

KwaZulu-Natal Province KwaZulu-Natal Province Isifundazwe saKwaZulu-Natali

Provincial Gazette • Provinsiale Koerant • Igazethi Yesifundazwe

GAZETTE EXTRAORDINARY — BUITENGEWONE KOERANT — IGAZETHI EYISIPESHELI

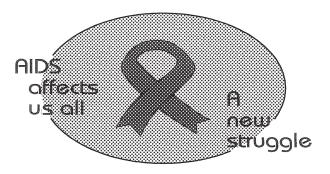
(Registered at the post office as a newspaper) • (As 'n nuusblad by die poskantoor geregistreer) (Irejistiwee njengephephandaba eposihhovisi)

PIETERMARITZBURG

Vol. 9

8 OCTOBER 2015 8 OKTOBER 2015 8 KUMFUMFU 2015 No. 1516

We all have the power to prevent AIDS



Prevention is the cure

AIDS HEWUNE

0800 012 322

DEPARTMENT OF HEALTH

N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes





Government Printing Works

Notice submission deadlines

Government Printing Works has over the last few months implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submit your notice request.

In line with these business rules, GPW has revised the notice submission deadlines for all gazettes. Please refer to the GPW website www.gpwonline.co.za to familiarise yourself with the new deadlines.

CANCELLATIONS



Cancellation of notice submissions are accepted by GPW according to the deadlines stated in the table above. Non-compliance to these deadlines will result in your request being failed. Please pay special attention to the different deadlines for each gazette.

Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.

Requests for cancellation must be sent by the original sender of the notice and must accompanied by the relevant notice reference number (N-) in the email body.

AMENOMENTS TO NOTICES



With effect <u>from 01 October</u>, GPW will not longer accept amendments to notices. The cancellation process will need to be followed and a new notice submitted thereafter for the next available publication date.

CUSTOMER INQUIRIES



Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While GPW deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.

GPW has a **2-working day turnaround time for processing notices** received according to the business rules and deadline submissions.

Please keep this in mind when making inquiries about your notice submission at the Contact Centre.

PROOF OF PAYMENTS REMINDER

GPW reminds you that all notice submissions **MUST** be submitted with an accompanying proof of payment (PoP) or purchase order (PO). If any PoP's or PO's are received without a notice submission, it will be failed and your notice will not be processed.

When submitting your notice request to submit.egazette@gpw.gov.za, please ensure that a purchase order (GPW Account customer) or proof of payment (non-GPW Account customer) is included with your notice submission. All documentation relating to the notice submission must be in a single email.

A reminder that documents must be attached separately in your email to GPW. (In other words, your email should have an Adobe Form plus proof of payment/purchase order – 2 separate attachments – where notice content is applicable, it should also be a 3rd separate attachment).

REMINDER OF THE GPW BUSINESS RULES

- ☐ Single notice, single email with proof of payment or purchase order.
- All documents must be attached separately in your email to GPW.
- 1 notice = 1 form, i.e. each notice must be on a separate form
- ☐ Please submit your notice **ONLY ONCE**.
- Requests for information, quotations and inquiries must be sent to the Contact Centre **ONLY**.
- The notice information that you send us on the form is what we publish. Please do not put any instructions in the email body.







DISCLAIMER:

Government Printing Works reserves the right to apply the 25% discount to all Legal and Liquor notices that comply with the business rules for notice submissions for publication in gazettes.

National, Provincial, Road Carrier Permits and Tender notices will pay the price as published in the Government Gazettes.

For any information, please contact the eGazette Contact Centre on 012-748 6200 or email *info.egazette@gpw.gov.za*

ADVERTISEMENT

		Gazette No.	Page No.
	PROVINCIAL NOTICES • PROVINSIALE KENNISGEWINGS		
150	Local Government: Municipal Systems Act (32/2000): Emnambithi/Ladysmith Municipality: Outdoor Advertising By-law	1516	4

Provincial Notices • Provinsiale Kennisgewings

PROVINCIAL NOTICE 150 OF 2015

EMNAMBITHI/LADYSMITH MUNICIPALITY OUTDOOR ADVERTISING BYLAW

NOTICE NO. 125/2015 DATED 9 SEPTEMBER 2015

M P KHATHIDE MUNICIPAL MANAGER

Be it enacted by the Council of the Emnambithi/Ladysmith Municipality, in terms of Section 156 of the Constitution of the Republic of South Africa Act No. 108 of 1996, read with section 11(3)(m) of the Local Government: Municipal Systems Act No. 32 2000, published in line with the procedures set out in sections 12 and 13 of the Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) as follows:

INDEX

CHA	PTER 1 : DEFINITIONS	
1	Definitions	2-3
СНА	PTER 2 : APPLICATION	
2	Application of Regulations	4
СНА	PTER 3 : TYPES OF ADVERTISEMENTS	1
3.	Temporary and portable advertisements	4-5
4.	Display of permanent advertisements prohibited	5
5.	Application for display of permanent advertisements	5
6.	Consideration of application of display of permanent advertisements	5
7.	Sign-boards affixed to buildings	6
8.	Advertisement painted on buildings	7
9.	Ground sign-boards	7
10.	Flashing advertisements	7
11.	General prohibitions relating to advertisements	6
12.	General prohibitions relating to directional signs	7
13.	Restrictions upon the erections of advertisements	7
14.	Construction of sign-boards	7-8
15.	Maintenance of permanent advertisements	8
16.	Alterations of and additions to permanent advertisements	8
17.	Removal of permanent advertisements	8
18.	Delegation of Council's powers	8
CHA	PTER 4: GENERAL PROVISIONS	ı
19.	Offences	8
20.	Repeal of By-laws	8
21.	Short title and commencement	8

CHAPTER 1: DEFINITION

Definitions

- 1. In this Bylaw, unless the context otherwise indicates
 - "Authorised official" means any official of the Council who has been authorised by the Council to administer, implement or enforce the provisions of these bylaws;
 - "Advertising signage structure" means any physical structure built to display advertising;
 - "Advertising vehicle" means a vehicle constructed or adapted for use primarily for the display of advertisements; which does not include signs displayed on a vehicle ordinarily used as such;
 - "Aerial Advertisement" means any advertisement displayed in the air by the use of a balloon, kite, inflatable, aircraft or any other means;
 - "Animated advertisement" means an electric advertisement that contains variable messages in which representation is made by the appearance of movement through an electric light source or beam;
 - "Applicant" means the person/s by whom an application for permission to erect a sign or display and advertisement is made, which application shall be endorsed by the owner of the premises upon which such advertisement or sign is to be located;
 - "Application" in relation to advertising sign/s may include all proposed advertising signs per business per site;
 - "Appropriate" means that the dimensions, installation, materials, place and/or supports are suitable for and appropriate in all circumstances of the case in the opinion of the delegated officer for advertising signs;
 - "Approval" means approval by the Council or its duly delegated officials;
 - "Area of Control" reflects the degree of control to be applied to a certain landscape or part thereof which is a refinement of basic landscape sensitivity and includes those areas as defined and set out as maximum, partial or minimum control in the Council's Policy on Outdoor Advertising, in accordance with the visual sensitivity of the area and traffic safety conditions;
 - "building control officer" means any person appointed or deemed to be appointed as a building control officer by the Council in terms of section 5 of the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977);
 - "Billboards" means any screen, board, hoarding, fence, wall or other structure larger than 4.5m2 and in a fixed position used or intended to be used for the purpose of posting, displaying or exhibiting any advertisement;
 - "Bill-sticking" means a poster pasted by means of an adhesive directly onto an existing surface not intended specifically for the display of a poster;
 - "Bit" means the basic unit for measuring the length of advertising messages and may consist of letters, digits, symbols, logos, graphics or abbreviations;
 - "Canopy" means a rigid roof-like projection from the wall of a building;
 - "Cantilever" means a projecting feature that is dependant for its support on the main structure of a building without independent vertical or other supports;
 - "Change of Face" means an alteration to the content of the advertisement displayed on an approved signage structure;
 - "Clear height" in relation to a sign means the vertical distance between the lowest edge of the sign and the level of the ground, footway or roadway immediately below the sign;

"Council" means the Emnambithi/Ladysmith Municipality and its successors in law, and includes the Council of that Municipality or its Executive Committee or any other body acting by virtue of any power delegated to it in terms of legislation, as well as any officer to whom the Council or Executive Committee has delegated any powers and duties with regard to these Bylaws;

"Council Property" includes all property, weather movable or immovable, which is owned by, vests in or is under the control of the Council:

"Curtilage" is the whole of the area of land within the boundaries of the subdivision/s forming the site of any building:

"Dept. of a sign" means the vertical distance between the uppermost and lowest edges of the sign;

"Deemed to comply" means that if an advertising signage structure meets certain specified criteria it may be deemed to satisfy the requirements of the Council for consent purposes;

"Designated areas" are areas of maximum, partial or minimum control that have been specifically designated in the policy for the display of various types of advertising signs;

"Display" means to erect and/or expose an advertising sign or structure to the public view by any method whatsoever;

"Electronic sign" means a sign that has an electronically controlled, illuminated display surface which allows the advertisement to be changed, animated or illuminated in various ways;

"Election advertisement" means an advertisement used in connection with any national, provincial, or municipal election, by-election or referendum;

"Encroaching sign" means a sign which extends beyond the street line or boundary of a public street;

"Environmental Impact Assessment" in relation to outdoor advertising means an assessment of the impact that an advertising sign or structure may have on the environment;

"Estate agents' board or show sign" means an advertisement that is temporarily displayed to advertise the fact that land, premises, development or other forms of fixed property are for sale or to let;

"flat sign-board-board" means any sign-board affixed to a wall and which at no point projects more than 230 mm from the surface of the wall:

"ground sign-board" means any sign which is affixed to the ground and is not attached to a building;

"projecting sign-board" means any sign-board affixed to a wall and which at any point projects more than 230 mm from the surface of the wall;

"roof" means any roof of a building but does not include that portion of a roof which is the roof of a veranda or balcony;

"sign-board" means any structure or device used or intended or adapted for the display thereon of an advertisement;

"sky sign-board" means any sign-board affixed to a roof or the top of a parapet of a roof; and

"wall" means any external wall of a building, but does not include a parapet balustrade or railing of a veranda or balcony.

CHAPTER 2: APPLICATION

Application of regulations

- 2. (1) Subject to the provisions of sub-section (2), this Bylaw shall apply to all advertisements displayed or to be displayed within the area of jurisdiction of the Council.
 - (2) The following categories of advertisements shall be exempted from the provisions of this Bylaw:
 - (a) an advertisement, commonly referred to as builders' or contractors' boards, displayed within the boundaries of any erf during the course of building operations including plumbing, electrical wiring, painting and renovations:
 - (b) an advertisement relating to the immediate sale of newspaper within the public road; provided the advertisement does not obstruct vehicular or pedestrian traffic or the lines of
 - (c) sight of drivers or pedestrians;
 - (d) an advertisement required to be displayed by law;
 - (e) an advertisement displayed on any vehicle which is being used on a public road;
 - (f) provided that the main purpose for which that vehicle is being used is not to display such advertisement;
 - (g) an advertisement affixed to or painted on any part of any building other than a dwelling-house which indicates only the following:
 - (i) the name or address of such building;
 - (ii) the name of the occupier or owner thereof;
 - (iii) a general description of the type of business lawfully carried on in such building;
 - (iv) the hours of attendance or business; and
 - (v) the telephone number of such business; provided that such advertisement, including any sign-board on which it is displayed, does not exceed 0,8 m² in area and does not project more than 100 mm from the surface to which it is affixed:
 - (f) an advertisement affixed to or painted on any part of any building used as a dwelling-house which merely indicates -
 - (i) the name or address of the dwelling-house; and
 - (ii) the name of the owner or occupier the dwelling house; provided that such advertisement, including any sign-board on which it is displayed, does not exceed 0,8 m² in area and does not project more than 100 mm from the surface to which it is attached;
 - (g) an advertisement designed solely for the issuing of any direction, request or warning to any person entering upon an erf or premises on the erf; provided that such advertisement is displayed within the boundaries of the erf and provided that the advertisement, including any sign-board on which it is displayed, does not exceed 0,8 m² in area;
 - (h) an advertisement advertising the sale or lease of any erf, or the fact that such erf has been sold; provided that such advertisement is displayed within the boundaries of the erf and provided that the advertisement, including any sign-board on which it is displayed, does not exceed 0,8 m² in area; and
 - (i) an advertisement displayed from the interior of any building enclosed by walls, windows and doors.

CHAPTER 3: TYPES OF ADVERTISEMENTS

3. Temporary and portable advertisements

- 3. (1) Any advertisement -
 - (a) intended to be displayed solely for or in connection with a particular event including
 - (b) but not limited to an election or referendum; or
 - (c) displayed on any sign-board intended or adapted to be carried or conveyed, shall only be displayed with the prior written consent of the authorised official and subject to the requirements of sub-section and any other conditions which the authorised official may impose.
 - (2) Any advertisement displayed in terms of subsection (1)) shall -
 - (a) not exceed 0,8 m² in area; and
 - (b) not be displayed for longer than 14 days before or after the event.

- (3) Every application for permission in terms of sub-section (1) shall be accompanied by a fee and a deposit prescribed by the Council, the deposit being refundable when all advertisements concerned have been removed to the satisfaction of the authorised official.
- (4) Any person who, having displayed or caused to be displayed any advertisement in respect of which approval has been given under sub-section (1), fails to remove it or cause it to be removed within the relevant time, shall be guilty of an offence and the authorised official shall be entitled to remove any such advertisement and deduct from any deposit made in terms of sub-section (6) the sum of R50.00 in respect of each and every advertisement so removed; provided that any excess shall be a civil debt due to the Council; provided further that when any advertisement is so removed in terms of these regulations the Council shall be entitled to destroy any such advertisement without giving notice to anyone, after a period of 14 days from the date of such removal.
- (5) Any person who displays or causes, permits or suffers to be displayed any advertisement referred to in sub-section (1) shall be presumed to be the displayer until it is proved to the contrary.

4. Display of permanent advertisements prohibited

No person shall display or cause to be displayed any permanent advertisement, in the area of jurisdiction of the Council unless any such advertisement was approved in writing by the Council and is displayed in accordance with this Bylaw.

5. Application for display of permanent advertisements

- 5.(1) Any person intending to erect, alter or display any permanent advertisement for which the prior written permission of the Council is required, shall apply for such permission to the Council on the prescribed application form attached to this By-law as Schedule 1. Such form shall be signed by the applicant and by the owner (if he or she is not also the applicant) of the site upon which such advertisement is or is to be located.
- (2) An application referred to in sub-section (1) shall be accompanied by -
 - (a) a full specification showing the dimensions of such sign, its location or proposed location on a building or other supporting structure, the materials of construction, the name and address of the manufacturer, and where applicable, the number of electric lights and electrical details in regard thereto;
 - (b) a drawing indicating -
 - (i) the position of such sign on the site at a scale of not less than 1: 50;
 - (ii) the full text of the advertisement:
 - (iii) the colour of the material;
 - (iv) the construction;
 - (v) the overall dimensions;
 - (vi) the method of attachment, suspension or support; and
 - (vii) any other details required by the Council;
 - (c) in the case of ground signs, information in regard to all calculations upon which such size is based;
 - (d) the prescribed application fee R30.00.
- (3) The Council may refuse or grant such application subject to such conditions as it may think proper.

6. Consideration of application of display of permanent advertisements

- 6.(1) The Council may grant, on such conditions as it may determine, or refuse an application referred to in section 5, but the Council shall not grant an application if it is of the opinion that, having regard to
 - (a) the design;
 - (b) colour;
 - (c) other characteristics of the advertisement in question;
 - its proposed position in relation to the building or premises upon or in which it is to be displayed; and,
 - (e) the neighbouring properties,
 - such advertisement will detract from or disfigure the appearance of the building or premises concerned or neighbouring properties, or otherwise be unsightly.

7. Sign-boards affixed to buildings

- 7.(1) The following sign-boards and no others may, subject to the provisions of this By-law, be affixed to buildings:
 - (a) flat sign-board-boards;
 - (b) projecting sign-boards, and
 - (c) sky sign-boards
- (2) No flat sign-board-board shall -
 - Extend above the top or beyond either side of the wall to which it is affixed;
 - (2.a) project in any part more than 100 mm from the wall to which it is affixed;
 - (2.b) exceed 15% of the height of the building to the eaves or 15% of the area of the wall to which it is affixed.
- (3) No projecting sign-board shall -
 - (3.a.a) be affixed otherwise than at right angles to the road line;
 - (3.a.b) be affixed at a clear height of less than 2,5 m;
 - (3.a.c) exceed 225 mm in thickness;
 - (3.a.d) extend beyond the top of the wall to which it is affixed;
 - (3.a.e) project in any part more than I,5 m from the wall to which it is affixed;
 - (3.a.f) extend over or nearer than 1,2 m to any overhead electricity wires or cables; or
 - (3.a.g) be affixed otherwise than in a vertical plane.

8. Advertisement painted on buildings

- 8.(1) Only the following types of advertisements may be painted on buildings:
 - (a) advertisements painted on the walls of buildings; and
 - (b) advertisements painted on the roofs of buildings used in connection with industry or a manufacturing process.
 - (2) No advertisement painted on a wall of a building shall exceed 15% of the height of the building from the ground to the eaves or 15% of the area of the wall on which it is painted.
- (3) An advertisement painted on the roof of a building shall contain only the name (or an abbreviation thereof) of the person, firm, company, society or association occupying such building.

9. Ground sign-boards

- 9. Every ground sign-board shall -
 - (1) be supported by poles or standards or pylons the bases of which are firmly embedded and fixed in the ground and which are entirely self-supporting, rigid and inflexible;
 - (2) not exceed 2 m x 0,3 m (300 mm);
 - (3) not extend or project beyond the road line; and
 - (4) not exceed 6,5m in height.

10. Flashing advertisements

10. The Council shall only approve flashing illuminated advertisements if it is of the opinion that, having regard to the proposed position and characteristic of the advertisement, the display of the advertisement will not be likely to distract or disturb persons using any public road or to create the conditions contemplated in section 11(2).

11. General prohibitions relating to advertisements

- 11.(1) No person shall display any advertisement so as to obstruct any fire escape or the means of egress to a fire escape or to obstruct or interfere with any window or opening required for ventilation purposes.
- (2) No person shall display any advertisement -
 - (a) in a position which obscures, obstructs or otherwise interferes with any road traffic sign or is likely to so obscure, obstruct or otherwise interfere;
 - (b) which is illuminated and contains the colours, red, greed or amber or any one or more of such colours, unless such sign has a clear height of 6 m or unless such sign is more than 15 m (measured horizontally) from the vertical line of the road line at the corner of a public road; or
 - (c) which is of such intense illumination so as to disturb the residents or occupants of adjacent or nearby residential buildings.

12. General prohibitions relating to directional signs

- 12(a) Directional signs may not be erected on road reserves other than on directional signboard frames erected by the Council, and on payment of the prescribed fee. Such directional signs shall be either 2m long and 0,3 (300 mm) high or 1 m long and 0,3m (300 mm) high and be constructed to the satisfaction of the Council.
- (b) A directional signboard frame shall not exceed 4m in height from ground level save with the express approval of the Council in writing.

13. Restrictions upon erections of advertisements

- 13. No advertisement or advertising sign as defined in Admintrator's Notice 268 dated 25 July 1986, may, in terms of Section 25.2.3 of Admintrator's Notice 268, be affixed at the following venues;
- (1) The Northern side of Queen Street from a point starting at the Town Hall up to Murchison Street, the Western side of Murchison Street to Alexandra Street and the Southern side of Alexandra Street up to the exit of the Municipal Buildings.
- (2) Both sides of Harrismith Road, from the N3 National Road to Soldiers Way.
- (3) No advertisement may be affixed in such a way that it would span the width of any road.
- (4) No advertisement may be affixed on any traffic sign or signal or in such a way that would obscure the visibility of such a sign or signal. Posters shall not be affixed to any street light pole where a road traffic sign is displayed.
- (5) Should signs be affixed to electrical poles, the signs must not be placed higher than 3.5 metres from ground level or such a way as to obscure any identification mark to such a pole (minimum height must be 2 metres from ground level to the bottom on the sign).
- (6) Should any sign be affixed in contrast with the above or be affixed in manner to cause danger, obstruction or create a nuisance, the Manager Public Safety may order the removal of such an advertisement.
- (7) All posters must be removed three (3) days after any event in order to qualify for a refund of the deposit which is R800.00.
- (8) Not more than four advertisements to be affixed per pole.
- (9) Advertisements must be affixed with sisal string only.
- (10) No nails or wires may be used to affix advertisements.
- (11) No advertisements may be affixed to poles with a diameter of less than 100mm.

14. Construction of sign-boards

- 14.(1) Every sign-board shall be neatly and properly constructed and finished in a workmanlike manner to the satisfaction of the building control officer.
 - (2)(a) Every sign-board attached to a building or wall shall be rigidly and securely attached thereto so that it is safe and that movement in any direction is prevented.
 - (b) The method of attachment shall be such that it is capable of effectively securing, supporting and maintaining not less than twice the mass of the sign-board in question with the addition of any force to which the sign may be subjected.
 - (c) The use of nails or staples for the purpose of the anchorage and support of a sign-board is prohibited.
 - (3) Every projecting sign-board shall, unless the building control officer otherwise approves, have not less than four supports –
 - (a)which shall be of metal;
 - (b) any two of which shall be capable of supporting the mass of the sign-board;
 - (c) the designed strength of which acting together shall be calculated on a mass equal to twice the mass of the sign-board with a superimposed horizontal wind pressure of 1,5 kPa; and
 - (d) which shall be neatly constructed as an integral part of the design of the sign-board or otherwise concealed from view.
- (4) (a) All sign-boards which are attached to brickwork, masonry or concrete shall be securely and effectively attached thereto by means of bolts securely embedded in such brickwork, masonry or concrete or passing through the same and secured on the opposite side.
 - (b) Such bolts shall be of such a size and strength as will ensure effective compliance with sub-section (2) or (3).
- (5) Every illuminated sign-board and every sign-board in which electricity is used shall -
 - (a) be constructed of a material which is not combustible;
 - (b) be provided with an external switch in an accessible position approved by the building control officer

whereby the electricity supply to such sign-board may be switched off; and

- (c) be wired and constructed to the satisfaction of the building control officer.
- (6) All exposed metalwork of a sign-board shall be painted or otherwise treated to prevent rust, decay and insect attack and thereafter painted.

15. Maintenance of permanent advertisements

The person having possession or control of any permanent advertisement shall, while such advertisement is displayed, at all times maintain such advertisement, including any sign-board on which it is displayed, in good repair and safe condition.

16. Alterations of and additions to permanent advertisements

- 16(1) Any person wishing to alter or add to any permanent advertisement, including any sign-board on which it is displayed, shall first apply to the Council in writing for its approval.
- (2) An application referred to in sub-section (1) shall specify the nature and extent of the proposed alteration or addition.
- (3) A person who has applied in terms of sub-section (2) for the Council's approval shall furnish such additional particulars in connection with his application as the Council may require.

17. Removal of permanent advertisements

- 17(1) Where there is displayed a permanent advertisement -
 - (a) for which no approval was granted under section 4; or
 - (b) which is displayed in contravention of this By-law,
 - the Council may, by notice in writing, direct the person having possession or control of the advertisement to remove it or to effect such alterations as may be prescribed in the notice, and to effect such removal or alteration within such period (which shall be not less than fourteen days as from the date on which the notice was given) as may be specified in the notice.
 - (2) If a person to whom a notice has been given in terms of subsection (1) fails to comply with a direction contained in that notice within the period therein specified, the Council may, at any time after the expiration of that period, through the agency of any person authorised thereto by the Council, enter upon the land upon which the advertisement to which the notice relates and remove the advertisement or effect the alterations prescribed in the notice.
 - (3) The Council may recover the expenses which it incurred by any action taken under subsection (2) from any person to whom the notice in question was given.

18. Delegation of Council's powers

- 18 (1) The Council may by resolution delegate to the building control officer any power conferred upon it by this Bylaw on such conditions as the Council may determine.
- (2) Any delegation under sub-section (1) shall not prevent the exercise of the relevant power by the Council itself

CHAPTER 4: GENERAL PROVISIONS

19. Offences

19. Any person who contravenes any provision of these by-laws shall be guilty of an offence and shall be liable on conviction to a fine not exceeding R20 000 or imprisonment for a period not exceeding 2 years.

20. Repeal of existing By-laws

20. The Council's existing by-laws regulating outdoor advertising where applicable are hereby repealed.

21. Short title and commencement

21. These by-laws shall be called the Outdoor Advertising By-laws, 2015, and shall come into operation on publication in the Government Gazette.

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 <u>rejected</u>. 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 <u>discontinued</u> from this date and customers will only be able to submit notice requests through the email address <u>submit.egazette@gpw.gov.za</u>.







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