

JOTAM SA (PTY) LTE trading as : JOTAM MANAGEMENT SERVICES

FEES IN RESPECT OF REQUEST FOR INFORMATION

For every request of information an application processing fee of R175.00 will be payable

The fee for a copy of the manual as contemplated in regulation 9(2)(c) is R2,10 for every photocopy of an A4-size page or part thereof.

The fees for reproduction referred to in regulation 11(1) are as follows:

For every photocopy of an A4-size page or part thereof: **R1,00**

For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form **R0,75**

For a copy in a computer-readable form on –

- 1) Stiffy disc **R7,50**
- 2) Compact disc **R70,00**

For a transcription of visual images,

- 1) For an A4-size page or part thereof **R40,00**
- 2) For a copy of visual images **R60,00**

For a transcription of an audio record,

- 1) For an A4-size page or part thereof **R20,00**
- 2) For a copy of an audio record **R30,00**

The request fee payable by a requester, other than a personal requester, referred to in regulation 11(2) is **R175,00**.

The access fees payable by a requester referred to in regulation 11(3) are as follows:

For every photocopy of an A4-size page or part thereof: **R1,00**

For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form **R0,75**

For a copy in a computer-readable form on –

- 1) Stiffy disc **R7,50**
- 2) Compact disc **R70,00**

For a transcription of visual images,

- 1) For an A4-size page or part thereof **R40,00**
- 2) For a copy of visual images **R60,00**

For a transcription of an audio record,

- 1) For an A4-size page or part thereof **R20,00**
- 2) For a copy of an audio record **R30,00**

The request fee payable by a requester, other than a personal requester, referred to in regulation 11(2) is **R275,00**.

For purposes of section 54(2) of the Act, the following applies:

Six hours as the hours to be exceeded before a deposit is payable; and one third of the access fee is payable as a deposit by the requester.

The actual postage is payable when a copy of a record must be posted to a requester.