



PROVINCE OF THE EASTERN CAPE  
IPHONDO LEMPUMA KOLONI  
PROVINSIE OOS-KAAP

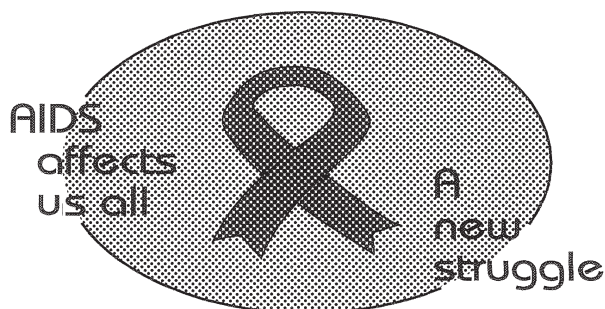
**Provincial Gazette  
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Provinsiale Koerant  
(Extraordinary)**

Vol. 22

BISHO/  
KING WILLIAM'S TOWN, 22 JULY 2015

No. 3427

**We all have the power to prevent AIDS**



**AIDS  
HELPLINE**

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DEPARTMENT OF HEALTH

**Prevention is the cure**

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# IMPORTANT

## Information

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5. All notice submissions that do not comply with point 2 will be charged full price for the notice submission.
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8. All re-submissions by customers will be subject to the above cut-off times.
9. All submissions and re-submissions that miss the cut-off will be rejected to the customer to be submitted with a new publication date.
10. Information on forms will be taken as the primary source of the notice to be published. Any instructions that are on the email body or covering letter that contradicts the notice form content will be ignored.

You are therefore advised that effective from **Monday, 18 May 2015** should you not comply with our new rules of engagement, all notice requests will be rejected by our new system.

Furthermore, the fax number **012- 748 6030** will also be **discontinued** from this date and customers will only be able to submit notice requests through the email address [submit.egazette@gpw.gov.za](mailto:submit.egazette@gpw.gov.za).

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For any information, please contact the eGazette Contact Centre on 012-748 6200 or email [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za)

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**PROVINCIAL NOTICES • PROVINSIALE KENNISGEWINGS**

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**PROVINCIAL NOTICE 44 OF 2015****EASTERN CAPE PROVINCE**

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**GENERAL NOTICE/ALGEMENE KENNISGEWING**

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**MUNICIPAL DEMARCATION BOARD : DELIMITATION OF  
MUNICIPAL WARDS IN TERMS OF THE LOCAL  
GOVERNMENT : MUNICIPAL STRUCTURES ACT, 1998.**

**Amahlathi Local Municipality  
EC124**

In terms of Item 5 (1) of Schedule 1 to the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998) (the Act) the Municipal Demarcation Board hereby publishes its delimitation of wards for the above-mentioned municipality. Particulars of the delimitation are listed in the Schedule.

In terms of Item 5 (2) of Schedule 1 to the Act, any person aggrieved by the delimitation may, within 14 days of publication of this notice, submit objections in writing to:

The Municipal Demarcation Board  
Private Bag X123  
Centurion  
0046

Fax: 086 5248643  
Email: wards@demarcation.org.za

The attached form MDB 5 must please be used to object. The form is also available on [www.demarcation.org.za](http://www.demarcation.org.za)

**MS JANE THUPANA  
CHAIRPERSON: MUNICIPAL DEMARCATION BOARD**

## **SCHEDULE**

In terms of section 18(3) of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998), the MEC responsible for local government has determined that the municipal council consists of 30 councillors.

After having consulted the Independent Electoral Commission, The Municipal Demarcation Board has delimited the municipality into 15 wards in terms of Schedule 1 of the Act.

The number of registered voters in each ward does not vary by more than fifteen percent from the norm. The norm was determined by dividing the total number of voters on the municipal segment of the national common voters roll, namely 52842 voters on 5 March 2014, by the number of wards in the municipality.

An overview map of the boundary of the municipality, with the boundaries of the wards within the municipality, and a map of each ward are attached. In case of a discrepancy between the map and this schedule, the map will prevail. The ward numbers, the voting districts and voting stations in each ward, and the number of voters are as follows:

**PROVINSIALE KENNISGEWING 44 VAN 2015****MUNISIPALE AFBAKENINGSRAAD :  
AFBAKENING VAN MUNISIPALE WYKE INGEVOLGE DIE WET OP  
PLAASLIKE REGERING: MUNISIPALE STRUKTURE, 1998****Amahlathi Local Municipality****EC124**

Ingevolge Item 5(1) van Bylae 1 van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet No. 117 van 1998) ( die Wet ) publiseer die Munisipale Afbakeningsraad hiermee sy afbakening van wyke vir die bogenaaamde munisipaliteit. Besonderhede van die afbakening is vervat in die Bylae.

Ingevolge item 5(2) van Bylae 1 van die Wet, kan enige persoon wat gegrief is deur 'n afbakening binne 14 dae vanaf publikasie van hierdie kennisgewing skriftelike besware voorlê aan:

Die Munisipale Afbakeningsraad  
Privaatsak X123  
Centurion  
0046

Faks: 086 5248643  
E-pos: wards@demarcation.org.za

Die aangehegte vorm MDB5 moet asseblief gebruik word om beswaar aan te teken. Die vorm is ook beskikbaar op [www.demarcation.org.za](http://www.demarcation.org.za)

**MS JANE THUPANA**  
**VOORSITTER : MUNISIPALE AFBAKENINGSRAAD**

**BYLAE**

Ingevolge artikel 18(3) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet 117 van 1998) het die LUR vir plaaslike regering bepaal dat die munisipale raad bestaan uit 30 raadslede.

Na oorlegpleging met die Onafhanklike Verkiesingskommissie het die Munisipale Afbakeningsraad die munisipaliteit in 15 wyke afgebaken ingevolge Bylae 1 van die Wet.

Die getal geregistreerde kiesers in elke wyk, wyk nie meer as vyftien persent van die norm af nie. Die norm is bepaal deur die getal geregistreerde kiesers op die munisipale segment van die nasionale gemeenskaplike kieserslys, naamlik 52842 kiesers op 5 Maart 2014, deur die getal wyke in die munisipaliteit te deel.

'n Oorsigkaart van die munisipale grens met die grense van die wyke binne die munisipale grens, en 'n kaart van elke wyk, is aangeheg. Ingeval van 'n verskil tussen 'n kaart en hierdie bylae, sal die kaart geld.

Die wyknommers, die stemdistrikte en stemlokale in elke wyk, en die getal kiesers is as volg:

**Ward 1 comprises of a total of 3230 registered voters.**  
**Wyk 1 bestaan uit 'n totaal van 3230 geregistreerde kiesers.**  
 MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10650046	EKUKHANYENI SENIOR PRIMARY SCHOOL	597	
10860184	FORT COX PRIMARY SCHOOL	234	
10860094	UPPER EZINGCUKA L/H PRIMARY	533	
10860083	LOWER GXULU COMMUNITY HALL	774	
10650013	SIVUYILE PRIMARY SCHOOL	1092	

**Ward 2 comprises of a total of 3219 registered voters.**  
**Wyk 2 bestaan uit 'n totaal van 3219 geregistreerde kiesers.**  
 MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10650114	ASEMBLY OF GOD CHURCH	473	
10860331	UPPER GXULU LOWER/HIGHER PRIMARY SCHOOL	428	
10860173	DUMANI LOWER PRIMARY SCHOOL	455	
10860027	DALIWONGA MBANGAMTHI HALL	720	
10650057	NOKUZOLA LOWER PRIMARY SCHOOL	188	
10860151	LOWER EMNYAMENI PRIMARY SCHOOL	449	
10650035	LUNGELOLETHU LOWER/HIGHER PRIMARY SCHOOL	506	

**Ward 3 comprises of a total of 3674 registered voters.**  
**Wyk 3 bestaan uit 'n totaal van 3674 geregistreerde kiesers.**  
 MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10930306	SITE OFFICE	888	
10860162	ST MATHEWS PRIMARY SCHOOL	484	
10860139	NGOBOZANA PRIMARY SCHOOL	573	
10860049	MNANDI LOWER/HIGHER PRIMARY SCHOOL	885	
10860364	MTHWAKU SENIOR SECONDARY SCHOOL	272	
10860038	MQUKWANA PRIMARY SCHOOL	384	
10930070	ENGCOBO TENT	188	

<b>Ward 4</b>	<b>comprises of a total of 3257</b>	<b>registered voters.</b>
<b>Wyk 4</b>	<b>bestaan uit 'n totaal van 3257</b>	<b>geregistreerde kiesers.</b>
<b>MIN VOTERS/KIESER</b>	2995	<b>NORM</b> 3523 <b>MAX VOTERS/KIESER</b> 4051

<b>VOTING DISTRICT No.</b>	<b>VOTING STATION NAME</b>	<b>NUMBER OF VOTERS</b>	<b>SPLIT VD</b>
<b>STEMDISTRIK No.</b>	<b>STEMLOKAAL NAAM</b>	<b>GETAL KIESERS</b>	<b>VERDEELDE SD</b>
10580048	ANTA COMMUNITY HALL	1327	
10580037	GOSHEN COMMUNITY HALL	339	
11160177	SOPHAKAMA JUNIOR SECONDARY SCHOOL	134	
11100182	MANDLAKAPELI HIGHER PRIMARY SCHOOL	65	
10800054	G.H. COTTERRELL BARN	146	
10580015	CATHCART TOWN HALL	1116	
10580082	TWEEDALE SHEARING SHED	130	

<b>Ward 5</b>	<b>comprises of a total of 3929</b>	<b>registered voters.</b>
<b>Wyk 5</b>	<b>bestaan uit 'n totaal van 3929</b>	<b>geregistreerde kiesers.</b>
<b>MIN VOTERS/KIESER</b>	2995	<b>NORM</b> 3523 <b>MAX VOTERS/KIESER</b> 4051

<b>VOTING DISTRICT No.</b>	<b>VOTING STATION NAME</b>	<b>NUMBER OF VOTERS</b>	<b>SPLIT VD</b>
<b>STEMDISTRIK No.</b>	<b>STEMLOKAAL NAAM</b>	<b>GETAL KIESERS</b>	<b>VERDEELDE SD</b>
10800021	THE HART HALL	284	
10930216	NGQANDA COMMUNITY HALL	390	
11080921	KEILANDS MISSION SCHOOL	149	
10930036	NDUMANGENI COMMUNITY HALL	648	
10930092	BOLO FARM SCHOOL	181	
10930159	WARTBURG PUBLIC SCHOOL	508	
10930205	UNDULA FARM	55	
10930182	QUANTI FARM SCHOOL	95	
10580026	KATI-KATI COMMUNITY HALL	1619	

<b>Ward 6</b>	<b>comprises of a total of 3593</b>	<b>registered voters.</b>
<b>Wyk 6</b>	<b>bestaan uit 'n totaal van 3593</b>	<b>geregistreerde kiesers.</b>
<b>MIN VOTERS/KIESER</b>	2995	<b>NORM</b> 3523 <b>MAX VOTERS/KIESER</b> 4051

<b>VOTING DISTRICT No.</b>	<b>VOTING STATION NAME</b>	<b>NUMBER OF VOTERS</b>	<b>SPLIT VD</b>
<b>STEMDISTRIK No.</b>	<b>STEMLOKAAL NAAM</b>	<b>GETAL KIESERS</b>	<b>VERDEELDE SD</b>
10730113	AMATOLLAVILLE	585	
10930137	KUBUSIE PRE-SCHOOL	1442	
10930014	ISIDENGE COMMUNITY HALL	1284	
10730157	TEMPORARY VOTING STATION (AHLSSONS DRIFT FA	128	

10930328	TOIS FARM SCHOOL	154
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**Ward 7** comprises of a total of 3572 registered voters.  
**Wyk 7** bestaan uit 'n totaal van 3572 geregistreerde kiesers.  
 MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10870185	NXAWA PRIMARY SCHOOL	874	
10870657	L. F. MAY LOWER/HIGHER PRIMARY SCHOOL	738	
10870163	MATSA HIGH SCHOOL	983	
10870174	MATHEW GONIWE SCHOOL	977	

**Ward 8** comprises of a total of 3641 registered voters.  
**Wyk 8** bestaan uit 'n totaal van 3641 geregistreerde kiesers.  
 MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10871108	NDAKANA SCHOOL	694	
10870444	ZAMULWAZI LOWER/HIGHER PRIMARY SCHOOL	533	
10870950	TEMPORARY VOTING STATION (NOMZAMO)	527	
10870455	KUHLE PRIMARY SCHOOL	916	
10640023	KEI ROAD LIBRARY	181	
10640012	KEI ROAD COMMUNITY HALL	790	

**Ward 9** comprises of a total of 3607 registered voters.  
**Wyk 9** bestaan uit 'n totaal van 3607 geregistreerde kiesers.  
 MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10930283	CWENGCWANA PUBLIC SCHOOL	481	
10930160	TEMPORARY VOTING STATION (KUBUSIEDRIFT TENT)	180	
10870488	SMILLING VALLEY FARM SCHOOL	201	
10870477	NONYAMEKO LOWER/HIGHER PRIMARY SCHOOL	757	
10930025	AMABELE CLINIC	290	
10870466	NDAKANA COMMUNITY HALL	960	
10930047	MGWALI COMMUNITY HALL	572	
10930069	KINNERSLEY FARM SHED	77	
10930261	APEFIELD CRECHE	89	



**Ward 10 comprises of a total of 3074 registered voters.**  
**Wyk 10 bestaan uit 'n totaal van 3074 geregistreerde kiesers.**  
 MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10860106	BURNSHILL PRIMARY SCHOOL	490	
10860353	FORT COX COLLEGE	379	
10860342	MADUBELA LOWER PRIMARY SCHOOL	341	
10860117	ZANYOKWE PRIMARY SCHOOL	422	
10860195	LENYE PRIMARY SCHOOL	299	
10860016	DEBE JUNIOR SENIOR PRIMARY SCHOOL	529	
10860128	WHITEVILLE JUNIOR SENIOR PRIMARY SCHOOL	614	

**Ward 11 comprises of a total of 3505 registered voters.**  
**Wyk 11 bestaan uit 'n totaal van 3505 geregistreerde kiesers.**  
 MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10860140	NGQUMEYA LOWER/HIGHER PRIMARY SCHOOL	601	
10860308	GRANTVILLE PRIMARY SCHOOL	366	
10860296	HLABAHLABA LOWER/HIGHER SCHOOL	170	
10860050	SONWABILE PRIMARY SCHOOL	675	
10650024	KHAYALABANTU PRIMARY SCHOOL	1036	
10860061	WOLFRIVER PRIMARY SCHOOL	304	
10860072	NGUDLE PRIMARY SCHOOL	353	

**Ward 12 comprises of a total of 3724 registered voters.**  
**Wyk 12 bestaan uit 'n totaal van 3724 geregistreerde kiesers.**  
 MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10870433	ZANOVUYO HIGH SCHOOL	1137	
10870411	NOTHENGA PRIMARY SCHOOL	469	
10930294	UPPER IZELI COMMUNITY HALL.	385	
10870972	UNITED SAMARIAN CHURCH	119	
10871445	HOKWANA HIGHER PRIMARY SCHOOL	213	
10870400	VULINGQONDO PRIMARY SCHOOL	455	

10870422	A. M. S. SITYANA HIGH SCHOOL	754
10871489	NJINGA	192

**Ward 13** comprises of a total of 3994 registered voters.  
**Wyk 13** bestaan uit 'n totaal van 3994 geregistreerde kiesers.

MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10930250	DOHNE AGRICULTURAL INSTITUTE	181	
10730012	SIYAKHULA HIGH SCHOOL	1550	
10930148	HECKEL COMMUNITY HALL	323	
10930272	CUMMING MEMORIAL SCHOOL	640	
10930317	ZAMUKHAYO FARM SCHOOL	84	
10730168	KOLOGHA CRECHE	1216	

**Ward 14** comprises of a total of 3456 registered voters.  
**Wyk 14** bestaan uit 'n totaal van 3456 geregistreerde kiesers.

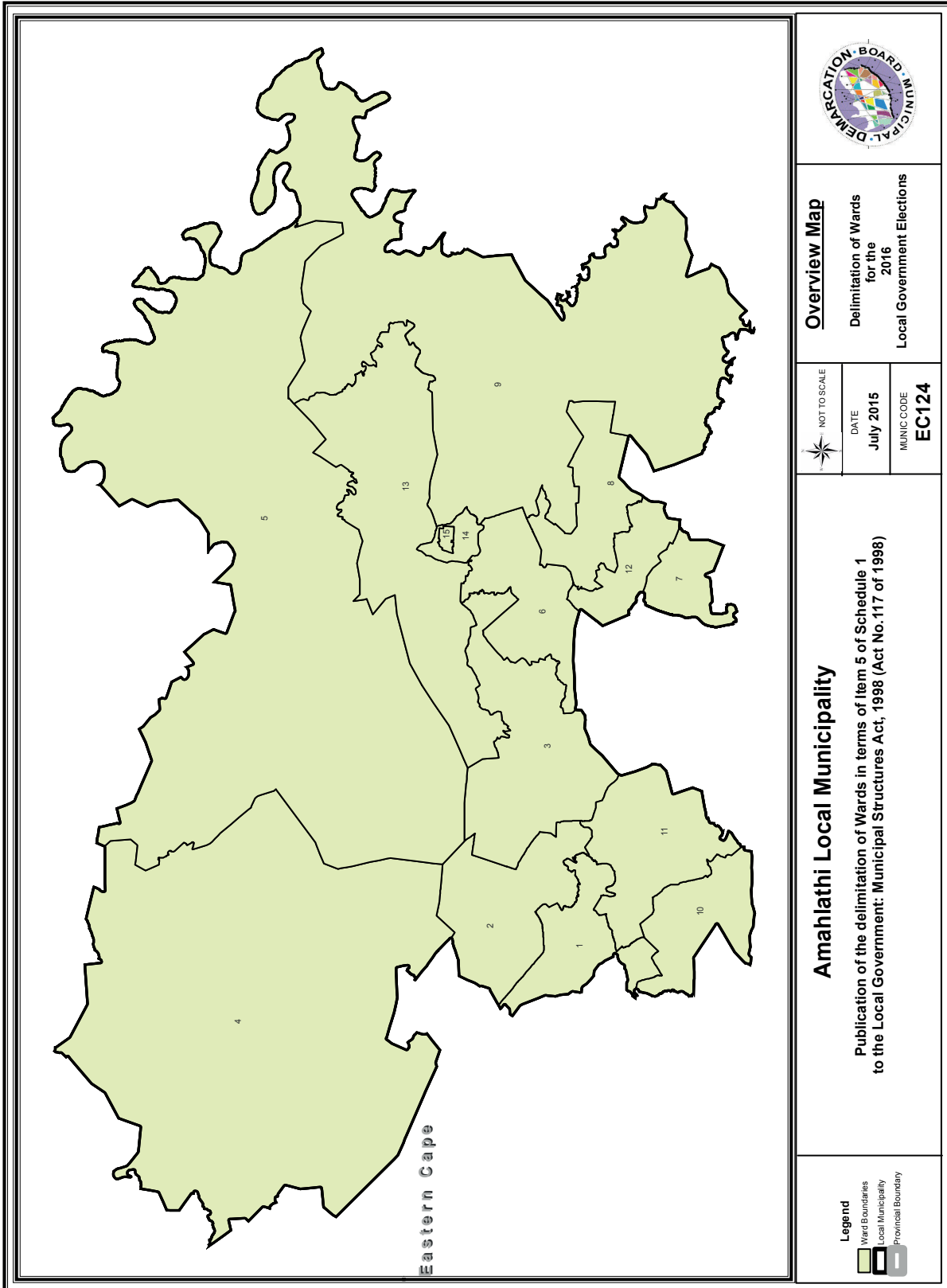
MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10730023	SIKHULULE PUBLIC SCHOOL	1404	
10730045	MLUNGISI PUBLIC SCHOOL	2052	

**Ward 15** comprises of a total of 3367 registered voters.  
**Wyk 15** bestaan uit 'n totaal van 3367 geregistreerde kiesers.

MIN VOTERS/KIESER 2995 NORM 3523 MAX VOTERS/KIESER 4051

VOTING DISTRICT No. STEMDISTRIK No.	VOTING STATION NAME STEMLOKAAL NAAM	NUMBER OF VOTERS GETAL KIESERS	SPLIT VD VERDEELDE SD
10730067	NOMATHEMBA LOWER PRIMARY SCHOOL	464	
10730034	MLUNGISI COMMUNITY HALL	1380	
10930115	CENYU COMMUNITY HALL	567	
10930171	CENYULANDS COMMUNITY HALL	956	



**Overview Map**  
 Delimitation of Wards  
 for the  
 2016  
 Local Government Elections

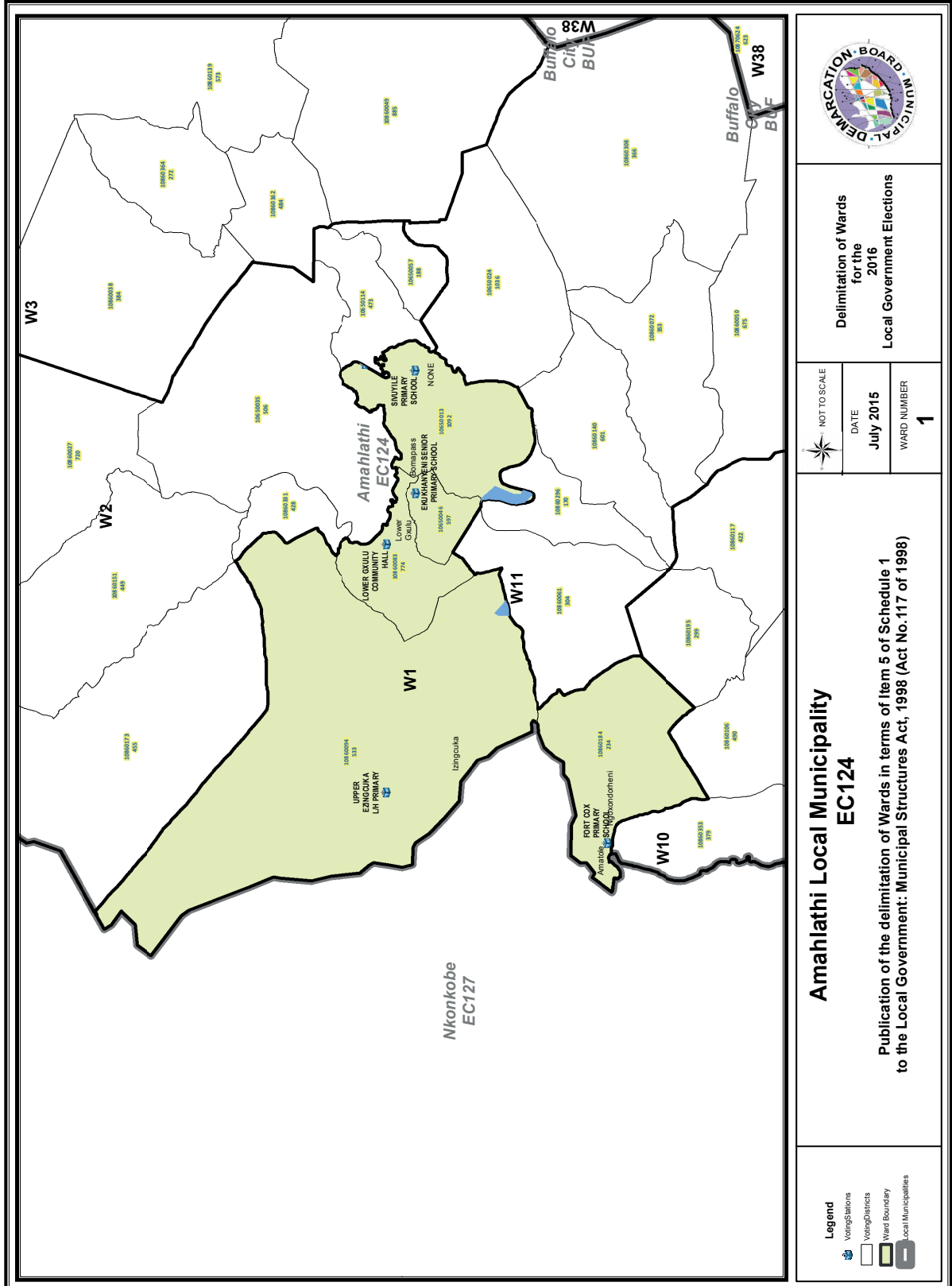
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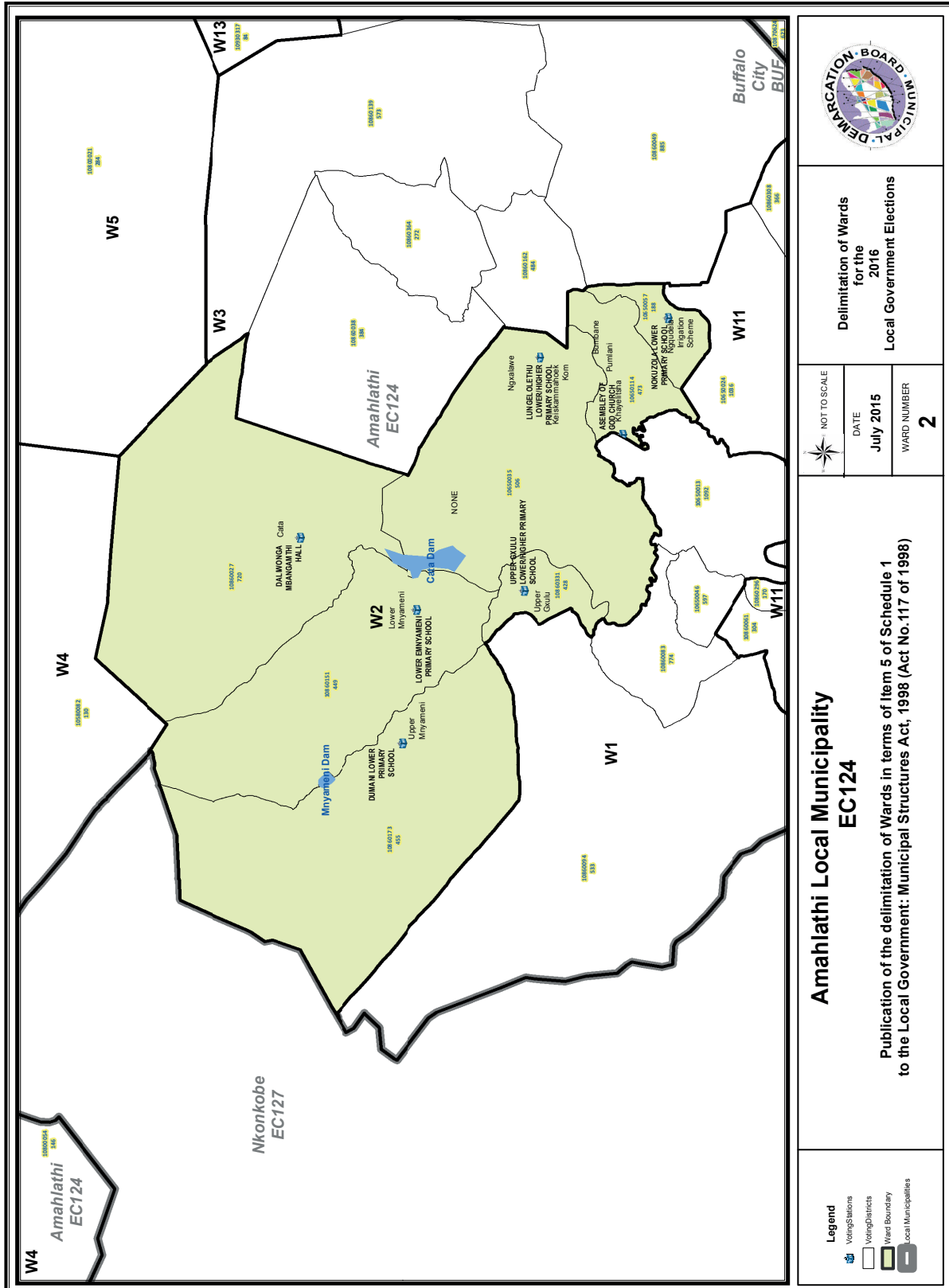
**Amahlathi Local Municipality**

Publication of the delimitation of Wards in terms of Item 5 of Schedule 1 to the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998)

**Legend**

	Ward Boundaries
	Local Municipality
	Provincial Boundary





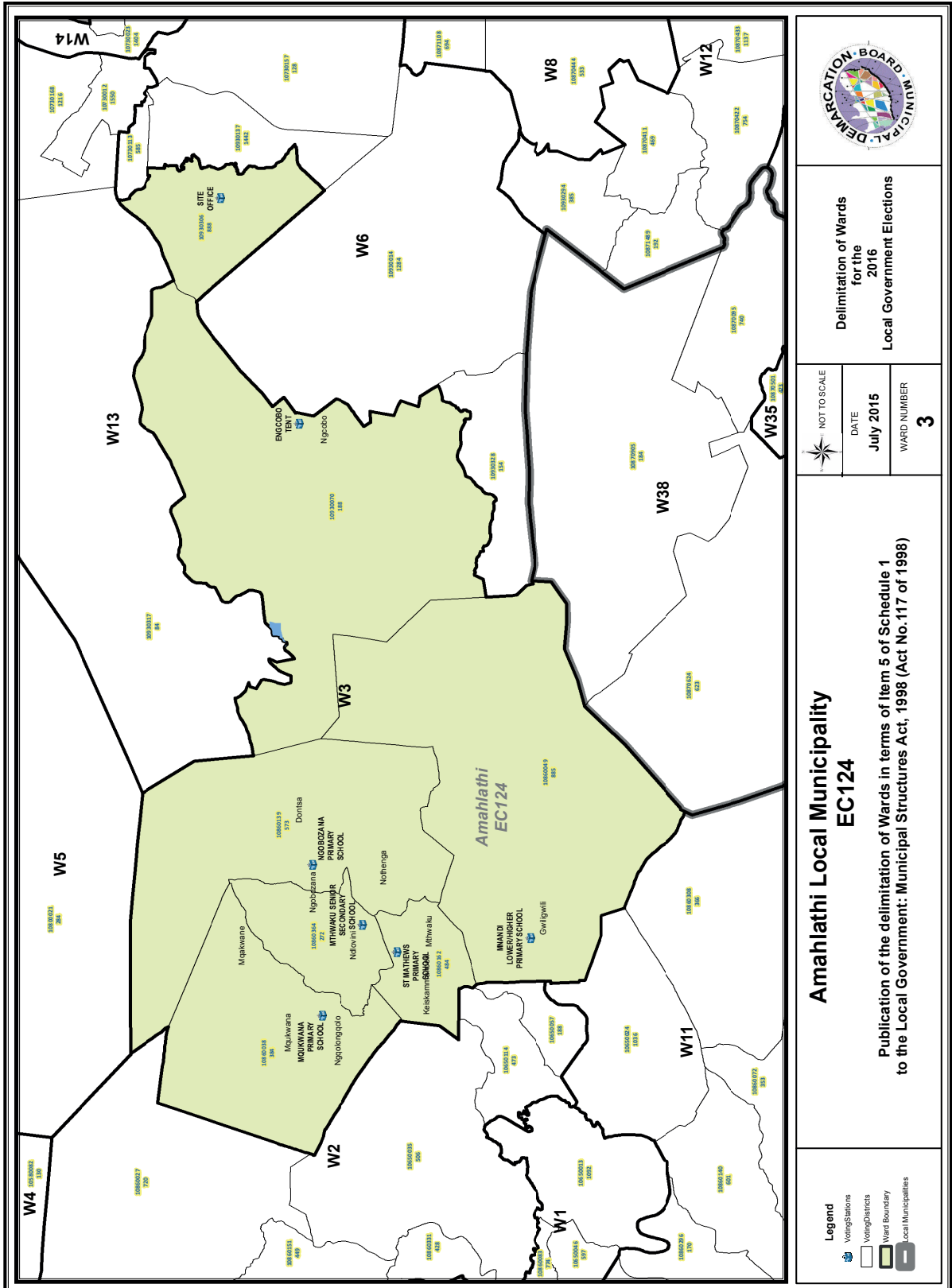
**Delimitation of Wards for the 2016 Local Government Elections**

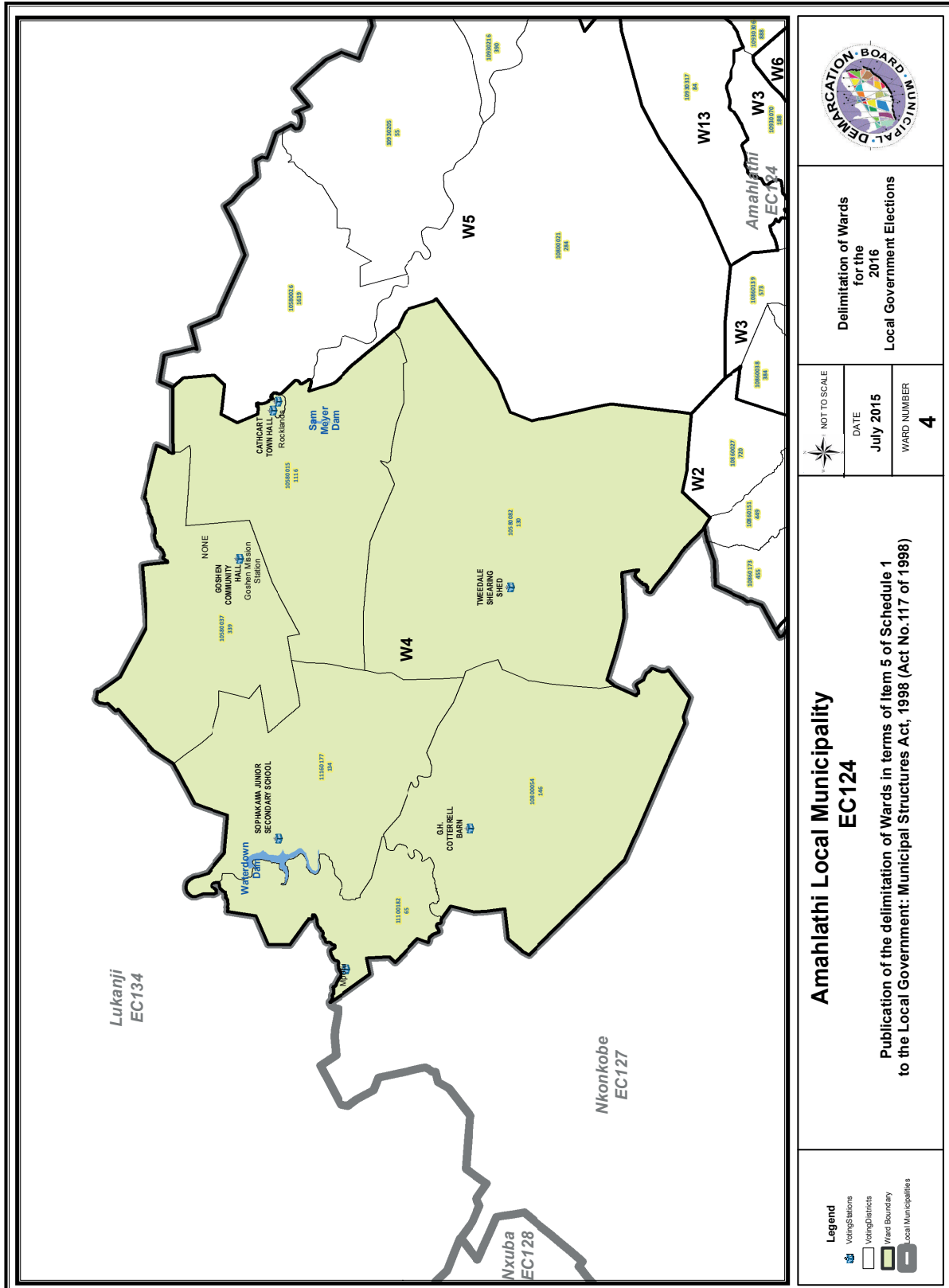
NOT TO SCALE  
 DATE: July 2015  
 WARD NUMBER: 2

**Amahlathi Local Municipality EC124**

Publication of the delimitation of Wards in terms of Item 5 of Schedule 1 to the Local Government: Municipal Structures Act, 1998 (Act No.117 of 1998)

- Legend**
- Voting Stations
  - Voting Districts
  - Ward Boundary
  - Local Municipalities





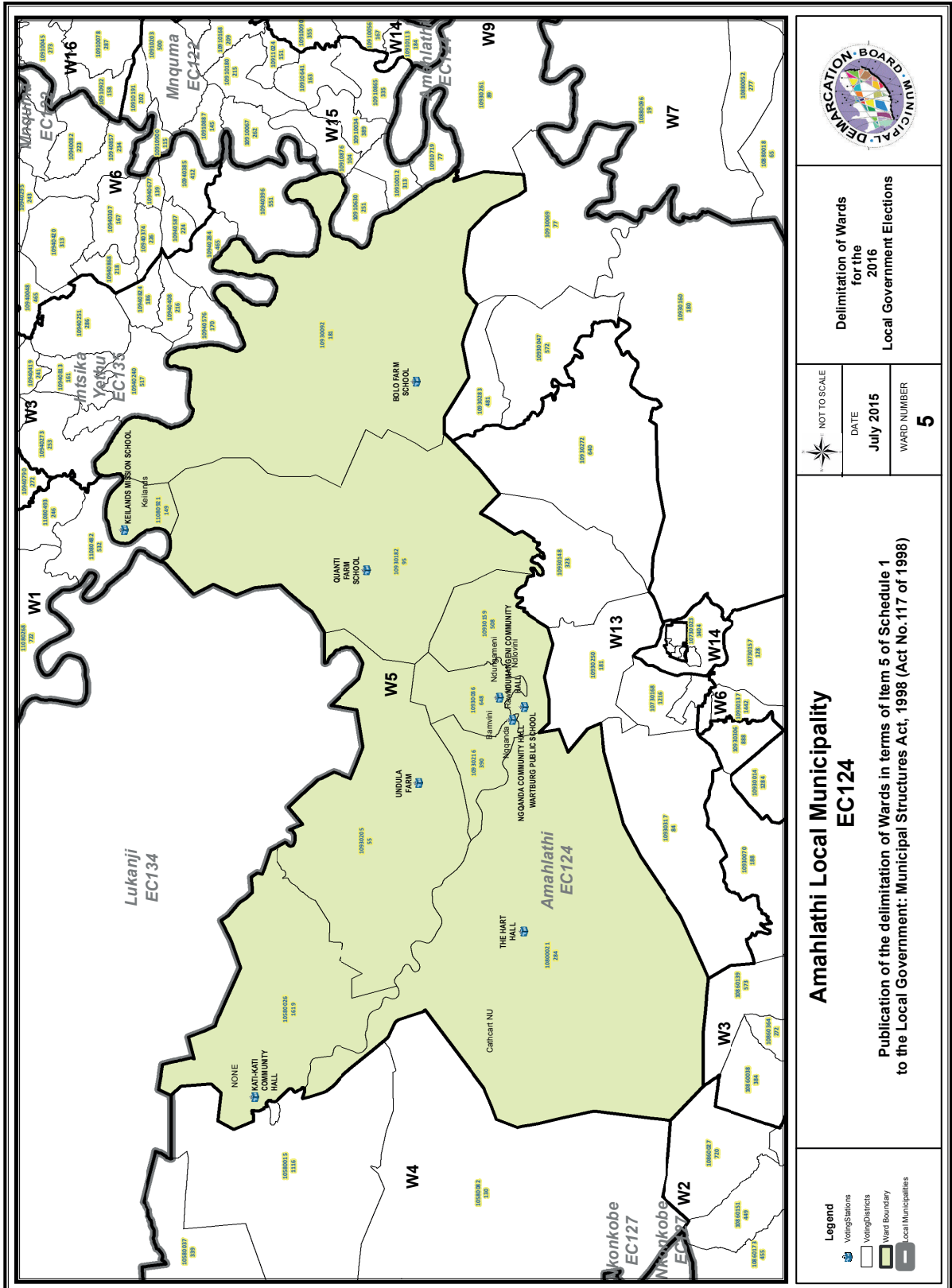
Delimitation of Wards  
for the  
2016  
Local Government Elections

NOT TO SCALE
DATE July 2015
WARD NUMBER 4

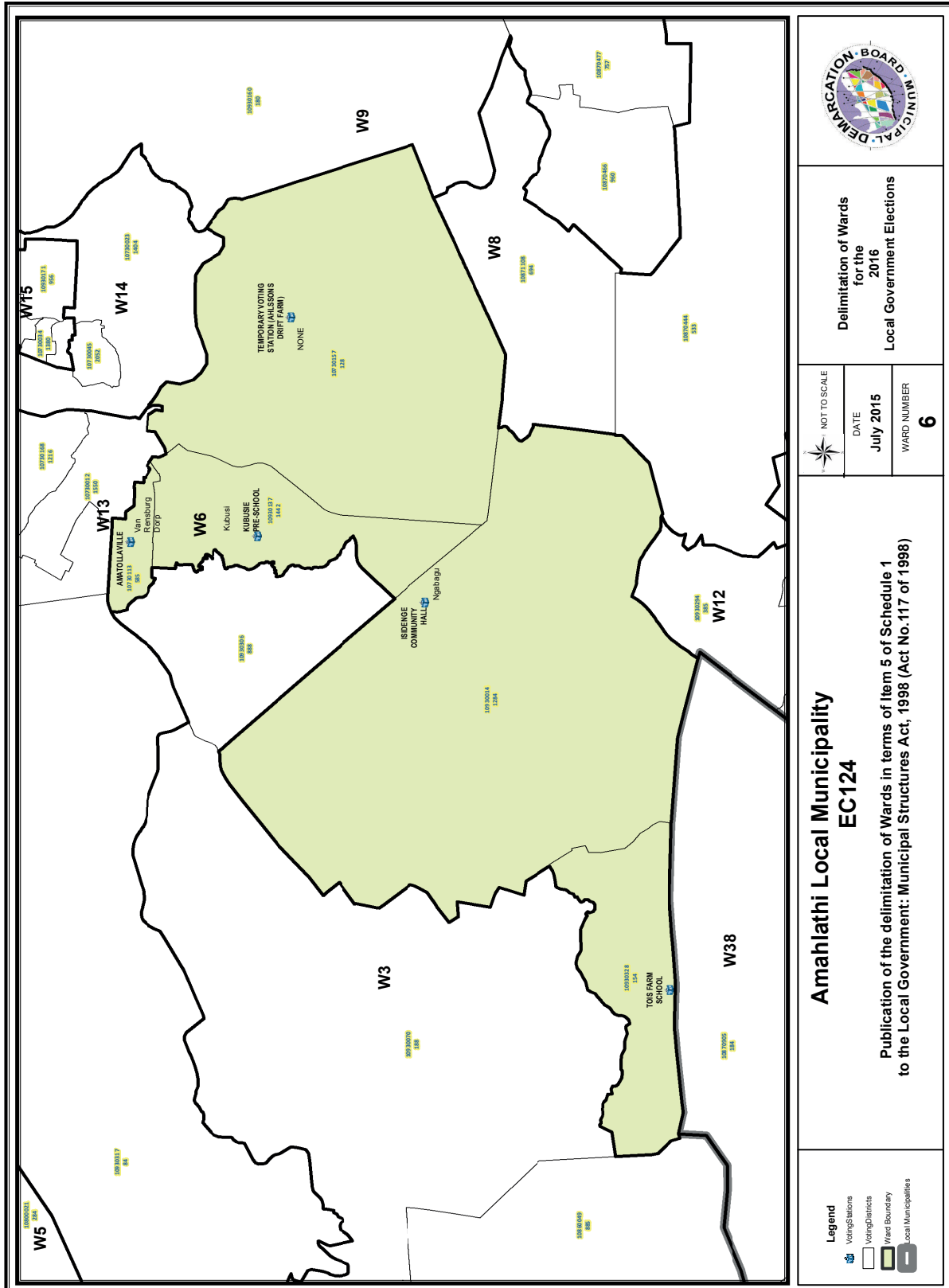
**Amahlathi Local Municipality  
EC124**

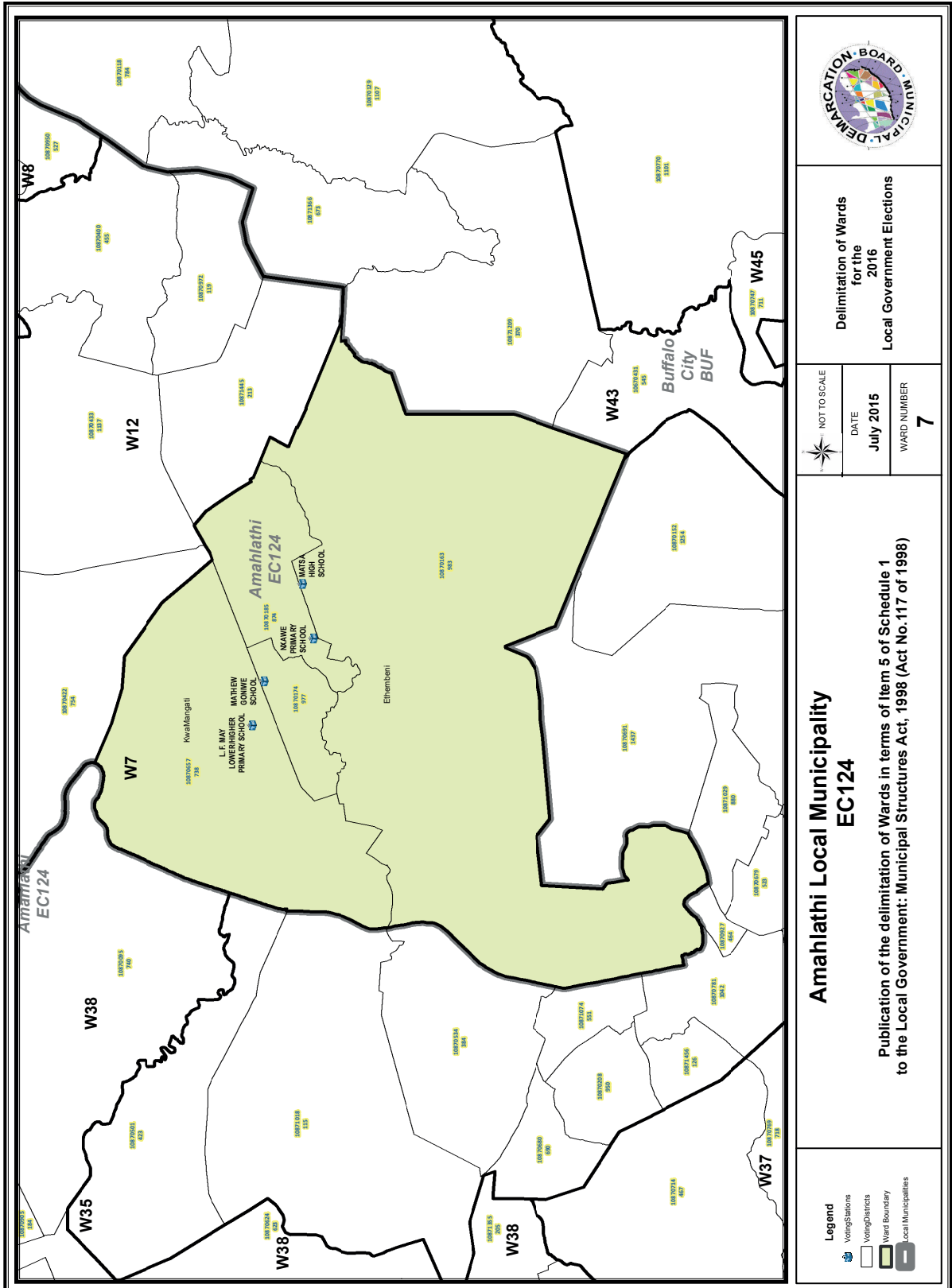
Publication of the delimitation of Wards in terms of Item 5 of Schedule 1  
to the Local Government: Municipal Structures Act, 1998 (Act No.117 of 1998)

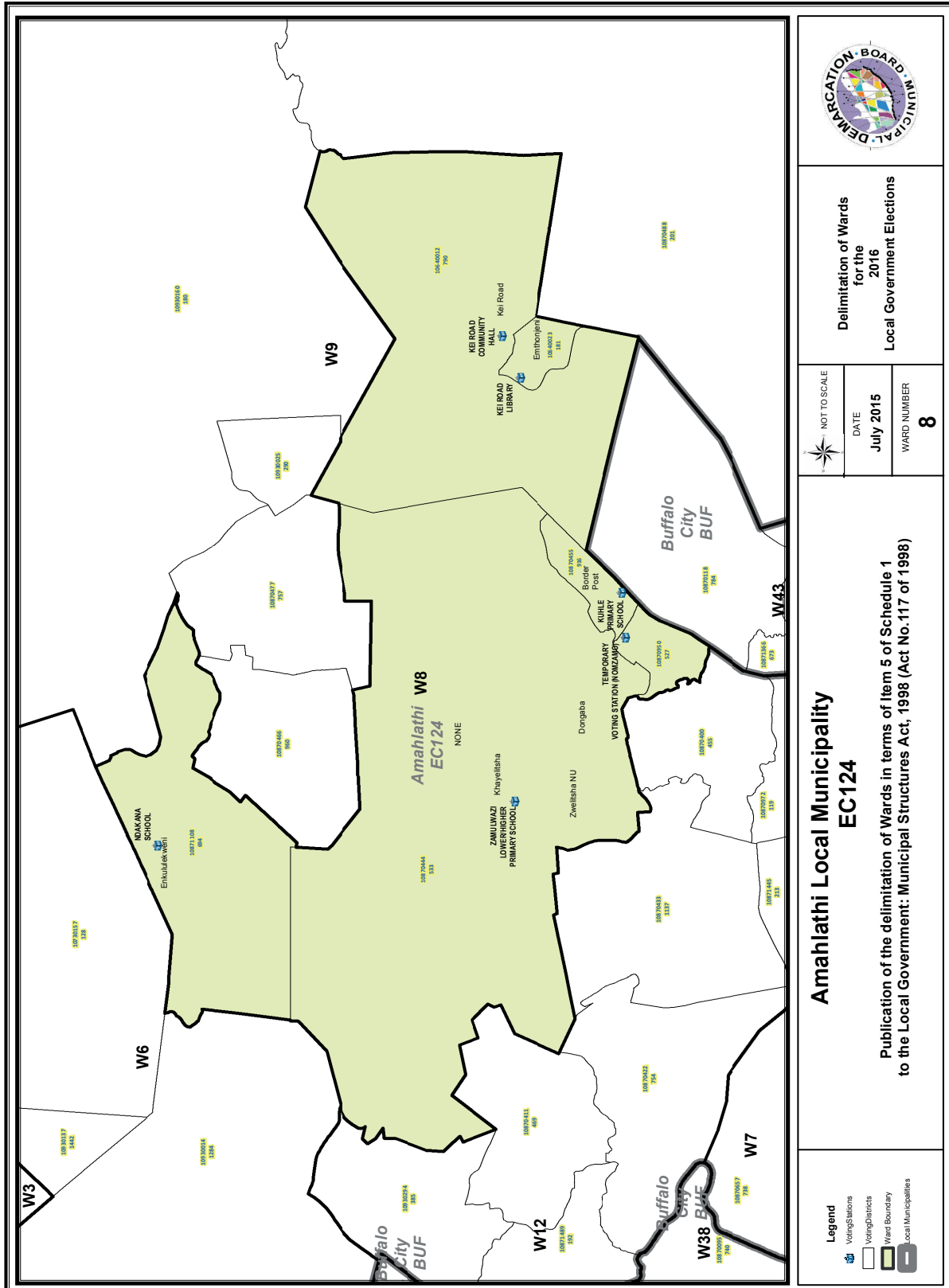
- Legend**
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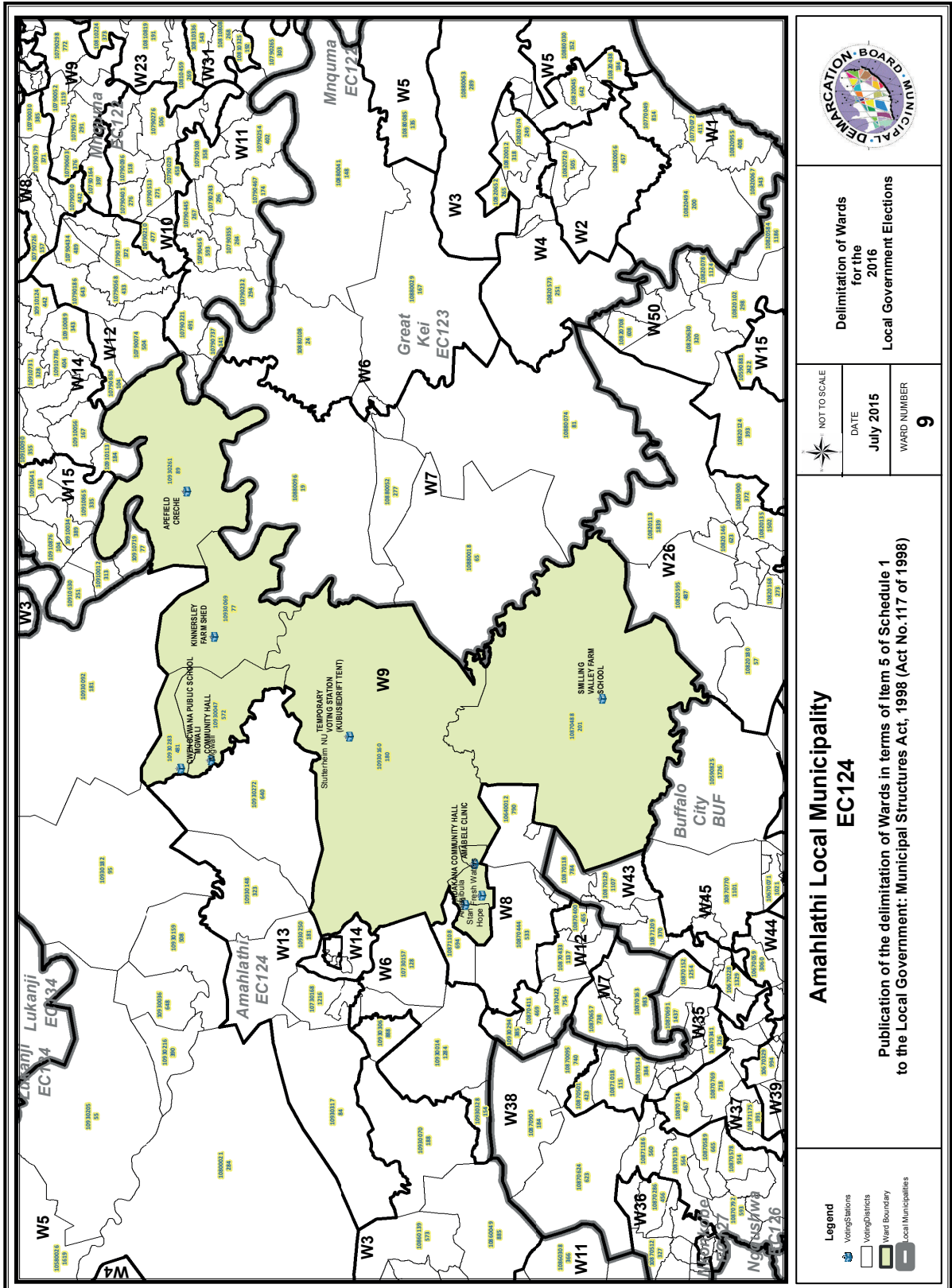


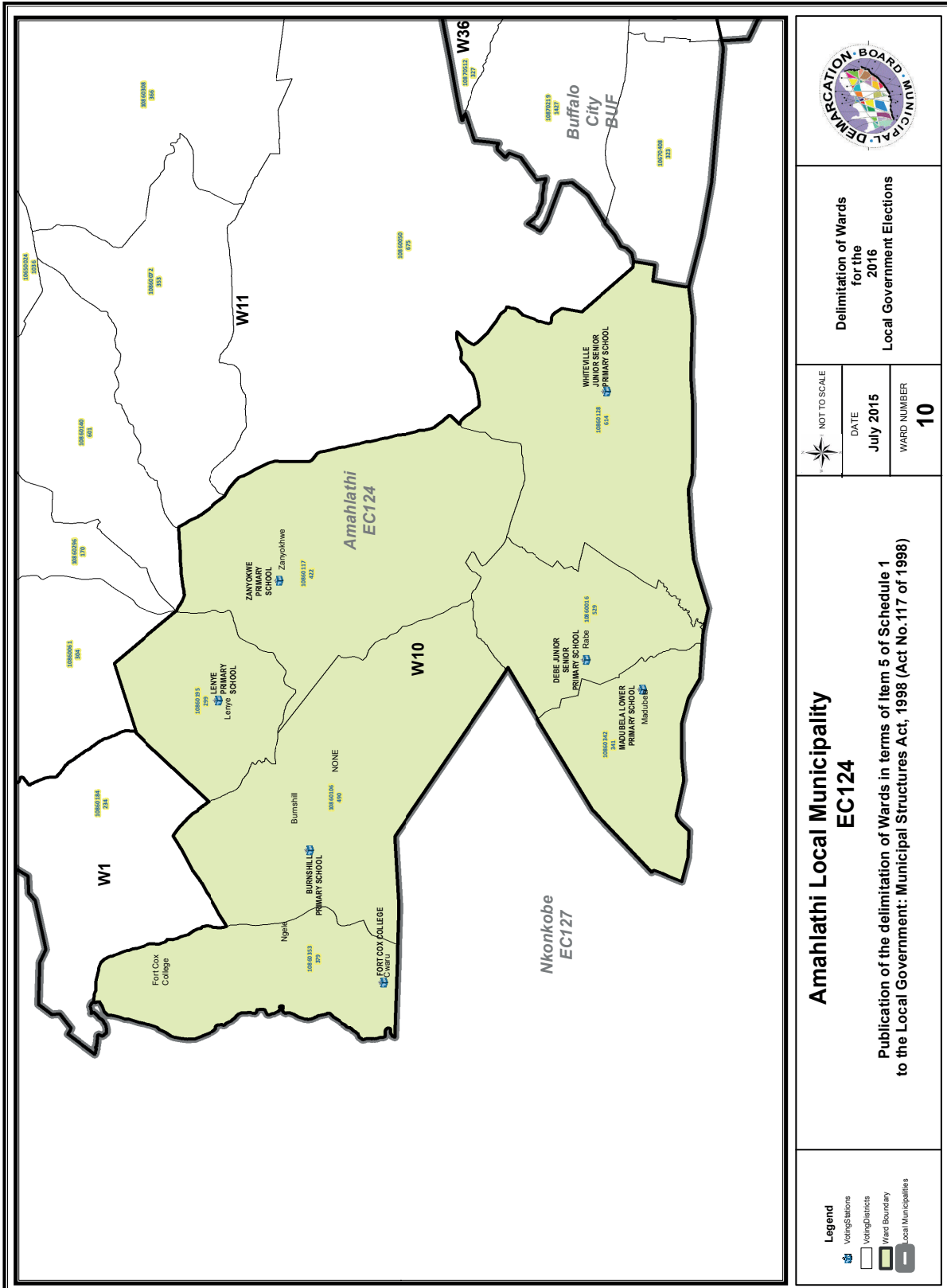


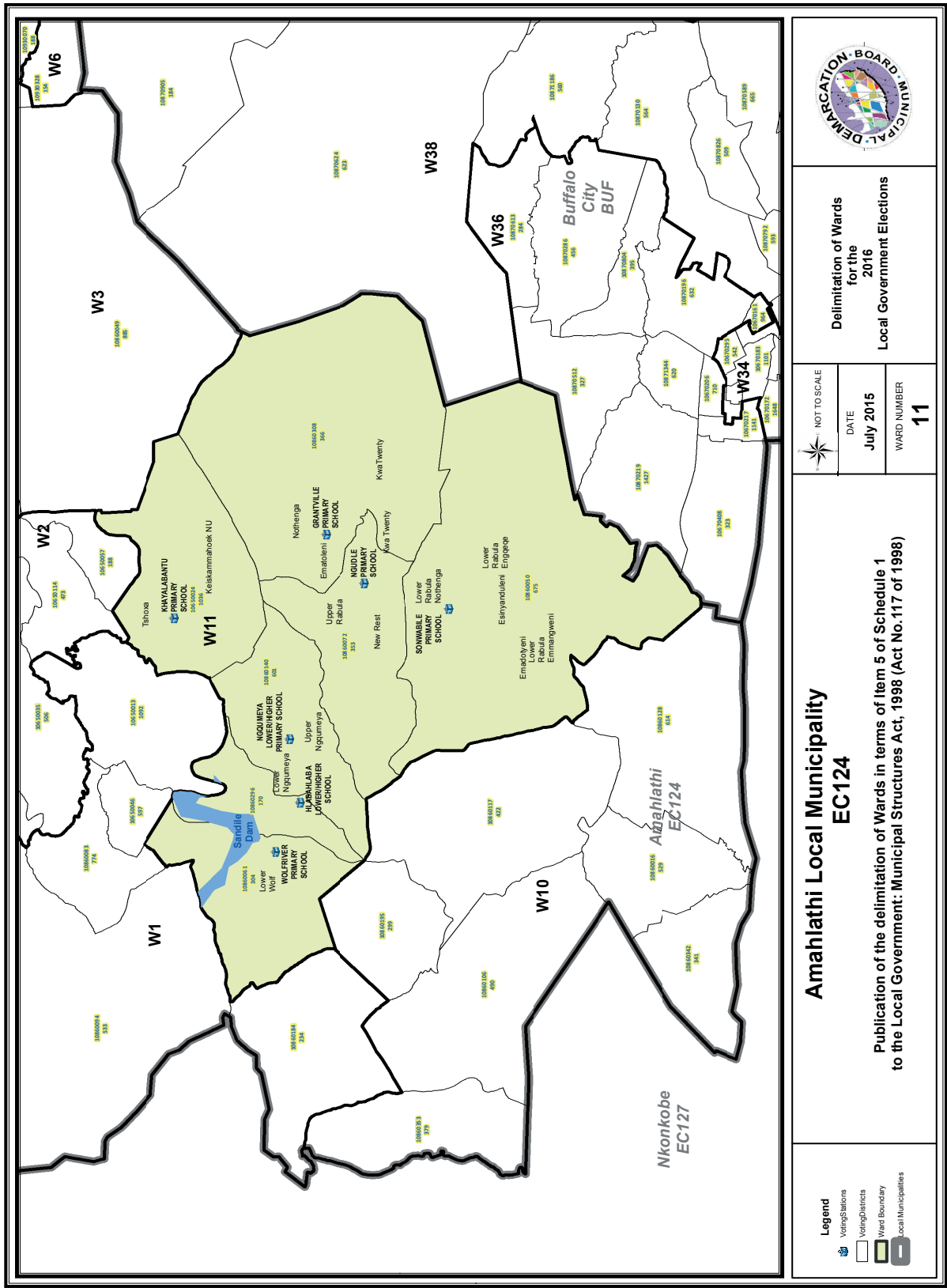












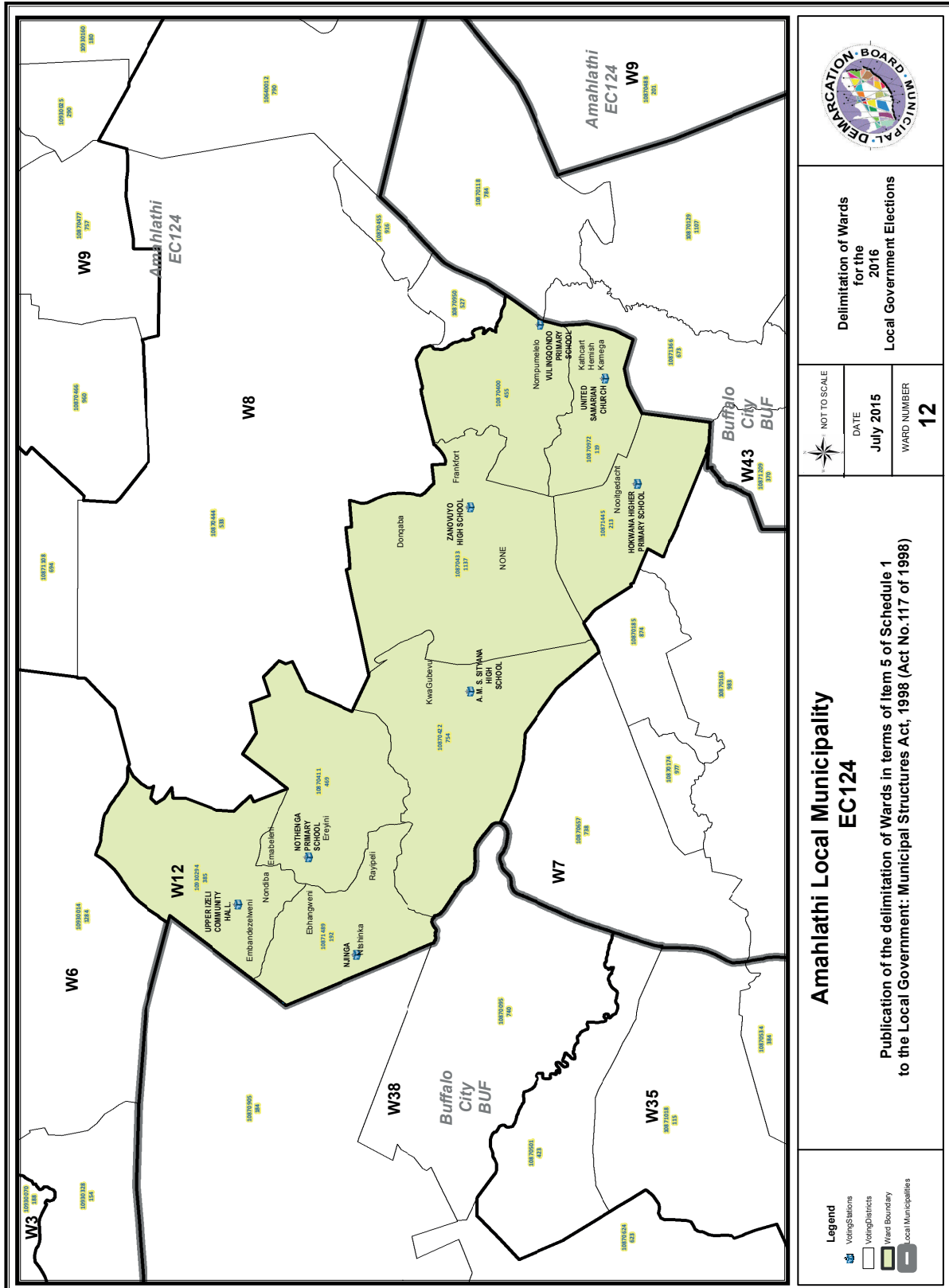
**Amahlathi Local Municipality  
EC124**

Publication of the delimitation of Wards in terms of Item 5 of Schedule 1  
to the Local Government: Municipal Structures Act, 1998 (Act No.117 of 1998)

	<b>Delimitation of Wards for the 2016 Local Government Elections</b>	
	NOT TO SCALE DATE <b>July 2015</b>	WARD NUMBER <b>11</b>

**Legend**

- Voting Stations
- Voting Districts
- Ward Boundary
- Local Municipalities



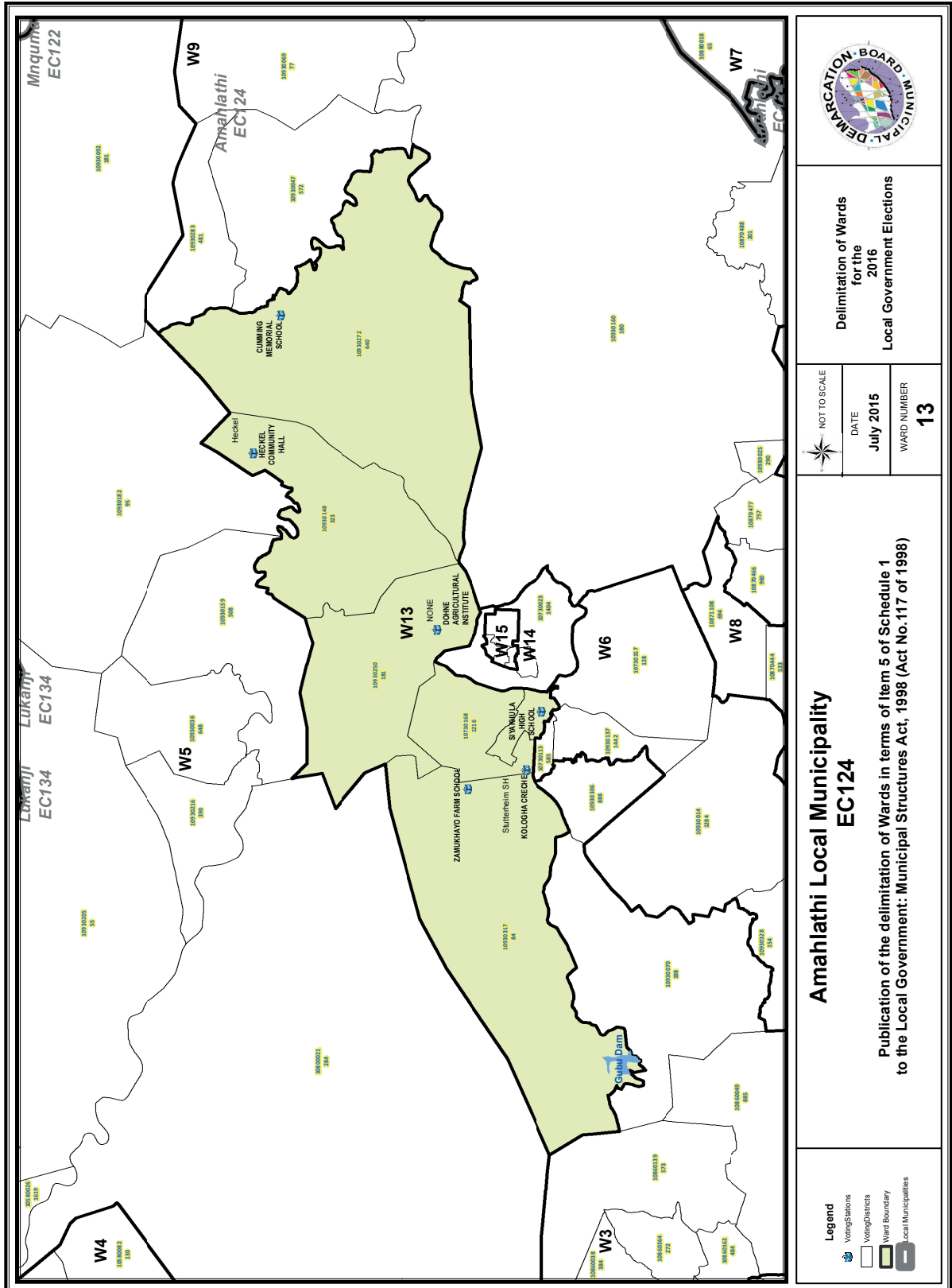
**Delimitation of Wards for the 2016 Local Government Elections**

NOT TO SCALE
DATE <b>July 2015</b>
WARD NUMBER <b>12</b>

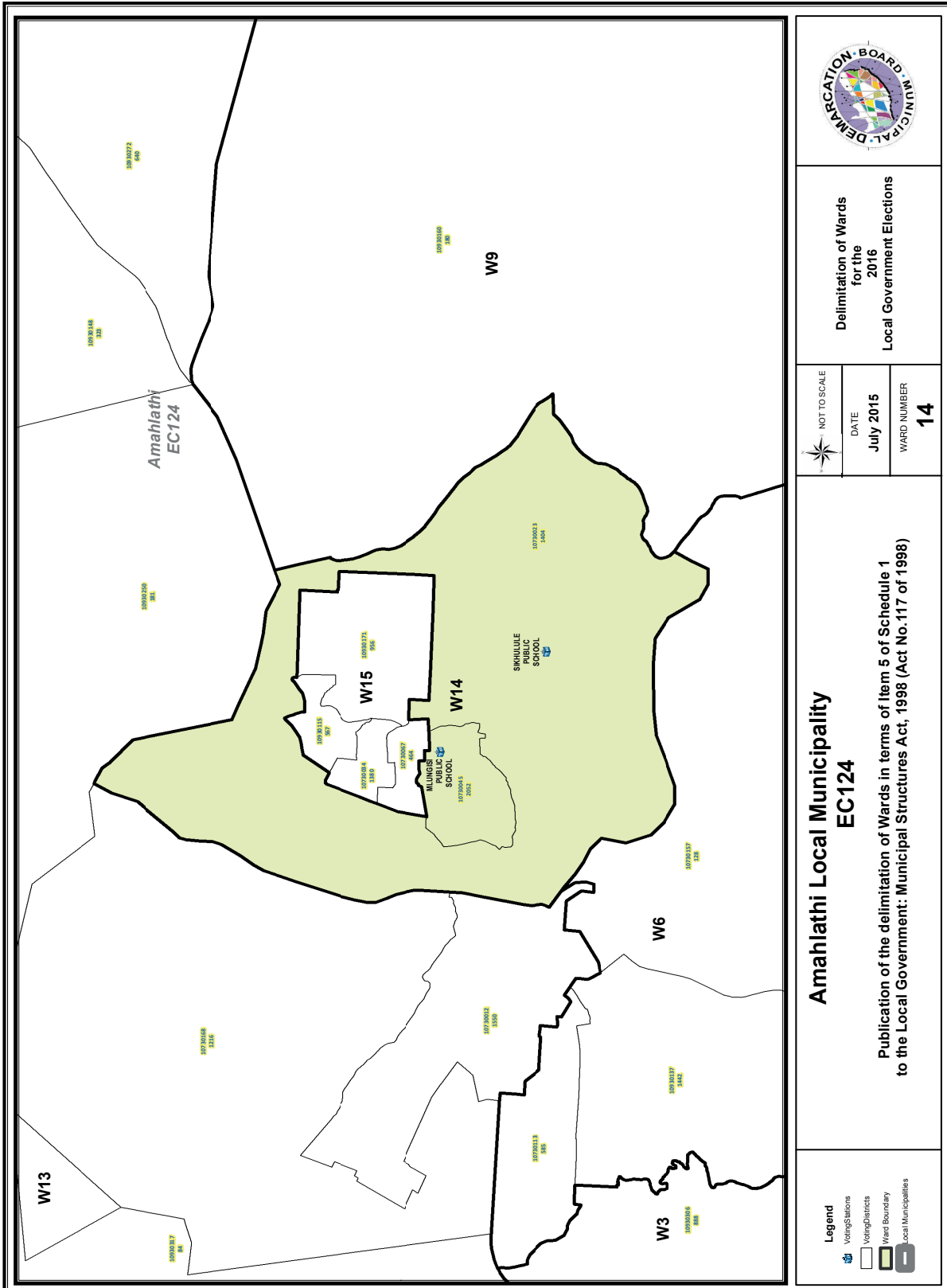
**Amahlathi Local Municipality EC124**

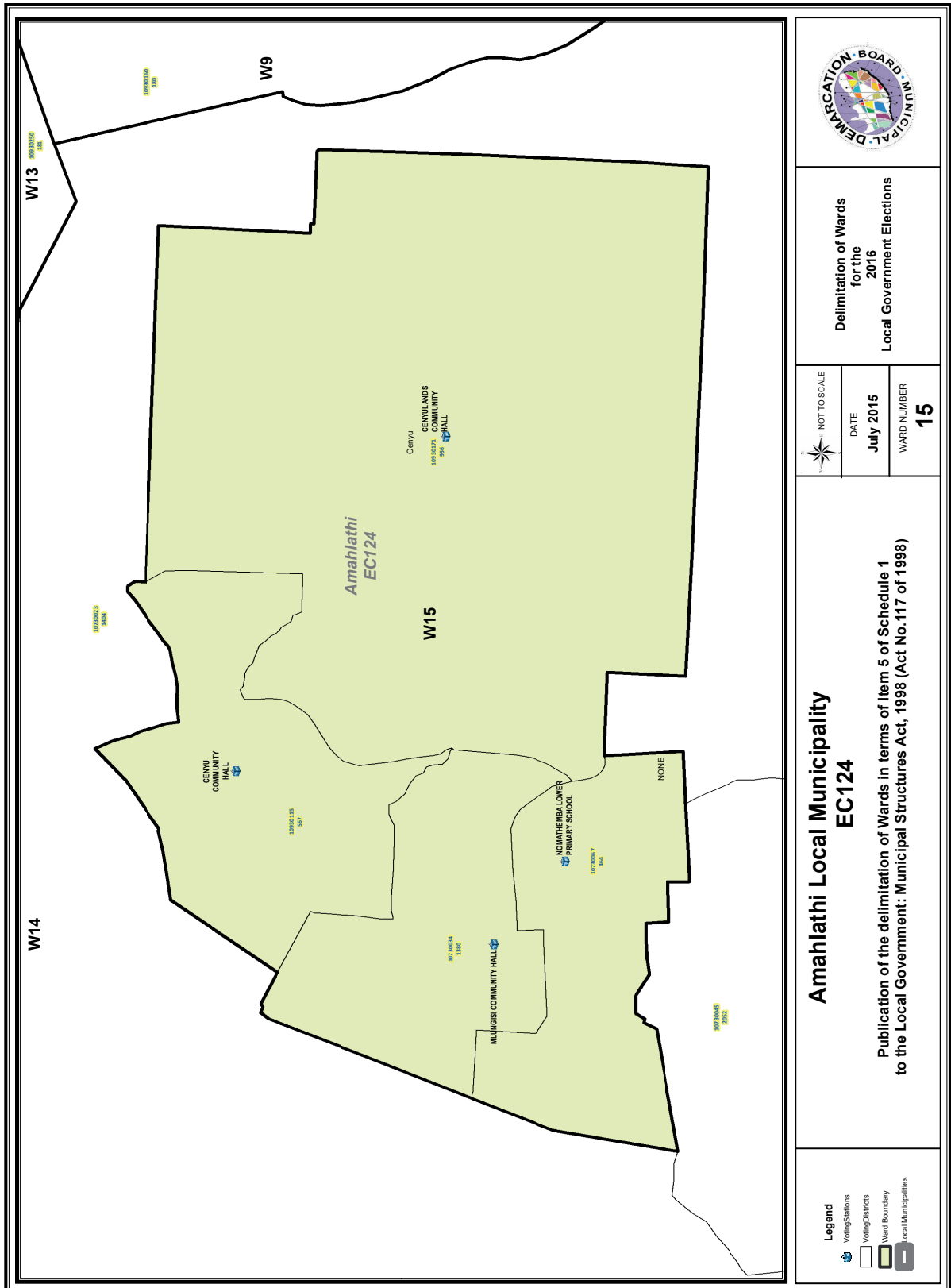
Publication of the delimitation of Wards in terms of Item 5 of Schedule 1 to the Local Government: Municipal Structures Act, 1998 (Act No.117 of 1998)

- Legend**
- Voting Stations
  - Voting Districts
  - Ward Boundary
  - Local Municipalities









**FORM/VORM MDB5**

**WARD DELIMITATION/**

**WYKSAFBAKENING**

**OBJECTION IN TERMS OF ITEM 5(2) OF SCHEDULE 1 TO THE LOCAL GOVERNMENT:  
MUNICIPAL STRUCTURES ACT, 1998**

**BESWAAR INGEVOLGE ITEM 5(2) VAN BYLAE 1 VAN DIE WET OP PLAASLIKE REGERING:  
MUNISIPALE STRUKTURE, 1998**

**Name of municipality/ Naam van Munisipaliteit :.....**

**Code/Kode :.....**

**Name of aggrieved person/institution/Naam van beswaarde persoon/instelling :  
.....**

**Contact person in case of an institution/ Kontak persoon in geval van 'n instelling:  
.....**

**Address/Adres:.....**

**Tel. number/ Tel. nommer:.....Cell number/ Selfoonnommer: .....**

**Email address:.....**

PLEASE USE ADDITIONAL PAGE SHOULD THE ALTERNATIVE PROPOSALS BE MORE THAN THE FOLLOWING SPACE AVAILABLE.

I request the Municipal Demarcation Board to consider the following alternative proposals/ Ek versoek die Munisipale Afbakeningsraad om die volgende alternatiewe voorstelle te oorweeg:

Ward number/ Wyk nommer	The ward should comprise of the following voting districts (Provide voting district number and the number of voters in brackets e.g. VD1123456(1500)+VD345678(2500)=4000)/  Die wyk moet bestaan uit die volgende stemdistrikte: (Voorsien die stemdistriknommer en die getal geregistreerde kiesers as volg VD1123456(1500)+VD345678(2500)=4000)	Motivation /Motivering

I confirm that/ Ek bevestig dat:

- each cluster of voting districts form a contiguous ward/ die saamgevoegde stemdistrikte vorm 'n aaneenlopende wyk;
- the number of voters in each ward fall within the minimum and maximum of voters allowed per ward/ die getal kiesers in elke wyk is binne die minimum en maksimum getal wat per wyk toegelaat word;
- the proposed ward boundaries comply, in general, with the criteria/ die voorgestelde wyke voldoen in die algemeen aan die kriteria.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
NAME AND SURNAME

\_\_\_\_\_  
DATE







# IMPORTANT

## Information

### from Government Printing Works

Dear Valued Customers,

Government Printing Works has implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submits your notice request.

Please take note of these guidelines when completing your form.

#### GPW Business Rules

1. No hand written notices will be accepted for processing, this includes Adobe forms which have been completed by hand.
2. Notices can only be submitted in Adobe electronic form format to the email submission address [submit.egazette@gpw.gov.za](mailto:submit.egazette@gpw.gov.za). This means that any notice submissions not on an Adobe electronic form that are submitted to this mailbox will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
3. Notices brought into GPW by "walk-in" customers on electronic media can only be submitted in Adobe electronic form format. This means that any notice submissions not on an Adobe electronic form that are submitted by the customer on electronic media will be **rejected**. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
4. All customers who walk in to GPW that wish to submit a notice that is not on an electronic Adobe form will be routed to the Contact Centre where the customer will be taken through the completion of the form by a GPW representative. Where a customer walks into GPW with a stack of hard copy notices delivered by a messenger on behalf of a newspaper the messenger must be referred back to the sender as the submission does not adhere to the submission rules.
5. All notice submissions that do not comply with point 2 will be charged full price for the notice submission.
6. The current cut-off of all Gazette's remains unchanged for all channels. (Refer to the GPW website for submission deadlines – [www.gpwonline.co.za](http://www.gpwonline.co.za))
7. Incorrectly completed forms and notices submitted in the wrong format will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za))
8. All re-submissions by customers will be subject to the above cut-off times.
9. All submissions and re-submissions that miss the cut-off will be rejected to the customer to be submitted with a new publication date.
10. Information on forms will be taken as the primary source of the notice to be published. Any instructions that are on the email body or covering letter that contradicts the notice form content will be ignored.

You are therefore advised that effective from **Monday, 18 May 2015** should you not comply with our new rules of engagement, all notice requests will be rejected by our new system.

Furthermore, the fax number **012- 748 6030** will also be **discontinued** from this date and customers will only be able to submit notice requests through the email address [submit.egazette@gpw.gov.za](mailto:submit.egazette@gpw.gov.za).



Printed by and obtainable from the Government Printer, Bosman Street, Private Bag X85, Pretoria, 0001.  
 Contact Centre Tel: 012-748 6200. eMail: [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za)  
 Also available at the Legal Advisory Services, **Province of the Eastern Cape**, Private Bag X0047, Bisho, 5605.  
 Tel. (040) 635-0052.