



For office use only

File: _____

Ref no.: _____

APPLICATION TO LEASE MUNICIPAL LAND FOR SPORTING PURPOSES

SECTION A: INFORMATION ABOUT THE PROPERTY BEING APPLIED FOR

Property description			
Street address		Postal code	
Extent		Erf number	
		Allotment	

SECTION B: APPLICANT INFORMATION

Club's name			
Registration number		VAT number	
Address		Erf number	
Suburb		Postal code	
Telephone number		Cell number	
Email address			

In terms of the Consumer Protection Act, Act 68 of 2008, please indicate if your asset value or turnover is ☐ **Less** than R2 million

☐ **More** than R2 million

☐ Non-profit, community-based club

☐ Commercial, profit-making club

SECTION C: INFORMATION OF REPRESENTATIVE APPLYING ON BEHALF OF THE APPLICANT

Name and surname													
Title		Identity number											
Business name													
Telephone number		Cell number											
Email address													

Capacity in which the person / party is acting ☐

☐ Letter of authority / power of attorney to act on behalf of the applicant is attached.

Contact information of an alternative representative

Name and surname													
Street address		Postal code											
Telephone number		Cell number											

Reason for the application (if there is insufficient space here, please attach your motivation as an annexure)

SECTION D: SUPPORTING INFORMATION TO BE SUPPLIED BY THE APPLICANT (incomplete applications will not be processed)

☐ Land / property sketch to include the following:

- Approximate size of land being applied for (extent and dimensions)
- Street names and numbers
- Erf numbers
- Position of buildings/structures
- Approximate direction of north

☐ Copy of applicant and/or representative's identity document

☐ Certified proof of registration if the applicant is a company, close corporation, registered welfare organisation, charitable NGO, non-profit organisation or a religious organisation and constitution

☐ VAT number, if the applicant is VAT registered

☐ SARS pin for compliance status confirmation

☐ Financial statements

SECTION E: DECLARATION

I/we, the applicant/s am/are aware that the application will be subject to a credit control and debit profile verification and the application will not be finalised until municipal accounts have been settled or arrangements have been made to settle the amount in arrears.

I/we acknowledge that the submitted application does not constitute approval of any land transaction and the application fee is non-refundable.

Signatory name and surname

Date

D	D	M	M	Y	Y	Y	Y
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Signature

Witness name and surname

Date

D	D	M	M	Y	Y	Y	Y
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Signature

SECTION F: RECREATION AND PARKS

Status of the club ☐ Amateur

☐ Professional

Who is responsible for payment of services, depending on status of infrastructure and lease area (e.g. prepaid meter)?

Who is responsible for the maintenance of the:

Fields

Clubhouse (internal and external)

Structures

If there are commercial activities on the property, provide more details below:

TARIFF FOR THE 2026/2027 FINANCIAL YEAR

Kindly note the **non-refundable application fee** of R3 163 (including VAT) is payable on submission. An incomplete application form or form with missing supporting documentation will not be processed.

SUBMISSION OF APPLICATION TO LEASE A PROPERTY FOR SPORTING PURPOSES

This application must be submitted or delivered to the relevant City of Cape Town regional office indicated below.

Regional offices and physical addresses**Contact details**

Tygerberg region Goodwood municipal offices, 1st floor, cnr Voortrekker Road and De Villiers Street, Goodwood	021 444 4967
Southern Peninsula region Plumstead administrative offices, 3 Victoria Road, Plumstead	021 444 2583
Cape Town region Media City building, 3rd floor, cnr Heerengracht Road and Hertzog Boulevard, Cape Town	021 400 6551
East region Omniforum building, 2nd floor, 94 Van Riebeeck Road, Kuilsrivier	021 444 5878