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# IMPORTANT Information from Government Printing Works

Dear Valued Customers,

Government Printing Works has implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submits your notice request.

Please take note of these guidelines when completing your form.

#### **GPW Business Rules**

1. No hand written notices will be accepted for processing, this includes Adobe forms which have been completed by hand.



- Notices can only be submitted in Adobe electronic form format to the email submission address <u>submit.egazette@gpw.gov.za</u>. This means that any notice submissions not on an Adobe electronic form that are submitted to this mailbox will be <u>rejected</u>. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
- 3. Notices brought into GPW by "walk-in" customers on electronic media can only be submitted in Adobe electronic form format. This means that any notice submissions not on an Adobe electronic form that are submitted by the customer on electronic media will be <u>rejected</u>. National or Provincial gazette notices, where the Z95 or Z95Prov must be an Adobe form but the notice content (body) will be an attachment.
- 4. All customers who walk in to GPW that wish to submit a notice that is not on an electronic Adobe form will be routed to the Contact Centre where the customer will be taken through the completion of the form by a GPW representative. Where a customer walks into GPW with a stack of hard copy notices delivered by a messenger on behalf of a newspaper the messenger must be referred back to the sender as the submission does not adhere to the submission rules.
- 5. All notice submissions that do not comply with point 2 will be charged full price for the notice submission.
- 6. The current cut-off of all Gazette's remains unchanged for all channels. (Refer to the GPW website for submission deadlines <u>www.gpwonline.co.za</u>)
- 7. Incorrectly completed forms and notices submitted in the wrong format will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email <u>info.egazette@gpw.gov.za</u>)
- 8. All re-submissions by customers will be subject to the above cut-off times.
- 9. All submissions and re-submissions that miss the cut-off will be rejected to the customer to be submitted with a new publication date.
- 10. Information on forms will be taken as the primary source of the notice to be published. Any instructions that are on the email body or covering letter that contradicts the notice form content will be ignored.

You are therefore advised that effective from **Monday**, **18 May 2015** should you not comply with our new rules of engagement, all notice requests will be rejected by our new system.

Furthermore, the fax number **012-748 6030** will also be <u>discontinued</u> from this date and customers will only be able to submit notice requests through the email address <u>submit.egazette@gpw.gov.za</u>.



government printing Department: Government Printing Works REPUBLIC OF SOUTH AFRICA





## DISCLAIMER:

Government Printing Works reserves the right to apply the 25% discount to all Legal and Liquor notices that comply with the business rules for notice submissions for publication in gazettes.

National, Provincial, Road Carrier Permits and Tender notices will pay the price as published in the Government Gazettes.

For any information, please contact the eGazette Contact Centre on 012-748 6200 or email *info.egazette@gpw.gov.za* 

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## LOCAL AUTHORITY NOTICES • PLAASLIKE OWERHEIDS KENNISGEWINGS

### LOCAL AUTHORITY NOTICE 9 OF 2015

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	Second and the second				
	20 Box Vy Matalache 4740				
MATATIELE	Martine 16/30 164: 039 - 37 31 25				
	1011 032 (3) 3125 Tan: 031 737 361				
	★ 400 C (C 2 + 2 ≤ 2 + 2 )				
NOTICE CALLING FOR THE INSPECTION OF SUPPL	EMENTARY VALUATION ROLL				
Notice is hereby given in terms of section 49(1) (a) (i) read with section 78(2) of the Local Government: Municipal Property Rates Act,					
2004 (Act $6/2004$ ), hereinafter referred to as the "Act", that the supplementary					
open for public inspection at the Municipal Offices, from $22^{ND}$ May 2015 to the	20th Turne 2015				
open for public inspection at the Municipal Offices, from 22" May 2015 to the	JU JUNE 2013				
	An invitation is hereby made in terms of section 49(1)(a)(ii) read with section 78(2) of the said Act that any owner of property or other				
person who so desires should lodge an objection with the municipal manager in r	respect of any matters reflected in, or omitted from, the				
valuation rolls within the above-mentioned period.					
valuation tons within the above-memorie period.					
The form for the lodging of an objection is obtainable at all Revenue offices of the Municipality in Matatiele.					
The completed forms addressed to the Municipal Manager must be returned to the addressed and for the attention of the people					
indicated:					
Office 102 Main Street,					
Matatiele Municipal Offices					
Municipality Website: <u>www.matatiele.co.za</u>					
Dr D.C.T. Nakin					
Municipal Manager					
18 May 2015					

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