

CITY AND ATLANTIC REAL ESTATE CC 1/a REMAX LIVING

Registration number: 2006/067539/23

Email: info@remaxliving.co.za

MANUAL In terms of Section 51 of The Promotion of Access to Information Act 2/2000 ("the Act")

## ADDENDUM B: FORM 3

Also available from the SAHRC's website at www.sahrc.org.za.

## FORM 3

Note:  1. If your request is granted the—  (a) amount of the deposit, (if any), is payable before your request is processed; and (b) requested record/portion of the record will only be released once proof of full payment is received.  2. Please use the reference number hereunder in all future correspondence.  TO:  Reference number:  Your request dated, refers.  1. You requested:  Personal inspection of information at registered address of public/private body (including listening to recorded words, information which can be reproduced in sound, or information held on computer or in an electronic or machine-readable form) is free of charge. You are required to make an appointment for the inspection of the information and to bring this Form with you. If you then require any form of reproduction of the information, you will be liable for the fees prescribed in Annexure B.  OR  2. You requested:  Printed copies of the information (including copies of any virtual images, transcriptions and information held on computer or in an electronic or machine-readable form)  Written or printed transcription of virtual images (fils includes photographs, sides, video recordings, computer-generated images, sketches, etc)  Transcription of soundtrack (written or printed document)  Copy of information on compact disc drive(including virtual images and soundtracks)  Copy of record saved on cloud storage server  3. To be submitted:  Postal services to street address  Fostal service to street address  Fostal services to street address  Fostal service to street address  Fostal services to street address  Fostal servic	Note:  1. If your request is granted the— (a) amount of the deposit, (if any), is payable before your request is processed; and (b) requested record/portion of the record will only be released once proof of full payment is received.  2. Please use the reference number hereunder in all future correspondence.  TO:  Reference number:  Your request dated, refers.  1. You requested:  Personal inspection of information at registered address of public/private body (including listening to recorded words, information which can be reproduced in sound, or information held on computer or in an electronic or machine-readable form) is free of charge. You are required to make an appointment for the inspection of the information, you will be liable for the fees prescribed in Annexure B.  OR  2. You requested:  Printed copies of the information (including copies of any virtual images, transcriptions and information held on computer or in an electronic or machine-readable form)  Written or printed transcription of virtual images (fils includes photographs, slides, video recordings, computer-generated images, sketches, etc)  Transcription of soundtrack (written or printed document)  Copy of information on compact disc drive (including virtual images and soundtracks)  Copy of information on compact disc drive (including virtual images and soundtracks)  Copy of record saved on cloud storage server  3. To be submitted:  Postal services to street address  Postal services to street address  Courier service to street address  Courier service to street address  Courier service to street address  Postal services to street address  Courier service to street address  Courier service to street address  Frestered for information in written or printed format (including transcriptions)  E-mail of information in written or printed format (including transcriptions)  E-mail of information (including soundtracks if possible)  Cloud sharefile transfer	OUTCOME OF REQUEST AND OF FEES PAYABLE	
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CITY AND ATLANTIC REAL ESTATE CC 1/a REMAX LIVING

Registration number: 2006/067539/23

Email: info@remaxliving.co.za

MANUAL In terms of Section 51 of The Promotion of Access to Information Act 2/2000 ("the Act")

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