



THE PROVINCE OF MPUMALANGA
DIE PROVINSIE MPUMALANGA

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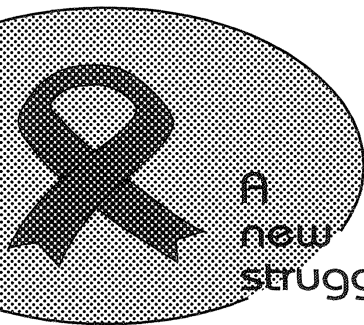
Vol. 22

NELSPRUIT, 30 JUNE
JUNIE 2015

No. 2498

We all have the power to prevent AIDS

AIDS
affects
us all



A
new
struggle

Prevention is the cure

**AIDS
HELPLINE**

0800 012 322

DEPARTMENT OF HEALTH

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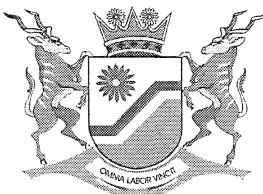
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GENERAL NOTICE			
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GENERAL NOTICE

NOTICE 285 OF 2015

MPUMALANGA PROVINCIAL GOVERNMENT

No. 7
Government Boulevard
Riverside Park
Ext 2
Nelspruit
1200
South Africa



Private Bag X 11269
Nelspruit
1200
Tel: 013 766 4062
Fax: 013 766 4615

Department of Community Safety, Security and Liaison

Litiko Letekuphepha
Kwemphakatsi, Kuvikeleka
NeKutsintsana

Umnyango Wezokuphepha
komphakathi,
Ukuvikeleka NoKuxhumana

Departement van
Gemeenskapsveiligheid,
Sekuriteit en Skakeling

GENERAL NOTICE

DEPARTMENT OF COMMUNITY SAFETY, SECURITY AND LIAISON

MPUMALANGA ROAD TRAFFIC ACT, 1998 (ACT NO. 4 OF 1998)

MPUMALANGA PROVINCIAL ROAD TRAFFIC REGULATIONS, 2015

I, **VR Shongwe**, Member of the Executive Council responsible for Community, Safety, Security and Liaison hereby, in terms of section 25 of the Mpumalanga Road Traffic Act, 1998 (Act No. 4 of 1998), make the Regulations in the Schedule.

SCHEDULE

Definitions

- In these Regulations, unless the context indicates otherwise -
 - “the Act” means the Road Traffic Act, 1989 (Act No. 29 of 1989);
 - “the National Act” means the National Road Traffic Act, 1996 (Act No. 93 of 1996);
 - “the national regulations” means regulations enacted under the National Act; and
 - “the Road Traffic Act” means the Mpumalanga Road Traffic Act, 1998 (Act No. 4 of 1998).

Fees charged

- The fees charged in terms of the National Act and the Road Traffic Act, other than the fees referred to in subregulation (2), shall be as indicated in Schedules 2 hereto.
 - The fees charged in terms of section 81 of the National Act for a permit for abnormal vehicles and the transportation of abnormal loads shall be as indicated in Government Gazette no.: of 1 April 2015

Apportionment of fees

- For the purpose of this Regulation, the expression –

- (a) **“appropriate registering authority”** means an appropriate registering authority as defined in the national regulations;
- (b) **“centre”** means a driving licence testing centre referred to in the national regulations;
- (c) **“Department”** means Department of Community Safety, Security and Liaison: Mpumalanga Province;
- (d) **“Head of Department”** means the Head of Department of the Department of Community Safety, Security and Liaison: Mpumalanga Province;
- (e) **“municipality”** means a municipality referred to in section 155 of the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996); and
- (f) **“Road Traffic Acts”**
 means the National Road Traffic Act, 1996 (Act No. 93 of 1996) and the Mpumalanga Road Traffic Act, 1998 (Act No. 4 of 1998).
- (2) A registering authority collecting fees in terms of the provisions of the Road Traffic Acts -
- (a) must pay the said fees into the Paymaster General Account and be credited to the Provincial Revenue Fund not later than the 21st day of the month following the month in which such fees were collected irrespective of whether that day is a Saturday, Sunday or public holiday; and
- (b) if such fees are not paid within the period referred to in subregulation 2(a), such fees will be subject to interest charged at the rate determined by the Minister of Finance in terms of section 80 of the Public Finance Management Act, 1999 (Act No. 1 of 1999), calculated from the first day of the month in which the fees are payable up to and including the day preceding the actual payment. Such interest must be recovered from the municipality concerned.
- (3) A registering authority must compile a reconciliation of the fees collected per calendar month in the form as determined by the Head of Department and forward such reconciliation to the Department not later than the seventh (7th) day of the month following every month in which fees were collected.
- (4) (a) A registering authority must receive a refund of 100% on fees collected under items 1,2,3,6,7,8(a), 10,12,13,16,17,18,19,21, 22, 26, 27, 28, 35, 36, 37, 40 and 41 of Schedule 1 and item 5 of Schedule 2 to these Regulations;
- (b) A registering authority must receive a refund of R77.00 on fees collected under items 4 and 8(b) of Schedule 1 to these Regulations;
- (c) R79.00 of the fee provided for in items 4 and 8(b) of Schedule 1 to these Regulations and collected by a registering authority must be paid by the Province to the Card Production Facility referred to in regulation 100 of the National Regulations; and
- (d) The municipality which is the appropriate registering authority must be refunded at a rate of 15% of the fee provided for in item 26 of Schedule 1 to these Regulations.
- (5) The fees provided for in items 1, 2 and 3 of Schedule 2 to these regulations, and which are collected by an appropriate registering authority must be refunded to the municipality which is such appropriate registering authority, at a rate of -
- (a) 20% of such fees while the appropriate registering authority is registered as a grade A or B centre and a grade A or B testing station;
- (b) 18% of such fees while the appropriate registering authority is registered as a grade A or B centre or a grade A or B testing station;

- (c) 17% of such fees while the appropriate registering authority is registered as a centre or testing station regardless of the grade thereof, other than those referred to in regulation 3(5) (a) or (b); or
 - (d) 16% of such fees while the appropriate registering authority is not registered as a centre and a testing station.
- (6) The fees provided for in item 4 of Schedule 2 to these Regulations and which are collected by an appropriate registering authority, must be refunded to the municipality which is such appropriate registering authority at a rate of -
- (a) 80% of such fees while the appropriate registering authority is registered as a grade A or B centre and a grade A or B testing station;
 - (b) 70% of such fees while the appropriate registering authority is registered as a grade A or B centre or a grade A or B testing station;
 - (c) 65% of such fees while the appropriate registering authority is registered as any grade centre or testing station other than those referred to in Regulation 3(6) (a) or (b); or
 - (d) 60 % of such fees while the appropriate registering authority is not registered as a centre and testing station.
- (7) For the purpose of sub regulations (5) and (6) the registration of a centre or testing station, must be deemed -
- (a) effective from the first day of the month following the date of registration of such centre or testing station; and
 - (b) terminated from the first day of the month following the date of suspension or cancellation of the registration of such centre or testing station.
- (8) (a) Notwithstanding the provisions of sub regulations (2) to (7), a municipality is not entitled to any part of the fees and penalties which were charged in terms of the Road Traffic Acts which the MEC has authorized a refund to a person of any such fees and penalties; and
- (b) that portion of the fees paid or refunded in terms of sub regulation (8)(a), which is included in the apportionment envisaged in this Regulation, must be recovered from the municipality.

COMMENTS MAY BE FORWARDED FOR THE ATTENTION OF:

**MR. W.W LABUSCHAGNE
DEPARTMENT OF COMMUNITY SAFETY, SECURITY AND LIAISON
PRIVATE BAG X 11238
NELSPRUIT
1200**

**OR BE DELIVERED TO: 42 MURRAY STREET
NELSPRUIT
12000**

**TELEPHONE NUMBER: 013-756 6412
FAX NUMBER: 013-755 1107**

CHAPTER 1
SCHEDULE 1

ITEM	DESCRIPTION	PROPOSED NEW FEES	PREVIOUS FEES	ACT OR REGULATION
1.	Application for a learner's licence (including test)	R 139-00	R 126-00	103(N Reg)
2.	Issue of a learner's licence	R 40-00	R 37-00	105 (N Reg)
3.	Application for a driving licence (including test) in the case of: (a) a motor cycle; (b) a light motor vehicle; and (c) a heavy motor vehicle	R 145-00 R 145-00 R 224-00	R 132-00 R 132-00 R 184-00	106 (N Reg)
4.	Issue of a driving licence (Including manufacturing fee for licence card)	R 187-00	R 170-00	108 (N Reg)
5.	Application for registration of a driving licence testing centre	R 10500-00	R 10 500-00	8A (N Act)
6.	Administration fee Issue of TDL	R 232-00 R 64-00	R 232-00 R 58-00	100 (N Reg)
7.	Application for form POD	R 64-00	R 58-00	112(N Reg)
8.	(a) Application for a professional driving permit (b) Issue of a professional driving permit (Including manufacturing fee for licence card)	R 69-00 R187-00	R 63-00 R 170-00	118 (N Reg) 119 (N Reg)
9.	Application for registration of a testing station Administration fee	R 10500-00 R 300-00	R 10 500-00 R 232-00	38 (N Act)
10.	Application for certification of roadworthiness (including test) at a registering authority in respect of – (a) Bus (b) Goods vehicle (c) Motor cycles (d) Other	R 150-00 R 156-00 R 64-00 R 121-00	R 132-00 R 142-00 R 58-00 R 110-00	139 (N Reg)
11.	Application for certification of roadworthiness (including test) at a testing station which is not a registering authority a) Bus b) Goods vehicle c) Motor cycles d) Other	R 150-00 R 156-00 R 64-00 R 121-00	R 132-00 R 142-00 R 58-00 R 110-00	139 (N Reg)
12.	Issue of form CRW by a registering authority	R 64-00	R 58-00	141 (N Reg)
13.	Issue of form CRW for a motor vehicle not registered in the Republic	R 64-00	R 58-00	138 (N Reg)
14.	Issue of form CRW by a testing station which is not a registering authority a) Bus b) Goods vehicle c) Motor cycles d) other	R 150-00 R 156-00 R 64-00 R 121-00	R 132-00 R 142-00 R 58-00 R 110-00	138 (N Reg)
15.	Issue of form CRW by a testing station which is not a registering authority a) Bus b) Goods vehicle c) Motor cycle d) Other	R 150-00 R 156-00 R 64-00 R 121-00	R 132-00 R 142-00 R 58-00 R 110-00	141 (N Reg)
16.	Identification of an operator	R 64-00	R 58-00	46 (N Act)

17.	Application for a new operator card due to a change of particulars	R 64-00	R 58-00	270 (N Reg)
18.	Application for duplicate permanent operator card	R 179-00	R 163-00	46 (N Act) 268 (N Reg)
19.	Cost of confirming information –			78(3) (N Act)
	(a) Nominal fee per item	R 64-00	R 58-00	
	(b) Search fee, when necessary	R 558-00	R 558-00	
20.	Furnish of information by Province	R 132-00	R 132-00	78(4) (N Act)
21.	Application for exemption from parking provisions	R 74-00	R 68-25	80 (N Act)
22.	Issue of a duplicate document or token	R 525-00	R 525-00	109 (N Reg)
23.	Cost in relation to a sport event on a public road	R 2000-00	R 2000-00	317 (N Reg)
24.				
(a)	Registration of a special number plate	R 1600-00	R 1600-00	29 (N Reg)
(c)	Registration of a specific number plate	R 1600-00	R 1600-00	29 (N Reg)
25.	Registration of a personalized number.	R 3300-00	R 3300-00	28 (N Reg)
26.(a)	Transfer of a personalized number between motor vehicles of the same owner.	R 165-00	R 150-00	29 (N Reg)
(b)	Transfer of a personalized number to a business	R 400-00	R 400-00	29 (N Reg)
27.	Allocation of a prescribed personalized registration number.	R 165-00	R 150-00	28 (N Reg)
28.	Allocation of a personalized number to a motor vehicle.	R165.00	R 150-00	28 (N Reg)
29.	Replacement of damaged or lost personalized registration number plate.	R187.00	R 170-00	28 (N Reg)
30.	Replacement of damaged or lost personalized number sticker.	R55.00	R 50-00	28 (N Reg)
31.	Application for registration as manufacturer, importer or builder. Administration fee	R 3300-00 R 300-00	R 3000-00 R 300-00	5 (N Act)
32.	Application for registration as number plate manufacturer. Administration fee	R 3300.00 R300.00	R 3000-00 R 300-00	5 (N Act)
33.	Application for exemption from provisions of Act other than for abnormal loads.	R 163-00	R 163-00	81 (N Act)
34.	Application to fit rear number plate with 60 mm characters.	R 231-00	R 210-00	35(4)(N Reg)
35.	Accident Information Data	R 145-00	R 132-00	
36.	Levy for failure to honour cheque	R 364-00	R 331-00	61 (N Reg)
37.	Application to change licence number allocated to a motor vehicle on grounds of determined reasons	R 145-00	R 132-00	29 (N Act)
38.	Issue of engine or chassis number	R 364-00	R 331-00	56(4) (N Reg)
39.	Application for registration as inspector of licences, examiners of vehicles, examiner for driver's licences and traffic officers	R 173-00	R 158-00	4(2) (Act 29/89)
40.	Application and examination for an instructor certificate	R525.00	R 525-00	114 (NRTA)
41.	Issue of an instructor certificate	R 115-00	R 105-00	114 (NRTA)
42.	Registration of instructor	R 60-00	R 30-00	114 (NRTA)
43.	Special permit for PBS and 27 M Bus	R 23 000-00	R 0-00	Section 81 of the NRTA
44.	Registration of Driving Schools Administration fee	R 2000-00 R 500-00	00-00 00-00	NRTA

Explanatory key

- (N Reg) - National Regulations issued in terms of the National Road Traffic Act, 1996 (Act No. 93 of 1996)
- (P Act) - Mpumalanga Provincial Road Traffic Act, 1998 (Act No. 4 of 1998)
- (N Act) - National Road Traffic Act, 1996 (Act No. 93 of 1996)
- (Act 29/89)- Road Traffic Act, 1989 (Act no.29 of 1989)

SCHEDULE 2

1. MOTOR VEHICLE REGISTRATION FEE		
Motor vehicle registration fee	(N Reg 8)	R96.00
2. MOTOR VEHICLE LICENCE FEES		
2.1 Motor cycle, motor tricycle and motor quadrucycle, other than a motor vehicle referred to in item 3 of this Schedule	(N Reg 24)	R96.00
2.2 A motor vehicle, other than a motor vehicle referred to in items 2.1, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9, 2.10 or 3 of this Schedule, with a tare of -		
		Rand
Kilograms		
0	-- 250	192.00
251	- 500	204.00
501	- 750	216.00
751	- 1000	240.00
1001	- 1250	300.00
1251	- 1500	384.00
1501	- 1750	480.00
1751	- 2000	576.00
2001	- 2250	672.00
2251	- 2500	816.00
2501	- 2750	960.00
2751	- 3000	1104.00
3001	- 3250	1124.00
3251	- 3500	1416.00
3501	- 3750	1596.00
3751	- 4000	1764.00
4001	- 4250	1920.00
4251	- 4500	2124.00
4501	- 4750	2316.00
4751	- 5000	2484.00
5001	- 5250	3108.00
5251	- 5500	4188.00
5501	- 5750	4356.00
5751	- 6000	4992.00
6001	- 6250	5388.00
6251	- 6500	5832.00
6501	- 6750	6264.00
6751	- 7000	6924.00
7001	- 7250	7140.00
7251	- 7500	7584.00
7501	- 8000	8328.00
8001	- 8500	9384.00
8501	- 9000	10452.00
9001	- 9500	11472.00
9501	- 10000	12576.00
10001	- 10500	13920.00
10501	- 11000	15240.00
11001	- 11500	15456.00
11501	12000	18024.00
		For each additional 500 kilograms or part thereof above 12 000 kilogram: R1536-00

2.3 A trailer, other than a semi-trailer or a tractor referred to in item 2.10 or both the owner of which is a bona fide farmer and which are used only in connection with the owner's own farming activities, other than a motor vehicle referred to in item 2.9, 2.10 or 3 of this Schedule, with a tare of any weight (in kilograms)

R 72-00

2.4 A breakdown vehicle, other than a motor vehicle referred to in item 3 of this Schedule with a tare of –

Kilograms			Rand
0	--	250	192.00
251	-	500	204.00
501	-	750	216.00
751	-	1000	240.00
1001	-	1250	300.00
1251	-	1500	384.00
1501	-	1750	480.00
1751	-	2000	576.00
2001	-	2250	672.00
2251	-	2500	816.00
2501	-	2750	960.00
2751	-	3000	1104.00
3001	-	3250	1124.00
3251	-	3500	1416.00
3501	-	3750	1596.00
3751	-	4000	1764.00
4001	-	4250	1920.00
4251	-	4500	2124.00
4501	-	4750	2316.00
4751	-	5000	2484.00
5001	-	5250	3108.00
5251	-	5500	4188.00
5501	-	5750	4356.00
5751	-	6000	4992.00
6001	-	6250	5388.00
6251	-	6500	5832.00
6501	-	6750	6264.00
6751	-	7000	6924.00
7001	-	7250	7140.00
7251	-	7500	7584.00
7501	-	8000	8328.00
8001	-	8500	9384.00
8501	-	9000	10452.00
9001	-	9500	11472.00
9501	-	10000	12576.00
10001	-	10500	13920.00
10501	-	11000	15240.00
11001	-	11500	15456.00
11501	-	12000	18024.00
			Plus R1536-00 for each additional 500 kilograms or part thereof above 12000 kilograms.

2.5 A truck-tractor, other than a truck-tractor referred to in item 2.6 of this Schedule, with a tare of-

Kilograms			Rand
0	--	250	192.00
251	-	500	204.00
501	-	750	216.00
751	-	1000	240.00
1001	-	1250	300.00
1251	-	1500	384.00
1501	-	1750	480.00
1751	-	2000	576.00
2001	-	2250	672.00
2251	-	2500	816.00
2501	-	2750	960.00
2751	-	3000	1104.00
3001	-	3250	1124.00
3251	-	3500	1416.00
3501	-	3750	1596.00
3751	-	4000	1764.00
4001	-	4250	1920.00
4251	-	4500	2124.00
4501	-	4750	2316.00
4751	-	5000	2484.00
5001	-	5250	3108.00
5251	-	5500	4188.00
5501	-	5750	4356.00
5751	-	6000	4992.00
6001	-	6250	5388.00
6251	-	6500	5832.00
6501	-	6750	6264.00
6751	-	7000	6924.00
7001	-	7250	7140.00
7251	-	7500	7584.00
7501	-	8000	8328.00
8001	-	8500	9384.00
8501	-	9000	10452.00
9001	-	9500	11472.00
9501	-	10000	12576.00
10001	-	10500	13920.00
10501	-	11000	15240.00
11001	-	11500	15456.00
11501	-	12000	18024.00

For each additional 500 kilograms or
part thereof above 12 000 kilogram:
R1536-00

2.6 A truck-tractor, used by the owner thereof solely for his own farming activities, other than for the conveyance of goods for reward on a public road, with a tare of-

Kilograms			Rand
0	--	250	192.00
251	-	500	204.00
501	-	750	216.00
751	-	1000	240.00
1001	-	1250	300.00
1251	-	1500	384.00
1501	-	1750	480.00
1751	-	2000	576.00
2001	-	2250	672.00
2251	-	2500	816.00
2501	-	2750	960.00
2751	-	3000	1104.00
3001	-	3250	1124.00
3251	-	3500	1416.00
3501	-	3750	1596.00
3751	-	4000	1764.00
4001	-	4250	1920.00
4251	-	4500	2124.00
4501	-	4750	2316.00
4751	-	5000	2484.00
5001	-	5250	3108.00
5251	-	5500	4188.00
5501	-	5750	4356.00
5751	-	6000	4992.00
6001	-	6250	5388.00
6251	-	6500	5832.00
6501	-	6750	6264.00
6751	-	7000	6924.00
7001	-	7250	7140.00
7251	-	7500	7584.00
7501	-	8000	8328.00
8001	-	8500	9384.00
8501	-	9000	10452.00
9001	-	9500	11472.00
9501	-	10000	12576.00
10001	-	10500	13920.00
10501	-	11000	15240.00
11001	-	11500	15456.00
11501	-	12000	18024.00
			For each additional 500 kilograms or part thereof above 12 000 kilogram: R1536-00

2.7 A trailer, other than a motor vehicle referred to in item 2.8, 2.10 or 3 of this Schedule with a tare of-

Kilograms		Rand
0	-- 250	192.00
251	- 500	204.00
501	- 750	216.00
751	- 1000	240.00
1001	- 1250	300.00
1251	- 1500	384.00
1501	- 1750	480.00
1751	- 2000	576.00
2001	- 2250	672.00
2251	- 2500	816.00
2501	- 2750	960.00
2751	- 3000	1104.00
3001	- 3250	1124.00
3251	- 3500	1416.00
3501	- 3750	1596.00
3751	- 4000	1764.00
4001	- 4250	1920.00
4251	- 4500	2124.00
4501	- 4750	2316.00
4751	- 5000	2484.00
5001	- 5250	3108.00
5251	- 5500	4188.00
5501	- 5750	4356.00
5751	- 6000	4992.00
6001	- 6250	5388.00
6251	- 6500	5832.00
6501	- 6750	6264.00
6751	- 7000	6924.00
7001	- 7250	7140.00
7251	- 7500	7584.00
7501	- 8000	8328.00
8001	- 8500	9384.00
8501	- 9000	10452.00
9001	- 9500	11472.00
9501	- 10000	12576.00
10001	- 10500	13920.00
10501	- 11000	15240.00
11001	- 11500	15456.00
11501	- 12000	18024.00

For each additional 500 kilograms or
part thereof above 12 000 kilogram:
R1536-00

2.8 A caravan, other than a self propelled caravan or a motor vehicle referred to in item 3 of this Schedule

R180.00

2.9 A tractor, other than a tractor referred to in item 3 of this Schedule

R72.00

2.10 A trailer drawn by a tractor, other than a motor vehicle referred to in item 3 of this Schedule, with a tare of-		
Kilograms		Rand
0	- 250	192.00
251	- 500	204.00
501	- 750	216.00
751	- 1000	240.00
1001	- 1250	300.00
1251	- 1500	384.00
1501	- 1750	480.00
1751	- 2000	576.00
2001	- 2250	672.00
2251	- 2500	816.00
2501	- 2750	960.00
2751	- 3000	1104.00
3001	- 3250	1124.00
3251	- 3500	1416.00
3501	- 3750	1596.00
3751	- 4000	1764.00
4001	- 4250	1920.00
4251	- 4500	2124.00
4501	- 4750	2316.00
4751	- 5000	2484.00
5001	- 5250	3108.00
5251	- 5500	4188.00
5501	- 5750	4356.00
5751	- 6000	4992.00
6001	- 6250	5388.00
6251	- 6500	5832.00
6501	- 6750	6264.00
6751	- 7000	6924.00
7001	- 7250	7140.00
7251	- 7500	7584.00
7501	- 8000	8328.00
8001	- 8500	9384.00
8501	- 9000	10452.00
9001	- 9500	11472.00
9501	- 10000	12576.00
10001	- 10500	13920.00
10501	- 11000	15240.00
11001	- 11500	15456.00
11501	- 12000	18024.00
		For each additional 500 kilograms or part thereof above 12 000 kilogram: R1536-00

3. LICENCE FEES FOR SPECIALLY CLASSIFIED MOTOR VEHICLES		
	3.1 Motor vehicles classified in terms of regulation 21*	R72.00
	3.2 Motor vehicle which is the property of a person receiving a military pension in terms of regulation 21(4)*	R72.00
4. MOTOR TRADE NUMBERS		
	4.1 Application i.r.o each motor trade number under regulation 70*	R96.00
	4.2 Licensing of a motor trade number i.r.o a motor vehicle excluding a motor cycle, by a motor dealer, manufacturer, builder, importer or deposit taking institution under regulation 75*	R192.00
	4.3 Licensing of a motor trade number in respect of a motor cycle by a motor dealer, manufacturer, builder, importer or deposit taking institution under regulation 76*	R 168.00
	4.4 Licensing of a motor trade number by a motor transport contractor under regulation 76*	R168.00
5. PERMITS		
	5.1 Temporary permit under regulation 85*	R96.00
	5.2 Special permit under regulation 85*	R96.00

Explanation key

* Regulations enacted under the National Road Traffic Act, 1996 (Act No. 93 of 1996)

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. 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)
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)
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.



eGazette

