---------------------------|
| <input type="text"/> | <input type="text"/>      |

(If available)

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

| SERVITUDE NO         | AFFECTED AREA        | M <sup>2</sup>       |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| IN FAVOUR OF         | <input type="text"/> |                      |
| FOR WHAT PURPOSE     | <input type="text"/> |                      |

| WAS COMPENSATION PAID      | YES                  | NO                   | AMOUNT               | R                    |
|----------------------------|----------------------|----------------------|----------------------|----------------------|
| IF YES:<br>DATE OF PAYMENT | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

**SECTION 3: DESCRIPTION OF BUILDINGS (FOR SECTIONAL TITLE COMPLETE SECTION 4)**

(INFORMATION UNDER 3.1 TO 3.4 TO BE SUPPLIED BY MEANS OF ANNEXURES AS FOLLOWS)

**3.1 TENANT AND RENT INFORMATION – ANNEXURE A**

| NAME OF TENANT       | SIZE                 | RENTAL EXCL VAT)     | ESCALATION OF RENTAL | OTHER CONTRIBUTIONS  | TERM OF LEASE        | START DATE           |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

**3.2 SCHEDULE OF EXPENSE S INCLUDING MUNICIPAL, ADMINISTRATION, INSURANCES, SECURITY etc. ANNEXURE B**

**3.3 STATEMENT OF INCOME & EXPENDITURE FOR PREVIOUS FINANCIAL YEAR – ANNEXURE C**

**3.4 BUILDING SIZES – ANNEXURE D**

| BUILDING NO.         | SIZE M <sup>2</sup>  | DESCRIPTION e.g. used as a shop, offices etc. | CONDITION            |
|----------------------|----------------------|---|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/>                          | <input type="text"/> |

**3.5 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)** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**SECTION 4: SECTIONAL TITLES UNITS**

|           |  |                |  |                 |  |           |                |
|-----------|--|----------------|--|-----------------|--|-----------|----------------|
| SCHEME NO |  | NAME OF SCHEME |  | FLAT NO/DOOR NO |  | UNIT SIZE | M <sup>2</sup> |
|-----------|--|----------------|--|-----------------|--|-----------|----------------|

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

|           |  |                |       |  |                |
|-----------|--|----------------|-------|--|----------------|
| SHOPS     |  | M <sup>2</sup> | OTHER |  | M <sup>2</sup> |
| OFFICES   |  | M <sup>2</sup> | OTHER |  | M <sup>2</sup> |
| FACTORIES |  | M <sup>2</sup> | OTHER |  | 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         |  |

**SECTION 5: 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

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

**SECTION 6: APPEAL DETAILS**

|  | PARTICULARS AS REFLECTED IN THE VALUATION ROLL | CHANGES REQUESTED BY APPELLANT |
|--|--|--------------------------------|
| DESCRIPTION OF THE PROPERTY / UNIT NO. |  |                                |
| CATEGORY                               |  |                                |
| PHYSICAL ADDRESS/DOOR NO./FLAT NO.     |  |                                |
| EXTENT                                 |  |                                |
| MARKET VALUE                           |  |                                |
| NAME OF OWNER                          |  |                                |

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

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**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 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.

| YEAR | MONTH | DAY |
|------|-------|-----|
|      |       |     |

\_\_\_\_\_  
SIGNATURE

**OFFICIAL USE**  
**SECTION 8:DECISION OF THE VALUATION APPEAL BOARD**

|                                      |  |
|--------------------------------------|--|
|                                      |  |
| 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 CHAIRMAN OF THE APPEAL BOARD |  |
| SIGNATURE                                |  |

**SECTION 9: NOTIFICATION OF OUTCOME**

|                                    | SIGNATURE | DATE |
|------------------------------------|-----------|------|
| VALUATION ROLL ADJUSTED            |           |      |
| APPELLANT NOTIFIED                 |           |      |
| OWNER NOTIFIED                     |           |      |
| SECTION 52 (1)(a) WHERE APPLICABLE |           |      |

DATE

| YEAR | MONTH | DAY |
|------|-------|-----|
|      |       |     |