



APPLICATION FOR A COPY OF A REPRODUCTION OF BUILDING PLANS

1. To be completed by registered owner only (complete Part 4 as well)

I/we _____ (full name(s)),

ID No _____ hereby apply for a copy/reproduction of the building plans of the building(s) currently erected on Erf/Stand/Agricultural Holding

_____ (suburb),

_____ (street name and number).

Contact number: _____ (home) _____ (cell) _____ (business)

I/we declare that I/we am/are the registered owner(s) of the above erf/stand/agricultural holding, and that the copy or portions thereof is/are for the purpose of presently proposed additions or alterations to said buildings and for no other purpose.

_____ (date) _____ (signature of registered owner)

2. To be completed by author of the plans only (complete Part 4 as well)

I/we _____ (full name(s)),

Give authorisation for a copy/reproduction of the building plans of the building(s) currently erected on Erf/Stand/Agricultural Holding _____ (suburb),

_____ (street name and number).

Contact number: _____ (home) _____ (cell) _____ (business)

_____ (date) _____ (signature of registered owner)

3. To be completed by authorised agent/person only (complete Part 4 as well)

(to be completed if power of attorney on the reverse is completed)

I/we _____ (full name(s)),

ID No _____ declare that I/we have the permission of the registered owner(s) to collect a copy/reproduction of his/her/their building plans of the building(s)

currently erected on Erf/Stand/Agricultural Holding _____ (suburb),

_____ (street name and number).

Contact number: _____ (home) _____ (cell) _____ (business)

_____ (business)

_____ (date) _____ (signature of registered owner)

I/We declare that I/we am/are the authorised agent of the registered owner of the above erf / stand / agricultural holding and that the copy is for the purpose of currently proposed additions or alterations to the said building(s) and for no other purpose.

4. I/We further declare that I/we am/are aware that reproducing building plans without the author's prior written permission constitutes an offence under the Copyright Act, 1978 (Act 98 of 1978).

_____ (date) _____ (signature of authorised agent/person)



**City Planning and Development Department
Section: Building Plans and Inspection
Management**

DOC NO	CPnD/BP&IM/ SPA20
ISSUE DATE	14/01/2014
REV DATE	22/01/2015
REV NO	2

SPECIAL POWER OF ATTORNEY

I/We, _____, ID No.: _____,
the undersigned, nominate, constitute and appoint -

_____, ID No.: _____,

with the power of substitution to be my/our legal attorney(s) and agent(s) in my/our name, place and
stead to apply for _____ (type of
application and property description) at _____ (name
of local authority) and in general to do everything to effect the application and to do whatever I/we
would do if I/we were present in person and acting in the matter; and I/we hereby ratify, allow and
confirm, and promise and agree to ratify, allow and confirm everything my/our attorney(s) and agent(s)
may do or may permit to be done legally in terms of this power of attorney.

Certify special powers granted (if applicable):

Signed at _____ on this _____ day of _____ 20 _____ in
the presence of the undersigned witnesses.

AS WITNESSES:

1. _____
Name in print

2. _____
Name in print

SIGNATURE

SIGNATURE

SIGNATURE: REGISTERED OWNER

Prove authority to act on behalf of:

- a) Company (company resolution)
- b) Close Corporation (CK2 document)
- c) Trust (trust resolution)
- d) Other: _____