

QUICK GUIDE FOR OBJECTING AGAINST MUNICIPAL PROPERTY VALUATIONS

- The City of Cape Town collects information on properties in Cape Town to perform general valuations every three years (maximum 4 years). These valuations define the market value of each property and, subsequently, the property's monthly municipal rates. The Municipal Property Rates Act provides that properties must be valued using recognised valuation practices, methods and standards. Valuations are generally made using analysis of current market trend and the attributes and features of properties using computer-assisted mass appraisal (CAMA). While the City has the right to inspect a property for a valuation, this is not often done and is not a prescribed requirement on the City.
- Once valuations are published, property owners can object to the City's valuation. This must be done within the prescribed time period, in the prescribed manner and must contain reasons for the objection and evidence of those reasons. CTCRA has compiled some tips on this below. It is up to the objector to prove the City's market value assessment wrong.
- The municipal valuator considers the objection after submission and will adjust the valuation (down or up), or dismiss the objection. The valuator will provide a written decision after considering the objection and the objector can request written reasons for the valuator's decision within 30 days of receiving the outcome. The valuator then has 30 days to provide the reasons. Should the objector disagree with the reasons, the decision of the valuator can be appealed within 21 days of receiving the written reasons. Should an adjustment of more than 10% be made after the objection is received, the decision will automatically be submitted to the Valuation Appeal Board, which is independent of the City (a meeting will then be convened to consider the decision).
- An appeal will be referred to the Chairperson of the Valuation Appeal Board who will convene a meeting. All parties concerned will be informed of the date and time (recently Zoom meetings have been introduced). The council valuator and a panel from the Appeals Board will attend, together with the objector. Objectors may be represented by legal representatives or an independent professional valuer.
- Appeals need to be properly motivated – the City can seek a cost order against appellants who submit frivolous or unsubstantiated appeals.
- The only valid grounds for an objection or an appeal is against the value attributed to a property (or the use category of the property, existing servitudes affecting the value, etc). The Municipal Rates Act states that only actual, comparable sales of similar properties in the area, around the date of valuation (1 year prior up to 3 months after) – in this instance 01/07/2025, may be used in the support of a change in value. Reasons other than these (ie your neighbours' property values are lower) will be disregarded by the City valuation department.

IMPORTANT LINKS:

- The CoCT 2025 General Valuation Roll can be accessed [here](#). This also where you download your objection form
- The CoCT has published a list of FAQs [here](#). These are well worth a read before considering to object.
- The CoCT has also created [this video](#) in 2022 to explain how to view your property valuation and rates estimation. While the video is from 2022 it is still applicable and no updates have been posted
- The prescribed objection form can be accessed on the CoCT [e-Services portal](#) or via the Valuation Roll link above by clicking on the link of your property's valuation and clicking "Dispute Forms".

| | | |
|---|-------------------------|----------------------|
| View Sales | PROPERTY DETAILS | |
| Rates Estimation | Property Reference | SPM [REDACTED] |
| Dispute Forms | Erf/Farm Number | [REDACTED] |
| Notice Information | Physical Address | [REDACTED] NOORDHOEK |
| View Objections | Legal Description | [REDACTED] NOORDHOEK |
| Submit Your Dispute Online | Total Extent | [REDACTED] 0000 |
| Additional Notice Information Please ensure you have Adobe Acrobat Reader | Existing Use | 1 DWELLING RES |

USING THE WEBSITE TO FIND YOUR VALUATION:

- Finding your property on the Valuation Roll website can be a bit tricky. We suggest using the Site Address. Enter your house number and Street name (without “road”, “street”, “lane” etc)

CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

Making progress possible. Together.

| Home | | General Valuations Home | | Site guide | Sun, 16 Apr 2023

Find Your Property GV2022

Please select one

[Property Reference](#)
[Erf](#)
[Sectional Title](#)
[Site Address](#)
[Farm](#)

Search on Site Address

Street Number: Enter numeric characters only

Street Name: Enter street name only. Do not include Avenue, Ave, Street, St, Road, Rd, etc. For example, to search for Smith Street only enter "Smith".

For Rates and Valuation Enquiries Tel.: 086 010 3089 Email: valuations@capetown.gov.za

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- After clicking on “Search” you will get a screen like this one below. Scroll and go to next pages (little blue numbers at bottom left under the table) until you find the property you are looking for. Notice that all valuations are public information

| VALUATION ROLL FOR THE CITY OF CAPE TOWN (in terms of section 48 of the Local Government: Municipal Property Rates Act, no 6 of 2004) | | | | | | | | | | | |
|--|---|---------------------------------|----------------------------------|--|---|------------------|------------------------------|----------------|-------------------------------------|---|--|
| PART A GENERAL AND SUPPLEMENTARY VALUATION ROLL | | | | | | | | | | PART B LEVYING AND LIMITATIONS ON LEVYING OF RATES | |
| Property Reference | Registered or other Description of the Property | Rating Category of the Property | Physical address of the Property | Extent of the Property (m ²) | Market value of the Property as at 1 July 2022. | Valuation Reason | Valuation Reason Description | Valuation Type | Effective Date | Dispute Expiry Date | Rebates, Reductions, Exemptions, Phase-in (Section 15,17,21) |
| 1 | | RESIDENTIAL | | | R | | | GV2022 | 2023-07-01 12:00:00 AM - 9999/12/31 | 2023-04-30 12:00:00 AM | |
| 2 | | RESIDENTIAL | | | R | | | GV2022 | 2023-07-01 12:00:00 AM - 9999/12/31 | 2023-04-30 12:00:00 AM | |
| 3 | | RESIDENTIAL | | | R | | | GV2022 | 2023-07-01 12:00:00 AM - 9999/12/31 | 2023-04-30 12:00:00 AM | |
| 4 | CHAPMANS PEAK | RESIDENTIAL | CHAPMANS PEAK | | R | | | GV2022 | 2023-07-01 12:00:00 AM - 9999/12/31 | 2023-04-30 12:00:00 AM | |
| 5 | | RESIDENTIAL | | | R | | | GV2022 | 2023-07-01 12:00:00 AM - 9999/12/31 | 2023-04-30 12:00:00 AM | |
| 6 | | RESIDENTIAL | | | R | | | GV2022 | 2023-07-01 12:00:00 AM - 9999/12/31 | 2023-04-30 12:00:00 AM | |
| 7 | | RESIDENTIAL | | 0 | R | | | GV2022 | 2023-07-01 12:00:00 AM - 9999/12/31 | 2023-04-30 12:00:00 AM | |
| | | | | | | | | | 2023-07-01 | 2023- | |

- After clicking on the reference number you will see the details of the valuation as well as some further options on the left:

Attribute data and multi-purpose use

The City Valuation Office holds and maintains valuation attribute data of all residential, commercial, agricultural and sectional title properties in the City of Cape Town.

Valuation attribute data is used for the assessment of property value. These assessments are undertaken by professional property valuers or by statistical computer models used as part of the City's Computer Aided Mass Appraisal (CAMA) system.

The City of Cape Town has embarked on a project to make selected valuation attribute data of all properties available for inspection by the public.

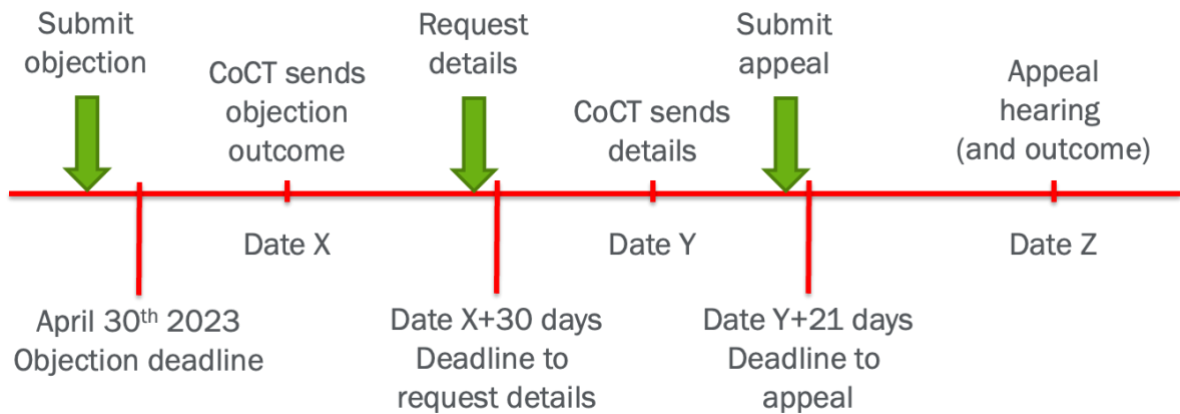
| View Sales | <table border="1"> <thead> <tr> <th colspan="2">PROPERTY DETAILS</th> </tr> </thead> <tbody> <tr> <td>Property Reference</td> <td>SPM00</td> </tr> <tr> <td>Erf/Farm Number</td> <td></td> </tr> <tr> <td>Physical Address</td> <td>CHAPMANS PEAK</td> </tr> <tr> <td>Legal Description</td> <td></td> </tr> <tr> <td>Total Extent</td> <td></td> </tr> <tr> <td>Existing Use</td> <td>1 DWELLING RES</td> </tr> </tbody> </table> | PROPERTY DETAILS | | Property Reference | SPM00 | Erf/Farm Number | | Physical Address | CHAPMANS PEAK | Legal Description | | Total Extent | | Existing Use | 1 DWELLING RES |
|-----------------------------------|--|------------------|--|--------------------|-------|-----------------|--|------------------|---------------|-------------------|--|--------------|--|--------------|----------------|
| PROPERTY DETAILS | | | | | | | | | | | | | | | |
| Property Reference | | SPM00 | | | | | | | | | | | | | |
| Erf/Farm Number | | | | | | | | | | | | | | | |
| Physical Address | | CHAPMANS PEAK | | | | | | | | | | | | | |
| Legal Description | | | | | | | | | | | | | | | |
| Total Extent | | | | | | | | | | | | | | | |
| Existing Use | 1 DWELLING RES | | | | | | | | | | | | | | |
| Rates Estimation | | | | | | | | | | | | | | | |
| Dispute Forms | | | | | | | | | | | | | | | |
| Notice Information | | | | | | | | | | | | | | | |
| View Objections | | | | | | | | | | | | | | | |
| Submit Your Dispute Online | | | | | | | | | | | | | | | |

Additional Notice Information
Please ensure you have **Adobe Acrobat Reader** installed in order to view PDFs. [Click here](#) to download.

- “View Sales”: shows properties in your area that have recently been sold
- “Rates Estimation”: shows an estimation of the rates you will be expected to pay
- “Dispute Forms”: this is where you can download the dispute forms in English or Afrikaans
- “Notice Information”: clicking on this link downloads the original valuation notice
- “View Objections”: information on any objection and appeals lodged
- “Submit your dispute online”: this does not seem to work (could be linked to browser settings). Submit your objection and appeal using email instead

IMPORTANT TIMELINES:

- Objections must be submitted electronically via CoCT’s e-services portal (the City’s preference) or via email (to ValuationsObjection@capetown.gov.za) by **30 April 2026**.
- Once you receive the outcome of your objection, you have **30 days** to appeal this decision if you disagree with it.
- You may ask for the valuator’s reasons within **30 days** of receiving the outcome of the objection. This stays the appeal period (i.e., your time to appeal does not start to run until you receive the written reasons). If you have asked for reasons, you have **21 days** from receipt of the written reasons to lodge your appeal if you still disagree with the valuation.



IMPORTANT REQUIREMENTS FOR YOUR OBJECTION:

- Your objection must be submitted on the prescribed objection form. Every field on the objection form must be completed. If a field is not applicable, mark it as “N/A”.

- Your objection is motivated using market related information as at the date of the valuation (e.g., comparable sales in the period 1 year prior and 3 months later, so from 1/7/2024 to 1/10/2025). For this valuation roll this date is July 1st 2025.
- Choose your comparable properties wisely: the closer the house is located to your, and the more similar it is to yours, the better. Choose 3 to 5 of these sales as the comparative sales to motivate a valuation decrease. Do not just give the Council a CMA Valuation report (Comparative Market analysis) that has not been adjusted to the correct date of the comparable sales ie close to date of valuation and without giving the City more detail on the comparable properties that draw a direct comparison to the subject property (they will most likely disregard it as this is just as non- specific as the City's method of valuation and one's mind appears not to have been applied).
- Many attributes that determine value and are weighted differently – the council seem to put most emphasis on site size, house footprint, number of bedrooms, bathrooms and living rooms and of course locality (views etc).
- Be as unemotional as possible and be holistic (do not only emphasize the negative aspects of your house).
- Mention % increase only if you have to, for instance if it is outrageously higher than the average for the area, as this is not a valid reason for objection in terms of the Municipal Rates Act – the only valid reason in terms of the Act is that the market value is incorrect.
- Do not mention neighbouring houses being valued at less / more (if yours is wrong, theirs is likely to be so too so not an argument or valid reason to object according to the Act).
- We would like to suggest that you ask for the comparative sales that Council used to determine your value, so that you have this information for a possible appeal later. This is in order not to waste time and money while waiting for the City (sometimes it takes over a year for these matters to be finally resolved).
- Finally, follow up with the City once the objection period is closed. Save all correspondence in a file so that you always have proof of what you sent when, and to whom.
- Your objection form is accompanied by appropriate supporting documentation (e.g., in the case of structural defects, use photographs).
- Your objection must be against the valuation of the property and not the amount payable for rates.
- Each property valuation must be objected to on its own objection form – you cannot object to the valuations of multiple properties using a single form.
- Your objection form must be submitted on time. For this valuation roll the deadline is April 30th 2026, but it is better to submit one day early to be safe
- If you are away and not able to Object timeously, at least request and extension of time. If this does not work, insist that the property be added to the first Supplementary valuation roll when you are back home so as not to lose an opportunity to object at that time. Failing to do this means the increased valuation will be “locked in”.

APPEALING

- If the City do not concur with your assessment of value, continue with the process and Appeal the decision. According to the Municipal Rates Act, if an objection is above or below 10% of their given value, the objection must go to the Appeal Board.
- When you appeal you have a right to ask the City for the sales they used in determining value and they then send you a brief report similar to the below table. You are then given the opportunity to respond regarding the sales they have given you directly ie do you agree with those properties being the most comparable and if not, why not. Is the information the City has on those sales even correct (such as house size, accommodation, condition etc)?

| RESIDENTIAL | | | | | | | | | | | | | | |
|---|-------------|-------------|------------|------------|------|---------|---------|----------|----------|---|----|--------|-------|----------------|
| SUBJECT PROPERTY | | | | | | | | | | | | | | |
| STRAP | | | | | | | | | | | | | | |
| NHBD | | | | | | | | | | | | | | |
| Subject Property | | | | Extent | | | Count | | Code | | | Extent | | Street Address |
| Erf | Sale Price | Sale Date | Adj Price | Site | Dwg | Gar/Cpt | Beds | Bath Fix | Q | C | Vw | Other | | |
| | R 5 900 000 | 2021/12/17 | | 852 | 509 | 51/0 | 6 | 4 | G | E | AA | 0/23 | | |
| SUPPORTING SALES ANALYSIS | | | | | | | | | | | | | | |
| No | Erf | Sale Price | Sale Date | Adj Price | Site | Dwg | Gar/Cpt | Beds | Bath Fix | Q | C | Vw | Other | Street Address |
| 1 | | R 5 295 000 | 2017/04/27 | R6 500 000 | 921 | 178 | 37/0 | 3 | 1 | G | G | AA | 0/10 | 12 |
| 2 | | R 5 400 000 | 2019/06/09 | R6 000 000 | 956 | 175 | 44/0 | 3 | 2 | G | G | AA | 0/7 | 7 |
| 3 | | R 5 750 000 | 2019/08/16 | R6 500 000 | 1167 | 350 | 44/0 | 4 | 1 | G | E | AA | 0/17 | 11 |
| 4 | | R 6 200 000 | 2018/10/10 | | 986 | 137 | 32/0 | 3 | 2 | G | G | AA | 0/15 | 3 |
| COMMENTS/SUMMARY | | | | | | | | | | | | | | |
| <p>The subject property was originally entered into an SV due a revaluation request from the new owner via a c3 and being entered on the late register. In the C3 revaluation request, owner was of the opinion that the value of the subject property should be between R5.9 to R6m. In the subsequent review the owner expressed that the property should be R5 900 000. This amount is the transaction amount at which the subject property was purchased in 2021/12/17, 3.5 years after the valuation date of 1 July 2018. The sales price of the subject property will require an adjustment for the efflux of time, 2018 to 2021. The sales which were listed as motivation, has transpired in 2020 and 2021. The subject property is a 6 bedroomed dwelling of a good quality and good condition. The objector has supplied sales as motivation for a lower value. Sales with similar characteristics and which will require minimal adjustments were selected in the subject area for analysis. The subject is compared to the transactions analysed. Transaction 1 has a larger erf and smaller dwelling extent compared to the subject property. This transaction will be a good indicator of a lower value which can be applied to the subject property. Transaction 2 has a larger erf and similar dwelling extent compared to the subject property. This transaction will be a good indicator of a lower value which can be applied to the subject property. Transaction 3 has a larger erf and smaller dwelling extent compared to the subject property. This transaction will be a good indicator of a lower value which can be applied to the subject property. Transaction 4 has a larger erf and smaller dwelling extent compared to the subject property. This transaction will be a good indicator of a lower value which can be applied to the subject property. The value of the subject property will be at a premium to the time adjusted prices of R6 500 000 as indicated by transactions 1 and 3. After taking into account the variations in dwelling size, site extent, shape, number of bedrooms, number of bathrooms, quality, condition, view and location the value of the subject property is confirmed at: R7 500 000.</p> | | | | | | | | | | | | | | |

WHAT HAPPENS:

- **If my property's address or my name is incorrect on the valuation roll?**
 - You can object to this for rectification using the objection process and this will be referred for investigation.
- **If my property has been omitted from the valuation roll?**
 - Properties which do not appear on the General Valuation Roll will be valued on a Supplementary Valuation Roll, which can happen anytime between General Valuation Rolls
- **Once I submit my objection?**
 - The City will issue an official acknowledgement notice when it receives the objection. This should be retained as proof of the objection. You will also need this when communicating with the Valuations Office.
- **Can I appeal if I have not objected?**
 - No. You must first have objected to the property's valuation during the objection period.
 - However, if you have missed the objection period for any valid reason, you can request that the property be revalued in a subsequent Supplementary Valuation roll. Bear in mind that this can take a few years.
- **Do I need to speak in the appeal meeting?**
 - Yes – you would be required to state why you don't agree with the valuation of your property.
- **Can I ask my neighbour to go to the appeal meeting for me?**
 - Not unless your neighbour is your legal representative (attorney or advocate) or a valuer, either of whom may help you state your case at an appeal meeting.
- **Do I need to pay the higher municipal bill starting Junly 1st, pending the objection / appeal?**
 - No, you may choose not to pay the increase as a result of an increased valuation. No debt collection procedures should be started against you, but you do run the risk of a very high bill if the objection/appeal is denied. We therefore advise that while the objection/appeal process is underway you pay the rates linked to the council valuation. If your objection/appeal is successful your municipal account will be credited retroactively. You will not receive a refund but instead your rates will be credited monthly after the appeal decision until your credit has run out.

QUICK HINTS FOR WRITING YOUR OBJECTION:

- Ensure that your property details are correctly filled in on the objection form and mark that you are objecting to the valuation of your property.
- If there are administrative queries i.e. owner name, rateable extent, mark these as applicable on the right under 1.2 Objection Category and then fill in the correct information under 2.1

1.2 OBJECTION CATEGORY (INDICATE REASON FOR OBJECTION)

| INCORRECT VALUATION/ OMITTED PROPERTY | | ADMINISTRATIVE QUERIES | |
|---|--|--------------------------------------|--------------------------|
| Is the valuation of the property incorrect? If yes, motivate below. | <input checked="" type="checkbox"/> Y <input type="checkbox"/> N | INCORRECT OWNER NAME | <input type="checkbox"/> |
| Was the property omitted from the valuation roll? | <input type="checkbox"/> Y <input checked="" type="checkbox"/> N | INCORRECT RATING CATEGORY | <input type="checkbox"/> |
| | | INCORRECT RATEABLE EXTENT | <input type="checkbox"/> |
| | | INCORRECT PHYSICAL ADDRESS | <input type="checkbox"/> |
| | | INCORRECT POSTAL ADDRESS | <input type="checkbox"/> |
| | | RATES QUERY (pensioners rebate etc.) | <input type="checkbox"/> |

2.1 OBJECTION DETAILS:

| OBJECTION TYPE | PARTICULARS AS REFLECTED IN THE VALUATION ROLL | CHANGES REQUESTED BY OBJECTOR |
|--|--|-------------------------------|
| DESCRIPTION OF PROPERTY / UNIT NO. | 114 CHAPMANS PEAK | |
| RATING CATEGORY | RESIDENTIAL | |
| PHYSICAL ADDRESS / DOOR NO. / FLAT NO. | 17 POPLAR CHAPMANS PEAK Unit No: | |
| LAND EXTENT | 1063.0000 | |
| MARKET VALUE | R 6,060,000.00 | |
| NAME OF OWNER | | |

- It is worth noting that the City does not afford a lot of space to set out the reasons for your objection on the prescribed objection form but does provide for the provision of annexures. Append your substantiated objections as an annexure to the objection form and be sure to mark that annexures are attached and how many.

PLEASE SEE ANNEXURE "A" ATTACHED.

| | | | | |
|----------------------------------|-----|--|---|---|
| ANNEXURE PROVIDED: (mark with X) | YES | <input checked="" type="checkbox"/> NO | NO OF PAGES PROVIDED AS ANNEXURE: (mark 0 (zero) if none) | 5 |
|----------------------------------|-----|--|---|---|

- Some categories of objections that you may consider using:

Property characteristics and condition of the dwelling(s)

- ✓ Is your house fully built as demonstrated on your building plan? It might be that the City valued the property on the final design while it is not yet ready
- ✓ Property shape – do you have an odd location or a weirdly shaped property which would make the property less palatable to buy by prospective purchasers? Point this out.
- ✓ Is your house in pristine condition or is it in a condition requiring maintenance? Point this out.
- ✓ Does the City have servitudes over your property? Calculate the area and point out to the City that realistically this space is not fully available to you to use as you please (you should be able to see such restrictions on your title deed).
- ✓ The City uses computer-assisted mass-appraisal to value properties. This uses details around, for example, the surrounding area and it is entirely possible that the assumptions it uses are incorrect. For example, it may assume that your home has four bedrooms and is in pristine condition, when in reality it has three bedrooms and could use a lick of paint. Remember that valuations should be indicative of market value – these are considerations that reduce what a willing buyer would pay for the property and should be called out. Assume that you are correcting the valuer’s assumptions – provide details of your property and note defects that substantively affect the value.

Amenities

- ✓ What amenities are lacking in the area? Is there a paucity of schools, public transport, sewerage, postal services etc. that would make your property less attractive to buyers?

Membership

The information in this document has been collected by the Cape Town Collective Ratepayers' Association, with the kind assistance of the Noordhoek Ratepayers Association and Noordhoek residents who are also real estate agents and professional property valuers. The greatest care has been taken in putting it together, but we cannot be held responsible for its contents.

Please consider becoming a member of your local ratepayer association if you are not already. Your membership will assist them to claim more representation when engaging with city council. This helps them in getting things done, such as improved service delivery.

Should your ratepayer association not be a CTCRA member then they can reach out to secretary@CTCRA.org for enquiries.

APPENDIX:

- A: Annotated objection form

APPENDIX A – Annotated objection form

Form A: Single Residential (Full Title and sectional title used for residential purposes)
The Municipal Manager: City of Cape Town Municipality



LOGGING OF AN OBJECTION AGAINST ANY MATTER REFLECTED IN OR OMITTED FROM THE 2022 GENERAL VALUATION ROLL/SUPPLEMENTARY VALUATION ROLL

Notes for completing this form:

1. Complete a separate form for each property being objected to / A separate form must be completed for each sectional title unit objected to
2. The information requirements on this form are prescribed by law. Failure to complete the objection form in its entirety may result in the objection being disqualified.
3. The completed form must be returned to: Post: P O Box 4522, Cape Town 8000; Email: valuationsobjection@capetown.gov.za
4. Please note that no time extensions will be allowed for the submission of motivations to this dispute beyond the legislated dispute period.

SECTION 1

1.0 PROPERTY INFORMATION:

| | | | |
|----------------------------|--|---|--------|
| VALUATION REFERENCE NUMBER | | SPECIFY THE VALUATION ROLL BEING OBJECTED AGAINST | |
| ERF NUMBER / UNIT NUMBER | | GENERAL VALUATION ROLL | GV2022 |
| SUBURB / SCHEME NAME | | SV REFERENCE NUMBER | |
| PHYSICAL ADDRESS | This part will be prefilled by CoCT when you download the form | | |

1.2 OBJECTION CATEGORY (INDICATE REASON FOR OBJECTION)

| INCORRECT VALUATION/ OMITTED PROPERTY | | | ADMINISTRATIVE QUERIES | |
|---|---|---|--------------------------------------|--|
| Is the valuation of the property incorrect? If yes, motivate below. | Y | N | INCORRECT OWNER NAME | |
| Was the property omitted from the valuation roll? | Y | N | INCORRECT RATING CATEGORY | |
| | | | INCORRECT RATEABLE EXTENT | |
| | | | INCORRECT PHYSICAL ADDRESS | |
| | | | INCORRECT POSTAL ADDRESS | |
| | | | RATES QUERY (pensioners rebate etc.) | |

1.3 OBJECTOR INFORMATION:

OBJECTOR STATUS (SELECT ONE OF THE FOLLOWING)

| | | | |
|-----------------------|---------------------------|------------------------------|---|
| OBJECTOR IS THE OWNER | OBJECTOR IS NOT THE OWNER | MUNICIPALITY IS THE OBJECTOR | AUTHORISED REPRESENTATIVE OF THE OBJECTOR (attach proof of authorisation) |
|-----------------------|---------------------------|------------------------------|---|

NAME OF OBJECTOR / REPRESENTATIVE

IDENTITY NUMBER

COMPANY OR C.C REGISTRATION NO.

POSTAL ADDRESS

TELEPHONE HOME

TELEPHONE WORK

CELLPHONE

FAX

EMAIL ADDRESS

I HEREBY AGREE AND CONSENT TO RECEIVE ALL NOTICES VIA EMAIL

Y N

2.1 OBJECTION DETAILS:

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

ADVERSE FEATURES AND/OR OTHER REASONS IN SUPPORT OF THIS OBJECTION (ANNEXURES CAN BE PROVIDED) PLEASE PROVIDE MOTIVATION FOR INCORRECT VALUATION HERE

See annexure A

ANNEXURE PROVIDED: (mark with X) YES NO NO OF PAGES PROVIDED AS ANNEXURE: (mark 0 (zero) if none) number

3.1 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 AND 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 APPEAL BOARD.

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

| | | | |
|---|-----------|-------|-----|
| DATE | YEAR | MONTH | DAY |
| NAME | SIGNATURE | | |
| IF A REPRESENTATIVE IS APPOINTED, PROOF OF AUTHORIZATION MUST BE ATTACHED | | | |
| Erf / Unit No..... Suburb/Scheme Name..... | | | |

Form A: Single Residential (Full Title and sectional title used for residential purposes)

SECTION 4 – PROPERTY DETAILS

| | | | | | | | | | | | |
|--|------------------|----|--------------------------|---------------|----------------|---|---|---|---|--------|---|
| PHYSICAL ADDRESS: | | | CODE | | | | | | | | |
| EXTENT OF LAND: | | | | | | | | | | | |
| MUNICIPAL ACCOUNT NO.: | | | | | | | | | | | |
| NAME OF BOND HOLDER: | | | | | | | | | | | |
| REGISTERED AMOUNT OF BOND: | | | | | | | | | | | |
| FULL DETAILS OF ALL SERVITUDES, ROAD 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 | DATE OF PAYMENT (IF YES) | Y | Y | Y | M | M | D | AMOUNT | R |
| GENERAL CONDITION OF PROPERTY (MARK WITH X) | GOOD | | AVERAGE | | POOR | | | | | | |

SECTION 5 – SECTIONAL TITLE UNITS

| | | | | | | | |
|---|-------------------------|-----------------|------------------|---------------------------------|----------------------|-----------------------|----------------|
| UNIT NO. | | NAME OF SCHEME | | FLAT/DOOR NO. | | UNIT SIZE | m ² |
| NAME OF MANAGING AGENT | | | | | | TEL NO. | |
| MONTHLY LEVY | R | | | | | | |
| PRIMARY USE OF THE UNIT (INDICATE A NUMBER OF TICK YES/NO IN APPROPRIATE BOX) | | | | | | | |
| NO. OF BEDROOMS | LOUNGE | KITCHEN | NO. OF BATHROOMS | | | | |
| DINING ROOM | LOUNGE WITH DINING ROOM | STUDY | PLAYROOM | | | | |
| TELEVISION ROOM | LAUNDRY | SEPARATE TOILET | | | | | |
| OTHER | | | | | | | |
| COMMON PROPERTY CONSISTS OF: | | | | DETAILS OF EXCLUSIVE USE AREAS: | | | |
| SWIMMING POOL | | | | | | | m ² |
| TENNIS COURT | | | | | | | m ² |
| OTHER | | | | | | | m ² |
| OTHER | | | | STORE ROOM | | | m ² |
| OTHER | | | | GARDEN | | | m ² |
| OTHER | | | | OTHER | | | m ² |
| | | | | UNIT (tick) | EXCLUSIVE USE (tick) | SIZE (provide extent) | |

Section 5 is only applicable to sectional title units

SECTION 6 – 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 IN 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 OBJECTOR IN DETERMINING THE MARKET VALUE OF THE PROPERTY OBJECTED TO: | | | |
| ERF/UNIT NO. | SUBURB / SCHEME NAME | DATE OF SALE | SELLING PRICE |
| | | | |

SECTION 7 - DESCRIPTION OF RESIDENTIAL DWELLING (FOR SECTIONAL TITLE SEE SECTION 5)

| | | | | | | | |
|---|--|-------------------------|------------------|---------|--------|--|--|
| (INDICATE A NUMBER OR TICK YES/NO IN APPROPRIATE BOX) | | | | | | | |
| NO. OF BEDROOMS | LOUNGE | KITCHEN | NO. OF BATHROOMS | | | | |
| DINING ROOM | LOUNGE WITH DINING ROOM | STUDY | PLAYROOM | | | | |
| TELEVISION ROOM | LAUNDRY | SEPARATE TOILET | | | | | |
| OTHER | OTHER | | | | | | |
| OTHER BUILDINGS AND OUTBUILDINGS | | | | | | | |
| GRANNY FLAT/ROOMS | NO. OF BEDROOMS | SIZE OF MAIN DWELLING | m ² | | | | |
| NO. OF BATHROOMS | NO. OF KITCHENS | SIZE OF OTHER BUILDINGS | m ² | | | | |
| NO. OF GARAGES | SIZE OF OUTBUILDINGS | | m ² | | | | |
| OTHER | TOTAL BUILDING SIZE | | m ² | | | | |
| OTHER IMPROVEMENTS | | | | | | | |
| OTHER: | SWIMMING POOL | TENNIS COURT | | | | | |
| | BORE HOLE | GARDEN | GOOD | AVERAGE | POOR | | |
| | OTHER | OTHER | | | | | |
| FENCING / BOUNDARY WALLS: | DESCRIPTION | FRONT | BACK | SIDE 1 | SIDE 2 | | |
| | TYPE | | | | | | |
| | HEIGHT | | | | | | |
| DRIVE WAY: (e.g. Bricks, pavers) | IS YOUR PROPERTY SITUATED IN A BOOMED OR SECURITY AREA | | YES | NO | | | |
| OTHER FEATURES: | | | | | | | |
| See annexure A (if you list these features there) | | | | | | | |

BY LODGING THIS APPLICATION, I AGREE AND CONSENT THAT THE CITY OF CAPE TOWN MAY FURTHER PROCESS MY PERSONAL INFORMATION (INCLUDING SPECIAL PERSONAL INFORMATION) FOR THE PURPOSES OF RESOLVING THIS MATTER OR ANY MATTER AS DESCRIBED AND OUTLINED IN THE MUNICIPAL PROPERTY RATES ACT 6 OF 2004 AND THE PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013.

KINDLY NOTE: IF YOU ARE ACTING ON BEHALF OF THE OWNER IN ANY CAPACITY, BY SIGNING YOU CONFIRM THAT YOU HAVE THE WRITTEN/RECORDED AUTHORITY AND/OR

MANDATE TO ACT ON THEIR BEHALF.

Erf / Unit No..... Suburb/Scheme Name.....