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GOEWERMENSKENNISGEWING

DEPARTEMENT VAN TOERISME

No. R. 1565

1 Augustus 1980

DIE MINISTER VAN TOERISME HET INGEVOLGE ARTIKEL 34 VAN DIE WET OP HOTELLE, 1965 (WET 70 VAN 1965), DIE REGULASIES IN DIE BYLAE HIERVAN UITGEVAARDIG

BYLAE

HOTELRAAD: REGULASIES INGEVOLGE DIE WET OP HOTELLE, 1965

Uitleg van uitdrukkings

1. In hierdie regulasies en in die vorms vervat in die Aanhangsel hiervan, tensy uit die samehang anders blyk, beteken—

(i) "bed" 'n meubelstuk wat ontwerp is en in die reël bedoel is om deur 'n gas gebruik te word om op te slaap: Met dien verstande dat vir doeleindes van hierdie omskrywing die breedte van 'n enkelbed hoogstens 1 200 mm en die breedte van 'n dubbelbed (beskou as twee beddens) minstens 1 201 mm moet wees; (i)

(ii) "die Wet" die Wet op Hotelle, 1965 (Wet 70 van 1965); (xvi)

(iii) "direkteur" die hoof- uitvoerende beampte van die raad; (v)

(iv) "gas" 'n permanente inwoner of 'n toeris; (viii)

(v) "gewone slaapkamer" 'n slaapkamer sonder 'n badkamer/stort-en toiletgeriewe; (x)

(vi) "graad" of "gradering" 'n graad deur die raad bepaal ingevolge artikel 15 van die Wet, en "gradeer" die toekenning van sodanige graad; (vi)

(vii) "groep" of "groepering" 'n groep deur die raad ingevolge artikel 15 van die Wet, en "groepeer" die plasing in sodanige groep; (vii)

(viii) "hefbare kamer" 'n slaapkamer of enige ander kamer wat deur een of meer gaste vir slaapdoeleindes gebruik word; (ix)

(ix) "ontvangskantoor" 'n diens bestaande uit die in- en afteken van gaste en ook die hantering van gasteregistrasie, die verskaffing van inligting oor kamertoewysings, die reëling van bagasiediens, die finalisering van gaste se rekenings en ander vertrekprosedures; (xiv)

(x) "permanente funksiekamer" 'n kamer waarvan die gebruik beperk word tot openbare of privaatfunksies; (xi)

(xi) "permanente inwoner" 'n persoon, met inbegrip van 'n kind, wat vir 'n tydperk van meer as 45 agtereenvolgende dae by 'n bepaalde hotel inwoon; (xii)

(xii) "persoon wat die hotelbesigheid dryf" die eienaar van 'n hotelbesigheid wat sodanige hotelbesigheid dryf of laat dryf vir winsdoeleindes; (xiii)

(xiii) "slaapkamer" 'n kamer met of sonder 'n badkamer wat vir slaapdoeleindes gebruik word met inbegrip van enige gedeelte van so 'n kamer wat deur middel van 'n lae muur of gordyn of op 'n ander wyse afgeskort is; (ii)

GOVERNMENT NOTICE

DEPARTMENT OF TOURISM

No. R. 1565

1 August 1980

THE MINISTER OF TOURISM HAS, IN TERMS OF SECTION 34 OF THE HOTELS ACT, 1965 (ACT 70 OF 1965), MADE THE REGULATIONS CONTAINED IN THE SCHEDULE HERETO

SCHEDULE

HOTEL BOARD: REGULATIONS MADE UNDER THE HOTELS ACT, 1965

Interpretation of terms

1. In these regulations and in the forms contained in the Annexure hereto, unless the context otherwise indicates—

(i) "bed" means an item of furniture designed and ordinarily intended for sleeping purposes by a guest: Provided that for the purposes of this definition a single bed shall have a width of not more than 1 200 mm and a double bed (regarded as two beds) shall have a width of not less than 1 201 mm; (i)

(ii) "bedroom" means a room, with or without a bathroom, which is used for sleeping purposes, including any portion of such room separated by means of a low wall or curtain or some other means; (xiii)

(iii) "bedroom with bathroom" means a unit comprising a bedroom and bathroom with toilet facilities; (xiv)

(iv) "bedroom with shower" means a unit comprising a bedroom and shower with toilet facilities; (xv)

(v) "director" means the chief executive officer of the board; (iii)

(vi) "grade" when used as a noun means a grade determined by the board in terms of section 15 of the Act and when used as a verb means allotting such grade; (vi)

(vii) "group" when used as a noun means a group determined by the board in terms of section 15 of the Act and when used as a verb means placement into such a group; (vii)

(viii) "guest" means a permanent resident or a tourist; (iv)

(ix) "leivable room" means a bedroom or any other room which is used for sleeping purposes by one or more guests; (viii)

(x) "ordinary bedroom" means a bedroom without a bathroom/shower and toilet facilities; (v)

(xi) "permanent function room" means a room the use of which is restricted to public or private functions; (x)

(xii) "permanent resident" means a person, including a child, who resides at a particular hotel for a period in excess of 45 consecutive days; (xi)

(xiii) "person who conducts the hotel business" means the owner of a hotel business who conducts or allows such hotel business to be conducted for purposes of gain; (xii)

(xiv) "slaapkamer met badkamer" 'n eenheid bestaande uit 'n slaapkamer en badkamer met toiletgeriewe; (iii)

(xv) "slaapkamer met stort" 'n eenheid bestaande uit 'n slaapkamer en stort met toiletgeriewe; (iv)

(xvi) "suite" 'n stel kamers bestaande uit 'n permanente sitkamer, slaapkamer, badkamer en toiletgeriewe wat bedoel is om as 'n eenheid gebruik te word; (xv)

(xvii) "toeris" 'n persoon, met inbegrip van 'n kind, wat vir 'n aaneenlopende tydperk van hoogstens 45 dae by 'n bepaalde hotel inwoon; (xvii)

en het 'n woord of uitdrukking waaraan 'n betekenis in die Wet geheg is, daardie betekenis.

Vergaderings van die raad

2. Alle vergaderings van die raad moet *in camera* plaasvind en, behoudens die bepalings van artikels 22 (2) en 24 van die Wet, is niemand geregtig om, hetsy persoonlik of verteenwoordig deur 'n advokaat of prokureur, voor die raad te verskyn nie.

Onbevoegdheid van lede van die raad

3. Geen lid van die raad mag teenwoordig wees by die oorweging van enige registrasie, intrekking van registrasie, gradering, hergradering, heroorweging van 'n besluit van die raad of enige ander aangeleentheid wat die raad regtens bevoeg is om te oorweeg nie indien die lid of sy of haar eggenoot of eggenote of kind, na gelang van die geval—

(a) 'n eienaar, verbandgewer, verbandnemer, verhuurder of huurder is van die gebou waarin die huisvestingsinrigting geleë is of van die besigheid wat daarin gedryf word ten tyde van die raad se oorweging van sodanige registrasie, intrekking van registrasie, gradering, hergradering, heroorweging van 'n besluit van die raad of enige ander aangeleentheid wat die raad regtens bevoeg is om te oorweeg;

(b) 'n vennoot, agent of werknemer is van 'n aansoeker wat aansoek doen om die registrasie, intrekking van registrasie, gradering, hergradering, heroorweging van 'n besluit van die raad of enige ander aangeleentheid wat die raad regtens bevoeg is om te oorweeg;

(c) 'n direkteur, bestuurder of ander beampte, werknemer of agent is van iemand wat 'n geldelike belang het by die gebou waarin die huisvestingsinrigting geleë is of by die besigheid wat daarin gedryf word ten tyde van die raad se oorweging van sodanige registrasie, intrekking van registrasie, gradering, hergradering, heroorweging van 'n besluit van die raad of enige ander aangeleentheid wat die raad regtens bevoeg is om te oorweeg; of

(d) enige geldelike belang het by die gebou waarin die huisvestingsinrigting geleë is of by die besigheid wat daarin gedryf word ten tyde van die raad se oorweging van sodanige registrasie, intrekking van registrasie, gradering, hergradering of heroorweging van 'n besluit van die raad of enige ander aangeleentheid wat die raad regtens bevoeg is om te oorweeg.

Tye vir die oorweging van registrasie, intrekking van registrasie, gradering, hergradering, heroorweging van 'n besluit en enige ander aangeleentheid wat die raad regtens bevoeg is om te oorweeg

4. Alle vergaderings van die raad word gehou op die tye en plekke wat die raad van tyd tot tyd bepaal vir oorweging van die volgende:

(a) Aansoek om registrasie van 'n huisvestingsinrigting as 'n hotel;

(b) intrekking van die registrasie van 'n hotel;

(c) gradering van 'n hotel;

(d) hergradering van 'n hotel;

(e) versoek om heroorweging van 'n besluit van die raad; en

(f) enige ander aangeleentheid wat die raad regtens bevoeg is om te oorweeg.

Aansoek om registrasie as 'n hotel

5. Iemand wat aansoek doen om registrasie ingevolge artikel 14 van die Wet, moet sodanige aansoek skriftelik, in tweevoud, aan die direkteur rig in die vorm van Vorm HR 1 vervat in die Aanhangsel en die aansoek moet vergesel wees van die gelde voorgeskryf by regulasie 21 (a): Met diën verstande dat, tensy die raad anders besluit, geen aansoek om die registrasie van 'n hotel waarvan die registrasie ingevolge artikel 20 van die Wet deur die raad ingetrek is, oorweeg word nie as so 'n aansoek om registrasie gedoen word binne 12 maande nadat die registrasie ingetrek is.

(xiv) "reception office service" means a service comprising the checking in and out of guests and includes the handling of guests' registration, the furnishing of information regarding room allocations, the arranging of baggage service, the finalisation of guests' accounts and other departure procedures; (ix)

(xv) "suite" means a set of rooms, comprising a permanent lounge, bedroom, bathroom and toilet facilities, intended for use as a unit; (xvi)

(xvi) "the Act" means the Hotels Act, 1965 (Act 70 of 1965); (ii)

(xvii) "tourist" means a person, including a child, who stays at a particular hotel for a period of not more than 45 consecutive days; (xvii)

and a word or expression to which a meaning has been assigned in the Act shall bear that meaning.

Meetings of the board

2. All meetings of the board shall take place *in camera* and, subject to the provisions of sections 22 (2) and 24 of the Act, no person shall be entitled to appear before the board either personally or through a counsel or an attorney.

Disqualification of members of the board

3. No member of the board shall be present at the consideration of any registration, cancellation of registration, grading, regrading, reconsideration of a decision of the board or any other matter the board is lawfully empowered to consider if the member or his or her spouse or child—

(a) is the owner, mortgagee, mortgagor, lessor or lessee of the building in which the accommodation establishment is situated or of the business conducted therein at the time the board considers such registration, cancellation of registration, grading, regrading, reconsideration of a decision of the board or any other matter the board is lawfully empowered to consider;

(b) is the partner, agent or employee of an applicant applying for registration, cancellation of registration, grading, regrading, reconsideration of a decision of the board or any other matter the board is lawfully empowered to consider;

(c) is a director, manager or other officer, employee or agent of any person who has a financial interest in the building in which the accommodation establishment is situated or in the business conducted therein at the time when the board considers such registration, cancellation of registration, grading, regrading, reconsideration of a decision of the board or any other matter the board is lawfully empowered to consider; or

(d) has any financial interest in the building in which the accommodation establishment is situated or in the business conducted therein at the time the board considers such registration, cancellation of registration, grading, regrading, reconsideration of a decision of the board or any other matter the board is lawfully empowered to consider.

Times for the consideration of registration, cancellation of registration, grading, regrading, reconsideration of a decision and any other matter the board is lawfully empowered to consider

4. All meetings of the board shall be held at the times and venues determined by the board from time to time for the consideration of the following:

(a) Application for registration of an accommodation establishment as a hotel;

(b) cancellation of registration of a hotel;

(c) grading of a hotel;

(d) regrading of a hotel;

(e) request for reconsideration of a decision of the board; and

(f) any other matter the board is lawfully entitled to consider.

Application for registration as a hotel

5. Any person applying for registration in terms of section 14 of the Act shall do so in writing, in duplicate, to the director in the form of Form HR 1 contained in the Annexure, and such application shall be accompanied by the fee prescribed in regulation 21 (a): Provided that, unless otherwise agreed to by the board, no application for the registration of a hotel the registration of which was cancelled by the board in terms of section 20 of the Act shall be considered if such application is made within a period of 12 months after cancellation of registration.

Register van hotelle en hoteliers

6. Die register vermeld in artikel 13 van die Wet moet in die vorm wees van Vorm HR 3 vervat in die Aanhangsel.

Sertifikaat van registrasie van hotel

7. Wanneer 'n huisvestingsinrigting as 'n hotel geregistreer word, moet die direkteur aan die hotelier 'n sertifikaat uitreik ingevolge artikel 19 (1) (a) van die Wet in die vorm van Vorm HR 2 vervat in die Aanhangsel.

Onderskeidingsstekens

8.1 Die onderskeidingsstekens vir die verskillende grade hotelle, soos bepaal ingevolge artikel 15 (1) van die Wet, is soos volg:

Graad	Onderskeidings- tekens
Een-ster.....	★
Twee-ster.....	★★
Drie-ster.....	★★★
Vier-ster.....	★★★★
Vyf-ster.....	★★★★★

8.2 Die onderskeidingsstekens vir die twee groepe hotelle soos bepaal ingevolge artikel 15 (1) van die Wet, is soos volg:

Groep	Onderskeidings- tekens
Toeris.....	T
Residensiële.....	R

8.3 In die geval van 'n hotel ten opsigte waarvan 'n binne-verbruiklisensie genoem in onderstaande kolom I uitgereik is ingevolge die Drankwet, moet die onderskeidingsteken voorgeskryf in onderstaande kolom II tesame met die onderskeidingsstekens voorgeskryf by regulasies 8.1 en 8.2 gebruik of vertoon word:

Kolom I	Kolom II
Hoteldranklisensie.....	YYY
Wyn-en-bierlisensie.....	YY
Maaltyd-wyn-en-bierlisensie.....	Y

Plaket en die vertoning van onderskeidingsstekens

9.1 'n Plaket, wat die eiendom van die raad bly, moet gebruik word om die onderskeidingsstekens voorgeskryf in regulasies 8.1, 8.2 en 8.3 ten opsigte van 'n hotel wat gegradeer en gegroepeer is, te vertoon.

9.2 Nadat die raad 'n hotel gegradeer en gegroepeer het, moet die direkteur 'n plaket aan die hotelier van sodanige hotel uitreik en die hotelier moet dit binne 14 dae na ontvangs op 'n opvallende plek buite die hotel by of naby die hoofingang laat vertoon.

9.3 Wanneer die raad 'n verandering ten opsigte van 'n hotel se gradering of groepering goedkeur, moet die direkteur aan die betrokke hotelier 'n vervangingsmetaalstrokie uitreik wat die nuwe gradering of groepering van die hotel aandui, en die hotelier moet dit binne 14 dae na ontvangs gebruik om die vorige gradering of groepering op die plaket te vervang.

9.4 Binne 14 dae na ontvangs van 'n kennisgewing dat die registrasie van 'n hotel ingetrek is, moet die hotelier, of indien daar nie 'n hotelier is nie, die persoon wat die hotel-besigheid dryf, die plaket na sodanige adres as wat die direkteur bepaal, terugstuur.

9.5 Binne drie maande, of sodanige verlengde tydperk as wat die direkteur op skriftelike aansoek mag toestaan, nadat 'n hotelier in kennis gestel is dat die hotel gegradeer (of hergradeer) en gegroepeer (of hergroepeer) is, moet hy sorg dat die onderskeidingsstekens wat van toepassing is op daardie graad en groep aangedui word op alle briefhoofde en reklamemateriaal en in enige advertensie wat ten opsigte van sodanige hotel omtrent huisvesting, spyseniering en dienste namens sodanige hotel gebruik of uitgereik word. Met dien verstande dat die raad vrystelling van die bepalings van hierdie regulasie kan verleen omtrent enige reklamemateriaal indien die raad van mening is dat dit onprakties is om die onderskeidingsstekens daarop aan te dui.

9.6 Wanneer die direkteur 'n hotelier van 'n hotel in kennis stel van die gradering en groepering van die hotel waarvan hy die hotelier is, stuur die direkteur 'n afskrif van die vereistes wat ingevolge artikel 15 (2) van die Wet bepaal is aan die hotelier en die hotelier moet sodanige afskrif te alle tye by die ontvangskantoor ter inligting van gaste beskikbaar hou.

Register of hotels and hoteliers

6. The register referred to in section 13 of the Act shall be in the form of Form HR 3 contained in the Annexure.

Certificate of registration of hotel

7. When an accommodation establishment is registered as a hotel the director shall issue to the hotelier a certificate in terms of section 19 (1) (a) of the Act in the form of Form HR 2 contained in the Annexure.

Insignia

8.1 The insignia for the various grades of hotels, determined under section 15 (1) of the Act, shall be as follows:

Grade	Insignia
One-star.....	★
Two-star.....	★★
Three-star.....	★★★
Four-star.....	★★★★
Five-star.....	★★★★★

8.2 The insignia for the two groups of hotels, determined under section 15 (1) of the Act, shall be as follows:

Group	Insignia
Tourist.....	T
Residential.....	R

8.3 In the case of a hotel in respect of which any on-consumption licence mentioned in Column I below has been issued under the Liquor Act, the insignia prescribed in Column II below shall be used or displayed in conjunction with the insignia prescribed under regulations 8.1 and 8.2:

Column I	Column II
Hotel liquor licence.....	YYY
Wine and malt liquor licence.....	YY
Meal-time wine and malt licence.....	Y

Plaque and display of insignia

9.1 A plaque, which remains the property of the board, shall be used to display the insignia as prescribed in regulations 8.1, 8.2 and 8.3 in respect of a hotel that has been graded and grouped.

9.2 After the board has graded and grouped a hotel the director shall issue to the hotelier of such hotel a plaque and the hotelier shall within 14 days of receipt cause it to be prominently displayed outside the hotel at or near the main entrance.

9.3 When the board approves a change in respect of the grading or grouping of a hotel, the director shall issue to the hotelier concerned a replacement metal strip bearing the new grading or grouping of the hotel, which the hotelier shall within 14 days of receipt thereof use to replace the previous grading or grouping on the plaque.

9.4 Upon receipt of a notice that the registration of a hotel has been cancelled the hotelier or, in the event of there being no hotelier, the person who conducts the hotel business, shall within 14 days return the plaque to such address as the director may determine.

9.5 Within three months, or such extended period as the director may allow on written application, after a hotelier has been notified that the hotel has been graded (or regraded) and grouped (or regrouped), he shall cause the insignia relating to that grade and group to be shown on all letter-heads, advertising material and in any advertising used, issued or made by it or on its behalf relating to the accommodation, meals and services of such hotel. Provided that the board may grant exemption from the provisions of this regulation in respect of any advertising material if it is satisfied that it is impractical to indicate the insignia thereon.

9.6 When the director informs the hotelier of a hotel of the grading and grouping of the hotel of which he is the hotelier, the director sends a copy of the requirements determined in terms of section 15 (2) of the Act to the hotelier and the hotelier shall cause such copy to be available at the reception office for the information of guests at all times.

Aansoek om hergradering van 'n hotel

10.1 Die hotelier van 'n hotel wat aansoek doen om die hergradering van sodanige hotel ingevolge artikel 21 van die Wet moet sodanige aansoek skriftelik, in tweevoud, aan die direkteur rig in die vorm van Vorm HR 5 vervat in die Aanhangsel.

10.2 Tensy die raad anders besluit word 'n aansoek om die hergradering van 'n hotel ingevolge artikel 21 van die Wet nie deur die raad oorweeg nie indien sodanige aansoek gedoen word binne 12 maande na die raad se vorige gradering of hergradering van sodanige hotel.

10.3 Indien die raad, nadat hy die aansoek en 'n verslag deur een of meer van sy inspekteurs oorweeg het, van mening is dat 'n hoër of laer gradering geregtig is, moet hy sodanige hoër of laer gradering, na gelang van die geval, bepaal en moet die direkteur aan die hotelier 'n nuwe registrasiesertifikaat in die vorm van Vorm HR 2 uitreik.

10.4 Die hotelier moet binne 14 dae na ontvangs van die nuwe registrasiesertifikaat die vorige een aan die direkteur terugstuur.

Versoek om heroorweging van 'n besluit van die raad

11. Elke versoek ingevolge artikel 22 (1) van die Wet om die heroorweging van 'n besluit van die raad, moet skriftelik, in tweevoud, aan die direkteur voorgelê word in die vorm van Vorm HR 6 vervat in die Aanhangsel, tesame met die gelde voorgeskrif by regulasie 21 (b), binne 30 dae nadat die raad se besluit bekendgemaak is.

Appel na Minister

12.1 Enige persoon wat ingevolge artikel 22 (3) van die Wet by die Minister appellê aanteken teen 'n besluit wat die raad ingevolge artikel 22 (1) heroorweeg het, moet binne 30 dae nadat hy van sodanige besluit verwittig is, by die Minister 'n skriftelike kennisgewing van appellê indien en die gronde van appellê uiteensit en terselfdertyd 'n afskrif van sodanige appellê aan die voorsitter van die hotelraad stuur.

12.2 So spoedig moontlik na ontvangs van 'n afskrif van die kennisgewing van appellê vermeld in regulasie 12.1, moet die voorsitter van die raad 'n opgawe van die redes vir die raad se beslissing opstel wat saam met alle verbandhebbende dokumente aan die Minister voorgelê moet word.

12.3 Die voorsitter moet die appellant skriftelik van die Minister se beslissing verwittig.

Aansoek om registrasie as hotelier

13.1 Elke aansoek om die registrasie van 'n hotelier ingevolge artikel 23 van die Wet moet skriftelik, in drievoud, aan die direkteur in die vorm van Vorm HR 7 vervat in die Aanhangsel voorgelê word deur die persoon wat die hotelbesigheid dryf.

13.2 Die direkteur moet by die registrasie van 'n persoon as hotelier, aan die persoon wat die hotelbesigheid dryf 'n sertifikaat van registrasie uitreik in die vorm van Vorm HR 8 vervat in die Aanhangsel.

13.3 Na registrasie van 'n hotelier moet die persoon wat die hotelbesigheid dryf die hotelier se registrasiesertifikaat te alle tye by die betrokke hotel beskikbaar stel vir inspeksie.

Diskwalifikasie van 'n persoon as hotelier

14. Niemand mag as 'n hotelier geregistreer word nie as hy—

- (a) 'n ongerehabiliteerde insolvent is;
- (b) binne vyf jaar voor die datum van sy aansoek ingevolge regulasie 13.1, skuldig bevind is aan 'n oortreding en gevonnissen is tot gevangenisstraf vir 'n tydperk van meer as drie maande sonder die keuse van 'n boete; of
- (c) binne ses maande voor die datum van sy aansoek ingevolge regulasie 13.1, skuldig bevind is aan enige oortreding en gevonnissen is tot 'n boete van meer as R50 ingevolge die Wet of die regulasies terwyl hy as 'n hotelier geregistreer was ingevolge regulasie 13.

Verandering van naam van 'n hotel

15.1 Die naam van 'n hotel soos aangedui op 'n sertifikaat uitgereik ingevolge regulasie 7 mag nie sonder die skriftelike goedkeuring van die raad verander word nie.

15.2 Elke aansoek om die naam van 'n hotel te verander, moet in die vorm van Vorm HR 4 vervat in die Aanhangsel, aan die raad voorgelê word.

15.3 Wanneer die raad 'n aansoek ingevolge regulasie 15.2 goedkeur, moet die direkteur 'n nuwe registrasiesertifikaat in die vorm van Vorm HR 2 aan die betrokke hotelier uitreik en die hotelier moet binne 14 dae na ontvangs daarvan die vorige sertifikaat aan die direkteur terugstuur.

Application for regrading of hotel

10.1 The hotelier of a hotel applying for the regrading of such hotel in terms of section 21 of the Act shall do so in writing, in duplicate, to the director in the form of Form HR 5 contained in the Annexure.

10.2 Unless otherwise agreed to by the board, no application for the regrading of a hotel in terms of section 21 of the Act shall be considered by the board if such application is made within 12 months of the previous grading or regrading of such hotel.

10.3 When the board, after having considered the application and a report by one or more of its inspectors, is satisfied that a higher or lower grading is justified, it shall determine such higher or lower grading, as the case may be, and the director shall issue to the hotelier a new certificate of registration in the form of Form HR 2.

10.4 The hotelier shall, within 14 days of receipt of the new certificate of registration, return the previous one to the director.

Request for reconsideration of a decision of the board

11. Every request in terms of section 22 (1) of the Act for reconsideration of a decision of the board shall be submitted to the director in writing, in duplicate, in the form of Form HR 6 contained in the Annexure, accompanied by the fee prescribed in regulation 21 (b), within 30 days of the board's decision having been made known.

Appeal to Minister

12.1 Every person who appeals to the Minister under section 22 (3) of the Act against a decision which the board reconsidered in terms of section 22 (1) shall, within 30 days of his having been advised of such decision, lodge a written notice of appeal with the Minister setting forth the grounds for such appeal and at the same time submit a copy of such appeal to the chairman of the Hotel Board.

12.2 As soon as possible after receipt of a copy of the notice of appeal referred to in regulation 12.1 the chairman of the board shall prepare a statement of the reasons for the board's decision for submission to the Minister, together with all relevant documents.

12.3 The chairman shall notify the appellant in writing of the Minister's decision.

Application for registration as a hotelier

13.1 Every application for the registration of a hotelier in terms of section 23 of the Act shall be submitted in writing, in triplicate, to the director by the person who conducts the hotel business in the form of Form HR 7 contained in the Annexure.

13.2 The director shall, upon the registration of a person as a hotelier, issue to the person who conducts the hotel business a certificate of registration in the form of Form HR 8 contained in the Annexure.

13.3 The person conducting the hotel business shall, after the registration of a hotelier, cause the certificate to be available for inspection at such hotel at all times.

Disqualification of person as hotelier

14. No person shall be registered as a hotelier if he—

- (a) is an unrehabilitated insolvent;
- (b) was convicted, within five years prior to the date of application in terms of regulation 13.1, of an offence and sentenced to imprisonment for a period exceeding three months without the option of a fine; or
- (c) was convicted and sentenced to a fine exceeding R50, within six months prior to the date of application in terms of regulation 13.1, of any offence under the Act or regulations, while being registered as a hotelier in terms of regulation 13.

Change of name of hotel

15.1 The name of a hotel as indicated on a certificate issued in terms of regulation 7 shall not be changed without the written approval of the board.

15.2 Every application to change the name of a hotel shall be submitted to the board in the form of Form HR 4 contained in the Annexure.

15.3 When the board approves an application in terms of regulation 15.2 the director shall issue to the hotelier a new certificate of registration in the form of Form HR 2 and the hotelier shall, within 14 days of receipt thereof, return the previous one to the director.

Verandering in die getal slaapkamers beskikbaar vir gaste en strukturele verbouings

16. Wanneer daar, nadat 'n hotel gegradeer is, enige verandering in die totale getal slaapkamers plaasvind of enige strukturele verbouings gedoen word wat die getal slaapkamers of enige minimum differensiële graderingsvereistes ten opsigte van so 'n hotel raak, moet die hotelier binne 14 dae na sodanige verandering of verbouing, die direkteur skriftelik verwittig van die aard en omvang daarvan.

Verandering van tariewe

17. Indien daar enige verandering in die betrokke tariewe van 'n hotel aangebring word nadat 'n bespreking van 'n persoon of 'n agent bevestig is, moet die hotelier sodanige persoon of agent onverwyld daarvan in kennis stel.

Verwysing van eienaar, adres en hotelier

18. By verwysing van die—

- (a) persoon wat die hotelbesigheid dryf;
- (b) permanente adres van sodanige persoon; of
- (c) hotelier van 'n hotel;

moet die persoon wat die hotelbesigheid dryf binne 14 dae vanaf sodanige verwysing die direkteur skriftelik daarvan verwittig.

Brosjures, pamflette en boekies

19. Binne 14 dae na ontvangs van 'n versoek te dien effekte van die direkteur moet die hotelier 'n eksemplaar van elke brosjure, pamflet of boekie wat betrekking het op die huisvesting, spyseniering en dienste van die hotel, waarvan hy die hotelier is en wat deur of ten behoeve van daardie hotel uitgereik word aan die publiek, aan die direkteur verskaf.

Beskadigde, vernietigde of verlore plakiet of sertifikaat

20.1 Wanneer 'n plakiet, uitgereik ingevolge regulasie 9.2, beskadig, vernietig of verlore raak, moet die hotelier binne 14 dae 'n aansoek om die vervanging daarvan aan die direkteur rig in die vorm van Vorm HR 9 vervat in die Aanhangel.

20.2 Wanneer 'n sertifikaat, uitgereik deur die direkteur ingevolge regulasies 7, 10.3, 13.2 of 15.3, beskadig, vernietig of verlore raak, moet die hotelier of die persoon wat die hotelbesigheid dryf, na gelang van die geval, binne 14 dae 'n aansoek om die vervanging daarvan aan die direkteur rig in die vorm van Vorm HR 9 vervat in die Aanhangel.

20.3 Die direkteur moet by ontvangs van die aansoek ingevolge regulasies 20.1 en 20.2, 'n nuwe plakiet of sertifikaat, na gelang van die geval, ter vervanging van die beskadigde, vernietigde of verlore plakiet of sertifikaat uitreik.

20.4 In geval van die vervanging van 'n beskadigde plakiet of sertifikaat moet die hotelier of die persoon wat die hotelbesigheid dryf, na gelang van die geval, binne 14 dae na ontvangs van die nuwe plakiet of sertifikaat die oue aan die direkteur terugstuur.

Gelde betaalbaar aan die raad

21. Die volgende gelde is aan die raad betaalbaar:

- (a) Aansoek om registrasie as 'n hotel ingevolge regulasie 5: R75.
- (b) Versoek om heroorweging van 'n besluit van die raad ingevolge regulasie 11: R100.

Heffings betaalbaar aan die raad

22.1 Die hotelier van 'n hotel wat gegradeer is ingevolge artikel 16 van die Wet, moet bedrae in die vorm van heffings teen ondergemelde skaal aan die raad betaal, bereken op 50 persent van die getal beddens wat ingevolge regulasie 22.3 ten opsigte van sodanige hotel vasgestel is: Met dien verstande dat vir heffingsdoeleindes 'n maksimum van drie beddens in enige sodanige hefbare kamer getel moet word:

Gradering van hotel	Heffing per bed per nag
Een-ster.....	5 sent
Twee-ster.....	10 sent
Drie-ster.....	15 sent
Vier-ster.....	20 sent
Vyf-ster.....	25 sent

22.2 Vir elke hotel deur die raad gegradeer vóór die datum van afkondiging van hierdie regulasies word die getal beddens wat aangedui word in die aansoek om die registrasie van sodanige hotel, soos van tyd tot tyd gewysig, geag op genoemde datum die totale getal beddens te wees in regulasie 22.1 bedoel.

Change in number of bedrooms available to guests and structural alterations

16. When, after a hotel has been graded, any change occurs in the total number of bedrooms or any structural alterations are made affecting the number of bedrooms or any minimum differential grading requirements in respect of such hotel, the hotelier shall, within 14 days of such change or alteration, inform the director in writing of the nature and extent thereof.

Change of tariffs

17. When, after a reservation from a person or agent has been confirmed, any change occurs in the relevant tariffs, the hotelier shall forthwith notify such person or agent.

Change of ownership, address and hotelier

18. Whenever there is a change in respect of the—

- (a) person who conducts the hotel business;
- (b) permanent address of such person; or
- (c) hotelier of a hotel;

the person who conducts the hotel business shall within 14 days of such change give notice in writing thereof to the director.

Brochures, pamphlets and booklets

19. Within 14 days of receipt of a request to that effect the hotelier shall furnish the director with a copy of every brochure, pamphlet or booklet which relates to the accommodation, meals and services of the hotel of which he is the hotelier and which has been issued by such hotel or on its behalf to the public.

Plaque or certificate damaged, destroyed or lost

20.1 When a plaque issued in terms of regulation 9.2 is damaged, destroyed or lost, the hotelier shall within 14 days apply to the director in the form of Form HR 9 for the replacement thereof.

20.2 When a certificate issued by the director in terms of regulation 7, 10.3, 13.2 or 15.3 is damaged, destroyed or lost, the hotelier or the person who conducts the hotel business, as the case may be, shall within 14 days apply to the director in the form of Form HR 9 for the replacement thereof.

20.3 The director shall, upon receipt of an application in terms of regulations 20.1 and 20.2, issue a new plaque or certificate, as the case may be, in replacement of the damaged, destroyed or lost plaque or certificate.

20.4 When a damaged plaque or certificate is replaced the hotelier or the person who conducts the hotel business, as the case may be, shall within 14 days of receipt of the new plaque or certificate, return the old one to the director.

Fees payable to the board

21. The following fees shall be payable to the board:

- (a) Application for registration as a hotel in terms of regulation 5: R75.
- (b) Request for reconsideration of a decision of the board in terms of regulation 11: R100.

Levies payable to the board

22.1 The hotelier of any hotel which has been graded in terms of section 16 of the Act shall pay to the board amounts by way of levies at the undermentioned rates calculated on 50 per cent of the number of beds that have been determined in terms of regulation 22.3 for such hotel: Provided that in any such leviable room a maximum of three beds shall be counted for purposes of the levy:

Grading of hotel	Levy per bed per night
One-star.....	5 cents
Two-star.....	10 cents
Three-star.....	15 cents
Four-star.....	20 cents
Five-star.....	25 cents

22.2 In respect of every hotel graded by the board prior to the date of promulgation of these regulations, the number of beds reflected in the application for the registration of such hotel, as amended from time to time, shall be deemed to be on the said date the total number of beds referred to in regulation 22.1.

22.3 Die raad moet, wanneer hy 'n hotel ingevolge die bepalings van artikel 16 van die Wet grader, vasstel wat die totale getal beddens is soos bedoel in regulasie 22.1. Indien 'n inspekteur van die raad daarna, tydens 'n inspeksie bedoel vir die tel van beddens, bevind dat die getal beddens aldus vasgestel, verander het, moet die raad die vasstelling dienoreenkomstig met inwerkingtreding vanaf die datum van sodanige inspeksie, wysig.

22.4 Die getal beddens in regulasies 22.2 en 22.3 bedoel, is die getal beddens waarop heffings bereken en betaal word tot tyd en wyl die raad 'n ander vasstelling gedoen het ingevolge regulasie 22.3.

22.5 Die heffings ingevolge regulasie 22.1 is op die laaste dag van die kwartale eindigende 31 Maart, 30 Junie, 30 September en 31 Desember van elke jaar betaalbaar: Met dien verstande dat waar 'n hotelier ophou om hotelier van 'n hotel te wees voor die laaste dag van enige kwartaal, die heffings *pro rata* betaalbaar is op die laaste dag waarop hy hotelier van sodanige hotel was.

22.6 Die persoon wat hotelier was op die datums waarop die heffings betaalbaar is ingevolge regulasie 22.5, moet sodanige heffings binne 14 dae na sodanige datums aan die kantoor van die raad betaal.

22.7 Indien 'n hotelier versuim om die heffings binne die tydperk voorgeskryf in regulasie 22.6 te betaal, kan die direkteur die hotelier skriftelik gelas om toekomstige betaling van die heffings wat elke kwartaal verskuldig word vooruit te doen of om te sorg dat toekomstige betaling daarvan onderskryf word met 'n waarborg uitgereik deur 'n geregistreerde bank, vir sodanige tydperk as wat die direkteur bepaal.

22.8 'n Hotelier aan wie 'n kennisgewing ingevolge regulasie 22.7 gerig is, moet binne 14 dae na die datum daarvan die heffings waarop die kennisgewing betrekking het, betaal of 'n waarborg verstrek, na gelang van die geval.

22.9 Elke betaling van heffings moet vergesel gaan van 'n skriftelike mededeling van die naam en adres van die hotel en die kwartaal waarvoor betaling geskied.

Strawwe

23. Iemand wat—

(a) in verband met 'n aansoek ingevolge die Wet of regulasies skriftelike inligting voorlê waarvan hy weet dat dit vals is of waarvan hy nie weet dat dit waar is nie, of 'n valse dokument voorlê wat voorgee 'n juiste afskrif van die oorspronklike te wees maar dit in werklikheid nie is nie, of wat op enige manier 'n party by sodanige voorlegging is; of

(b) die bepalings van regulasies 9.2, 9.3, 9.4, 9.5, 9.6, 10.4, 13.3, 15.1, 15.3, 16, 17, 18, 19, 20.1, 20.2, 20.4, 22.6, 22.8 of 22.9 oortree of in gebreke bly om daaraan te voldoen;

begaan 'n oortreding en is by skuldigebevinding strafbaar met 'n boete van hoogstens R200 of gevangenisstraf vir 'n tydperk van hoogstens ses maande.

24. Hierdie regulasies tree op 1 Oktober 1980 in werking en die regulasies afgekondig by Goewermentskennisgewing 1734, gedateer 28 Oktober 1966, word met ingang van hierdie datum ingetrek.

22.3 The board shall, when grading a hotel in terms of section 16 of the Act, determine the total number of beds referred to in regulation 22.1. If, thereafter, at an inspection intended for the counting of beds, an inspector of the board finds that the number of beds so determined has changed, the determination shall be altered accordingly by the board with effect from the date of such inspection.

22.4 The number of beds referred to in regulation 22.2 and 22.3 shall be the number of beds on which levies shall be calculated and shall be payable until such time as the board has made another determination in terms of regulation 22.3.

22.5 The levies in terms of regulation 22.1 shall be payable on the last day of the quarters ending 31 March, 30 June, 30 September and 31 December of each year: Provided that where a hotelier ceases to be the hotelier of a hotel on a date prior to the last day of any quarter, the levies shall be payable *pro rata* on the last day he was hotelier of such hotel.

22.6 The person who was the hotelier on the dates on which the levies are payable in terms of regulation 22.5 shall pay such levies to the office of the board within 14 days of such dates.

22.7 If a hotelier fails to pay the levies within the period specified in regulation 22.6, the director may, in writing, instruct such hotelier to pay the levies that become due every quarter in advance in future or to have future payment thereof underwritten by a guarantee given by a registered bank, for such a period as may be determined by the director.

22.8 A hotelier to whom a notice in terms of regulation 22.7 is directed shall within 14 days of the date thereof pay the levies applicable to the notice or furnish a guarantee, as the case may be.

22.9 Each payment of levies shall be accompanied by a written notification of the name and address of the hotel and the quarter in respect of which payment is made.

Penalties

23. Any person who—

(a) submits any written information in connection with any application under the Act or regulations which he knows to be false or does not know to be true or submits any false documents which purports to be but which is not, in fact, a true copy of the original, or is in any manner a party to any such submission; or

(b) contravenes or fails to comply with the provisions of regulations 9.2, 9.3, 9.4, 9.5, 9.6, 10.4, 13.3, 15.1, 15.3, 16, 17, 18, 19, 20.1, 20.2, 20.4, 22.6, 22.8 or 22.9;

shall be guilty of an offence and liable on conviction to a fine not exceeding R200 or imprisonment for a period not exceeding six months.

24. These regulations come into force on 1 October 1980 and the regulations promulgated in Government Notice 1734, dated 28 October 1966, are withdrawn with effect from that date.

VORM HR 1

AANHANGSEL

WET OP HOTELLE, 1965

AANSOEK OM REGISTRASIE AS 'N HOTEL: ARTIKEL 14 EN REGULASIE 5

(Met inbegrip van besonderhede benodig vir doeleindes van gradering)

(Moet in tweevoud voorlê word)

Die Direkteur
Hotellaad
Posbus 26500
0007 Arcadia

Hierby doen ek aansoek om registrasie van die huisvestingsinrigting waarvan besonderhede hieronder verstrek word.

Die bedrag van R75 voorgeskryf in regulasie 21 (a) is ingesluit.

Ek sertifiseer dat die inligting verstrek in hierdie aansoek en in die dokumente ter ondersteuning daarvan, na my beste kennis en wete, waar en juis is.

Plek.....

Handtekening van aansoeker

Datum.....

DEEL I

1. (a) Naam waaronder huisvestingsinrigting gedryf word.....
- (b) Jaar/Jare waarin gebou opgerig is.....
2. Adres waar huisvestingsinrigting geleë is.....
3. Posadres.....
4. Landdrosdistrik.....

5. Meld:

- (a) Naam van persoon wat die hotelbesigheid dryf.....
 (b) Persoon gemeld in (a) se permanente adres in die Republiek.....
 (c) Indien die persoon wat die hotelbesigheid dryf 'n maatskappy, vennootskap of ander vereniging van persone is, meld name en adresse van direkteure, vennote of persone (uitgesonderd minderheidsaandeelhouders in openbare maatskappye) wat 'n finansiële belang by die besigheid het.....
 (d) Naam van eienaar van die grond.....
 (e) Permanente adres van eienaar van die grond.....
 (f) Naam van voorgestelde hotelier.....
 6. Meld of die huisvestingsinrigting akkommodasie aan Blankes, Asiërs, Kleurlinge of Swartes verskaf.....
 7. Is daar voorheen aansoek gedoen om registrasie van die betrokke huisvestingsinrigting?.....
 8. Meld hieronder die dokumente, as daar is, wat by hierdie aansoek aangeheg is.

Dokument

Aanhangsel

9. Klas dranklisensie gehou ten opsigte van die huisvestingsinrigting.....

DEEL II

Die volgende inligting moet volledig verstrek word:

Vul hierdie kolom in		Vir kantoorgebruik
ALGEMENE BESKRYWING VAN PERSEEL		
10. Meld—		
(a) getal verdiepings.....		
(b) aard van kamers op elke verdieping.....		
(c) vloeroppervlakte, in vierkante meter, van slaapkamers met inbegrip van ingeboude hangkaste en portale (kamers van dieselfde grootte kan onder Kolom A gegroepeer word):		
	<i>Kolom A</i> Getal slaapkamers	<i>Kolom B</i> Vloeroppervlakte per kamer
(i) Dubbelkamers.....		
(ii) Enkelkamers.....		
(iii) Gesinskamers.....		
SLAAPAKKOMMODASIE VIR GASTE		
11. Meld getal—		
(a) (i) suites.....		
(ii) beddens.....		
(b) (i) slaapkamers met badkamers.....		
(ii) beddens.....		
(c) (i) slaapkamers met badkamers sonder toilette.....		
(ii) beddens.....		
(d) (i) slaapkamers met storte.....		
(ii) beddens.....		
(e) (i) slaapkamers met storte sonder toilette.....		
(ii) beddens.....		
(f) (i) gewone slaapkamers.....		
(ii) beddens.....		
(g) gaste wat normaalweg in die slaapkamers hierbo in (a) tot (f) genoem, gehuisves kan word.....		
12. (a) Meld of daar 'n vierkanaalradiodiens of enige ander radiodiens [meld in (iii)] gelewer word—		
(i) in elke slaapkamer.....		
(ii) slegs in sommige slaapkamers (meld getal).....		
(iii) ander.....		
(b) Meld of daar 'n televisiediens gelewer word—		
(i) in elke slaapkamer.....		
(ii) slegs in sommige slaapkamers (meld getal).....		
13. Is daar 'n elektriese kragpunt vir skermesse in elke slaapkamer? (Indien slegs in sommige slaapkamers, meld getal).....		
(b) Meld getal skermesproppe ("adapters") beskikbaar.....		
14. (a) Is daar in elke slaapkamer—		
(i) 'n elektriese klokke 24 uur per dag beskikbaar?.....		
(ii) 'n telefoon 24 uur per dag beskikbaar vir eksterne en interne oproepe?.....		
(iii) 'n telefoon 24 uur per dag beskikbaar vir slegs interne verbinding?.....		
(Indien slegs in sommige slaapkamers, meld die getal waar van toepassing).....		
(b) Is daar 'n openbare telefoon op die perseel vir die maak van oproepe?.....		

Vul hierdie kolom in		Vir kantoorgebruik
15. Beskryf vloerbedekking in—		
(a) suites.....		
(b) slaapkamers met badkamers.....		
(c) slaapkamers met storte.....		
(d) gewone slaapkamers.....		
16. Meld of lyfbedienediens beskikbaar is en gedurende watter ure.....		
BADKAMERS EN SANITASIE		
17. Meld—		
(a) getal beddens in gewone slaapkamers.....		
(b) getal gemeenskaplike badkamers vir gaste—		
(i) vir mans.....		
(ii) vir vroue.....		
(c) getal gemeenskaplike storte vir gaste—		
(i) vir mans.....		
(ii) vir vroue.....		
(d) getal gemeenskaplike toilette vir gaste—		
(i) vir mans.....		
(ii) vir vroue.....		
EETKAMERS/RESTAURANTE EN KOMBUISE		
18. Meld—		
(a) getal permanente eetkamers/restaurante.....		
(b) of à la carte-maaltye bedien word (indien wel, heg 'n voorbeeld van 'n spyskaart aan)		
(c) ure waartydens à la carte-maaltye bedien word—		
(i) Middagete.....		
(ii) Aandete.....		
(d) getal kombuise.....		
19. Meld tydperk wanneer kamerbediening beskikbaar is vir bediening in slaapkamers van—		
(a) volle maaltye.....		
(b) ligte maaltye.....		
(c) ligte verversings.....		
(d) alkoholiese drankie (slegs betrekking op inrigtings met dranklisensies).....		
PERMANENTE FUNKSIEKAMERS		
20. Meld—		
(a) getal permanente funksiekamers.....		
(b) aard van vloerbedekking in permanente funksiekamers.....		
SITKAMERS EN GANGE		
21. Meld—		
(a) getal sitkamers.....		
(b) aard van vloerbedekking in sitkamers.....		
(c) aard van vloerbedekking in gange.....		
ONTVANGSKANTOOR EN BAGASIEDIENS		
22. Meld—		
(a) omvang (d.i. ure per dag) en aard van ontvangskantoordiens.....		
(b) tale wat by die ontvangstoonbank gepraat word.....		
(c) omvang (d.i. ure per dag) en aard van bagasiediens.....		
HYSBAKKE		
23. Meld getal hysbakke vir—		
(a) gaste.....		
(b) personeel en bagasie alleen.....		
HAARKAPPERSALON		
24. Meld of 'n haarkappersalon op die perseel beskikbaar is vir—		
(a) mans.....		
(b) vroue.....		
VERVOER		
25. (a) Verskaf die huisvestingsinrigting sy eie vervoer vir gaste.....		
of		
(b) tref hy reëlins vir die vervoer van gaste?.....		
Verstrek besonderhede.....		
SEKRETARIELE DIENS		
26. (a) Is 'n sekretariële diens beskikbaar?.....		
(b) Indien nie, kan reëlins vir sekretariële diens getref word?.....		
Verstrek besonderhede.....		
(c) Is 'n teleksdiens beskikbaar?.....		
KROEË (slegs betrekking op inrigtings met dranklisensies)		
27. Meld getal—		
(a) openbare kroë.....		
(b) spesialiteitskroë.....		
LUGREËLING		
28. Is daar in die huisvestingsinrigting lugreëling—		
(a) dwarsdeur?.....		
(b) in openbare vertrekke?.....		
(c) in slaapkamers?.....		
Verstrek besonderhede.....		

Vul hierdie kolom in	Vir kantoorgebruik
TELEVISIE	
29. Meld of daar 'n televisiediens is in—	
(a) openbare vertrekke.....	
(b) kroeë.....	
WAS-EN-STRYKWERK	
30. Verstrek besonderhede van was-en-strykgeriewe vir gaste.....	
GARAGES	
31. Meld getal—	
(a) eie sluitgarages op die perseel.....	
(b) ander garages op die perseel.....	
(c) garages weg van die perseel.....	
PARKEERGERIEWE VAN DIE STRAAT AF	
32. Verstrek besonderhede.....	

ALGEMEEN

33. Beskryf enige bykomende beskikbare geriewe en dienste vir gaste by die huisvestingsinrigting wat nie hierbo gemeld is nie.

.....

.....

.....

34. GETAL WERKNEMERS, BESOLDIG OF ONBESOLDIG, IN DIE HOTEL

Hotel.....

Dorp/Stad.....

	Blankes		Kleurlinge		Asiërs		Swartes		Totaal	
	Manlik	Vroulik	Manlik	Vroulik	Manlik	Vroulik	Manlik	Vroulik	Manlik	Vroulik
(a) Bestuur (met inbegrip van werken- de direkteure, vennote en assistent- bestuurders).....										
(b) Voorkantoor (met inbegrip van ontvangs, besprekings, skakelbord en inligting).....										
(c) Rekeninge en klerklik (met inbegrip van tiksters, masjienopera- teurs en drukwerk).....										
(d) Restaurante en kelners.....										
(e) Kroeë en wynkelners.....										
(f) Sjefs en hoofkokke.....										
(g) Ander kombuispersoneel (met in- begrip van skoonmakers en voor- raad).....										
(h) Huishouding- en kamerpersoneel (met inbegrip van linné, kamer- bediendes en wassery).....										
(i) Ander werknemers (veral onge- skool).....										
Totaal.....										

Vorm HR 2

REPUBLIEK VAN SUID-AFRIKA**WET OP HOTELLE, 1965****REGISTRASIESERTIFIKAAT, GRADERING EN GROEPERING:****ARTIKEL 19 EN REGULASIE 7**

Hierby word gesertifiseer dat.....

geleë te.....

geregistreer is as 'n hotel ingevolge artikel 14 van Wet 70 van 1965.

Ingevolge artikel 16 van genoemde Wet is die hotel soos volg gegradeer en gegroepier:

Graad.....

Groep.....

Datum van oorspronklike registrasie.....

Gedateer te PRETORIA, op hede die.....dag van.....

Eenduisend Negehonderd.....

Direkteur: Hotelraad

Voorsitter: Hotelraad

VORM HR 3

REGISTER VAN HOTELLE EN HOTELIERS: ARTIKEL 13 EN REGULASIE 6

Naam.....
 Adres.....
 Posbus.....
 Naam van persoon wat die hotelbesigheid dryf.....
 Adres van persoon wat die hotelbesigheid dryf.....

Indien die persoon wat die hotelbesigheid dryf 'n maatskappy, vennootskap of ander vereniging van persone is, meld die naam en adres van elke direkteur, vennoot of, in die geval van enige ander vereniging, van elke ander persoon wat lid daarvan is, na gelang van die geval.

Sertifikaat No.	Datum van sertifikaat	Groep		Graad
		Toeriste-besetting	Drank	

BESONDERHEDE VAN HOTELIER

Naam	Sertifikaat No.	Datum van sertifikaat	Identiteits- of paspoort-nommer	Geboortedatum	Datum van aanstelling	Nasionaliteit

VORM HR 4

WET OP HOTELLE, 1965

VERANDERING VAN NAAM VAN HOTEL: AANSOEK OM NUWE REGISTRASIESERTIFIKAAT, GRADERING EN GROEPERING: REGULASIE 15

Die Direkteur
 Hotelraad
 Posbus 26500
 0007 Arcadia

Ek doen hierby aansoek om u goedkeuring vir die verandering van die naam van die..... geleë te.....na.....om die volgende redes:

Besonderhede van die registrasiesertifikaat wat tans gehou word, is soos volg:

Nommer van sertifikaat.....
 Datum uitgereik.....
 Gradering van hotel.....
 Groepering van hotel.....

Voorts doen ek aansoek om 'n sertifikaat op die nuwe naam van die hotel en onderneem ek om die ou sertifikaat binne veertien dae na ontvangs van die nuwe een aan u terug te besorg.

Plek.....
 Datum.....

*Hotelier/Persoon wat die Hotelbesigheid dryf

* Skrap wat nie van toepassing is nie.

VORM HR 5

WET OP HOTELLE, 1965

AANSOEK OM HERGRADERING VAN HOTEL: ARTIKEL 21 EN REGULASIE 10

Die Direkteur
 Hotelraad
 Posbus 26500
 0007 Arcadia

Ek doen hierby aansoek om die hergradering van..... (naam van hotel) geleë te.....tot 'n.....-ster.

Na my mening voldoen die hotel aan die vereistes vir 'n.....-stergradering soos gepubliseer in Buitengewone Staatskoerant No.....van.....*behalwe in die mate uiteengesit in bygaande brief ten opsigte waarvan versoek word dat toelatingsfaktore toegepas word om die redes uiteengesit in genoemde brief.

Besonderhede van die sertifikaat wat tans gehou word, is soos volg:

Nommer van sertifikaat.....
 Datum uitgereik.....
 Gradering van hotel.....
 Groepering van hotel.....

Sedert die datum van bogenoemde sertifikaat is die volgende belangrike veranderings aangebring

Indien my aansoek slaag, onderneem ek om die ou sertifikaat aan u terug te besorg binne veertien dae na ontvangs van 'n nuwe een. By die doen van van hierdie aansoek is ek ten volle bewus van die feit dat die Hotelraad 'n laer gradering aan die hotel kan toeken as dié waarom aansoek gedoen word of wat tans gehou word.

Plek.....

Datum.....

Hotelier

* Skrap indien nie van toepassing nie.

VORM HR 6

WET OP HOTELLE, 1965

VERSOEK OM HEROORWEGING VAN 'N BESLUIT VAN DIE HOTELRAAD: ARTIKEL 22 EN REGULASIE 11

Die Direkteur
Hotelraad
Posbus 26500
0007 Arcadia

Ek versoek hierby dat die volgende besluit van die Hotelraad heroorweeg word.....

Na my mening moes die besluit soos volg gewees het.....

Die redes vir my versoek is soos volg.....

Die bedrag van R100 voorgeskryf in regulasie 21 (b) is ingesluit.

Plek.....

Datum.....

Applikant

Indien applikant nie die hotelier is of die persoon is wat die hotelbesigheid dryf nie verstrek die volgende besonderhede:

Volle naam.....

Permanente adres.....

VORM HR 7

MOET IN DRIEVOUD VOORGELÊ WORD

AANSOEK OM REGISTRASIE AS HOTELIER: ARTIKEL 23 EN REGULASIE 13

Die Direkteur
Hotelraad
Posbus 26500
0007 Arcadia

Ek.....

wat die hotelbesigheid dryf van die.....

Hotel geleë te.....

doen hierby aansoek om die registrasie van ondergenoemde persoon, van wie volle besonderhede hiermee verstrek word, as hotelier van genoemde hotel:

(a) Volle naam.....

(b) Permanente adres.....

(c) Identiteits- of paspoortnommer.....

(d) Datum van geboorte.....

(e) Nasionaliteit.....

(f) Datum van aanvaarding van diens as hotelier.....

(g) Vorige betrekking.....

(h) Kwalifikasies.....

(i) Is die persoon tans geregistreer as hotelier van enige ander hotel?.....

(j) Was die persoon voorheen as hotelier van enige ander hotel geregistreer; indien wel, verstrek naam (name) en adres(se) van die hotel(le) en tydperk(e) van diens.....

(k) Is die persoon 'n ongerehabiliteerde insolvent?.....

(l) Is die persoon binne 'n tydperk van vyf jaar voor die datum van hierdie aansoek skuldig bevind aan 'n oortreding en gevonnis tot gevangenisstraf vir 'n tydperk van meer as drie maande sonder die keuse van 'n boete?.....

(m) Is die persoon binne ses maande voor die datum van hierdie aansoek skuldig bevind aan enige oortreding en gevonnis tot 'n boete van meer as R50 ingevolge die Wet of die regulasies?.....

Ek verklaar hierby dat die persoon genoem in paragraaf (a) gemagtig en verantwoordelik is om te alle tye te voldoen aan alle voorgeskrewe vereistes.

Plek.....

Datum.....

Persoon wat die Hotel-
besigheid dryf

Moet ingevul word deur die persoon gemeld in paragraaf (a):

Ek.....

verklaar hierby dat die inhoud van paragrawe (a) tot (m) waar en korrek is en ek onderneem om by registrasie as hotelier, te alle tye te voldoen aan alle voorgeskrewe vereistes.

Plek.....

Datum.....

Voornemende Hotelier

REPUBLIEK VAN SUID-AFRIKA

WET OP HOTELLE, 1965

SERTIFIKAAT VAN REGISTRASIE AS HOTELIER: REGISTRASIE 13

Hierby word gesertifiseer dat.....
 identiteits-/paspoortnommer.....) geregistreer is as hotelier van.....
 Ingevolge artikel 23 van Wet 70 van 1965.

Gedateer te Pretoria, op hede die.....dag van.....Eenduisend Negehonderd.....

Direkteur: Hotelraad

* Skrap wat nie van toepassing is nie.

VORM HR 9

WET OP HOTELLE, 1965

AANSOEK OM 'N NUWE *PLAKET/SERTIFIKAAT TER VERVANGING VAN BESKADIGDE,
VERNIETIGDE OF VERLORE *PLAKET/SERTIFIKAAT: REGULASIE 20

Die Direkteur
 Hotelraad
 Posbus 26500
 0007 Arcadia

Ek doen hierby aansoek om die vervanging van:

*(a) Die Hotelraadplaket
 *(b) Sertifikaat No.....gedateer.....19.....uitgereik deur die Hotelraad
 aan.....
 (naam van hotel)

*(c) Sertifikaat No.....gedateer.....19.....uitgereik deur die Hotelraad
 aan.....
 (naam en identiteits- of paspoortnommer van hotelier)

Die rede vir hierdie aansoek is dat die *plaket/sertifikaat/sertifikate beskadig/vernietig/verloor is onder die volgende omstandighede:

Ek onderneem om die beskadigde *plaket/sertifikaat aan die Hotelraad terug te besorg binne veertien dae na ontvangs van 'n nuwe een.

Plak.....
 Datum.....

*Hotelier/Persoon wat die
 Hotelbesigheid dryf

* Skrap wat nie van toepassing is nie.

FORM HR 1

ANNEXURE

HOTELS ACT, 1965

APPLICATION FOR REGISTRATION AS A HOTEL: SECTION 14 AND REGULATION 5

(Including particulars required for purposes of grading)

(To be submitted in duplicate)

The Director
 Hotel Board
 P.O. Box 26500
 0007 Arcadia

I hereby apply for the registration of the accommodation establishment, particulars of which are furnished hereunder.

The fee of R75 prescribed in regulation 21 (a) is enclosed.

I certify that to the best of my knowledge and belief, the information furnished in this application and the documents in support thereof are true and correct.

Place.....

Signature of applicant

Date.....

PART 1

1. (a) Name under which accommodation establishment is conducted.....

(b) Year(s) during which building was erected.....

2. Address where accommodation establishment is situated.....

3. Postal address.....

4. Magisterial district.....

State:

(a) Name of person who conducts the hotel business.....

(b) Permanent address in the Republic of the person mentioned in (a).....

(c) If person who conducts the hotel business is a company, partnership or other association of persons, state names and addresses of directors, partners or persons (excluding minority shareholders in public companies) who have a financial interest in the business.....

(d) Name of owner of the land.....

(e) Permanent address of owner of the land.....

(f) Name of proposed hotelier.....

6. State whether the accommodation establishment caters for White, Asian, Coloured or Black persons.....
 7. Has application previously been made for registration of the accommodation establishment concerned?.....
 8. Enumerate hereunder the documents, if any, which are attached to this application.

Document	Annexure
.....	
.....	
.....	

9. Class of liquor licence held in respect of the accommodation establishment.....

PART II

The following information to be submitted in detail:

Complete this column		For office use
GENERAL DESCRIPTION OF PREMISES		
10. State:		
(a) Number of floors.....		
(b) Nature of rooms on each floor.....		
(c) Floor area in square metres of bedrooms, including built-in wardrobes and vestibules (rooms with equal areas may be grouped under Column A):		
	<i>Column A</i> Number of bedrooms	<i>Column B</i> Floor area per room
(i) Double rooms.....		
(ii) Single rooms.....		
(iii) Family rooms.....		
SLEEPING ACCOMMODATION FOR GUESTS		
11. State number of—		
(a) (i) suites.....		
(ii) beds.....		
(b) (i) bedrooms with bathrooms.....		
(ii) beds.....		
(c) (i) bedrooms with bathrooms without toilets.....		
(ii) beds.....		
(d) (i) bedrooms with showers.....		
(ii) beds.....		
(e) (i) bedrooms with showers without toilets.....		
(ii) beds.....		
(f) (i) ordinary bedrooms.....		
(ii) beds.....		
(g) guests who can normally be accommodated in the bedrooms enumerated in (a) to (f) above.....		
12. (a) State whether there is a four-channel or any other [specify in (iii)] radio service provided in—		
(i) each bedroom.....		
(ii) some bedrooms only (state number).....		
(iii) other.....		
(b) State whether there is a television service in—		
(i) each bedroom.....		
(ii) some bedrooms only (state number).....		
13. (a) Is there an electric shaver plug in every bedroom? (If in some bedrooms only, state number).....		
(b) State number of shaver adapter plugs provided.....		
14. (a) In every bedroom, is there—		
(i) an electric bell available 24 hours per day?.....		
(ii) a telephone for external and internal calls available 24 hours per day?.....		
(iii) a telephone available 24 hours per day for internal communication only?.....		
(If in some bedrooms only, state number where applicable).....		
(b) Is there a public telephone on the premises for making calls?.....		
15. Describe floor covering in—		
(a) suites.....		
(b) bedrooms with bathrooms.....		
(c) bedrooms with showers.....		
(d) ordinary bedrooms.....		
16. State whether valet service is available and during what hours.....		

Complete this column

For office use

BATHROOMS AND SANITATION

17. State—

- (a) number of beds in ordinary bedrooms.....
- (b) number of communal bathrooms for guests:
- (i) for men.....
- (ii) for women.....
- (c) number of communal showers for guests—
- (i) for men.....
- (ii) for women.....
- (d) number of communal toilets for guests—
- (i) for men.....
- (ii) for women.....

DINING-ROOMS/RESTAURANTS AND KITCHENS

18. State—

- (a) number of permanent dining-rooms/restaurants.....
- (b) whether à la carte meals are served (if so, attach a specimen of menu).....
- (c) hours during which à la carte meals are served—
- (i) lunch.....
- (ii) dinner.....
- (d) number of kitchens.....

19. State period during which floor service is available in bedrooms for the serving of—

- (a) full meals.....
- (b) light meals.....
- (c) light refreshments.....
- (d) alcoholic beverages (only applicable to liquor-licensed establishments).....

PERMANENT FUNCTION ROOMS

20. State—

- (a) number of permanent function rooms.....
- (b) nature of floor covering in permanent function rooms.....

LOUNGES AND PASSAGES

21. State—

- (a) number of lounges.....
- (b) nature of floor covering in lounges.....
- (c) nature of floor covering in passages.....

RECEPTION OFFICE AND BAGGAGE SERVICE

22. State—

- (a) extent (i.e. hours per day) and nature of reception office service.....
- (b) languages spoken at the reception desk.....
- (c) extent (i.e. hours per day) and nature of baggage service.....

LIFTS

23. State number of lifts for—

- (a) guests.....
- (b) personnel and luggage only.....

HAIRDRESSING SALON

24. State whether hairdressing salon is available on the premises for—

- (a) men.....
- (b) women.....

TRANSPORT

25. Does the accommodation establishment—

- (a) operate its own transport for guests?.....
- or
- (b) make arrangements for transport of guests?.....
- Furnish details.....

SECRETARIAL SERVICE

26. (a) Is a secretarial service provided?.....
- (b) If not, can arrangements be made for a secretarial service?.....
- Furnish details.....
- (c) Is a telex service available?.....

BARS (only applicable to liquor-licensed establishments)

27. State number of—

- (a) public bars.....
- (b) speciality bars.....

AIR-CONDITIONING

28. Is the accommodation establishment air-conditioned—

- (a) throughout?.....
- (b) in public rooms?.....
- (c) in bedrooms?.....
- Furnish details.....

Complete this column	For office use
TELEVISION	
29. State whether there is a television service in—	
(a) public rooms.....	
(b) bars.....	
LAUNDRY	
30. Furnish particulars of laundry facilities for guests—	
GARAGES	
31. State number of—	
(a) own lock-up garages on the premises.....	
(b) other garages on the premises.....	
(c) garages off the premises.....	
OFF-STREET PARKING FACILITIES	
32. Furnish particulars.....	

GENERAL

33. Enumerate any additional facilities and services provided for guests at the accommodation establishment and not dealt with above—

34. NUMBER OF EMPLOYEES, PAID OR UNPAID, IN THE HOTEL

Hotel.....
 Town/City.....

	Whites		Coloureds		Asians		Blacks		Total	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
(a) Management (including working directors, partners and assistant managers).....										
(b) Front Office (including reception, reservations, switchboards and information).....										
(c) Accounts and clerical (including typists, machine operators and printing).....										
(d) Restaurants and waiters.....										
(e) Bars and wine stewards.....										
(f) Chefs and head cooks.....										
(g) Other kitchen staff (including cleaners and stores).....										
(h) Housekeeping and rooms staff (including linen, valets and laundry).....										
(i) Other staff (mostly unskilled).....										
Total.....										

FORM HR 2**REPUBLIC OF SOUTH AFRICA****HOTELS ACT, 1965****CERTIFICATE OF REGISTRATION, GRADING AND GROUPING: SECTION 19 AND REGULATION 7**

It is hereby certified that.....
 situated at.....
 is registered as a hotel in terms of section 14 of Act 70 of 1965.

In terms of section 16 of the said Act the hotel has been graded and grouped as follows:

Grade.....
 Group.....
 Date of original registration.....

Dated at PRETORIA this..... day of..... One thousand Nine hundred and.....

Director: Hotel Board

Chairman: Hotel Board

FORM HR 3

REGISTER OF HOTELS AND HOTELIERS: SECTION 13 AND REGULATION 6

Name.....
 Address.....
 P.O. Box.....
 Name of person who conducts the hotel business.....
 Address of person who conducts the hotel business.....

If person who conducts the hotel business is a company, partnership or other association of persons, the name and address of each director, partner or, in the case of any other association, of every other person who is a member thereof, as the case may be.

Certificate No.	Date of certificate	Group		Grade
		Tourist occupancy	Liquor	

PARTICULARS OF HOTELIER

Name	Certificate No.	Date of certificate	Identity or passport No.	Date of birth	Date of appointment	Nationality

FORM HR 4

HOTELS ACT, 1965

CHANGE OF NAME OF HOTEL: APPLICATION FOR NEW CERTIFICATE OF REGISTRATION, GRADING AND GROUPING: REGULATION 15

The Director
 Hotel Board
 P.O. Box 26500
 0007 Arcadia

I hereby apply for your approval to change the name of the.....situated at.....
 to.....for the following reasons:

Particulars of the certificate of registration at present held are as follows:

Number of certificate.....
 Date issued.....
 Grading of hotel.....
 Grouping of hotel.....

I hereby further apply for a certificate in the new name of the hotel and undertake to return the old one to you within 14 days of receipt of the new certificate.

Place.....
 Date.....

*Hotelier/person who conducts
 the hotel business

* Delete whichever is not applicable.

FORM HR 5

HOTELS ACT, 1965

APPLICATION FOR REGRADING OF HOTEL: SECTION 21 AND REGULATION 10

The Director
 Hotel Board
 P.O. Box 26500
 0007 Arcadia

I hereby apply for the regrading of.....(Name of hotel)
 situated at.....to a.....-star.

In my opinion the hotel complies with the requirements for a.....-star grading as published in *Government Gazette Extraordinary* No.....of.....*except to the extent set forth in my accompanying letter in respect of which it is requested that tolerance factors be applied for the reasons set out in the said letter.

Particulars of the certificate at present held are as follows:

Number of certificate.....
 Date issued.....
 Grading of hotel.....
 Grouping of hotel.....

Since the date of the above-mentioned certificate the following major changes have been effected.....

In the event of my application being successful I undertake to return the old certificate to you within 14 days of receipt of a new one.

In making this application I am fully aware of the fact that the Hotel Board may accord the hotel a lower grading than that applied for or held at present.

Place.....
Date.....

Hotelier

* Delete if not applicable.

FORM HR 6

HOTELS ACT, 1965

REQUEST FOR RECONSIDERATION OF DECISION OF THE HOTEL BOARD:

SECTION 22 AND REGULATION 11

The Director
Hotel Board
P.O. Box 26500
0007 Arcadia

I hereby request reconsideration of the following decision of the Hotel Board.....

In my opinion the decision should have been.....

The reasons for my request are as follows.....

The fee of R100 prescribed in regulation 21 (b) is enclosed.

Place.....
Date.....

Applicant

If applicant is not the hotelier or the person who conducts the hotel business, give the following particulars:

Full name.....
Permanent address.....

TO BE SUBMITTED IN TRIPLICATE

FORM HR 7

APPLICATION FOR REGISTRATION AS A HOTELIER:

SECTION 23 AND REGULATION 13

The Director
Hotel Board
P.O. Box 26500
0007 Arcadia

I,.....
who conduct the hotel business of the.....
Hotel situated at.....
hereby apply for the registration of the undermentioned person, of whom full particulars are furnished herewith, as the hotelier of the said hotel:

- (a) Full name.....
- (b) Permanent address.....
- (c) Identity or passport number.....
- (d) Date of birth.....
- (e) Nationality.....
- (f) Date of assumption of duty as hotelier.....
- (g) Previous occupation.....
- (h) State qualifications.....
- (i) Is the person at present registered as the hotelier of any other hotel?.....
- (j) Was the person previously registered as the hotelier of any other hotel? If so, state name(s) and address(es) of the hotel(s) and period(s) of service.....
- (k) Is the person an unrehabilitated insolvent?.....
- (l) Was the person within a period of five years prior to the date of this application convicted of an offence and sentenced to imprisonment for a period exceeding three months without the option of a fine?.....
- (m) Was the person, within a period of six months prior to the date of this application, convicted of any offence under the Act or regulations and sentenced to a fine exceeding R50?.....

I hereby certify that the person mentioned in paragraph (a) is authorised to comply with, and responsible for complying with, all prescribed requirements at all times.

Place.....
Date.....

Person who conducts the
hotel business

To be completed by the person mentioned in paragraph (a):

I,.....
hereby declare that the contents of paragraphs (a) to (m) are true and correct and that I undertake, upon registration as a hotelier, to comply with all prescribed requirements at all times.

Place.....
Date.....

Prospective hotelier

REPUBLIC OF SOUTH AFRICA

HOTELS ACT, 1965

CERTIFICATE OF REGISTRATION AS A HOTELIER: REGULATION 13

It is hereby certified that.....

*(Identity/Passport number.....) is registered as the hotelier of.....
in terms of section 23 of Act 70 of 1965.Dated at PRETORIA this..... day of..... One thousand Nine hundred
and.....

Director: Hotel Board

*Delete whichever is not applicable.

HOTELS ACT, 1965

APPLICATION FOR NEW *PLAQUE/CERTIFICATE IN REPLACEMENT OF DAMAGED,
DESTROYED OR LOST *PLAQUE/CERTIFICATE: REGULATION 20The Director
Hotel Board
P.O. Box 26500
0007 Arcadia

I hereby apply for a replacement of—

*(a) the Hotel Board plaque

*(b) Certificate No..... dated..... 19..... issued by the Hotel Board to.....

(name of hotel)

*(c) Certificate No..... dated..... 19..... issued by the Hotel Board to.....

(name and identity or passport number of hotelier)

The reason for this application is that the *plaque/certificate(s) has/have been damaged/destroyed/lost in the following circumstances:

I undertake to return the damaged *plaque/certificate to the Hotel Board within fourteen days of receipt of a new one.

Place.....

Date.....

*Hotelier/person who conducts
the hotel business

*Delete whichever is not applicable.

HOTELRAAD

GRADERING EN GROEPERING VAN HOTELLE

VASSTELLING

1. Kragtens die bevoegdheid hom verleen by artikel 15 van die Wet op Hotelle, 1965 (Wet 70 van 1965), bepaal die Hotelraad dat—

(a) die vereistes in die Eerste Bylae hiervan uiteengesit die minimum vereistes is waaraan hotelle te alle tye moet voldoen;

(b) die vereistes uiteengesit in die Tweede Bylae hiervan die minimum differensiële graderingsvereistes is waaraan hotelle te alle tye moet voldoen in ooreenstemming met die gradering bepaal deur die raad;

(c) hotelle punte toegeken word volgens 'n puntstelsel op die grondslag van die faktore in die Derde Bylae hiervan uiteengesit en dat hulle volgens die getal punte aldus toegeken ooreenkomstig die volgende skaal gegradeer word:

HOTEL BOARD

GRADING AND GROUPING OF HOTELS

DETERMINATION

1. By virtue of the powers vested in it by section 15 of the Hotels Act, 1965 (Act 70 of 1965), the Hotel Board determines that—

(a) the requirements set out in the First Schedule hereto are the minimum requirements with which hotels shall comply at all times;

(b) the requirements set out in the Second Schedule hereto are the minimum differential grading requirements with which hotels shall comply at all times in accordance with the grade determined by the board;

(c) hotels shall be scored on a points system according to the factors set out in the Third Schedule hereto and shall be graded in accordance with the number of points so allocated on the following scale:

Gradering	Getal punte toegeken	Persentasie in elke faktor
Een-ster.....	400 tot 550	40 tot 55
Twee-ster.....	551 tot 650	55,1 tot 65
Drie-ster.....	651 tot 750	65,1 tot 75
Vier-ster.....	751 tot 900	75,1 tot 90
Vyf-ster.....	901 tot 1 000	90,1 tot 100:

Met dien verstande dat—

(i) indien die totale puntetelling meer is as die minimum vasgestel vir 'n spesifieke gradering in 1 (c) die raad 'n tekort van hoogstens 5 persent in die persentasie van enige enkele faktor, of as alternatief, hoogstens 'n totaal van 5 persent in die persentasies van meer as een faktor, kan toelaat indien so 'n toegewing na sy mening nie afbreuk sal doen aan die algemene standaard van die betrokke hotel nie;

(ii) in die geval van 'n hotel waarvoor daar nie 'n drank-lisensie ingevolge die Drankwet gehou word nie, die hotel soos volg vergoed word vir die nie-beskikbaarheid van die volgende items:

Spesialiteitskroeg: 41 punte;
verskeidenheid wynsoorte: 10 punte;

volgens die formule—

$$\frac{\text{Werklike totale telling} \times 51}{1\,000};$$

(d) ondanks die bepalings van paragraaf (c), die raad op versoek van die hotelier van 'n hotel of die persoon wat die hotelbesigheid dryf en ondanks die feit dat so 'n hotel in 'n besondere gradering val as gevolg van die getal punte wat ingevolge genoemde paragraaf toegeken is, aan daardie hotel 'n gradering kan toeken wat een graad laer is as dié aangedui volgens die puntetelling; en

(e) (i) hotelle gegroepeer word en aan die groeperings-vereistes moet voldoen in ooreenstemming met die volgende kolomme:

Kolom I (Groepe)	Kolom II (Vereistes)
Toeris.....	Bednagte in die reël aan toeriste verkoop, moet minstens 50% wees van bednagte werklik verkoop.
Residensieel.....	Bednagte in die reël aan toeriste verkoop, moet minder wees as 50% van bednagte werklik verkoop;

(ii) die bepalings van regulasie 8.3 van die regulasies uitgevaardig ingevolge die Wet geag word 'n groepering te wees kragtens artikel 15 (1) van gemelde Wet.

2. In hierdie vaststelling en in die Bylaes hiervan, tensy uit die samehang anders blyk, beteken—

(i) "bednag" 'n bed beskikbaar vir besetting deur 'n gas vir enige enkele nag by 'n hotel; (i)

(ii) "geteël" geteël met porselein- of keramiekteëls of marmer of enige ander ondeurdringbare materiaal deur die raad goedgekeur; (vii)

(iii) "hangkas" 'n kas of ruimte wat gebruik word om die klere van gaste in te hou en in op te hang: Met dien verstande dat 'n kas of ruimte wat nie in 'n sluitbare aantrekkamer geleë is nie voorsien moet word van behoorlike deure en slotte; (viii)

(iv) "ligte maaltyd" 'n maaltyd bestaande uit een gereg met 'n keuse van of vleis of pluimvee of vis met bygaande drank wat warm of koud bedien word volgens bestelling; (iii)

(v) "ligte verversings" 'n keuse van of tee of koffie of melk of koeldrank bedien met beskuitjies of, indien beskikbaar, toebroodjies; (iv)

(vi) "openbare vertrek" ook 'n sitkamer, eetkamer, funksiekamer en spesialiteitskroeg; (v)

(vii) "spesialiteitskroeg" enige kroeg waar albei geslagte toegelaat word; (vi) en

Grade	Number of points allocated	Percentage in each factor
One-star.....	400 to 550	40 to 55
Two-star.....	551 to 650	55,1 to 65
Three-star.....	651 to 750	65,1 to 75
Four-star.....	751 to 900	75,1 to 90
Five-star.....	901 to 1 000	90,1 to 100:

Provided that—

(i) if the total score is more than the minimum determined for a particular grade in 1 (c), the board may allow a shortfall of not more than 5 per cent in the percentage of any one factor or alternatively not more than an aggregate of five per cent in the percentages of more than one factor if it is of the opinion that such allowance will not detract from the general standard of the hotel concerned;

(ii) in the case of a hotel in respect of which a liquor licence in terms of the Liquor Act is not held such hotel shall be compensated for the non-availability of the following items:

Speciality bars: 41 punte;
variety of wines: 10 punte;

on the formula of—

$$\frac{\text{Actual total score} \times 51}{1\,000};$$

(d) notwithstanding the provisions of paragraph (c) the board may at the request of the hotelier of a hotel or the person who conducts the hotel business and notwithstanding that such hotel falls within a particular grade as a result of the number of points allocated to it under the said paragraph, accord such hotel a grading which is one grade lower than that indicated by the score; and

(e) (i) hotels shall be grouped and shall comply with the grouping requirements in accordance with the following columns:

Column I (Group)	Column II (Requirements)
Tourist.....	Bed nights ordinarily sold to tourists shall be not less than 50% of bed nights actually sold.
Residential.....	Bed nights ordinarily sold to tourists shall be less than 50% of bed nights actually sold;

(ii) the provisions of regulation 8.3 of the regulations made under the Act shall be deemed a grouping in terms of section 15 (1) of the said Act.

2. In this determination and the schedules hereto, unless the context otherwise indicates—

(i) "bed night" means a bed available for occupation by a guest for any one night at a hotel; (i)

(ii) "floors", for the purposes of determining the number of lifts required, means all floors below and above ground level (excluding mezzanines) providing accommodation and amenities for guests:

Provided that—

(a) a split level floor with a common roof shall be regarded as one floor; and

(b) for purposes of determining the number of floors of a building on sloping ground the rounded arithmetic mean of floors shall be regarded as the number of floors of that buildings; (viii)

(iii) "light meal" means a meal consisting of one course, with a choice of either meat or poultry or fish, with accompanying beverages and served hot or cold as ordered; (iv)

(iv) "light refreshments" means a choice of tea, coffee, milk or soft drinks, served with biscuits or, if available, sandwiches; (v)

(v) "public room" shall include a lounge, dining-room, function room and speciality bar; (vi)

(vi) "speciality bar" means any public bar to which both sexes are admitted; (vii)

(viii) "verdiepings" vir die bepaling van die vereiste getal hysbakke, alle verdiepings (uitgesonderd tussenverdiepings) onder en bo grondvlak wat huisvesting of geriewe aan gaste verskaf:

Met dien verstande dat—

(a) 'n tweevlakverdieping met 'n gemeenskaplike dak as een verdieping beskou word; en

(b) die getal verdiepings van 'n gebou op skuins grond bepaal word deur die afgeronde rekenkundige gemiddelde van alle verdiepings te bereken; (ii)

en het 'n woord of uitdrukking waaraan in die Wet of die regulasies uitgevaardig ingevolge die Wet 'n betekenis geheg is, daardie betekenis.

3. Hierdie vasstelling tree op 1 Oktober 1980 in werking en Goewermentskennisgewing 1735, gedateer 28 Oktober 1966, word met ingang van hierdie datum ingetrek.

G. W. T. BEHRENS, Voorsitter: Hotelraad.

EERSTE BYLAE

MINIMUM VEREISTES VIR HOTELLE

Slaapkamers vir gaste

*1. Vloeroppervlakte (met inbegrip van portaal en ingeboude hangkaste):

(a) Enkelkamer: 11m².

(b) Dubbelkamer: 16,5 m².

In die geval van 'n hotel ten opsigte waarvan 'n drank-lisensie ingevolge die Drankwet nie gehou word nie en wat vóór 1 Januarie 1967 opgerig is of in aanbou was, kan die raad vrystelling van hierdie vereiste verleen indien hy daarvan oortuig is dat die nie-nakoming van hierdie vereiste nie afbreuk aan die standaard van die betrokke hotel sal doen nie: Met dien verstande dat die minimum vloeroppervlakte in die geval van 'n enkelkamer minstens 8,30 m² en in die geval van 'n dubbelkamer minstens 11 m² moet wees.

2. Lopende warm en koue water wat na 'n wasbak aangelê is, moet te alle tye beskikbaar wees in elke gewone slaapkamer.

*3. 'n Spieël van 300 mm x 300 mm en 'n rak by of naby elke wasbak in elke gewone slaapkamer en 'n geteelde oppervlakte van 600 mm x 450 mm onmiddellik bokant die wasbak.

4. Bedwydte:

(a) Enkelbed: Minstens 900 mm (uitgesonderd 'n bed bedoel vir 'n kind onder die ouderdom van 12 jaar).

(b) Dubbelbed: Minstens 1 201 mm.

5. Alle matrasse moet binneveermatrasse en/of van skuim-rubber of 'n ekwivalent wees (uitgesonderd 'n matras bedoel vir 'n kind onder die ouderdom van 12 jaar).

6. (a) Twee kussings per gas (slegs een vir 'n kind onder die ouderdom van 12 jaar) en ekstra komberse beskikbaar.

(b) Een gesighanddoek en een badhanddoek per gas.

7. (a) Elektriese verligting: 15 watt per m² vloeroppervlakte.

* (b) 'n Leeslamp vir elke bed met 'n skakelaar in die onmiddellike nabyheid van die bed (uitgesonderd 'n bed bedoel vir 'n kind onder die ouderdom van 12 jaar).

*8. 'n Kleedtafel (met 'n spieël en laairuimte) en 'n hangkas.

9. 'n Stoel vir elke bed (uitgesonderd 'n bed bedoel vir 'n kind onder die ouderdom van 12 jaar) of 'n rusbank in plaas van een of meer stoele.

10. 'n Spieël van 900 mm vertikaal en 375 mm horisontaal.

*11. 'n Bagasierak.

12. Dienlike en veilige slotte aan elke slaapkamer- en hangkas deur met sleutels beskikbaar.

13. (a) Ses of 12 hangers (nie van draad nie) met dwarslatte in enkel- en dubbelkamers onderskeidelik.

(b) Een klerehak per bed en 'n dasreling.

14. 'n Elektriese klokke, interne telefoon of interne verbindingsstelsel in elke slaapkamer en oproepe moet 24 uur per dag beantwoord word.

(vii) "tiled" means tiled with porcelain or ceramic tiles or marble or any other impervious material approved by the board; (ii) and

(viii) "wardrobe" means a cupboard or closet used for purposes of storing and hanging guests' clothes; Provided that a cupboard or closet not situated in a lockable dressing room shall be provided with proper doors and locks; (iii)

and a word or expression to which a meaning has been assigned in the Act or the regulations made under the Act shall bear that meaning.

3. This determination comes into force on 1 October 1980 and Government Notice 1735, dated 28 October 1966, is withdrawn with effect from that date.

G. W. T. BEHRENS, Chairman: Hotel Board.

FIRST SCHEDULE

MINIMUM REQUIREMENTS FOR HOTELS

Bedrooms for guests

*1. Floor area (inclusive of vestibule and built-in wardrobes):

(a) Single room: 11 m².

(b) Double room: 16,5 m².

The board may grant exemption from this requirement in the case of a hotel in respect of which a liquor licence in terms of the Liquor Act is not held and which was erected or in the course of construction prior to 1 January 1967, if it is satisfied that non-compliance with this requirement will not detract from the standard of the hotel concerned: Provided that the minimum floor area shall, in the case of a single room, be not less than 8,30 m² and in the case of a double room not less than 11 m².

2. Running hot and cold water serving a wash-basin to be available at all times in each ordinary bedroom.

*3. A mirror 300 mm x 300 mm and shelf at or near each wash-basin in each ordinary bedroom and an area of 600 mm x 450 mm immediately above such basin to be tiled.

4. Width of bed:

(a) Single bed: Not less than 900 mm (except a bed intended for a child under the age of 12 years).

(b) Double bed: Not less than 1 201 mm.

5. Each mattress to be inner-sprung and/or foam rubber or equivalent (except a mattress intended for a child under the age of 12 years).

6. (a) Two pillows per guest (only one for a child under the age of 12 years) and additional blankets available.

(b) One hand-towel and one bath-towel per guest.

*7. (a) Electric lighting: 15 watt per m² of floor area.

(b) A reading lamp for each bed with a switch in immediate vicinity of bed (except a bed intended for a child under the age of 12 years).

*8. A dressing table (with a mirror and drawer space) and a wardrobe.

9. A chair for each bed (except a bed intended for a child under the age of 12 years) or a couch instead of one or more chairs.

10. A mirror measuring 900 mm vertically and 375 mm horizontally.

*11. A luggage stand.

12. Serviceable and safe locks on each bedroom and wardrobe door with keys available.

13. (a) Six or twelve hangers (not of wire) with crossbars in single and double bedrooms respectively.

(b) One clothes hook per bed and a tie-rail.

14. An electric bell, internal telephone or internal communication system in each bedroom and calls to be answered 24 hours per day.

15. Indien nie met volvloermatte toegerus nie, een vloermat van 67,5 cm x 135 cm vir elke bed (uitgesonderd 'n bed bedoel vir 'n kind onder die ouderdom van 12 jaar), of een vloermat van 135 cm x 180 cm vir alle beddens gesamentlik.

16. 'n Snippermandjie.

*17. 'n 15 amp geaarde elektriese kragprop.

18. 'n Handdoekreling by of naby die wasbak in elke gewone slaapkamer.

19. Gordyne of soortgelyke afskerming by vensters.

Badkamers en sanitasie

20. Gemeenskaplike badkamers en toilette op elke vloer waar gewone slaapkamers geleë is.

21. Gemeenskaplike badkamers en toilette moet afsonderlik wees en afsonderlike voorsiening moet vir die twee geslagte gemaak word.

22. 'n Spieël van 300 mm x 300 mm en rak in elke badkamer.

23. Alle badkamer- en toiletmuur moet geteël wees tot op 'n hoogte van 1 350 mm vanaf die vloer, en muur bokant die teëls moet met 'n wasbare verf geverf of met 'n ander ondeurdringbare en wasbare bekleding of materiaal bedek wees.

24. Die bad moet ingebou en aan die buitekant geteël wees.

25. Lopende warm en koue water wat na die bad en wasbak aangelê is, moet te alle tye beskikbaar wees.

*26. Vloere en vloerbedekkings moet van ondeurdringbare materiaal wees.

27. 'n Handdoekreling by of naby elke wasbak en bad en ook 'n klerehak in elke toilet en in elke badkamer.

28. Stoel of bankie.

29. 'n Wasbare badkamermat.

30. Spoelrioolstelsel.

31. Elke toiletbak moet voorsien wees van 'n sitplek en deksel.

32. Sanitêre blik met deksel in elke toilet behalwe dié slegs vir mans bedoel.

33. Elektriese verligting: 15 watt per m² vloeroppervlakte.

Openbare kleedkamers

34. Een vir mans bestaande uit—

(a) 'n urinaal, van vlekvrystaal of enige ander ondeurdringbare materiaal tot op 'n hoogte van 1 350 mm vanaf die vloer, en muur wat met 'n wasbare verf geverf of met 'n ander ondeurdringbare en wasbare bekleding of materiaal bedek is;

(b) 'n toilet, waarvan die muur tot op 'n hoogte van 1 350 mm vanaf die vloer geteël is, en muur wat bokant die teëls met 'n wasbare verf geverf of met 'n ander ondeurdringbare en wasbare bekleding of materiaal bedek is; en

(c) 'n waskamer met 'n wasbak met lopende warm en koue water te alle tye beskikbaar, en met 'n geteëde oppervlakte van 600 mm x 450 mm onmiddellik bokant die wasbak.

35. Een vir vroue bestaande uit—

(a) 'n toilet, waarvan die muur tot op 'n hoogte van 1 350 mm vanaf die vloer geteël is en muur wat bokant die teëls met 'n wasbare verf geverf of met 'n ander ondeurdringbare en wasbare bekleding of materiaal bedek is; en

(b) 'n waskamer met 'n wasbak met lopende warm en koue water te alle tye beskikbaar, en met 'n geteëde oppervlakte van 600 mm x 450 mm onmiddellik bokant die wasbak.

36. Seep en skoon afdroogfasiliteite.

37. (a) In die geval van 'n kleedkamer vir mans, 'n spieël van 300 mm x 300 mm naby die wasbak.

(b) In die geval van 'n kleedkamer vir vroue, 'n spieël van 900 mm x 600 mm en 'n rak of kleedtafel met 'n stoel of bankie.

(c) 'n Sanitêre blik met deksel in elke toilet vir vroue.

38. Moet duidelik aangedui wees.

39. Een klerehak vir elke wasbak en in elke toilet.

15. Unless there is wall-to-wall carpeting, one floor-mat for each bed (except a bed intended for a child under the age of 12 years), 67,5 cm x 135 cm in size, or one floor-mat, 135 cm x 180 cm in size, which serves all beds.

16. A waste-paper basket.

*17. A 15 amp earthed electric power plug.

18. A towel-rail at or near the wash-basin in each ordinary bedroom.

19. Curtaining or equivalent screening at windows.

Bathrooms and sanitation

20. Communal bathrooms and toilets on each floor where ordinary bedrooms are situated.

21. Communal bathrooms and toilets to be separate and separate provision to be made for the two sexes.

22. A 300 mm x 300 mm mirror and a shelf in each bathroom.

23. All bathroom and toilet walls to be tiled to a height of 1 350 mm from the floor and walls above the tiles to be painted with washable paint or covered with other impervious and washable cladding or material.

24. Bath to be built in and tiled on the outside.

25. Running hot and cold water serving bath and wash-basin to be available at all times.

*26. Floors and floor coverings to be of impervious material.

27. A towel-rail at or near each wash-basin and bath as well as a clothes hook in each toilet and each bathroom.

28. Chair or stool.

29. A washable bathroom mat.

30. Water-borne sewerage.

31. Each toilet pan to be provided with a seat and lid.

32. Sanitary bin with lid in each toilet, except those intended for men only.

33. Electric lighting: 15 watt per m² of floor area.

Public cloak-rooms

34. One for men, consisting of—

(a) a urinal of stainless steel or any other impervious material to a height of 1 350 mm from the floor, the walls to be painted with washable paint or covered with other impervious and washable cladding or material;

(b) a toilet, the walls of which are to be tiled to a height of 1 350 mm from the floor, the walls above the tiles to be painted with washable paint or covered with other impervious and washable cladding or material; and

(c) a washroom containing a wash-basin with running hot and cold water, available at all times, an area of 600 mm x 450 mm immediately above such basin to be tiled.

35. One for women consisting of—

(a) a toilet, the walls of which are to be tiled to a height of 1 350 mm from the floor, the walls above the tiles to be painted with washable paint or covered with other impervious and washable cladding or material; and

(b) a washroom containing a wash-basin with running hot and cold water, available at all times, an area of 600 mm x 450 mm immediately above such basin to be tiled.

36. Soap and clean facilities for drying.

37. (a) In the case of a cloak-room for men, a 300 mm x 300 mm mirror near the wash-basin.

(b) In the case of a cloak-room for women, a 900 mm x 600 mm mirror and a shelf or dressing table with a chair or stool.

(c) Sanitary bin with lid in each toilet for women.

38. Shall be clearly indicated.

39. One clothes hook for each wash-basin and in each toilet.

40. Elke toiletbak moet voorsien wees van 'n sitplek en deksel.

41. 'n Slot of grendel aan elke toiletdeur.

42. Elektriese verligting: 15 watt per m² vloerooppervlakte.

Eetkamers/restaurante

*43. Geskrewe, getikte of gedrukte spyskaarte en wynlyste wat die heersende prys per maaltyd of van die individuele disse in die geval van 'n à la carte-spyskaart en van die individuele drankke op die wynlys toon, moet met elke ete in elke eetkamer en restaurant beskikbaar wees.

†44. Afsonderlike swaaidure met skopplate of ander aanvaarbare reëlins vir in- en uitgaande verkeer van die eetplek na die kombuisarea.

Kombuise en opwasplekke

45. Vloere moet van ondeurdringbare materiaal wees.

*46. Alle mure moet geteël wees tot op 'n hoogte van 1 350 mm vanaf die vloer, en mure bokant die teëls moet met 'n wasbare verf geverf of met 'n ander ondeurdringbare en wasbare bekleding of materiaal bedek wees.

47. Voorsiening vir doeltreffende ventilasie en verwydering van warm lug en reuke.

*48. Alle rakke en staanders moet van ondeurdringbare materiaal (verkieëlik vlekvrre staal) wees.

49. Vir personeel afsonderlike geriewe in of naby die kombuis, met lopende warm en koue water en seep en afdroogfasiliteite vir die was van hande.

50. Die blad van elke tafel moet van een soliede stuk vlekvrre staal, marmer of graniet of ander ondeurdringbare materiaal wees.

51. Elke kombuis en elke ander vertrek waarin voedsel berei word, moet vry van insekte, vlieë en knaagdiere gehou word.

52. Toereikende koelopbergruimte met 'n temperatuur van hoogstens 7 °C moet te alle tye beskikbaar wees.

53. Twee opwasbakke (of 'n skottelgoedwasmasjien) met lopende warm en koue water vir die was van skottelgoed, breekware en eetgerei.

*54. 'n Afsonderlike opwasbak met lopende warm en koue water vir die was van potte en panne.

*55. 'n Afsonderlike wasbak vir die voorafbereiding van voedsel.

56. Alle voedsel moet onder skoon en higiëniese toestande geberg word.

Spense en voedselopberglekke

57. Vloere moet van ondeurdringbare materiaal wees.

58. Alle mure moet met 'n wasbare verf geverf of met 'n ander ondeurdringbare en wasbare bekleding of materiaal bedek wees.

*59. Rakke en staanders moet van ondeurdringbare materiaal (verkieëlik vlekvrre staal) wees.

60. Moet vry van insekte, vlieë en knaagdiere gehou word.

Sitkamers

61. *(a) Sitkamergeriewe moet beskikbaar wees.

*(b) Elektriese klokke moet beskikbaar wees om kelners te ontbied.

Brand

62. Voldoende brandbestrydingsapparate moet op elke verdieping in stand gehou word.

63. (a) Brandtrap indien gebou uit meer as een verdieping bestaan;

(b) nooduitgangfasiliteite indien gebou uit slegs een verdieping bestaan; en

(c) aanwysings vir brandbestrydingsapparaat en nooduitgangfasiliteite op elke verdieping.

Wassery

64. Voorsiening vir die was en stryk van gaste se klere op die perseel of reëlins daarvoor weg van die perseel moet gemaak word.

65. Indien wasgoed op die perseel gedoen word, moet 'n volledige wassery met was- en strykgeriewe in stand gehou word.

40. Each toilet pan to be provided with a seat and lid.

41. A lock or bolt on each toilet door.

42. Electric lighting: 15 watt per m² of floor area.

Dining-rooms/restaurants

*43. Written, typed or printed menus and wine lists indicating the ruling price per meal or the prices of the individual dishes in the case of an à la carte menu and of the individual beverages on the wine list shall be available with each meal in each dining-room and restaurant.

†44. Separate swing doors with kickplates or other acceptable arrangements for in- and outgoing traffic from dining to kitchen area.

Kitchens and wash-ups

45. Floors to be of impervious material.

*46. All walls to be tiled to a height of 1 350 mm from the floor and walls above tiles to be painted with washable paint or covered with other impervious and washable cladding or material.

47. Provision for efficient ventilation and the removal of hot air and odours.

*48. All shelves and stands to be of impervious material (preferably stainless steel).

49. Separate facilities in or near the kitchen, with running hot and cold water, soap and drying facilities for personnel for washing hands.

50. The top of each table to be of a single solid piece of stainless steel, marble or granite or other impervious material.

51. Each kitchen and every other room in which food is prepared shall be kept clean and free from insects, flies and rodents.

52. Adequate refrigerated storage space at a temperature not exceeding 7 °C to be available at all times.

53. Two sinks (or a dishwashing machine) with running hot and cold water for the washing of dishes, crockery and cutlery.

*54. Separate sink with running hot and cold water for the washing of pots and pans.

*55. A separate sink for the pre-preparation of foodstuffs.

56. All foodstuffs to be stored under clean and hygienic conditions.

Pantries and food storage rooms

57. Floors to be of impervious material.

58. All walls to be painted with washable paint or covered with other impervious and washable cladding or material.

*59. Shelves and stands to be of impervious material (preferably stainless steel).

60. To be kept free from insects, flies and rodents.

Lounges

61. *(a) Lounge facilities shall be available.

*(b) Electric bell for summoning waiters shall be available.

Fire

62. Adequate fire-fighting appliances to be maintained on each floor.

63. (a) Fire-escape if building consists of more than one floor;

(b) escape facilities if building consists of one floor only; and

(c) signposting of fire-fighting equipment and escape facilities on each floor.

Laundry

64. Facilities for the washing and ironing of guests' clothes to be available on the premises or arrangements therefor off the premises to be made.

65. If laundry is done on the premises, a laundry proper with washing and ironing facilities shall be maintained.

Ontvangs van gaste

66. Te alle tye by 'n ontvangskantoor wat naby die hoofingang geleë is en duidelik aangedui word; sitgeriewe as geen sitkamer beskikbaar is nie.

Tarief

67. Die heersende tarief vir huisvesting ten opsigte van—

(a) alle slaapkamers moet skriftelik of per gedrukte kennisgewing te alle tye beskikbaar wees by die ontvangstoonbank;

(b) enige besondere slaapkamer moet skriftelik aan die gas by aankoms verstrek word of moet op 'n geskrewe of gedrukte kennisgewing met 'n aanduiding van die nommer van die slaapkamer op 'n opvallende plek in die betrokke slaapkamer vertoon word.

68. Indien seisoenstariewe van toepassing is, moet die kennisgewing gemeld in paragraaf 67 (a) die presiese seisoenstydperke en toepaslike tariewe duidelik aandui.

Kroeë (stegs van toepassing op hotelle met dranklisensies)

69. 'n Opwasbak (verkieëlik vlekvrystaal) met 'n geteëlde of vlekvrystaalspatbord en met lopende warm en koue water vir die was van glase, skoon afdrooggeriewe, of 'n glaswasmasjien, in of naby elke kroeë.

Kleredrag

70. Alle personeellede moet gepas, skoon en netjies gekleed wees.

Personeelhuisvesting en -geriewe

71. Voldoende en behoorlike huisvesting, gepas gemeubeleer en toegerus, met behoorlike en voldoende toilet-, bad- en wasgeriewe (met lopende warm en koue water) moet verskaf word vir alle werknemers woonagtig op die perseel.

Algemeen

72. Die binne- en buitekant van die gebou en buitegeboue moet te alle tye skoon en in 'n goeie toestand wees.

73. Elke vertrek moet behoorlik geventileer wees.

74. Alle meubels en toerusting, kombuisgereedskap, eetgerei, breekware, glasware, beddegoed, linne, gordyne, tapyte, matte en ander vloerbedekkings moet skoon en in 'n goeie toestand gehou word en geen gehapte of gebarsde breekgoed of glasware mag gebruik word nie.

75. Fasiliteite vir die veilige bewaring van gaste se kosbaarhede moet beskikbaar wees of reëlins daarvoor moet deur die hotelbestuur getref word.

76. Elke spyskaart, wynlys, tariefkaart, kennisgewing, uithangbord en inligtingspamflet uitgereik deur die hotel, bedoel vir die gebruik van inligting van gaste of besoekers moet in albei amptelike tale wees; kennisgewings of uithangborde kan as alternatief internasionaal herkenbare simbole vertoon.

* Die raad kan gedeeltelike of algehele vrystelling van hierdie vereiste verleen indien hy daarvan oortuig is dat die nie-nakoming daarvan te wyte is aan omstandighede buite die beheer van die applikant of nie afbreuk sal doen aan die gehalte van die huisvesting en diens wat verskaf word nie.

In die geval van 'n hotel wat deur die raad geregistreer is vóór 1 Oktober 1980 en waarvan die registrasie hierna ingetrek is, kan die raad by 'n daaropvolgende registrasie vrystelling verleen van enige van die minimum vereistes indien hy daarvan oortuig is dat die nie-nakoming van enige van sodanige vereistes nie afbreuk aan die standaard van die betrokke hotel sal doen nie.

† In die geval van 'n hotel ten opsigte waarvan 'n dranklisensie ingevolge die Drankwet nie gehou word nie en wat vóór 1 Januarie 1967 opgerig is of in aanbou was, kan die raad vrystelling van hierdie vereiste verleen indien hy daarvan oortuig is dat die nie-nakoming daarvan te wyte is aan omstandighede buite die beheer van die applikant of nie afbreuk aan die gehalte van diens sal doen nie.

Reception of guests

66. At all hours at a reception desk which is near the main entrance and clearly indicated; seating facilities if no lounge is available.

Tariff

67. The current tariff for accommodation in regard to—

(a) all bedrooms shall be available in writing or in a printed notice at the reception desk at all times; and

(b) any specific bedroom shall be handed to a guest in writing on arrival or displayed conspicuously in a written or printed notice in the bedroom indicating the number of the said bedroom.

68. If seasonal tariffs are applicable, the notice mentioned in paragraph 67 (a) shall clearly stipulate the exact seasonal periods and applicable tariffs.

Bars (applicable only to liquor-licensed hotels)

69. A sink (preferably stainless steel) with a tiled or stainless steel splashboard and with running hot and cold water for the washing of glasses, clean facilities for drying or a glass-washing machine in or near each bar.

Dress

70. All personnel shall be appropriately, cleanly and neatly dressed.

Staff quarters and amenities

71. Adequate and proper quarters, suitably furnished and equipped, with proper and sufficient toilet, bathing and washing facilities (with running hot and cold water) shall be provided for all employees residing on the premises.

General

72. The inside and outside of the building and outbuildings shall at all times be clean and in good repair.

73. Each room shall be properly ventilated.

74. All furniture and equipment, kitchen utensils, carpets, cutlery, crockery, glassware, bedding, linen, curtains, mats and other floor coverings shall be clean and kept in good order and no chipped or cracked crockery or glassware shall be used.

75. Facilities for the safekeeping of guests' valuables shall be available or arrangements therefor shall be made by the management.

76. Each menu, wine list, tariff card, notice, signboard and information pamphlet issued by the hotel, intended for use by or the information of guests or visitors, shall be in both official languages; notices or signboards may display internationally recognisable symbols instead.

* The board may grant partial or total exemption in respect of this requirement if it is satisfied that non-compliance therewith is due to circumstances beyond the applicant's control or that non-compliance will not detract from the standard of accommodation and service which is provided.

If a hotel was registered by the board before 1 October 1980 and the registration of such hotel is hereafter cancelled, the board may, upon subsequent registration, grant further exemptions in respect of any of the minimum requirements if it is satisfied that non-compliance with any of such requirements will not detract from the standard of the hotel concerned.

† The board may grant exemption in respect of this requirement in the case of a hotel in respect of which a liquor licence in terms of the Liquor Act is not held and which was erected or in the course of construction prior to 1 January 1967 if it is satisfied that non-compliance therewith is due to circumstances beyond the applicant's control or that non-compliance will not detract from the standard of service which is provided.

TWEEDE BYLAE
MINIMUM DIFFERENSIËLE GRADERINGSVEREISTES

	Vyf-ster	Vier-ster	Drie-ster	Twee-ster	Een-ster
1. STRUKTUREEL					
1. (a) Slaapakkommodasie vir gaste	5% suites en die res slaapkamers met badkamers 'n Stort vanuit die muur of plafon in elke badkamer, en 'n stortgordyn Toelatingsfaktor 1 (a)	100% slaapkamers met badkamers of 90% slaapkamers met badkamers en die res slaapkamers met storte 'n Stort vanuit die muur of plafon in elke badkamer, en 'n stortgordyn. Toelatingsfaktor 1 (a)	100% slaapkamers met badkamers of 75% slaapkamers met badkamers en die res slaapkamers met storte Toelatingsfaktore 1 (a) en 3	100% slaapkamers met badkamers of 60% slaapkamers met badkamers en die res slaapkamers met storte Toelatingsfaktore 1 en 3	100% slaapkamers met badkamers of 50% slaapkamers met badkamers en die res slaapkamers met storte Toelatingsfaktore 1 en 3
1. (b) Vloeroppervlakte	Dubbelkamer: 18,5 m ² Enkelkamer: 14,0 m ² Toelatingsfaktor 1 (a)	Dubbelkamer: 18,5 m ² Enkelkamer: 14,0 m ² Toelatingsfaktor 1 (a)	Dubbelkamer: 16,5 m ² Enkelkamer: 12,0 m ² Toelatingsfaktor 1 (a)	Dubbelkamer: 16,5 m ² Enkelkamer: 11,0 m ² Toelatingsfaktor 1 (a)	Dubbelkamer: 16,5 m ² Enkelkamer: 11,0 m ² Toelatingsfaktor 1 (a)
1. (c) Verhouding van gemeenskaplike baddens en toilette tot beddens in gewone slaapkamers	—	—	1:4 Toelatingsfaktor 2 (a)	1:7 Toelatingsfaktor 2 (a)	1:8 Met dien verstande dat in die geval van 'n hotel ten opsigte waarvan daar nie 'n hotel-dranklisensie ingevolge die Drankwet gehou word nie en wat opgerig is of in aanbou was voor 1 Januarie 1967, die verhouding 1:12 mag wees Toelatingsfaktore 2 (a) of 2 (b)
1. (d) Eetkamer(s)/restaurant(e)	(i) Twee elke dag oop vir die publiek vir bediening van à la carte-middag- en -aandete, waarvan minstens een daaglik oop is vir bediening van ontbyt (ii) Agt uur diens beskikbaar per dag in ten minste een	(i) Een elke dag oop vir die publiek vir bediening van ontbyt en à la carte-middag- en -aandete (ii) Sewe uur diens beskikbaar per dag	(i) Een elke dag oop vir die publiek vir bediening van ontbyt en à la carte-middag- en -aandete (ii) Ses uur diens beskikbaar per dag Toelatingsfaktor 3	Een elke dag oop vir die publiek vir bediening van ontbyt en middag- en aandete Toelatingsfaktor 3	Een elke dag oop vir die publiek vir bediening van ontbyt en middag- en aandete Toelatingsfaktor 3
1. (e) Permanente funksiekamer(s)	Drie Toelatingsfaktor 3	Twee Toelatingsfaktor 3	Een Toelatingsfaktor 3	—	—
1. (f) Spesialiteitskroeg/-kroë (onderworpe aan die bepalings van die Drankwet)	Een, oop vir gaste— (i) een uur voor, en gedurende middag- en aandete; en (ii) minstens sewe uur per dag Toelatingsfaktor 4	Een, oop vir gaste— (i) een uur voor, en gedurende middag- en aandete; en (ii) minstens sewe uur per dag Toelatingsfaktor 4	Een, oop vir gaste— (i) een uur voor, en gedurende middag- en aandete; en (ii) minstens sewe uur per dag Toelatingsfaktor 4		
2. UITRUSTING EN MEUBELS					
2. (a) Telefoon	In elke slaapkamer vir inkomende en uitgaande oproepe vier-en-twintig uur per dag	In elke slaapkamer vir inkomende en uitgaande oproepe vier-en-twintig uur per dag	In elke slaapkamer vir inkomende en uitgaande oproepe vier-en-twintig uur per dag Toelatingsfaktor 4	Beskikbaar op perseel vir die maak en ontvang van oproepe	Beskikbaar op perseel vir die maak en ontvang van oproepe

	Vyf-ster	Vier-ster	Drie-ster	Twee-ster	Een-ster
2. (b) Radio- en musiekdiens	Vierkanaal in elke slaapkamer, waarvan ten minste drie vir verskillende radiodienste is	Vierkanaal in elke slaapkamer, waarvan ten minste drie vir verskillende radiodienste is	Driekanaal in elke slaapkamer, waarvan ten minste twee vir verskillende radiodienste is	Radiodienste beskikbaar in slaapkamers op versoek	
2. (c) Kleurtelevisie	In elke slaapkamer (of in die sitkamer in die geval van suites) Toelatingsfaktore 4 en 5	In 50% van die slaapkamers (of in die sitkamer in die geval van suites) en in 'n openbare vertrek benewens enige beskikbaar in kroeg Toelatingsfaktor 5	Beskikbaar in 'n openbare vertrek benewens enige beskikbaar in kroeg Toelatingsfaktor 5		
2. (d) Lugreëling en verwarming	In elke slaapkamer en toegeboorde openbare vertrek Toelatingsfaktor 3	In elke slaapkamer en toegeboorde restaurant/eetkamer en verwarming in oorblywende toegeboorde openbare vertrekke Toelatingsfaktor 3	Verwarming beskikbaar in elke slaapkamer en toegeboorde openbare vertrek Toelatingsfaktor 3	Verwarming beskikbaar op versoek Toelatingsfaktor 3	Verwarming beskikbaar op versoek Toelatingsfaktor 3
2. (e) Hysbakke	Een vir diens en personeel en een vir gaste indien gebou meer as twee verdiepings beslaan	Een vir diens en personeel en een vir gaste indien gebou meer as twee verdiepings beslaan	Een vir diens en personeel en een vir gaste indien gebou meer as twee verdiepings beslaan Toelatingsfaktor 3	Een indien gebou meer as drie verdiepings beslaan	Een indien gebou meer as drie verdiepings beslaan
2. (f) Skeerproppe	Beskikbaar met dubbelstroomspanning in elke slaapkamer en geleë naby 'n spieël Toelatingsfaktor 3	Beskikbaar met dubbelstroomspanning in elke slaapkamer en geleë naby 'n spieël Toelatingsfaktor 3	Beskikbaar met dubbelstroomspanning in elke slaapkamer en geleë naby 'n spieël Toelatingsfaktor 3	Beskikbaar Toelatingsfaktor 3	Beskikbaar Toelatingsfaktor 3
2. (g) Vloerbedekking	Alle slaapkamers, toegeboorde openbare vertrekke en gange met volvloermatte toegerus Toelatingsfaktor 6	Alle slaapkamers, toegeboorde openbare vertrekke en gange met volvloermatte toegerus Toelatingsfaktor 6	Alle slaapkamers met volvoermatte toegerus Toelatingsfaktor 6		
2. (h) Kwaliteit van uitrusting en meubels	Uitmunterend Toelatingsfaktor 3	Uitstekend Toelatingsfaktor 3	Baie goed Toelatingsfaktor 3	Goed	Redelik
3. DIENSTE					
3. (a) Ontvangskantoor diens	Voltydse ontvangsdienste vier-en-twintig uur per dag deur 'n persoon wat bekwaam is om ontvangsdienstepligte te verrig	Voltydse ontvangsdienste vier-en-twintig uur per dag deur 'n persoon wat bekwaam is om ontvangsdienstepligte te verrig	Toonbankdiens sestien uur per dag deur 'n persoon wat bekwaam is om ontvangsdienstepligte te verrig; daarna 'n lid van die personeel wat deur 'n klokke ontbied kan word vir die in- en afteken van gaste asook om reëlins te tref vir bagasiedienste	Toonbankdiens veertien uur per dag deur 'n persoon wat bekwaam is om ontvangsdienstepligte te verrig; daarna 'n lid van die personeel wat deur 'n klokke ontbied kan word vir die inteken van gaste	Lid van personeel wat by die ontvangskantoor se toonbank of by die hoofingang ontbied kan word veertien uur per dag vir die in- en afteken van gaste; daarna 'n lid van die personeel wat deur 'n klokke ontbied kan word vir die inteken van gaste
3. (b) Boodskapdiens	Boodskappe ontvang vir gaste skriftelik aangeteken en afgelewer	Boodskappe ontvang vir gaste skriftelik aangeteken en afgelewer	Boodskappe ontvang vir gaste skriftelik aangeteken en afgelewer	Beskikbaar	Beskikbaar

	Vyf-ster	Vier-ster	Drie-ster	Twee-ster	Een-ster
3. (c) Wek- en roepdiens vir gaste	Beskikbaar vier-en-twintig uur per dag	Beskikbaar vier-en-twintig uur per dag	Beskikbaar vier-en-twintig uur per dag	Beskikbaar	Beskikbaar
3. (d) Kamerbediening (in slaapkamers en suites)	(i) Beschikbaar vir bediening van volle maaltye van 07h00 tot 23h00 (ii) Beschikbaar vir bediening van ligte maaltye vier-en-twintig uur per dag (iii) Beschikbaar vir bediening van alkoholiese drank en ligte verversings vier-en-twintig uur per dag	(i) Beschikbaar vir bediening van volle maaltye van 07h00 tot 22h00 (ii) Beschikbaar vir bediening van ligte maaltye vier-en-twintig uur per dag (iii) Beschikbaar vir bediening van alkoholiese drank en ligte verversings vier-en-twintig uur per dag	Beskikbaar vir bediening van ligte verversings en alkoholiese drank agtien uur per dag	Beskikbaar vir bediening van ligte verversings en alkoholiese drank veertien uur per dag: Met dien verstande dat in die geval van 'n hotel ten opsigte waarvan 'n hotel-dranklisensie ingevolge die Drankwet nie gehou word nie, kamerbediening twaalf uur lank per dag beskikbaar moet wees.	Beskikbaar vir bediening van ligte verversings en alkoholiese drank twaalf uur per dag: Met dien verstande dat in die geval van 'n hotel ten opsigte waarvan 'n hotel-dranklisensie ingevolge die Drankwet nie gehou word nie, kamerbediening tien uur lank per dag beskikbaar moet wees
3. (e) Skoenskoonmaakdiens	Selfdiensfasiliteite beskikbaar asook diens op versoek	Selfdiensfasiliteite beskikbaar asook diens op versoek	Diens beskikbaar of selfdiensfasiliteite	Reëlins deur hotel getref vir gaste	Reëlins deur hotel getref vir gaste
3. (f) Sekretariële diens	Reëlins deur hotel getref, asook vir fotokopiëring en vier-en-twintig uur teleksdiens	Reëlins deur hotel getref, asook vir fotokopiëring en vier-en-twintig uur teleksdiens	Reëlins deur hotel getref vir tikdienste		
3. (g) Lyfbediendediens	Beskikbaar op perseel van 07h00 tot 21h00	Beskikbaar op perseel van 07h00 tot 21h00	Beskikbaar op perseel van 12h00 tot 20h00	Beskikbaar volgens reëling	
3. (h) Vervoer	Reëlins deur hotel getref vir gaste	Reëlins deur hotel getref vir gaste	Reëlins deur hotel getref vir gaste		
3. (i) Haarkappersalon	Voltyds op die perseel, vir mans en dames gedurende normale sake-ure van toepassing op die haarkappersbedryf Toelatingsfaktor 7	Voltyds op die perseel, vir mans en dames gedurende normale sake-ure van toepassing op die haarkappersbedryf Toelatingsfaktor 7			
3. (j) Was-en-strykwerk en droogskoonmaakwerk	Selfde-dag-diens beskikbaar, uitgesonderd naweke en openbare vakansiedae	Vier-en-twintig uur diens beskikbaar, uitgesonderd naweke en openbare vakansiedae Toelatingsfaktor 4	Beskikbaar, uitgesonderd naweke en openbare vakansiedae Toelatingsfaktor 4	Was-en-strykdiens beskikbaar volgens reëling, uitgesonderd naweke en openbare vakansiedae	Was-en-strykdiens beskikbaar volgens reëling, uitgesonderd naweke en openbare vakansiedae
4. FASILITEITE EN DIVERSE					
4. (a) Parkering	Parkering voorsien of reëlins getref deur hotel	Parkering voorsien of reëlins getref deur hotel	Reëlins getref deur hotel		
4. (b) Ontspanning	Twee soos die volgende beskikbaar by die hotel: Golfbaan kinderspeelfasiliteite muurbal rolbal sauna swembad tennis	Een soos die volgende beskikbaar by die hotel: Golfbaan kinderspeelfasiliteite muurbal rolbal sauna swembad tennis	Een soos die volgende beskikbaar by die hotel: Golfbaan kinderspeelfasiliteite muurbal rolbal sauna swembad tennis Toelatingsfaktor 4		

	Vyf-ster	Vier-ster	Drie-ster	Twee-ster	Een-ster
4. (c) Skryfbehoeftes	In slaapkamers voorsien: Met inbegrip van behoorlik aangebode koeverte, brief- hoofde, lugbriefvorms, pos- kaarte en telegramvorms	In slaapkamers voorsien: Met inbegrip van behoorlik aangebode koeverte, brief- hoofde, lugbriefvorms, pos- kaarte en telegramvorms	In slaapkamers voorsien: Met inbegrip van koe- verte, briefhoofde en tele- gramvorms	Beskikbaar	Beskikbaar
4. (d) Glase en yswater	Ys of yswater en 'n glas vir elke gas in slaapkamers voorsien	Ys of yswater en 'n glas vir elke gas in slaapkamers voorsien	'n Glas vir elke gas in slaap- kamers voorsien en ys of yswater beskikbaar	'n Glas vir elke gas in slaap- kamers voorsien	'n Glas vir elke gas in slaap- kamers voorsien
4. (e) Gesigsneespapier.....	In slaapkamers voorsien	In slaapkamers voorsien	In slaapkamers voorsien		
4. (f) Seep en toiletpapier	In slaapkamers en toilette voor- sien; seep paslik toegedraai	In slaapkamers en toilette voorsien; seep paslik toege- draai	Seep by elke wasbak en toilet- papier in elke toilet voor- sien	Seep by elke wasbak en toilet- papier in elke toilet voor- sien	Seep by elke wasbak en toilet- papier in elke toilet voor- sien
4. (g) Noodvoorraad	Die volgende items beskikbaar by die hotel vier-en-twintig uur per dag: Tandeborsel, tandepasta, skeermes, skeerroom, kam, naaldwerknooduitrusting en sanitêre doekies Toelatingsfaktor 4	Die volgende items beskikbaar by die hotel vier-en-twintig uur per dag: Tandeborsel, tandepasta, skeermes, skeerroom, kam, naaldwerknooduitrusting en sanitêre doekies Toelatingsfaktor 4	Drie van die volgende items beskikbaar by die hotel vier-en-twintig uur per dag: Tandeborsel, tandepasta, skeermes, skeerroom, kam, naaldwerknooduitrusting en sanitêre doekies Toelatingsfaktor 4		

SECOND SCHEDULE
MINIMUM DIFFERENTIAL GRADING REQUIREMENTS

	Five-star	Four-star	Three-star	Two-star	One-star
1. STRUCTURAL: (a) Sleeping accommodation for guests	5% suites and balance bedrooms with bathrooms; every bathroom must have a shower projecting from the wall or ceiling, with a shower curtain Tolerance factor 1 (a)	100% bedrooms with bathrooms or 90% bedrooms with bathrooms and balance bedrooms with showers; every bathroom must have a shower projecting from the wall or ceiling, with a shower curtain Tolerance factor 1 (a)	100% bedrooms with bathrooms or 75% bedrooms with bathrooms and balance bedrooms with showers Tolerance factors 1 (a) and 3	100% bedrooms with bathrooms or 60% bedrooms with bathrooms and balance bedrooms with showers Tolerance factors 1 and 3	100% bedrooms with bathrooms or 50% bedrooms with bathrooms and balance bedrooms with showers Tolerance factors 1 and 3
1. (b) Floor area	Double room: 18,5 m ² Single room: 14,0 m ² Tolerance factor 1 (a)	Double room: 18,5 m ² Single room: 14,0 m ² Tolerance factor 1 (a)	Double room: 16,5 m ² Single room: 12,0 m ² Tolerance factor 1 (a)	Double room: 16,5 m ² Single room: 11,0 m ² Tolerance factor 1 (a)	Double room: 16,5 m ² Single room: 11,0 m ² Tolerance factor 1 (a)
1. (c) Ratio of communal baths and toilets to beds in ordinary bedrooms	—	—	1:4 Tolerance factor 2 (a)	1:7 Tolerance factor 2 (a)	1:8 Provided that in the case of a hotel in respect of which a hotel liquor licence in terms of the Liquor Act is not held and which was erected or in the course of construction prior to 1 January 1967, the ratio may be 1:12 Tolerance factors 2 (a) or 2 (b)
1. (d) Dining-room(s) / restaurant(s)	(i) Two open daily to the public for the serving of à la carte lunch and dinner, of which at least one is open daily for the serving of breakfast (ii) Service available for 8 hours per day in at least one	(i) One open daily to the public for the serving of breakfast, à la carte lunch and dinner (ii) Service available for 7 hours per day	(i) One open daily to the public for the serving of breakfast, à la carte lunch and dinner (ii) Service available for 6 hours per day Tolerance factor 3	One open daily to the public for the serving of breakfast, lunch and dinner Tolerance factor 3	One open daily to the public for the serving of breakfast, lunch and dinner Tolerance factor 3
1. (e) Permanent function room(s)	Three Tolerance factor 3	Two Tolerance factor 3	One Tolerance factor 3		
1. (f) Speciality bar(s): (Subject to the provisions of the Liquor Act)	One, open to guests— (i) one hour before and during lunch and dinner; and (ii) not less than seven hours per day Tolerance factor 4	One, open to guests— (i) one hour before and during lunch and dinner; and (ii) not less than seven hours per day Tolerance factor 4	One, open to guests— (i) one hour before and during lunch and dinner; and (ii) not less than seven hours per day Tolerance factor 4		

	Five-star	Four-star	Three-star	Two-star	One-star
2. EQUIPMENT AND FURNISHINGS:					
2. (a) Telephone	In each bedroom for incoming and outgoing calls twenty-four hours per day	In each bedroom for incoming and outgoing calls twenty-four hours per day	In each bedroom for incoming and outgoing calls twenty-four hours per day Tolerance factor 4	Available on premises for making and receiving calls	Available on premises for making and receiving calls
2. (b) Radio and music service	Four-channel in each bedroom, of which at least three are for different radio services	Four-channel in each bedroom, of which at least three are for different radio services	Three-channel in each bedroom, of which at least two are for different radio services	Radio service available in bedrooms on request	
2. (c) Colour television	In each bedroom (or in the lounge in the case of a suite) Tolerance factors 4 and 5	In 50% of bedrooms (or in the lounge in the case of a suite) and in a public room in addition to any available in bars Tolerance factor 5	Available in a public room in addition to any available in bars Tolerance factor 5		
2. (d) Air-conditioning and heating	In each bedroom and enclosed public room Tolerance factor 3	In each bedroom and enclosed restaurant/dining-room and heating in remaining enclosed public rooms Tolerance factor 3	Heating provided in each bedroom and enclosed public room Tolerance factor 3	Heating available on request Tolerance factor 3	Heating available on request Tolerance factor 3
2. (e) Lifts	One for service and personnel and one for guests, if building comprises more than two floors	One for service and personnel and one for guests, if building comprises more than two floors	One for service and personnel and one for guests, if building comprises more than two floors Tolerance factor 3	One if building comprises more than three floors	One if building comprises more than three floors
2. (f) Shaver plugs	Provided, with dual voltage, in each bedroom and located near a mirror Tolerance factor 3	Provided, with dual voltage, in each bedroom and located near a mirror Tolerance factor 3	Provided, with dual voltage, in each bedroom and located near a mirror Tolerance factor 3	Available Tolerance factor 3	Available Tolerance factor 3
2. (g) Floor covering	Wall-to-wall carpeting in all bedrooms, enclosed public rooms and passages Tolerance factor 6	Wall-to-wall carpeting in all bedrooms, enclosed public rooms and passages Tolerance factor 6	Wall-to-wall carpeting in all bedrooms Tolerance factor 6		
2. (h) Quality of equipment and furnishings	Outstanding Tolerance factor 3	Excellent Tolerance factor 3	Very good Tolerance factor 3	Good	Fair
3. SERVICES					
3. (a) Reception office service	Full-time reception service twenty-four hours per day by person capable of performing reception office duties	Full-time reception service twenty-four hours per day by person capable of performing reception office duties	Desk attendance sixteen hours per day by person capable of performing reception office duties; thereafter member of personnel who can be summoned by means of a bell for checking in and out of guests and for arranging baggage service	Desk attendance fourteen hours per day by person capable of performing reception office duties; thereafter member of personnel who can be summoned by means of a bell for checking in of guests	Member of personnel who can be summoned at the counter of the reception office or at the main entrance fourteen hours per day for checking in and out of guests; thereafter a member of personnel who can be summoned by means of a bell for checking in of guests

	Five-star	Four-star	Three-star	Two-star	One-star
3. (b) Message service	Messages received for guests, recorded in writing and delivered	Messages received for guests, recorded in writing and delivered	Messages received for guests, recorded in writing and delivered	Available	Available
3. (c) Guest call and paging service	Available twenty-four hours per day	Available twenty-four hours per day	Available twenty-four hours per day	Available	Available
3. (d) Floor service (In bedrooms and suites)	(i) Available for service of full meals 07h00 to 23h00 (ii) Available for service of light meals twenty-four hours per day (iii) Available for service of alcoholic beverages and light refreshments twenty-four hours per day	(i) Available for service of full meals 07h00 to 22h00 (ii) Available for service of light meals twenty-four hours per day (iii) Available for service of alcoholic beverages and light refreshments twenty-four hours per day	Available for service of light refreshments and alcoholic beverages eighteen hours per day	Available for service of light refreshments and alcoholic beverages fourteen hours per day: Provided that in the case of a hotel in respect of which a hotel liquor licence in terms of the Liquor Act is not held, floor service available for twelve hours per day	Available for service of light refreshments and alcoholic beverages twelve hours per day: Provided that in the case of a hotel in respect of which a hotel liquor licence in terms of the Liquor Act is not held, floor service available for ten hours per day
3. (e) Shoe cleaning	Self-cleaning facilities available and service on request	Self-cleaning facilities available and service on request	Service available or self-cleaning facilities	Arrangements made by hotel for guests	Arrangements made by hotel for guests
3. (f) Secretarial service	Arrangements made by hotel, also for photocopying and twenty-four hours telex service	Arrangements made by hotel, also for photocopying and twenty-four hours telex service	Arrangements made by hotel for typing service		
3. (g) Valet service.....	Available on premises from 07h00 to 21h00	Available on premises from 07h00 to 21h00	Available on premises from 12h00 to 20h00	Available by arrangement	
3. (h) Transport	Arrangements made by hotel for guests	Arrangements made by hotel for guests	Arrangements made by hotel for guests		
3. (i) Hairdressing salon	Full-time on premises for men and women during normal business hours applicable to hairdressing industry Tolerance factor 7	Full-time on premises for women during normal business hours applicable to hairdressing industry Tolerance factor 7			
3. (j) Laundry and dry-cleaning	Same-day service available exclusive of weekends and public holidays	Twenty-four hours service available exclusive of weekends and public holidays Tolerance factor 4	Available exclusive of week-ends and public holidays Tolerance factor 4	Laundry service available by arrangement exclusive of weekends and public holidays	Laundry service available by arrangement exclusive of weekends and public holidays
4. FACILITIES AND MISCELLANEOUS					
4. (a) Parking	Parking provided or arrangements made by hotel	Parking provided or arrangements made by hotel	Arrangements made by hotel		

	Five-star	Four-star	Three-star	Two-star	One-star
4. (b) Recreational	Two such as the following available at the hotel: Bowls children's play facilities golf course sauna squash swimming pool tennis	One such as the following available at the hotel: Bowls children's play facilities golf course sauna squash swimming pool tennis	One such as the following available at the hotel: Bowls children's play facilities golf course sauna squash swimming pool tennis Tolerance factor 4		
4. (c) Stationery	Provided in bedrooms: To include suitably presented envelopes, aerogram forms, letterheads, postcards and telegram forms	Provided in bedrooms: To include suitably presented envelopes, aerogram forms, letterheads, postcards and telegram forms	Provided in bedrooms: To include envelopes, letterheads and telegram forms	Available	Available
4. (d) Glasses and ice water	Ice or ice water and a glass for each guest provided in bedrooms	Ice or ice water and a glass for each guest provided in bedrooms	A glass for each guest provided in bedrooms and ice or ice water available	A glass for each guest provided in bedrooms	A glass for each guest provided in bedrooms
4. (e) Facial tissues	Provided in bedrooms	Provided in bedrooms	Provided in bedrooms		
4. (f) Soap and toilet paper	Provided in bedrooms and toilets; soap suitably wrapped	Provided in bedrooms and toilets; soap suitably wrapped	Soap provided at each wash-basin and toilet paper in each toilet	Soap provided at each wash-basin and toilet paper in each toilet	Soap provided at each wash-basin and toilet paper in each toilet
4. (g) Emergency provisions	The following items available at the hotel twenty-four hours per day: Toothbrush, toothpaste, razor, shaving cream, comb, emergency sewing kit and sanitary towels Tolerance factor 4	The following items available at the hotel twenty-four hours per day: Toothbrush, toothpaste, razor, shaving cream, comb, emergency sewing kit and sanitary towels Tolerance factor 4	Three of the following items available at the hotel twenty-four hours per day: Toothbrush, toothpaste, razor, shaving cream, comb, emergency sewing kit and sanitary towels Tolerance factor 4		

TOELATINGSFAKTORE

Toelatingsfaktor 1

(a) Waar 'n hotel nie ten volle voldoen aan die vereistes vir slaapkamers met badkamers of ten opsigte van slaapkamergrottes nie, kan die raad, in die geval van hotele wat voor 1 Oktober 1980 opgerig is, toestem om die minimum vereistes te verlaag.

(b) Om die verhouding van slaapkamers met badkamers of slaapkamers met storte te bepaal, word twee slaapkamers met badkamers of met storte maar sonder toiletfasiliteite beskou as een slaapkamer met badkamer of een slaapkamer met 'n stort, na gelang van die geval.

Toelatingsfaktor 2

(a) Indien 'n hotel wat voor 1 Oktober 1980 opgerig is, uitgesonderd 'n een-sterhotel ten opsigte waarvan 'n hoteldranklisensie ingevolge die Drankwet nie gehou word nie, nie aan die minimum verhouding van baddens in gemeenskaplike badkamers tot beddens voldoen nie maar daar, benewens gemeenskaplike baddens, ook aparte storte verskaf word, kan die raad daardie storte reken in die verhouding van een stort gelykstaande aan een bad: Met dien verstande dat die getal baddens in gemeenskaplike badkamers nooit minder mag wees as 80 persent van die totale getal wat volgens die minimum verhouding vereis word nie.

(b) Indien 'n een-sterhotel ten opsigte waarvan 'n hoteldranklisensie ingevolge die Drankwet nie gehou word nie en wat vóór 1 Januarie 1967 opgerig is of in aanbou was, nie aan die minimum verhouding van baddens in gemeenskaplike badkamers tot beddens voldoen nie maar daar, benewens gemeenskaplike baddens, ook aparte storte verskaf word, kan die raad daardie storte reken in die verhouding van een stort gelykstaande aan een bad: Met dien verstande dat die getal baddens in gemeenskaplike badkamers nooit minder mag wees as 50 persent van die totale getal wat volgens die minimum verhouding vereis word nie.

Toelatingsfaktor 3

Indien die raad daarvan oortuig is dat die nie-nakoming van hierdie vereiste nie aan die standaard van die betrokke hotel afbreuk sal doen nie, kan hy, onderworpe aan sulke vereistes as wat hy stel, gedeeltelike of algehele vrystelling van hierdie vereiste verleen.

Toelatingsfaktor 4

Indien die raad daarvan oortuig is dat die nie-nakoming van hierdie vereiste te wyte is aan omstandighede buite die beheer van die applikant, kan hy, onderworpe aan sodanige vereistes as wat hy stel, vrystelling van hierdie vereiste verleen.

Toelatingsfaktor 5

Indien die raad daarvan oortuig is dat, in die gebied waarin die hotel geleë is, die televisie-ontvangs sodanig is dat 'n doeltreffende diens nie gelewer kan word nie kan hy vrystelling van hierdie vereiste verleen.

Toelatingsfaktor 6

Indien die raad daarvan oortuig is dat die aard van die vloere van die hotel sodanig is dat die nie-nakoming van hierdie vereiste geen afbreuk aan die standaard van daardie hotel sal doen nie, kan hy gedeeltelike of algehele vrystelling van hierdie vereiste verleen.

Toelatingsfaktor 7

Die raad kan vrystelling van hierdie vereiste verleen indien hy daarvan oortuig is dat daar 'n haarkapperij, soos vereis, gerieflik vir gaste in die onmiddellike nabyheid van die hotel geleë is.

Algemene toelatingsfaktore

(a) Indien 'n hotel voldoen aan die minimum differensiële graderingsvereistes van 'n bepaalde graad en daarbenewens oor bykomende fasiliteite beskik en bykomende dienste lewer wat nie as minimum differensiële vereistes vir daardie bepaalde graad voorgeskryf is nie, kan die raad, met inagneming van daardie fasiliteite en dienste, en ondanks die bepaling van paragraaf 1 (b) van hierdie vasstelling, sodanige hotel een graad hoër plaas as dié waarvoor dit ingevolge die minimum differensiële vereistes kwalifiseer.

(b) Indien 'n hotel voor 1 Oktober 1980 by die raad geregistreer was en die registrasie is daarna ingetrek kan die raad by daaropvolgende registrasie verdere toelatings ten opsigte van enige van die minimum differensiële graderingsvereistes toestaan indien hy tevrede is dat die nie-nakoming van sulke vereistes nie aan die standaard van die betrokke hotel afbreuk sal doen nie.

TOLERANCE FACTORS

Tolerance factor 1

(a) Where a hotel does not fully comply with the requirements in respect of bedrooms with bathrooms or in respect of bedroom sizes the board may, in the case of hotels established before 1 October 1980, agree to lower minimum requirements.

(b) For purposes of determining the required proportion of bedrooms with bathrooms or bedrooms with showers, two bedrooms with bathrooms or with showers but without toilet facilities shall be regarded as one bedroom with bathroom or one bedroom with shower, as the case may be.

Tolerance factor 2

(a) If the minimum ratio of baths in communal bathrooms to beds is not complied with by a hotel established before 1 October 1980, except a one-star hotel in respect of which a hotel liquor licence in terms of the Liquor Act is not held, but apart from communal baths separate showers are also provided, the board may take such showers into account in the proportion of one shower being equal to one bath: Provided that the number of baths in communal bathrooms may never be less than 80 per cent of the total number which is required under the minimum ratio.

(b) If the minimum ratio of baths in communal bathrooms to beds is not complied with by a one-star hotel in respect of which a hotel liquor licence in terms of the Liquor Act is not held and which was erected or in the course of construction prior to 1 January 1967, but apart from communal baths separate showers are also provided, the board may take such showers into account in the proportion of one shower being equal to one bath: Provided that the number of baths in communal bathrooms may never be less than 50 per cent of the total number required under the minimum ratio.

Tolerance factor 3

If the board is satisfied that non-compliance with this requirement will not detract from the standard of the hotel concerned, it may grant partial or total exemption from this requirement subject to such conditions as it may determine.

Tolerance factor 4

If the board is satisfied that non-compliance with this requirement is due to circumstances beyond the applicant's control, it may grant exemption from this requirement subject to such conditions as it may determine.

Tolerance factor 5

If the board is satisfied that in the area in which the hotel is situated the television reception is such that an effective service cannot be provided, it may grant exemption from this requirement.

Tolerance factor 6

If the board is satisfied that the nature of the floors of a hotel is such that non-compliance with this requirement will not detract from the standard of the hotel, it may grant partial or total exemption from this requirement.

Tolerance factor 7

If the board is satisfied that a hairdressing salon as required is conveniently situated for guests in the immediate vicinity of the hotel, it may grant exemption from this requirement.

General tolerances

(a) If a hotel complies with the minimum differential grading requirements of a particular grade and also has additional facilities available and renders additional services which are not prescribed as minimum differential requirements for that particular grade, the board may, with due regard to such facilities and services and notwithstanding the provisions of paragraph 1 (b) of this determination, place such hotel in a grade one higher than the grade for which it qualifies in terms of the minimum differential requirements; and

(b) if a hotel was registered by the board before 1 October 1980 and the registration of such hotel is subsequently cancelled, the board may upon subsequent registration grant further tolerances in respect of any of the minimum differential grading requirements if it is satisfied that non-compliance with such requirements will not detract from the standards as determined for any particular grade.

DERDE BYLAE
GRADERINGSFAKTORE EN PUNTE

<i>Opsomming</i>	<i>Maksimum punte</i>
Graderingsfaktor 1.—Strukturele eienskappe (25 persent): Beperk tot die gebou(e) as sodanig, toereikendheid van badkamer-/toiletgeriewe (oor die algemeen), slaapkamers en suites (insluitende lugreëling), kombuis(e), eetkamer(s), sitkamer(s), spesialiteitskroeg (-kroeë), publieke toilette; toestand van hierdie geriewe; parkering en bykomende fasiliteite.....	250
Graderingsfaktor 2.—Meublement, toebehore, décor en lugreëling (25 persent): Toereikendheid, gehalte, gerief en gemak in die hele hotel, met inbegrip van woningtekstielware, linnegoed; verskaffing van telefone, radio's, televisie; toestand van meublement en toebehore.....	250
Graderingsfaktor 3.—Diens (25 persent): Beskikbaarheid, doeltreffendheid en hoflikheid van ontvangsdienste en dié wat betrekking het op slaapkamers, eetkamer(s), sitkamer(s), ens.; algemene sindelikeit van geriewe; tweetaligheid, ens.....	250
Graderingsfaktor 4.—Voedsel (25 persent): Gehalte, bereiding en verskeidenheid van voedsel en wynsoorte; ook maaltydure, kwaliteit van tafalgerei, breekware, glasware, tafelluistrusting, spyskaarte, ens.....	250
	1 000

GRADERINGSFAKTOR 1.—Strukturele eienskappe (Maksimum—250 punte uit 1 000):

	<i>A Slaapkamers met bad- kamers</i>	<i>B Slaapkamers met storte</i>	<i>C Gewone slaapkamers</i>
	<i>Punte</i>	<i>Punte</i>	<i>Punte</i>
1.1 Badkamer-/toiletgeriewe (80):			
(a) Persentasie van eenhede in verhouding tot totale getal slaapkamers/suites:			
0–10 persent.....	0– 8	0– 6	0– 3
11–20 persent.....	9–16	7–12	4– 6
21–30 persent.....	17–24	13–18	7– 9
31–40 persent.....	25–32	19–24	10–12
41–50 persent.....	33–40	25–30	13–15
51–60 persent.....	41–48	31–36	16–18
61–70 persent.....	49–56	37–42	19–21
71–80 persent.....	57–64	43–48	22–24
81–90 persent.....	65–72	49–54	25–27
91–100 persent.....	73–80	55–60	28–30
Telling volgens berekening: maksimum punte.....	80	60	30

(b) Stortgeriewe in slaapkamers met badkamers:

Tel by 'n maksimum van 20 persent van die totale punte wat toegeken is onder bostaande Kolom A vir badkamers waarin ook vir stortgeriewe voorsiening gemaak is (waar van toepassing, benewens die maksimum van 80 punte hierbo aangedui), soos volg toegeken—

- (i) afsonderlike storthokkies met gordyne: 20 persent;
- (ii) storte vanuit muur of plafon met stortgordyn: 15 persent; en
- (iii) handstort: 5 persent.

1.2 Slaapkamers (38):

(a) Gemiddelde grootte.—Vloeroppervlakte met inbegrip van portaal en ingeboude klerekaste:

<i>Enkelkamers</i>	<i>Dubbelkamers</i>	<i>Punte</i>
8,3–9,0 m ²	11,0–12,9 m ²	5–7
9,1–9,9 m ²	13,0–14,7 m ²	8
10,0–11,9 m ²	14,8–16,5 m ²	9
12,0–13,9 m ²	16,6–18,4 m ²	11
14,0 m ² of groter	18,5 m ² of groter	12

	<i>Uitmuntend % 91–100 punte</i>	<i>Uitstekend % 76–90 punte</i>	<i>Baie goed % 66–75 punte</i>	<i>Goed % 56–65 punte</i>	<i>Redelik % 41–55 punte</i>	<i>Swak % —40 punte</i>
(b) Beskikbaarheid van lugreëling, verwarmers of lugwaaiers in slaapkamers..... (slegs draagbare verwarmers en lugwaaiers—maksimum 12 punte)	15	14	11	10	8	0
(c) Strukturele geskiktheid en aantreklikheid van slaapkamers en badkamers (afsonderlik bereken en gemiddeld bepaal)—gemiddelde puntetelling met betrekking tot uitleg, muur- en plafonafwerking, vloere, ventilasie, vaste en beligtingstoehore en doeltreffendheid van warmwaterstelsel.....	11	10	8	7	6–4	0

	<i>Uitmuntend</i>	<i>Uitstekend</i>	<i>Baie goed</i>	<i>Goed</i>	<i>Redelik</i>	<i>Swak</i>
1.3 Suites (10).—Besikbaarheid: 2 punte per suite tot en met 5: Maksimum 10 punte						
1.4 Strukturele toereikendheid van ander geriewe (50):—Graad van toereikendheid met behoorlike inagneming van getal beddens en diensbehoefes:						
(a) Kombuis(e).....	10	9	8	7	6-4	0
(b) Eetkamer(s).....	10	9	8	7	6-4	0
(c) Voorportaal, sitkamer(s), funksiekamer(s) en hysbak(ke).....	14	13	11	9	8-6	0
(d) Spesialiteitskroeg (-kroeë).....	8	7	6	5	4-3	0
(e) Openbare toilette.....	8	7	6	5	4-3	0
1.5 Fisiese toestand (52).—Gemiddelde puntetelling vir mure, plafonne, vloere, deure, vensters, ens., met spesiale aandag aan loodgieterswerk, toilette, badkamertoebehore, ens.:						
(a) Slaapkamers, badkamers en gange.....	14	13	11	9	8-6	0
(b) Kombuis(e).....	8	7	6	5	4-3	0
(c) Eetkamer(s) en spesialiteitskroeg (-kroeë).....	12	11	9	8	7-5	0
(d) Voorportaal, sitkamer(s), funksiekamer(s) en hysbak(ke).....	10	9	8	7	6-4	0
(e) Openbare toilette.....	8	7	6	5	4-3	0
1.6 Parkering en ontspanningsgeriewe (20):						
(a) Parkering.—Toereikendheid van garages in verhouding tot getal slaapkamers, beskikbaarheid van bevredigende parkeerruimte, teenwoordigheid van nagweg en toestand van garages.....	10	9	8	7	6-4	0
(b) Ontspanningsgeriewe.—2 punte per item, ooreenkomstig differensiële graderingsvereiste 4 (b): Maksimum 10 punte.						
Totaal (Graderingsfaktor 1): 250.						
GRADERINGSFAKTOR 2.—Meubelment, toebehore, decor en lugreëling (Maksimum—250 punte uit 1 000)						
2.1 Slaapkamers (103):						
(a) Basiese meubels en toebehore.—Gemiddelde puntetelling vir toereikendheid, gehalte, gemak en gerief van beddens en matrasse, bedkassies of -tafels, spieëltafels, kas- en laairuimte, stoele, tafels, muurversiering, bagasierakke, snippermandjies, klerehangers, asbakke, beligtingstoebehore, klerehake, dasrelings, handdoekrelings, toiletkassies of -rakke, ens.....	26	23	20	17	14-10	0
(b) Toestand van items onder (a).....	14	13	11	9	8-6	0
(c) Woningtekstiel- en linneware.—Gemiddelde puntetelling vir gehalte en toereikendheid van vloerbedekkings, gordyne, bedkussings en kussings, bedlinne, komberse, beddekens, badhanddoeke, handdoeke, badkamermatte, ens.....	18	16	14	12	10-7	0
(d) Toestand van items onder (c).....	10	9	8	7	6-4	0
(e) Telefone in slaapkamers.—Persentasie instrumente in verhouding tot totale getal slaapkamers:						
(i) 91-100 persent.....	15	—	—	—	—	—
(ii) 76-90 persent.....	—	14	—	—	—	—
(iii) 66-75 persent.....	—	—	11	—	—	—
(iv) 56-65 persent.....	—	—	—	10	—	—
(v) 41-55 persent.....	—	—	—	—	8	—
(vi) 0-40 persent.....	—	—	—	—	—	0
(f) Televisie in slaapkamers.—Persentasie televisiestelle in verhouding tot totale getal slaapkamers:						
(i) 91-100 persent.....	12	—	—	—	—	—
(ii) 76-90 persent.....	—	11	—	—	—	—
(iii) 66-75 persent.....	—	—	9	—	—	—
(iv) 56-65 persent.....	—	—	—	8	—	—
(v) 41-55 persent.....	—	—	—	—	7	—
(vi) 0-40 persent.....	—	—	—	—	—	0
(g) Radio's in slaapkamers.—Persentasie radio's in verhouding tot totale getal slaapkamers:						
(i) 91-100 persent.....	8	—	—	—	—	—
(ii) 76-90 persent.....	—	7	—	—	—	—
(iii) 66-75 persent.....	—	—	6	—	—	—
(iv) 56-65 persent.....	—	—	—	5	—	—
(v) 41-55 persent.....	—	—	—	—	4	—
(vi) 0-40 persent.....	—	—	—	—	—	0
2.2 Sitkamer(s) (45):						
(a) Basiese meubelment en toebehore—gemiddelde puntetelling vir toereikendheid, kwaliteit en gerief (met inbegrip van verandas).....	30	27	23	20	17-12	0
(b) Toestand van bogenoemde.....	15	14	11	10	8-6	0
2.3 Eetkamer(s) (45):						
(a) Basiese meubelment en toebehore—gemiddelde puntetelling vir toereikendheid, kwaliteit en gerief.....	30	27	23	20	17-12	0
(b) Toestand van bogenoemde.....	15	14	11	10	8-6	0

	<i>Uitmunterend</i>	<i>Uitstekend</i>	<i>Bale goed</i>	<i>Goed</i>	<i>Redelik</i>	<i>Swak</i>
2.4 Spesialiteitskroeg (-kroeë) (25):						
(a) Basiese meubelment en toebehore—gemiddelde puntetelling vir toereikendheid, kwaliteit en gerief.....	15	14	11	10	8- 6	0
(b) Toestand van bogenoemde.....	10	9	8	7	6- 4	0
2.5 Funksiekamer(s) (12):						
Gemiddelde puntetelling vir toereikendheid, kwaliteit, gerief en toestand.....	12	11	9	8	7- 5	0
2.6 Skeerproppe (8):						
Beskikbaarheid en doeltreffendheid: dubbelstroomspanning of pasproppe.....	8	7	6	5	4- 3	0
2.7 Lugreëling in openbare vertrekke (12):						
Eetkamer(s), sitkamer(s), funksiekamer(s) en spesialiteitskroeg (-kroeë)—gemiddelde puntetelling vir toereikendheid en toestand.....	12	11	9	8	7- 5	0
Totaal (Graderingsfaktor 2): 250						
GRADERINGSFAKTOR 3.—Diens (maksimum—250 punte uit 1 000):						
3.1 Ontvangstoonbank- en portierdienste (33):						
(a) Doeltreffendheid en diensure van ontvangspersoneel...	11	10	8	7	6- 4	0
(b) Portierdiens—algemene inligting, hantering van pos en boodskappe, hotelvervoer en taxi's, teaterbesprekings, sekretariële- en teledienste, ens.....	12	11	9	8	7- 5	0
(c) Bagasiediens—besikbaarheid van bodes, diensure, bewaring, ens.....	10	9	8	7	6- 4	0
3.2 Diens vir slaapkamers (68):						
(a) Kamerbediening—maaltye, ligte verversings, drankies, ens., in slaapkamers.—Besikbaarheid van betroubare kommunikasie—klokknoppie en/of telefoon—spoed, ure, doeltreffendheid en beleefdheid van diens.....	14	13	11	9	8- 6	0
(b) Telefone—ure en doeltreffendheid van diens vir buiteoproepe in teenstelling met die installering daarvan in slaapkamers ooreenkomstig graderingsfaktor 2.1 (e)	8	7	6	5	4- 3	0
(c) Doeltreffendheid van toerusting.—Radiodiens, televisie, lugreëling en verwarming—doeltreffendheid van diens in teenstelling met die installering daarvan in slaapkamers ooreenkomstig graderingsfaktore 1.2 (b) en 2.1 (f) en (g).....	12	11	9	8	7- 5	0
(d) Vroegoggend-verversingsdrank, wek- en roepdiens, kamerversorging saans, omruil van linne en handdoeke en voorsiening van yswater.....	14	13	11	9	8- 6	0
(e) Lyfbediendediens, skoenskoonmaak, was-en-strykwerk en droogskoonmaakwerk.....	12	11	9	8	7- 5	0
(f) Verskaffing van hotelinligting en skryfbehoeftes in slaapkamers.....	8	7	6	5	4- 3	0
3.3 Diens in ander vertrekke (38):						
(a) Eetkamer(s)—(Table d'hôte en/of à la carte).—Toereikendheid, doeltreffendheid, ure en hofflikheid van personeel, met inbegrip van diens uit die kroeg.....	20	18	15	13	11- 8	0
(b) Sitkamer(s).—Toereikendheid, doeltreffendheid en hofflikheid van personeel met drankies, versnaperings, ys, asbakke, boodskappe, ens., met inbegrip van diens uit die kombuis en kroeg.....	10	9	8	7	6- 4	0
(c) Spesialiteitskroeg (-kroeë).—Toereikendheid, doeltreffendheid, ure, hofflikheid.....	8	7	6	5	4- 3	0
3.4 Sindelikhed (62).—Die diens gelewer om die binnekant van die hotel en sy meubelment vry te hou van stof, vuilnis en insekte (vlieë, muskiete, kakkerlakke, motte, miere, ens.); die toereikendheid en doeltreffendheid van die dienste:						
(a) Kombuis(e).....	10	9	8	7	6- 4	0
(b) Eetkamer(s).....	10	9	8	7	6- 4	0
(c) Slaapkamers (met inbegrip van alle badkamers, toilette, ens.).....	10	9	8	7	6- 4	0
(d) Ander openbare vertrekke: Sitkamer(s), ens.....	14	13	11	9	8- 6	0
(e) Openbare toilette.....	8	7	6	5	4- 3	0
(f) Bediendekwartiere.....	10	9	8	7	6- 4	0
3.5 Ander faktore (49):						
(a) Uniforms van personeel.—Gemiddelde puntetelling vir uniforms en netheid van tafelbediendes, winkelniers, portiers, hoteljoggies, slaapkamerbediendes, ens.....	10	9	8	7	6- 4	0
(b) Vars blomme.—Doeltreffendheid en gereeldheid van rangskikkings in die ontvangsgebied, sitkamer(s), eetkamers en slaapkamers.....	8	7	6	5	4- 3	0
(c) Tweetaligheid en vreemde tale.—Mate van tweetaligheid van die hele personeel wat regstreeks in aanraking met gaste kom; ook van spyskaarte, drukwerk en kennisgewings, mate waarin vreemde tale gepraat word	15	14	11	10	8- 6	0
(d) Afwesigheid van straatgeraas en isolering tussen kamers	8	7	6	5	4- 3	0
(e) Aanduiding van tariewe (duidelikhed).....	8	7	6	5	4- 3	0
Totaal (Graderingsfaktor 3): 250						

Uitmuntend Uitstekend Baie goed Goed Redelik Swak

GRADERINGSFAKTOR 4.—Voedsel (Maksimum—250 punte uit 1 000):

4.1 Ontbyt (50):

(a) Gehalte van bereiding (sluit in nakoming van redelike versoeke byvoorbeeld saggekookte eiers teenoor mediumgekookte eiers, ens.).....	25	23	19	16	14-10	0
(b) Aanbieding byvoorbeeld "silwerskotteldiens", "bord-bediening", selfbediening, garnering, aantreklikheid, ens.....	11	10	8	7	6-4	0
(c) Verskeidenheid (per spyskaart en dag na dag) en samestelling (balans van spyskaart).....	14	13	11	9	8-6	0

4.2 Middagete (50):

(a) Gehalte van bereiding (sluit in nakoming van redelike versoeke byvoorbeeld "medium" teenoor halfgaar-biefstuk, ens.).....	25	23	19	16	14-10	0
(b) Aanbieding byvoorbeeld "silwerskotteldiens", "bord-bediening", selfbediening, garnering, aantreklikheid, ens.....	11	10	8	7	6-4	0
(c) Verskeidenheid (per spyskaart en dag na dag) en samestelling (balans van spyskaart).....	14	13	11	9	8-6	0

4.3 Aandete (75):

(a) Gehalte van bereiding (sluit in nakoming van redelike versoeke).....	36	33	27	24	20-15	0
(b) Aanbieding byvoorbeeld "silwerskotteldiens", "bord-bediening", selfbediening, garnering, aantreklikheid, ens.....	19	17	14	12	10-7	0
(c) Verskeidenheid (per spyskaart en dag na dag) en samestelling (balans van spyskaart).....	20	18	15	13	11-8	0

4.4 Maaltydure van ontbyt, middagete en aandete (20):

Toereikendheid in verhouding tot getal slaapkamers en ooreenkomstig die normale aanvraag van die betrokke hotel.....	20	18	15	13	11-8	0
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4.5 Verskeidenheid wynsoorte (10):

Beskikbaarheid van Suid-Afrikaanse wynsoorte en of wyn per glas of in klein houers beskikbaar is.....	10	9	8	7	6-4	0
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4.6 Uitrusting (45):

(a) Eetgerei en tafelluitrusting: Gemiddelde puntetelling met betrekking tot gehalte, doeltreffendheid en sindelikheid	20	18	15	13	11-8	0
(b) Breekgoed, glasware en tafellinne: Gemiddelde puntetelling met betrekking tot gehalte, doeltreffendheid en sindelikheid.....	16	14	12	10	9-6	0
(c) Spyskaarte, wynlyste, ens.....	9	8	7	6	5-3	0

Totaal (Graderingsfaktor 4): 250.

THIRD SCHEDULE

GRADING FACTORS AND POINTS

Summary	Maximum points
Grading factor 1.—Structural features (25 per cent): Confined to the building(s) as such, adequacy of bathroom/toilet facilities (overall), bedrooms and suites (including air-conditioning), kitchen(s), dining-room(s), lounge(s) public toilets, speciality bar(s); state of repair of these facilities; parking and additional amenities.....	250
Grading factor 2.—Furnishings, fittings, décor and air-conditioning (25 per cent): Adequacy, quality, comfort and convenience throughout hotel, including soft furnishings, linen; provision of telephones, radios, television; state of repair of furnishings and fittings.....	250
Grading factor 3.—Service (25 per cent): Availability, efficiency and courtesy of reception services and those related to bedrooms, dining-room(s), lounge(s), etc.; overall cleanliness, bilingualism, etc.....	250
Grading factor 4.—Food (25 per cent): Quality, preparation and variety of food and wines; also meal hours, quality of cutlery, crockery, glassware, table appointments, menus, etc.....	250
	1 000

GRADING FACTOR 1: STRUCTURAL FEATURES (MAXIMUM=250 points out of 1 000)

	A Bedrooms with bathrooms	B Bedrooms with showers	C Ordinary bedrooms
	Points	Points	Points
1.1 Bathroom/toilet facilities (80):			
(a) Percentage of units to total number of bedrooms/suites			
0-10 per cent.....	0-8	0-6	0-3
11-20 per cent.....	9-16	7-12	4-6
21-30 per cent.....	17-24	13-18	7-9
31-40 per cent.....	25-32	19-24	10-12
41-50 per cent.....	33-40	25-30	13-15
51-60 per cent.....	41-48	31-36	16-18
61-70 per cent.....	49-56	37-42	19-21
71-80 per cent.....	57-64	43-48	22-24
81-90 per cent.....	65-72	49-54	25-27
91-100 per cent.....	73-80	55-60	28-30
Score per calculation: maximum points.....	80	60	30

(b) Shower facilities in bedrooms with bathrooms:

Add a maximum of 20% of total points allocated under Column A above for bathrooms providing shower facilities as well (where applicable in addition to the maximum of 80 points indicated above), scored as follows—

- (i) separate shower cubicles with curtains..... 20%
(ii) showers projecting from wall or ceiling with shower curtain..... 15%
(iii) telephone showers..... 5%

1.2 Bedrooms (38):

(a) Average sizes.—Floor area including vestibule and built-in wardrobes

Single rooms	Double rooms	Points
8,3-9,0 m ²	11,0-12,9 m ²	5-7
9,1-9,9 m ²	13,0-14,7 m ²	8
10,0-11,9 m ²	14,8-16,5 m ²	9
12,0-13,9 m ²	16,6-18,4 m ²	11
14,0 m ² or larger	18,5 m ² or larger	12

	Outstanding	Excellent	Very good	Good	Fair	Poor
	% 91-100 points	% 76-90 points	% 66-75 points	% 56-65 points	% 41-55 points	% 0-40 points
(b) Availability of air-conditioning, heaters or fans in bedrooms..... (portable heaters and fans only—maximum 12 points)	15	14	11	10	8	0
(c) Structural effectiveness and attractiveness of bedrooms and bathrooms (scored separately and averaged)—average score with regard to lay-out, wall and ceiling finishes, flooring, ventilation, light fittings, fixed accessories and efficiency of hot water system.....	11	10	8	7	6-4	0

1.3 Suites (10).—Availability: 2 points per suite up to 5..... Maximum 10 points

1.4 Structural adequacy of other facilities (50):

Degree of adequacy, with due regard to number of beds and service demands

	Outstanding	Excellent	Very good	Good	Fair	Poor
(a) Kitchen(s).....	10	9	8	7	6-4	0
(b) Dining-room(s).....	10	9	8	7	6-4	0
(c) Foyer, lounge(s), function room(s) and lift(s).....	14	13	11	9	8-6	0
(d) Speciality bar(s).....	8	7	6	5	4-3	0
(e) Public toilets.....	8	7	6	5	4-3	0

1.5 State of physical repair (52):

Average score with regard to walls, ceilings, floors, doors, windows, etc., with special attention to plumbing, toilets, bathroom fittings, etc.

	Outstanding	Excellent	Very good	Good	Fair	Poor
(a) Bedrooms, bathrooms and passages.....	14	13	11	9	8-6	0
(b) Kitchen(s).....	8	7	6	5	4-3	0
(c) Dining-room(s) and speciality bar(s).....	12	11	9	8	7-5	0
(d) Foyer, lounge(s), function room(s) and lift(s).....	10	9	8	7	6-4	0
(e) Public toilets.....	8	7	6	5	4-3	0

Outstanding Excellent Very good Good Fair Poor

1.6 Parking and recreational amenities (20):

- (a) Parking: Adequacy of garages in relation to number of bedrooms, availability of satisfactory parking space, presence of night-watchman and state of repair of garages.....
- (b) Recreational amenities: 2 points per item, as per differential grading requirement 4 (b): Maximum 10 points
- Total (Grading factor 1): 250

10 9 8 7 6-4 0

GRADING FACTOR 2: Furnishings, fittings, décor and air-conditioning (maximum=250 points out of 1 000)

2.1 Bedrooms (103):

- (a) Basic furniture and fittings.—Average score with regard to adequacy, quality, comfort and convenience of beds and mattresses, bedside cabinets or tables, dressing tables, cupboard and drawer space, chairs, tables, wall decoration, luggage stands, waste-paper receptacles, coat-hangers, ash-trays, light fittings, clothes hooks, tie-rails, towel-rails, toilet cabinets or shelves, etc.....
- (b) State of repair of items under (a).....
- (c) Soft furnishings and linen.—Average score with regard to quality and adequacy of carpets, curtains, pillows and cushions, bedlinen, blankets, bedspreads, bath-towels, hand-towels, bathroom mats, etc.....
- (d) State of repair of items under (c).....
- (e) Telephones in bedrooms.—Percentage of instruments to total number of bedrooms:
- (i) 91-100 per cent.....
- (ii) 76- 90 per cent.....
- (iii) 66- 75 per cent.....
- (iv) 56- 65 per cent.....
- (v) 41- 55 per cent.....
- (vi) 0- 40 per cent.....
- (f) Television in bedrooms.—Percentage of television sets to total number of bedrooms:
- (i) 91-100 per cent.....
- (ii) 76- 90 per cent.....
- (iii) 66- 75 per cent.....
- (iv) 56- 65 per cent.....
- (v) 41- 55 per cent.....
- (vi) 0- 40 per cent.....
- (g) Radios in bedrooms.—Percentage of radios to total number of bedrooms:
- (i) 91-100 per cent.....
- (ii) 76- 90 per cent.....
- (iii) 66- 75 per cent.....
- (iv) 56- 65 per cent.....
- (v) 41- 55 per cent.....
- (vi) 0- 40 per cent.....

26 23 20 17 14-10 0

14 13 11 9 8-6 0

18 16 14 12 10-7 0

10 9 8 7 6-4 0

15 — — — — —

— 14 — — — —

— — 11 — — —

— — — 10 — —

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12 — — — — —

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8 — — — — —

— 7 — — — —

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2.2 Lounge(s) (45):

- (a) Basic furniture and fittings—average score with regard to adequacy, quality, comfort (including verandas).....
- (b) State of repair of above.....

30 27 23 20 17-12 0

15 14 11 10 8-6 0

2.3 Dining-room(s) (45):

- (a) Basic furniture and fittings—average score with regard to adequacy, quality, comfort.....
- (b) State of repair of above.....

30 27 23 20 17-12 0

15 14 11 10 8-6 0

2.4 Speciality bar(s) (25):

- (a) Basic furniture and fittings—average score with regard to adequacy, quality, comfort.....
- (b) State of repair of above.....

15 14 11 10 8-6 0

10 9 8 7 6-4 0

2.5 Function room(s) (12):

- Average score with regard to adequacy, quality and comfort and state of repair.....

12 11 9 8 7-5 0

2.6 Shaver plugs (8):

- Availability and efficiency: dual voltage or adapters.....

8 7 6 5 4-3 0

2.7 Air-conditioning in public areas (12):

- Dining-room(s), lounge(s), function room(s) and speciality bar(s)—average score with regard to adequacy and state of repair.....

12 11 9 8 7-5 0

Total (Grading Factor 2): 250

GRADING FACTOR 3: Service (maximum=250 points out of 1 000)

3.1 Reception desk and hall porter services (33):

- (a) Efficiency and hours of reception staff.....
- (b) Hall porter service—general information, handling of mail and messages, hotel transport and taxis, theatre bookings, secretarial service and telex service, etc.....
- (c) Luggage service—availability of pages, hours of service, storage, etc.....

11 10 8 7 6-4 0

12 11 9 8 7-5 0

10 9 8 7 6-4 0

	Outstanding	Excellent	Very good	Good	Fair	Poor
3.2 Service to bedrooms (68):						
(a) Floor service—meals, light refreshments, drinks, etc. in bedrooms.—Availability of reliable communication—bell-push and/or telephone—speed, hours, efficiency and courtesy of service	14	13	11	9	8-6	0
(b) Telephones—hours and efficiency of service for external calls as distinct from their installation in bedrooms under grading Factor 2.1 (e)	8	7	6	5	4-3	0
(c) Efficiency of equipment.—Radio service, television, air-conditioning and heating—efficiency of service as distinct from their installation in bedrooms under grading Factors 1.2 (b) and 2.1 (f) and (g)	12	11	9	8	7-5	0
(d) Early morning beverages, call/paging service, night service, changing of linen and towels and provision of ice water	14	13	11	9	8-6	0
(e) Valet service, cleaning of shoes, laundry and dry-cleaning	12	11	9	8	7-5	0
(f) Provision of hotel information and stationery in bedrooms	8	7	6	5	4-3	0
3.3 Service to other rooms (38):						
(a) Dining-room(s)—(Table d'hôte and/or à la carte)—Adequacy, efficiency, hours and courtesy of staff, including service from the bar	20	18	15	13	11-8	0
(b) Lounge(s).—Adequacy, efficiency and courtesy of staff re beverages, snacks, ice, ash-trays, messages, etc., including service from kitchen and bar	10	9	8	7	6-4	0
(c) Speciality bar(s).—Adequacy, efficiency, hours, courtesy	8	7	6	5	4-3	0
3.4 Cleanliness (62).—The service of keeping the hotel interior and its furnishings free from dust, dirt and insects (flies, mosquitoes, cockroaches, moths, ants, etc.); the adequacy and efficiency of the services:						
(a) Kitchen(s)	10	9	8	7	6-4	0
(b) Dining-room(s)	10	9	8	7	6-4	0
(c) Bedrooms (including all bathrooms, toilets, etc.)	10	9	8	7	6-4	0
(d) Other public areas.—Lounge(s), etc.	14	13	11	9	8-6	0
(e) Public toilets	8	7	6	5	4-3	0
(f) Staff quarters	10	9	8	7	6-4	0
3.5 Other factors (49):						
(a) Uniforms of staff.—Average score with regard to uniforms and neatness of waiters, wine-stewards, porters, pages, bedroom attendants, etc.	10	9	8	7	6-4	0
(b) Fresh flowers.—Effectiveness and consistency of display in reception area, lounge(s), dining-room(s) and bedrooms	8	7	6	5	4-3	0
(c) Bilingualism and foreign languages.—Degree of bilingualism of all staff in direct contact with guests; also of menus, printed matter and signs and extent of foreign languages spoken	15	14	11	10	8-6	0
(d) Absence of street noises and insulation between rooms	8	7	6	5	4-3	0
(e) Indication of tariffs (clarity)	8	7	6	5	4-3	0
Total (Grading Factor 3): 250						
GRADING FACTOR 4: Food (maximum=250 points out of 1 000)						
4.1 Breakfast (50):						
(a) Quality of preparation (includes compliance with reasonable requests, e.g. soft-boiled against medium-boiled eggs, etc.)	25	23	19	16	14-10	0
(b) Presentation e.g. "silver" service, plate-service, self-service, garnishing, attractiveness, etc.	11	10	8	7	6-4	0
(c) Variety (per menu and day-to-day) and composition (balance of menu)	14	13	11	9	8-6	0
4.2 Lunch (50):						
(a) Quality of preparation (includes compliance with reasonable requests, e.g. "medium" steak against "rare" steak, etc.)	25	23	19	16	14-10	0
(b) Presentation e.g. "silver" service, plate-service, self-service, garnishing, attractiveness, etc.	11	10	8	7	6-4	0
(c) Variety (per menu and day-to-day) and composition (balance of menu)	14	13	11	9	8-6	0
4.3 Dinner (75):						
(a) Quality of preparation (includes compliance with reasonable requests)	36	33	27	24	20-15	0
(b) Presentation e.g. "silver" service, plate-service, self-service, garnishing, attractiveness, etc.	19	17	14	12	10-7	0
(c) Variety (per menu and day-to-day) and composition (balance of menu)	20	18	15	13	11-8	0
4.4 Meal hours of breakfast, lunch and dinner (20):						
Adequacy in relation to number of bedrooms and in terms of normal demand for the hotel concerned	20	18	15	13	11-8	0
4.5 Variety of wines (10):						
Availability of South African wines and whether wine is available per glass or in small containers	10	9	8	7	6-4	0

	<i>Outstanding</i>	<i>Excellent</i>	<i>Very good</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>
4.6 Equipment (45):						
(a) Cutlery and table appointments: Average score with regard to quality, effectiveness and cleanliness.....	20	18	15	13	11-8	0
(b) Crockery, glassware and napery: Average score with regard to quality, effectiveness and cleanliness.....	16	14	12	10	9-6	0
(c) Menus, wine lists, etc.....	9	8	7	6	5-3	0
Total (Grading Factor 4): 250						

INHOUD

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