



Dihlabeng Local Municipality

9 Muller street East
Bethlehem
9700

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DIRECTORATE PUBLIC WORKS

Enquiries / Navrae:	Mnr Mxolisi Mchunu Town Planner	Mrs Kerenza Marais Assistant Town Planner	Mr Jan van der Bijl Senior Draughtsman
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INFORMATION DOCUMENT FOR THE AMENDMENT / SUSPENSION OR REMOVAL OF TITLE DEED RESTRICTIONS IN TERMS OF ACT 84 OF 1967

1. Who must apply

- 1.1 Any owner / appointed consultant who changed the land use of his / her property / smallholding / farm.
- 1.2 Any owner / appointed consultant whose activities that are being conducted from the said property are not in line with the Title Deed Restrictions.
- 1.3 Any owner who applied for the erection of a Second Dwelling in terms of Clause 13

Very important notice : **No owner / consultant will have the automatic right to change the Restrictive Title Deed Restrictions.**

The change of Restrictions must be in line with :

- (a) The land use
- (b) The zoning
- (c) The Spatial Development Framework
- (d) Any other requirements as Council may deem necessary

2. How to apply

- 2.1 The attached application form must be completed and signed in full
- 2.2 The owner / appointed consultant must write a full motivating covering letter, clearly indicating precisely which conditions are to be removed and / or amended, and any other processes that are / were followed in order to imply the changes of the Title Conditions such as the changes in land use / erection of second dwelling etc.
- 2.3 Only Free State Province can give the authority for the amendment, suspension or removal of Restrictions in terms of Act 84 of 1967. The Dihlabeng Local Municipality requires the application form, copy of the Title Deed and covering letter only for record purposes and if any comments need to be made to Free State Province.

3. What documents are required?

- 3.1 Covering letter from the owner / appointed consultant:
- 3.2 Fully completed application form.
- 3.3 Power of attorney : If any person other than the registered owner of the erf submits and application a power of attorney from the registered owner of the erf must be attached.
- 3.4 A copy of the registered Titled Deed.

Very important notice :

If the amendment / suspension or removal of the Title Deed Restrictions are in cooperation with a Rezoning or Clause 13 application, the owner only need to write one covering letter including all the requirements as set out for both these applications

4. Where and how can I acquire a copy of my Title Deed?

- 4.1 Phone the Information Section of the Chief Registrar of Deeds in Bloemfontein.

Telephone number : (051) 403 0395
Fax number : (051) 403 0308

Provide them with either your Title Deed number or your address in order for them to check if such a Title Deed does exist.

- 4.2 If such a Title Deed does exist you have one of two options in order to acquire a copy :

4.2.1 A copy could be posted to you

- (a) Cost for such a copy is R36,00
- (b) This payment must be made and a copy of the receipt fax to :
(051) 403 0308

Account Details Chief Registrar of Deeds **STANDARD BANK**

Account Number : 010 725 555
Branch code : 010045
Branch : Pretoria

- (c) Remember to provide the assistant with the correct Postal Adress

4.2.2 A copy could be faxed to you

- (a) Cost for such a copy is R36,00 and an additional R3,00 per page.
- (b) This payment must be made and a copy of the receipt fax to :
(051) 403 0308

Account Details Chief Registrar of Deeds **STANDARD BANK**

Account Number : 010 725 555
Branch code : 010045
Branch : Pretoria

- (c) Remember to provide the assistant with your fax number.

APPLICATION FORM – REMOVAL / AMENDMENT / SUSPENSION OF TITLE DEED RESTRICTIONS

Please ensure that all the information on this form is completed. If any information is missing or incomplete it might result in the rejection of the application.

This application can be submitted at the Directorate Public Works, 9 Muller street East, Second Floor.

Status of applicant :	<input type="checkbox"/> Registered owner <input type="checkbox"/> Authorized consultant
	If you are a consultant please fill in <u>both</u> your details and the details of the owner for which the application are being submitted
Consultant:	
Company :	
Name and surname:	
Email :	
Telephone number :	
Fax number :	
Cellular Phone nr:	
	If you as owner are handling the application on own regard only your contact details is required
Owner :	
Name and surname:	
Email :	
Telephone number :	
Fax number :	
Cellular Phone nr:	
Physical adress :	
Postal adress :	
Property details :	
Erf / stand number :	
Erf / stand size :	
Area :	
Street Address:	
Current zoning :	Single residential <input type="checkbox"/> Medium residential <input type="checkbox"/> Undetermined <input type="checkbox"/> Business <input type="checkbox"/> Other
Title Deed Details :	
Title Deed number :	
Reason for change of conditions :	

Exact wording of <u>current Title Deed</u> Restrictions :	
<u>Signature and date :</u>	