

	Department: Economic Development and Spatial Planning Section: Building Plans Management	DOC NO	EDSP/BPM/O P 7.5.1/1/1
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APPLICATION FOR PERMISSION TO OBTAIN COPIES OF BUILDING PLANS

Although the City of Tshwane undertakes to maintain copies of approved Building Plans, if for any reason whatsoever the approved Building Plans of a particular property are not available, the onus is on the registered owner to have the existing buildings/structures measured and drawn up

PROPERTY INFORMATION

PROPERTY DESCRIPTION	
STREET NAME AND NUMBER	

REGISTERED OWNER(S) OF PROPERTY

Where the owner is a Company, Close Corporation or Trust, the relevant Sections of this form are to be completed by an authorized representative thereof and/or a Special Power of Attorney is to be provided.

Should the owner be a Body Corporate, the relevant Sections of this form are to be completed by the Chairperson or Managing Agent and/or a Special Power of Attorney is to be provided

FULL NAME		COMPANY NAME	
ID NUMBER		COMPANY REG NO	
POSTAL ADDRESS			
E-MAIL		POSTAL CODE	
TEL		CELL	
SIGNATURE(S) OF REGISTERED OWNER(S)			

AUTHORISED PERSON

A Special Power of Attorney must accompany this Application

FULL NAME		COMPANY NAME	
ID NUMBER		COMPANY REG NO	
POSTAL ADDRESS			
E-MAIL		POSTAL CODE	
TEL		CELL	
SIGNATURE OF ARCHITECT/DRAUGHTSPERSON			

OFFICE USE ONLY

TARIFF		VOTE NUMBER	
RECEIPT NUMBER		DATE	