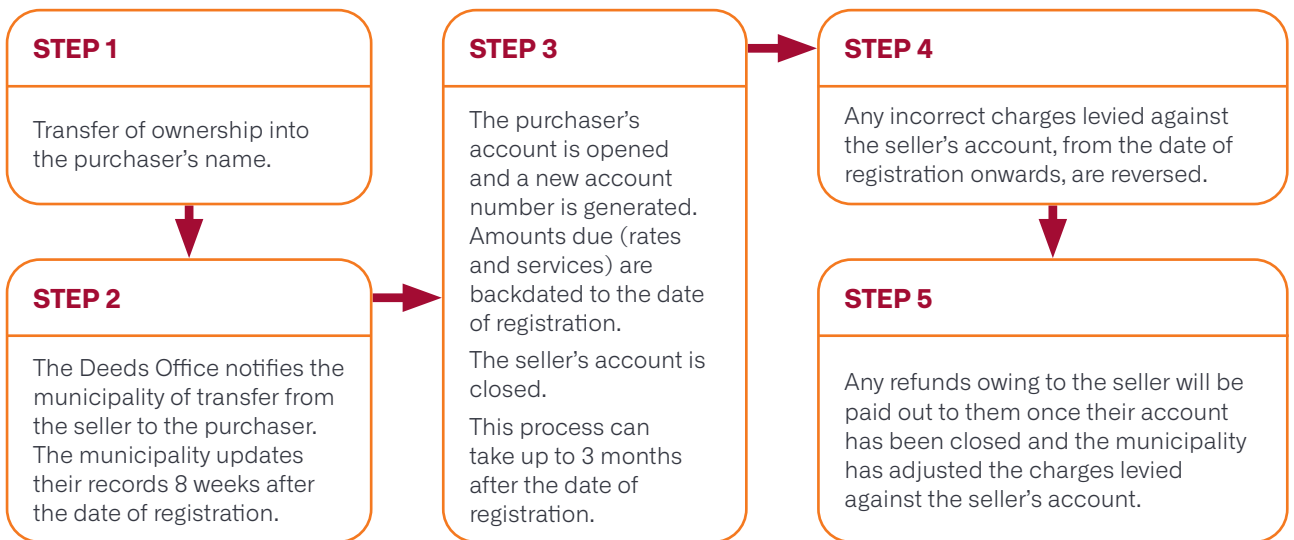


BEFORE REGISTRATION

- On fulfilment of suspensive conditions and approximately 6 weeks before transfer, the Conveyancer will request rates clearance figures from the municipality.
- Municipality will issue outstanding figures.
- Seller pays outstanding amount to Conveyancer (not to the municipality), who settles outstanding rates with the municipality on behalf of the seller. The rates amount includes any outstanding rates and taxes and a 60 day advance collection thereof.
- Conveyancer uploads supporting documents to a portal on the municipality's website, together with the rates refund form signed by the seller. In due course the seller will be refunded by the municipality for any over payment i.e. rates paid beyond the date of transfer.
- Once the municipality has verified all uploaded rates documents, they will issue a Rates Clearance Certificate. This certificate is lodged in the Deeds Office with the other transfer documentation.

AT THE LOCAL AUTHORITY



NOTES

- RATES BILLS FOR SECTIONAL TITLE UNITS do not include water, sewerage and refuse, which are provided for in the monthly levy payable. Electricity is either pre-paid or included in the levy account. On rare occasions, the owner of the unit receives a separate account from the municipality for electricity consumption.
- MUNICIPAL ACCOUNTS FOR FREE STANDING PROPERTIES INCLUDE water, electricity, refuse removal, sewerage & municipal taxes.
- THE MUNICIPALITY WILL NOT issue a Rates Clearance Certificate without receiving clear copies of the seller and purchaser's FICA documentation from the conveyancer.
- FOREIGN NATIONAL sellers and purchasers are required to produce a valid passport to the municipality in order to be issued with a Rates Clearance Certificate.

For more information, contact us at info@stbb.co.za