

| OFFICE OF THE CITY MANAGER - LEGAL SERVICES |                                             |               |                                                                                                                                                                    |                                                                           |         |           |                                                                           |           |                       |
|---------------------------------------------|---------------------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|---------|-----------|---------------------------------------------------------------------------|-----------|-----------------------|
| CAT                                         | SERVICES RENDERED                           | UNIT          | REMARKS                                                                                                                                                            | 2025/26                                                                   | 2025/26 | VAT       | 2026/27                                                                   | 2026/27   | % Increase / decrease |
|                                             |                                             |               |                                                                                                                                                                    | Recalculated                                                              | R       | Yes/No    | Recalculated                                                              | R         |                       |
|                                             |                                             |               |                                                                                                                                                                    | excl. VAT                                                                 |         | incl. VAT | excl. VAT                                                                 | incl. VAT |                       |
|                                             |                                             |               |                                                                                                                                                                    |                                                                           |         |           |                                                                           |           |                       |
|                                             | Access to Information                       |               | The following tariffs are prescribed in the Promotion of Access to Information Act 2 of 2000: Regulations Relating to the Promotion of Access to Information, 2021 |                                                                           |         |           |                                                                           |           |                       |
|                                             | Fees for reproduction i.t.o. section 15 (3) |               | This refers to the reproduction of automatically available information without a person having to request access in terms of this Act.                             |                                                                           |         |           |                                                                           |           |                       |
| SB                                          | Photocopy A4                                | per page      | For every photocopy of an A4-size page or part thereof                                                                                                             | 1.50                                                                      |         | n         | 1.50                                                                      |           | 0.00%                 |
| SB                                          | Printed A4                                  | per page      | For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form                                             | 1.50                                                                      |         | n         | 1.50                                                                      |           | 0.00%                 |
| SB                                          | Flash drive (to be provided by requestor)   | per flash     | Flash drive                                                                                                                                                        | 40.00                                                                     |         | n         | 40.00                                                                     |           | 0.00%                 |
| SB                                          | If provided by requestor                    | per disc      | Compact disk                                                                                                                                                       | 40.00                                                                     |         | n         | 40.00                                                                     |           | 0.00%                 |
| SB                                          | If provided to the requestor                | per disc      | Compact disk                                                                                                                                                       | 60.00                                                                     |         | n         | 60.00                                                                     |           | 0.00%                 |
| SB                                          | Transcription for visual image A4           | per page      | For a transcription of visual images, for an A4-size page or part thereof                                                                                          | Service to be outsourced. Will depend on quotation from Service provider. |         | n         | Service to be outsourced. Will depend on quotation from Service provider. |           |                       |
| SB                                          | Copy of visual image (Video, CCTV)          | per image     | For a copy of visual images (Video, CCTV)                                                                                                                          | Service to be outsourced. Will depend on quotation from Service provider. |         | n         | Service to be outsourced. Will depend on quotation from Service provider. |           |                       |
| SB                                          | Transcription of audio recording A4         | per page      | For a transcription of an audio record, for an A4-size page or part thereof                                                                                        | 24.00                                                                     |         | n         | 24.00                                                                     |           | 0.00%                 |
| SB                                          | Flash drive (to be provided by requestor)   | per recording | Flash drive                                                                                                                                                        | 40.00                                                                     |         | n         | 40.00                                                                     |           | 0.00%                 |
| SB                                          | If provided by requestor                    | per recording | Compact disk                                                                                                                                                       | 40.00                                                                     |         | n         | 40.00                                                                     |           | 0.00%                 |
|                                             | If provided to the requestor                | per recording | Compact disk                                                                                                                                                       | 60.00                                                                     |         | n         | 60.00                                                                     |           | 0.00%                 |

| OFFICE OF THE CITY MANAGER - LEGAL SERVICES |                                                                                                                                                                                                    |            |                                                                                                                                                                                                                                                                         |                                                                           |         |           |                                                                           |           |                       |
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| CAT                                         | SERVICES RENDERED                                                                                                                                                                                  | UNIT       | REMARKS                                                                                                                                                                                                                                                                 | 2025/26                                                                   | 2025/26 | VAT       | 2026/27                                                                   | 2026/27   | % Increase / decrease |
|                                             |                                                                                                                                                                                                    |            |                                                                                                                                                                                                                                                                         | Recalculated                                                              | R       | Yes/No    | Recalculated                                                              | R         |                       |
|                                             |                                                                                                                                                                                                    |            |                                                                                                                                                                                                                                                                         | excl. VAT                                                                 |         | incl. VAT | excl. VAT                                                                 | incl. VAT |                       |
| SB                                          | To search for and prepare the record for disclosure for each hour or part of an hour, excluding the first hour, reasonable required for such search and preparation. To not exceed a total cost of | Search     | Search                                                                                                                                                                                                                                                                  | 300.00                                                                    |         | n         | 300.00                                                                    |           | 0.00%                 |
| SB                                          | Deposit: if search exceeds 6 hours                                                                                                                                                                 | Deposit    | Deposit                                                                                                                                                                                                                                                                 | One third of amount per request.                                          |         | n         | One third of amount per request.                                          |           |                       |
| SB                                          | Postage, email or any other electronic transfer                                                                                                                                                    | Postage    | Postage                                                                                                                                                                                                                                                                 | Actual expense, if any.                                                   |         | n         | Actual expense, if any.                                                   |           |                       |
|                                             | <b>Request Fees</b>                                                                                                                                                                                |            |                                                                                                                                                                                                                                                                         |                                                                           |         |           |                                                                           |           |                       |
| SB                                          | Request for access                                                                                                                                                                                 | per search | The request fee of R100.00 is payable by every requester, it is paid upfront. The request fee is referred to in regulation 7 (3) and prescribed in item 1 of Annexure B to the Regulations.                                                                             | 100.00                                                                    |         | n         | 100.00                                                                    |           | 0.00%                 |
|                                             | <b>Access fees</b>                                                                                                                                                                                 |            | A requester whose request for access to a record of a public body has been granted must pay an access fee for reproduction and for search and preparation contemplated in subsection (7) (a) and (b) of PAIA and prescribed in item 1 of Annexure B to the Regulations. |                                                                           |         |           |                                                                           |           |                       |
| SB                                          | Photocopy A4                                                                                                                                                                                       | per page   | For every photocopy of an A4-size page or part thereof                                                                                                                                                                                                                  | 1.50                                                                      |         | n         | 1.50                                                                      |           | 0.00%                 |
| SB                                          | Printed A4                                                                                                                                                                                         | per page   | For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form                                                                                                                                                  | 1.50                                                                      |         | n         | 1.50                                                                      |           | 0.00%                 |
|                                             | Flash drive (to be provided by requestor)                                                                                                                                                          | per flash  | Flash drive                                                                                                                                                                                                                                                             | 40.00                                                                     |         | n         | 40.00                                                                     |           | 0.00%                 |
|                                             | If provided by requestor                                                                                                                                                                           | per disc   | Compact disk                                                                                                                                                                                                                                                            | 40.00                                                                     |         | n         | 40.00                                                                     |           | 0.00%                 |
|                                             | If provided to the requestor                                                                                                                                                                       | per disc   | Compact disk                                                                                                                                                                                                                                                            | 60.00                                                                     |         | n         | 60.00                                                                     |           | 0.00%                 |
| SB                                          | Transcription for visual image A4                                                                                                                                                                  | per page   | For a transcription of visual images, for an A4-size page or part thereof                                                                                                                                                                                               | Service to be outsourced. Will depend on quotation from Service provider. |         | n         | Service to be outsourced. Will depend on quotation from Service provider. |           |                       |

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| CAT                                         | SERVICES RENDERED                                                                                                                                                                                                | UNIT          | REMARKS                                                                                         | 2025/26                                                                   | 2025/26 | VAT       | 2026/27                                                                   | 2026/27   | % Increase / decrease |
|                                             |                                                                                                                                                                                                                  |               |                                                                                                 | Recalculated                                                              | R       | Yes/No    | Recalculated                                                              | R         |                       |
|                                             |                                                                                                                                                                                                                  |               |                                                                                                 | excl. VAT                                                                 |         | incl. VAT | excl. VAT                                                                 | incl. VAT |                       |
| SB                                          | Copy of visual image (Video, CCTV)                                                                                                                                                                               | per image     | For a copy of visual images (Video, CCTV)                                                       | Service to be outsourced. Will depend on quotation from Service provider. |         | n         | Service to be outsourced. Will depend on quotation from Service provider. |           |                       |
| SB                                          | Transcription of audio recording A4                                                                                                                                                                              | per page      | For a transcription of an audio record, for an A4-size page or part thereof                     | 24.00                                                                     |         | n         | 24.00                                                                     |           | 0.00%                 |
| SB                                          | Flash drive (to be provided by requestor)                                                                                                                                                                        | per recording | Flash drive                                                                                     | 40.00                                                                     |         | n         | 40.00                                                                     |           | 0.00%                 |
| SB                                          | If provided by requestor                                                                                                                                                                                         | per recording | Compact disk                                                                                    | 40.00                                                                     |         | n         | 40.00                                                                     |           | 0.00%                 |
| SB                                          | If provided to the requestor                                                                                                                                                                                     | per recording | Compact disk                                                                                    | 60.00                                                                     |         | n         | 60.00                                                                     |           | 0.00%                 |
|                                             |                                                                                                                                                                                                                  |               |                                                                                                 |                                                                           |         |           |                                                                           |           |                       |
| SB                                          | To search for and prepare the record for disclosure for each hour or part of an hour (R100), excluding the first hour, reasonable required for such search and preparation. To not exceed a total cost of(R300). | Search        | Search                                                                                          | 300.00                                                                    |         | n         | 300.00                                                                    |           | 0.00%                 |
|                                             |                                                                                                                                                                                                                  |               |                                                                                                 |                                                                           |         |           |                                                                           |           |                       |
| SB                                          | Deposit: if search exceeds 6 hours                                                                                                                                                                               | Deposit       | Deposit                                                                                         | One third of amount per request.                                          |         | n         | One third of amount per request.                                          |           |                       |
| SB                                          | Postage, email or any other electronic transfer                                                                                                                                                                  | Postage       | Postage                                                                                         | Actual expense, if any.                                                   |         | n         | Actual expense, if any.                                                   |           |                       |
|                                             |                                                                                                                                                                                                                  |               |                                                                                                 |                                                                           |         |           |                                                                           |           |                       |
|                                             | <b>Postage</b>                                                                                                                                                                                                   |               | The actual postage is payable upfront when a copy of a record must be posted to a the requester |                                                                           |         |           |                                                                           |           |                       |
| SB                                          | Ordinary Mail: DL                                                                                                                                                                                                | per envelope  |                                                                                                 | 8.58                                                                      | 9.87    | y         | 8.91                                                                      | 10.25     | 3.90%                 |
| SB                                          | Ordinary Mail: B5                                                                                                                                                                                                | per envelope  |                                                                                                 | 13.77                                                                     | 15.84   | y         | 14.31                                                                     | 16.45     | 3.90%                 |
| SB                                          | Ordinary Mail: C4 & B4                                                                                                                                                                                           | per envelope  |                                                                                                 | 16.06                                                                     | 18.47   | y         | 16.69                                                                     | 19.19     | 3.90%                 |
| SB                                          | Register Mail: DL                                                                                                                                                                                                | per envelope  |                                                                                                 | 39.30                                                                     | 45.20   | y         | 40.83                                                                     | 46.96     | 3.90%                 |
| SB                                          | Register Mail: B5                                                                                                                                                                                                | per envelope  |                                                                                                 | 44.47                                                                     | 51.14   | y         | 46.20                                                                     | 53.13     | 3.90%                 |
| SB                                          | Register Mail: C4 & B4                                                                                                                                                                                           | per envelope  |                                                                                                 | 46.62                                                                     | 53.61   | y         | 48.44                                                                     | 55.70     | 3.90%                 |
|                                             |                                                                                                                                                                                                                  |               |                                                                                                 |                                                                           |         |           |                                                                           |           |                       |
|                                             | <b>Section 62 Appeal</b>                                                                                                                                                                                         |               |                                                                                                 |                                                                           |         |           |                                                                           |           |                       |

| OFFICE OF THE CITY MANAGER - LEGAL SERVICES |                                                     |                   |                                                                                                                                                                                                                                                                                     |                                                                                                        |                                                                                                        |           |                                                                                                        |                                                                                                        |                       |
|---------------------------------------------|-----------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|-----------------------|
| CAT                                         | SERVICES RENDERED                                   | UNIT              | REMARKS                                                                                                                                                                                                                                                                             | 2025/26                                                                                                | 2025/26                                                                                                | VAT       | 2026/27                                                                                                | 2026/27                                                                                                | % Increase / decrease |
|                                             |                                                     |                   |                                                                                                                                                                                                                                                                                     | Recalculated                                                                                           | R                                                                                                      | Yes/No    | Recalculated                                                                                           | R                                                                                                      |                       |
|                                             |                                                     |                   |                                                                                                                                                                                                                                                                                     | excl. VAT                                                                                              |                                                                                                        | incl. VAT | excl. VAT                                                                                              | incl. VAT                                                                                              |                       |
| PCR                                         | Administration and processing of section 62 Appeals | Per Appeal        | Administration and processing cost of appeal (Tender and Signage appeals) submitted in terms of section 62 of the Local Government: Municipal Systems Act 32 of 2000. The appeal tariff will only be implemented on approval of Council Policy on section 62 Appeals.               | 260.87                                                                                                 | 300.00                                                                                                 | y         | 260.87                                                                                                 | 300.00                                                                                                 | 0.00%                 |
| PCR                                         | Surcharge - Section 62 Tender Appeals               | Per Tender Appeal | Applicable to vexatious and frivolous or otherwise manifestly inappropriate <b>tender</b> appeals in terms of section 62 of the Local Government: Municipal Systems Act 32 of 2000. The appeal tariff will only be implemented on approval of Council Policy on section 62 Appeals. | $\frac{1}{2}([\text{Administrative cost of tender appeal}] + 0.25\%[\text{Appellant's tender price}])$ | $\frac{1}{2}([\text{Administrative cost of tender appeal}] + 0.25\%[\text{Appellant's tender price}])$ | y         | $\frac{1}{2}([\text{Administrative cost of tender appeal}] + 0.25\%[\text{Appellant's tender price}])$ | $\frac{1}{2}([\text{Administrative cost of tender appeal}] + 0.25\%[\text{Appellant's tender price}])$ | 0.00%                 |