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# Government Printing Works Notice submission deadlines

Government Printing Works has over the last few months implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submit your notice request.

In line with these business rules, GPW has revised the notice submission deadlines for all gazettes. Please refer to the GPW website <u>www.gpwonline.co.za</u> to familiarise yourself with the new deadlines.

# CANCELLATIONS

Cancellation of notice submissions are accepted by GPW according to the deadlines stated in the table above. Non-compliance to these deadlines will result in your request being failed. Please pay special attention to the different deadlines for each gazette.

### Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.

Requests for cancellation must be sent by the original sender of the notice and must accompanied by the relevant notice reference number (N-) in the email body.

# AMENOMENTS TO NOTICES



With effect from 01 October, GPW will not longer accept amendments to notices. The cancellation process will need to be followed and a new notice submitted thereafter for the next available publication date.

# CUSTOMER INQURIES

Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While GPW deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.

GPW has a 2-working day turnaround time for processing notices received according to the business rules and deadline submissions.

Please keep this in mind when making inquiries about your notice submission at the Contact Centre.

# PROOF OF PAYMENTS BENINDER

GPW reminds you that all notice submissions **MUST** be submitted with an accompanying proof of payment (PoP) or purchase order (PO). If any PoP's or PO's are received without a notice submission, it will be failed and your notice will not be processed.

When submitting your notice request to <u>submit.egazette@gpw.gov.za</u>, please ensure that a purchase order (GPW Account customer) or proof of payment (non-GPW Account customer) is included with your notice submission. All documentation relating to the notice submission must be in a single email.

A reminder that documents must be attached separately in your email to GPW. (In other words, your email should have an Adobe Form plus proof of payment/purchase order – 2 separate attachments – where notice content is applicable, it should also be a 3rd separate attachment).

## REMINDER OF THE GPW BUSINESS RULES

- □ Single notice, single email with proof of payment or purchase order.
- All documents must be attached separately in your email to GPW.
- □ 1 notice = 1 form, i.e. each notice must be on a separate form
- Please submit your notice **ONLY ONCE.**
- Requests for information, quotations and inquiries must be sent to the Contact Centre **ONLY**.
- The notice information that you send us on the form is what we publish. Please do not put any instructions in the email body.
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## LOCAL AUTHORITY NOTICES • PLAASLIKE OWERHEIDS KENNISGEWINGS

### LOCAL AUTHORITY NOTICE 431 OF 2016

#### EKURHULENI METROPOLITAN MUNICIPALITY EKURHULENI TOWN PLANNING SCHEME, 2014 EKURHULENI AMENDMENT SCHEME S0006 (AMENDED NUMBER)

It is hereby notified in terms of section 57(1)(a) of the Town Planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that the Ekurhuleni Metropolitan Municipality has approved the amendment of the Ekurhuleni Town Planning Scheme, 2014 by the rezoning of Erf 714 Selection Park Township from "Residential 1", to "Residential 3", subject to conditions.

The amendment scheme documents will lie for inspection during normal office hours at the offices of the Head of Department: City Planning, Ekurhuleni Metropolitan Municipality, and at the offices of the Area Manager: City Planning, Springs Customer Care Area; as well as at the Gauteng Provincial Government, Office of the Premier, Gauteng Planning Division.

This amendment scheme was previously known as Springs Amendment Scheme 340/96 and is now known as Ekurhuleni Amendment Scheme S0006. This Scheme shall come into operation from date of publication of this notice.

Khaya Ngema, City Manager 2<sup>nd</sup> Floor, Head Office Building, Cnr Cross & Roses Streets, Germiston

Notice No. \_\_\_\_/2016

### LOCAL AUTHORITY NOTICE 432 OF 2016

### EKURHULENI METROPOLITAN MUNICIPALITY EKURHULENI TOWN PLANNING SCHEME, 2014 EKURHULENI AMENDMENT SCHEME S0025

It is hereby notified in terms of section 57(1)(a) of the Town Planning and Townships Ordinance, 1986 (Ordinance 15 of 1986), that the Ekurhuleni Metropolitan Municipality has approved the amendment of the Ekurhuleni Town Planning Scheme, 2014 by the rezoning of Erf 163 Selection Park Township from "Residential 1", to "Residential 1" including Hair and Beauty Salon, subject to conditions.

The amendment scheme documents will lie for inspection during normal office hours at the offices of the Head of Department: City Planning, Ekurhuleni Metropolitan Municipality, and at the offices of the Area Manager: City Planning, Springs Customer Care Area; as well as at the Gauteng Provincial Government, Office of the Premier, Gauteng Planning Division.

This amendment scheme was previously known as Springs Amendment Scheme 336/96 and is now known as Ekurhuleni Amendment Scheme S0025. This Scheme shall come into operation from date of publication of this notice.

Khaya Ngema, City Manager 2<sup>nd</sup> Floor, Head Office Building, Cnr Cross & Roses Streets, Germiston

Notice No. \_\_\_\_/2016

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