

The Chairperson of the Valuation Appeal Board

LODGING OF AN APPEAL AGAINST ANY MATTER REFLECTED IN OR OMITTED FROM THE 2025 GENERAL VALUATION ROLL / SUPPLEMENTARY VALUATION ROLL

Notes for completing this form:

1. Complete a separate form for each entry appealed to and return the completed form to valuations@sbm.gov.za
2. A separate form must be completed for each sectional title unit appealed to
3. The information requirements on this form are prescribed by law. Failure to complete the appropriate fields may result in the appeal being disqualified

SECTION 1**1.0 PROPERTY INFORMATION:**

VALUATION REFERENCE NUMBER		SPECIFY THE VALUATION ROLL BEING APPEALED AGAINST	
ERF NUMBER / UNIT NUMBER		GENERAL VALUATION ROLL	GV2025
SUBURB / SCHEME NAME		SUPPLEMENTARY VALUATION ROLL	
PHYSICAL ADDRESS			

1.2 APPEAL CATEGORY (INDICATE REASON FOR APPEAL – ONE OR MORE MAY BE COMPLETED)

INCORRECT VALUATION		OMITTED STRUCTURES		INCORRECT RATEABLE EXTENT	
PROPERTY AFFECTED BY REGISTERED RIGHTS		INCORRECT BUILDING EXTENTS		INCORRECT PHYSICAL ADDRESS	
POOR LOCATION		INCORRECT PROPERTY DESCRIPTION (ERF/UNIT)		INCORRECT POSTAL ADDRESS	
STRUCTURAL DEFECTS		INCORRECT OWNER NAME		RATES QUERY (pensioners rebate etc.)	
OMITTED PROPERTY		INCORRECT RATING CATEGORY		OTHER	

1.3 APPELLANT INFORMATION:

APPELLANT STATUS (SELECT ONE OF THE FOLLOWING)

APPELLANT IS THE OWNER		APPELLANT IS NOT THE OWNER		MUNICIPALITY IS THE APPELLANT		AUTHORISED REPRESENTATIVE OF THE APPELLANT (attach proof of authorisation)	
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1.3.1 APPELLANT / REPRESENTATIVE CONTACT DETAILS:

NAME OF APPELLANT / REPRESENTATIVE					
IDENTITY NUMBER		COMPANY OR C.C REGISTRATION NO.			
POSTAL ADDRESS					
		CODE			
TELEPHONE HOME		TELEPHONE WORK			
CELLPHONE		FAX			
EMAIL ADDRESS					

SECTION 2**2.1 APPEAL DETAILS:**

APPEAL TYPE	PARTICULARS AS REFLECTED IN THE VALUATION ROLL	CHANGES REQUESTED BY APPELLANT
DESCRIPTION OF PROPERTY / UNIT NO.		
RATING CATEGORY		
PHYSICAL ADDRESS / DOOR NO. / FLAT NO.		
LAND EXTENT		
MARKET VALUE		
NAME OF OWNER		

ADVERSE FEATURES AND/OR OTHER REASONS IN SUPPORT OF THIS APPEAL (ANNEXURES CAN BE PROVIDED)

ANNEXURE PROVIDED: (mark with X)	YES		NO		NO OF PAGES PROVIDED AS ANNEXURE: (mark 0 (zero) if none)	
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SECTION 3**3.1 DECLARATION:**

ATTENTION IS HEREBY DRAWN TO SECTION 42(2) OF THE ACT WHICH STATES THAT WHERE ANY DOCUMENT, INFORMATION OR PARTICULARS WERE NOT PROVIDED WHEN REQUIRED IN TERMS OF SUBSECTION 42(1) OF THE ACT AND THE OWNER CONCERNED RELIES ON SUCH DOCUMENT, INFORMATION OR PARTICULARS IN AN APPEAL TO AN APPEAL BOARD, THE APPEAL BOARD MAY MAKE AND ORDER AS TO COSTS IN TERMS OF SECTION 70 OF THE ACT IF THE APPEAL BOARD IS OF THE VIEW THAT THE FAILURE TO HAVE PROVIDED ANY SUCH DOCUMENT, INFORMATION OR PARTICULARS HAS PLACED AN UNNECESSARY BURDEN ON THE FUNCTIONS OF THE MUNICIPAL VALUER OR APPEAL BOARD.

I / WE HEREBY DECLARE THAT THE INFORMATION AND PARTICULARS SUPPLIED ARE TRUE AND CORRECT.

DATE	YEAR		MONTH		DAY	
NAME				SIGNATURE		

IF A REPRESENTATIVE IS APPOINTED, PROOF OF AUTHORISATION MUST BE ATTACHED

Erf / Unit No..... Suburb/Scheme Name.....

SECTION 4 – PROPERTY DETAILS

PHYSICAL ADDRESS:													CODE					
EXTENT OF PROPERTY:																		
MUNICIPAL ACCOUNT NO.:																		
NAME OF BOND HOLDER:																		
REGISTERED AMOUNT OF BOND:																		
FULL DETAILS OF ALL SERVITUDES, ROAD PROCLAMTIONS OR OTHER ENDORSEMENTS AGAINST THE PROPERTY (if applicable):	SERVITUDE NO.										AFECCTED AREA		m²					
	IN FAVOUR OF																	
	FOR WHAT PURPOSE																	
WAS COMPENSATION PAID:	YES		NO		DATE OF PAYMENT (IF YES)				Y	Y	Y	Y	M	M	D	D	AMOUNT	R

SECTION 5 - DESCRIPTION OF BUILDINGS

5.1 – MAIN DWELLING ON FARM HOLDING (INDICATE NUMBER OR STATE YES/NO IN APPROPRIATE BOX)

NO. OF BEDROOMS		LOUNGE		KITCHEN		NO. OF BATHROOMS	
DINING ROOM		LOUNGE WITH DINING ROOM		STUDY		PLAYROOM	
TELEVISION ROOM		LAUNDRY		SEPARATE TOILET			
OTHER				SIZE OF MAIN DWELLING	m²		

5.2 – OTHER BUILDINGS – ATTACH AS ANNEXURE A

BUILDING NO.	DESCRIPTION	SIZE m²	CONDITION	IS THE BUILDING FUNCTIONAL
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5.3 – IS ANY PORTION OF THE PROPERTY USED FOR ANY PURPOSE OTHER THAN AGRICULTURAL?

(e.g. Business, mining, eco-tourism, trading in or hunting game – mark with X)

YES		NO	
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IF YES, DESCRIBE THE USE(S) (if necessary, provide Annexure B):

5.4 – LAND USE ANALYSIS

NON AGRICULTURAL (refer 3.3)	ha
GRAZING	ha
UNDER IRRIGATION	ha
DRY LAND	ha
PERMANENT CROPS	ha
OTHER	ha
OTHER	ha
OTHER	ha
OTHER	ha

CONDITION OF FENCES:	GOOD		AVERAGE		POOR	
AREA GAME FENCED	ha					
NO. OF BOREHOLES						
OUTPUT LITRES/HOUR						
DAMS						
CAPACITY						
IS THE PROPERTY EXPOSED TO A RIVER?	YES		NO			

5.5 – OTHER

IS YOUR PROPERTY AFFECTED BY A LAND CLAIM? (mark with X)

YES		NO	
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IF YES:

DATE OF CLAIM	Y	Y	Y	Y	M	M	D	D	GAZETTE NO.	
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DO YOU HAVE ANY WATER RIGHTS? (mark with X)

YES		NO	
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IF YES, PROVIDE DETAILS:

HAVE YOU APPLIED FOR A REZONING OR CONSENT USE (e.g. as guest houses, business etc.)? (mark with X)

YES		NO	
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IF YES, PROVIDE DETAILS:

HAS YOUR AGRICULTURAL HOLDINGS PROPERTY BEEN EXCISED? (mark with X)

YES		NO	
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IF YES, PROVIDE NEW FARM DESCRIPTION:

HAS A TOWNSHIP BEEN APPLIED FOR OR PROCLAIMED? (mark with X)

YES		NO	
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IF YES, PROVIDE FULL DETAILS:

TENANT AND RENT INFORMATION – ANNEXURE C

NAME OF TENANT	SIZE	RENTAL (EXCL VAT)	ESCALATION	OTHER CONTRIBUTIONS	TERM OF LEASE	START DATE	USE
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SECTION 7 – MARKET INFORMATION

IF YOUR PROPERTY IS CURRENTLY ON THE MARKET WHAT IS THE ASKING PRICE	R	OFFER RECEIVED	R
IF YOUR PROPERTY HAS BEEN ON THE MARKET IN THE LAST 3 YEARS, WHAT WAS THE ASKING PRICE	R	OFFER RECEIVED	R
NAME OF AGENT	TEL NO.		

SALE TRANSACTIONS USED BY THE APPELLANT IN DETERMINING THE MARKET VALUE OF THE PROPERTY APPEALED TO (IF INSUFFICIENT SPACE, PROVIDE ANNEXURE D):

HOLDING / PORTION / FARM NO.	AGRICULTURAL / HOLDING FARM	DATE OF SALE	SELLING PRICE