

Government Gazette
Staatskoerant

REPUBLIC OF SOUTH AFRICA
REPUBLIEK VAN SUID AFRIKA

Regulation Gazette **No. 11899** *Regulasiekoerant*

Vol. 724 **24 October / Oktober 2025** **No. 53572**

PART 1 OF 2

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IMPORTANT NOTICE:

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NO FUTURE QUERIES WILL BE HANDLED IN CONNECTION WITH THE ABOVE.

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government printing
Department:
Government Printing Works
REPUBLIC OF SOUTH AFRICA

HIGH ALERT: SCAM WARNING!!!

TO ALL SUPPLIERS AND SERVICE PROVIDERS OF THE GOVERNMENT PRINTING WORKS

It has come to the attention of the *GOVERNMENT PRINTING WORKS* that there are certain unscrupulous companies and individuals who are defrauding unsuspecting businesses disguised as representatives of the *Government Printing Works* (*GPW*).

The scam involves the fraudsters using the letterhead of *GPW* to send out fake tender bids to companies and requests to supply equipment and goods.

Although the contact person's name on the letter may be of an existing official, the contact details on the letter are not the same as the *Government Printing Works*'. When searching on the Internet for the address of the company that has sent the fake tender document, the address does not exist.

The banking details are in a private name and not company name. Government will never ask you to deposit any funds for any business transaction. *GPW* has alerted the relevant law enforcement authorities to investigate this scam to protect legitimate businesses as well as the name of the organisation.

Example of e-mails these fraudsters are using:

PROCUREMENT@GPW-GOV.ORG

Should you suspect that you are a victim of a scam, you must urgently contact the police and inform the *GPW*.

GPW has an official email with the domain as **@gpw.gov.za**

Government e-mails DO NOT have org in their e-mail addresses. All of these fraudsters also use the same or very similar telephone numbers. Although such number with an area code 012 looks like a landline, it is not fixed to any property.

GPW will never send you an e-mail asking you to supply equipment and goods without a purchase/order number. *GPW* does not procure goods for another level of Government. The organisation will not be liable for actions that result in companies or individuals being resultant victims of such a scam.

Government Printing Works gives businesses the opportunity to supply goods and services through RFQ / Tendering process. In order to be eligible to bid to provide goods and services, suppliers must be registered on the National Treasury's Central Supplier Database (CSD). To be registered, they must meet all current legislative requirements (e.g. have a valid tax clearance certificate and be in good standing with the South African Revenue Services - SARS).

The tender process is managed through the Supply Chain Management (SCM) system of the department. SCM is highly regulated to minimise the risk of fraud, and to meet objectives which include value for money, open and effective competition, equitability, accountability, fair dealing, transparency and an ethical approach. Relevant legislation, regulations, policies, guidelines and instructions can be found on the tender's website.

Fake Tenders

National Treasury's CSD has launched the Government Order Scam campaign to combat fraudulent requests for quotes (RFQs). Such fraudulent requests have resulted in innocent companies losing money. We work hard at preventing and fighting fraud, but criminal activity is always a risk.

How tender scams work

There are many types of tender scams. Here are some of the more frequent scenarios:

Fraudsters use what appears to be government department stationery with fictitious logos and contact details to send a fake RFQ to a company to invite it to urgently supply goods. Shortly after the company has submitted its quote, it receives notification that it has won the tender. The company delivers the goods to someone who poses as an official or at a fake site. The Department has no idea of this transaction made in its name. The company is then never paid and suffers a loss.

OR

Fraudsters use what appears to be government department stationery with fictitious logos and contact details to send a fake RFQ to Company A to invite it to urgently supply goods. Typically, the tender specification is so unique that only Company B (a fictitious company created by the fraudster) can supply the goods in question.

Shortly after Company A has submitted its quote it receives notification that it has won the tender. Company A orders the goods and pays a deposit to the fictitious Company B. Once Company B receives the money, it disappears. Company A's money is stolen in the process.

Protect yourself from being scammed

- If you are registered on the supplier databases and you receive a request to tender or quote that seems to be from a government department, contact the department to confirm that the request is legitimate. Do not use the contact details on the tender document as these might be fraudulent.
- Compare tender details with those that appear in the Tender Bulletin, available online at **www.gpwonline.co.za**
- Make sure you familiarise yourself with how government procures goods and services. Visit the tender website for more information on how to tender.
- If you are uncomfortable about the request received, consider visiting the government department and/or the place of delivery and/or the service provider from whom you will be sourcing the goods.
- In the unlikely event that you are asked for a deposit to make a bid, contact the SCM unit of the department in question to ask whether this is in fact correct.

Any incidents of corruption, fraud, theft and misuse of government property in the *Government Printing Works* can be reported to:

Supply Chain Management: Ms. Anna Marie Du Toit, Tel. (012) 748 6292.
Email: **Annamarie.DuToit@gpw.gov.za**

Marketing and Stakeholder Relations: Ms Bonakele Mbhele, at Tel. (012) 748 6193.
Email: **Bonakele.Mbhele@gpw.gov.za**

Security Services: Mr Daniel Legoabe, at tel. (012) 748 6176.
Email: **Daniel.Legoabe@gpw.gov.za**

Closing times for **ORDINARY WEEKLY** *REGULATION GAZETTE* 2025

*The closing time is **15:00** sharp on the following days:*

- **24 December,** Wednesday for the issue of Friday **03 January 2025**
- **03 January,** Friday for the issue of Friday **10 January 2025**
- **10 January,** Friday for the issue of Friday **17 January 2025**
- **17 January,** Friday for the issue of Friday **24 January 2025**
- **24 January,** Friday for the issue of Friday **31 January 2025**
- **31 January,** Friday for the issue of Friday **07 February 2025**
- **07 February,** Friday for the issue of Friday **14 February 2025**
- **14 February,** Friday for the issue of Friday **21 February 2025**
- **21 February,** Friday for the issue of Friday **28 February 2025**
- **28 February,** Friday for the issue of Friday **07 March 2025**
- **07 March,** Friday for the issue of Friday **14 March 2025**
- **13 March,** Thursday for the issue of Thursday **20 March 2025**
- **20 March,** Thursday for the issue of Friday **28 March 2025**
- **28 March,** Friday for the issue of Friday **04 April 2025**
- **04 April,** Friday for the issue of Friday **11 April 2025**
- **10 April,** Thursday for the issue of Thursday **17 April 2025**
- **16 April,** Wednesday for the issue of Friday **25 April 2025**
- **23 April,** Wednesday for the issue of Friday **02 May 2025**
- **02 May,** Friday for the issue of Friday **09 May 2025**
- **09 May,** Friday for the issue of Friday **16 May 2025**
- **16 May,** Friday for the issue of Friday **23 May 2025**
- **23 May,** Friday for the issue of Friday **30 May 2025**
- **30 May,** Friday for the issue of Friday **06 June 2025**
- **06 June,** Friday for the issue of Friday **13 June 2025**
- **12 June,** Thursday for the issue of Friday **20 June 2025**
- **20 June,** Friday for the issue of Friday **27 June 2025**
- **27 June,** Friday for the issue of Friday **04 July 2025**
- **04 July,** Friday for the issue of Friday **11 July 2025**
- **11 July,** Friday for the issue of Friday **18 July 2025**
- **18 July,** Friday for the issue of Friday **25 July 2025**
- **25 July,** Friday for the issue of Friday **01 August 2025**
- **01 August,** Friday for the issue of Friday **08 August 2025**
- **08 August,** Friday for the issue of Friday **15 August 2025**
- **15 August,** Friday for the issue of Friday **22 August 2025**
- **22 August,** Friday for the issue of Friday **29 August 2025**
- **29 August,** Friday for the issue of Friday **05 September 2025**
- **05 September,** Friday for the issue of Friday **12 September 2025**
- **12 September,** Friday for the issue of Friday **19 September 2025**
- **18 September,** Thursday for the issue of Friday **26 September 2025**
- **26 September,** Friday for the issue of Friday **03 October 2025**
- **03 October,** Friday for the issue of Friday **10 October 2025**
- **10 October,** Friday for the issue of Friday **17 October 2025**
- **17 October,** Friday for the issue of Friday **24 October 2025**
- **24 October,** Friday for the issue of Friday **31 October 2025**
- **31 October,** Friday for the issue of Friday **07 November 2025**
- **07 November,** Friday for the issue of Friday **14 November 2025**
- **14 November,** Friday for the issue of Friday **21 November 2025**
- **21 November,** Friday for the issue of Friday **28 November 2025**
- **28 November,** Friday for the issue of Friday **5 December 2025**
- **05 December,** Friday for the issue of Friday **12 December 2025**
- **11 December,** Thursday for the issue of Friday **19 December 2025**
- **17 December,** Wednesday for the issue of Wednesday **24 December 2025**

LIST OF TARIFF RATES

FOR PUBLICATION OF NOTICES

COMMENCEMENT: 1 APRIL 2018

NATIONAL AND PROVINCIAL

Notice sizes for National, Provincial & Tender gazettes 1/4, 2/4, 3/4, 4/4 per page. Notices submitted will be charged at R1008.80 per full page, pro-rated based on the above categories.

Pricing for National, Provincial - Variable Priced Notices		
Notice Type	**Page Space**	**New Price (R)**
Ordinary National, Provincial	1/4 - Quarter Page	252.20
Ordinary National, Provincial	2/4 - Half Page	504.40
Ordinary National, Provincial	3/4 - Three Quarter Page	756.60
Ordinary National, Provincial	4/4 - Full Page	1008.80

EXTRA-ORDINARY

All Extra-ordinary National and Provincial gazette notices are non-standard notices and attract a variable price based on the number of pages submitted.

The pricing structure for National and Provincial notices which are submitted as **Extra ordinary submissions** will be charged at R**3026.32** per page.

GOVERNMENT PRINTING WORKS - BUSINESS RULES

The **Government Printing Works** (**GPW**) has established rules for submitting notices in line with its electronic notice processing system, which requires the use of electronic *Adobe* Forms. Please ensure that you adhere to these guidelines when completing and submitting your notice submission.

Closing Times for Acceptance of Notices

1. The *Government Gazette* and *Government Tender Bulletin* are weekly publications that are published on Fridays and the closing time for the acceptance of notices is strictly applied according to the scheduled time for each gazette.

2. Please refer to the Submission Notice Deadline schedule in the table below. This schedule is also published online on the Government Printing works website www.gpwonline.co.za

   All re-submissions will be subject to the standard cut-off times.
   All notices received after the closing time will be rejected.

Government Gazette Type	Publication Frequency	Publication Date	Submission Deadline	Cancellations Deadline
National Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Regulation Gazette	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Petrol Price Gazette	Monthly	Tuesday before 1st Wednesday of the month	One day before publication	1 working day prior to publication
Road Carrier Permits	Weekly	Friday	Thursday 15h00 for next Friday	3 working days prior to publication
Unclaimed Monies (Justice, Labour or Lawyers)	January / September 2 per year	Last Friday	One week before publication	3 working days prior to publication
Parliament (Acts, White Paper, Green Paper)	As required	Any day of the week	None	3 working days prior to publication
Manuals	Bi- Monthly	2nd and last Thursday of the month	One week before publication	3 working days prior to publication
State of Budget (National Treasury)	Monthly	30th or last Friday of the month	One week before publication	3 working days prior to publication
Extraordinary Gazettes	As required	Any day of the week	*Before 10h00 on publication date*	*Before 10h00 on publication date*
Legal Gazettes A, B and C	Weekly	Friday	One week before publication	Tuesday, 15h00 - 3 working days prior to publication
Tender Bulletin	Weekly	Friday	Friday 15h00 for next Friday	Tuesday, 15h00 - 3 working days prior to publication
Gauteng	Weekly	Wednesday	Two weeks before publication	3 days **after** submission deadline
Eastern Cape	Weekly	Monday	One week before publication	3 working days prior to publication
Northern Cape	Weekly	Monday	One week before publication	3 working days prior to publication
North West	Weekly	Tuesday	One week before publication	3 working days prior to publication
KwaZulu-Natal	Weekly	Thursday	One week before publication	3 working days prior to publication
Limpopo	Weekly	Friday	One week before publication	3 working days prior to publication
Mpumalanga	Weekly	Friday	One week before publication	3 working days prior to publication

GOVERNMENT PRINTING WORKS - BUSINESS RULES

Government Gazette Type	Publication Frequency	Publication Date	Submission Deadline	Cancellations Deadline
Gauteng Liquor License Gazette	Monthly	Wednesday before the First Friday of the month	Two weeks before publication	3 working days **after** submission deadline
Northern Cape Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 working days **after** submission deadline
National Liquor License Gazette	Monthly	First Friday of the month	Two weeks before publication	3 working days **after** submission deadline
Mpumalanga Liquor License Gazette	Bi-Monthly	Second & Fourth Friday	One week before publication	3 working days prior to publication

EXTRAORDINARY GAZETTES

3. *Extraordinary Gazettes* can have only one publication date. If multiple publications of an *Extraordinary Gazette* are required, a separate Z95/Z95Prov *Adobe* Forms for each publication date must be submitted.

NOTICE SUBMISSION PROCESS

4. Download the latest *Adobe* form, for the relevant notice to be placed, from the **Government Printing Works** website www.gpwonline.co.za.

5. The *Adobe* form needs to be completed electronically using *Adobe Acrobat* / *Acrobat Reader*. Only electronically completed *Adobe* forms will be accepted. No printed, handwritten and/or scanned *Adobe* forms will be accepted.

6. The completed electronic *Adobe* form has to be submitted via email to submit.egazette@gpw.gov.za. The form needs to be submitted in its original electronic *Adobe* format to enable the system to extract the completed information from the form for placement in the publication.

7. Every notice submitted **must** be accompanied by an official **GPW** quotation. This must be obtained from the *eGazette* Contact Centre.

8. Each notice submission should be sent as a single email. The email **must** contain **all documentation relating to a particular notice submission**.

   8.1. Each of the following documents must be attached to the email as a separate attachment:

      8.1.1. An electronically completed *Adobe* form, specific to the type of notice that is to be placed.

         8.1.1.1. For National *Government Gazette* or *Provincial Gazette* notices, the notices must be accompanied by an electronic Z95 or Z95Prov *Adobe* form

         8.1.1.2. The notice content (body copy) **MUST** be a separate attachment.

      8.1.2. A copy of the official **Government Printing Works** quotation you received for your notice. *(Please see Quotation section below for further details)*

      8.1.3. A valid and legible Proof of Payment / Purchase Order: **Government Printing Works** account customer must include a copy of their Purchase Order**. Non-Government Printing Works** account customer needs to submit the proof of payment for the notice

      8.1.4. Where separate notice content is applicable (Z95, Z95 Prov and TForm 3, it should **also** be attached as a separate attachment. *(Please see the Copy Section below, for the specifications)*.

      8.1.5. Any additional notice information if applicable.

GOVERNMENT PRINTING WORKS - BUSINESS RULES

9. The electronic *Adobe* form will be taken as the primary source for the notice information to be published. Instructions that are on the email body or covering letter that contradicts the notice form content will not be considered. The information submitted on the electronic *Adobe* form will be published as-is.

10. To avoid duplicated publication of the same notice and double billing, Please submit your notice **ONLY ONCE.**

11. Notices brought to **GPW** by "walk-in" customers on electronic media can only be submitted in *Adobe* electronic form format. All "walk-in" customers with notices that are not on electronic *Adobe* forms will be routed to the Contact Centre where they will be assisted to complete the forms in the required format.

12. Should a customer submit a bulk submission of hard copy notices delivered by a messenger on behalf of any organisation e.g. newspaper publisher, the messenger will be referred back to the sender as the submission does not adhere to the submission rules.

QUOTATIONS

13. Quotations are valid until the next tariff change.

    13.1. ***Take note:*** **GPW**'s annual tariff increase takes place on ***1 April*** therefore any quotations issued, accepted and submitted for publication up to ***31 March*** will keep the old tariff. For notices to be published from 1 April, a quotation must be obtained from **GPW** with the new tariffs. Where a tariff increase is implemented during the year, **GPW** endeavours to provide customers with 30 days' notice of such changes.

14. Each quotation has a unique number.

15. Form Content notices must be emailed to the *eGazette* Contact Centre for a quotation.

    15.1. The *Adobe* form supplied is uploaded by the Contact Centre Agent and the system automatically calculates the cost of your notice based on the layout/format of the content supplied.

    15.2. It is critical that these *Adobe* Forms are completed correctly and adhere to the guidelines as stipulated by **GPW**.

16. **APPLICABLE ONLY TO GPW ACCOUNT HOLDERS**:

    16.1. **GPW** Account Customers must provide a valid **GPW** account number to obtain a quotation.

    16.2. Accounts for **GPW** account customers **must** be active with sufficient credit to transact with **GPW** to submit notices.

        16.2.1. If you are unsure about or need to resolve the status of your account, please contact the **GPW** Finance Department prior to submitting your notices. (If the account status is not resolved prior to submission of your notice, the notice will be failed during the process).

17. **APPLICABLE ONLY TO CASH CUSTOMERS:**

    17.1. Cash customers doing **bulk payments** must use a **single email address** in order to use the **same proof of payment** for submitting multiple notices.

18. The responsibility lies with you, the customer, to ensure that the payment made for your notice(s) to be published is sufficient to cover the cost of the notice(s).

19. Each quotation will be associated with one proof of payment / purchase order / cash receipt.

    19.1. This means that **the quotation number can only be used once to make a payment.**

GOVERNMENT PRINTING WORKS - BUSINESS RULES

COPY (SEPARATE NOTICE CONTENT DOCUMENT)

20. Where the copy is part of a separate attachment document for Z95, Z95Prov and TForm03

20.1. Copy of notices must be supplied in a separate document and may not constitute part of any covering letter, purchase order, proof of payment or other attached documents.

The content document should contain only one notice. (You may include the different translations of the same notice in the same document).

20.2. The notice should be set on an A4 page, with margins and fonts set as follows:

Page size = A4 Portrait with page margins: Top = 40mm, LH/RH = 16mm, Bottom = 40mm; Use font size: Arial or Helvetica 10pt with 11pt line spacing;

Page size = A4 Landscape with page margins: Top = 16mm, LH/RH = 40mm, Bottom = 16mm; Use font size: Arial or Helvetica 10pt with 11pt line spacing;

CANCELLATIONS

21. Cancellation of notice submissions are accepted by **GPW** according to the deadlines stated in the table above in point 2. Non-compliance to these deadlines will result in your request being failed. Please pay special attention to the different deadlines for each gazette. Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.

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

AMENDMENTS TO NOTICES

23. With effect from 01 October 2015, **GPW** will not longer accept amendments to notices. The cancellation process will need to be followed according to the deadline and a new notice submitted thereafter for the next available publication date.

REJECTIONS

24. All notices not meeting the submission rules will be rejected to the customer to be corrected and resubmitted. Assistance will be available through the Contact Centre should help be required when completing the forms. (012-748 6200 or email info.egazette@gpw.gov.za). Reasons for rejections include the following:

24.1. Incorrectly completed forms and notices submitted in the wrong format, will be rejected.

24.2. Any notice submissions not on the correct *Adobe* electronic form, will be rejected.

24.3. Any notice submissions not accompanied by the proof of payment / purchase order will be rejected and the notice will not be processed.

24.4. Any submissions or re-submissions that miss the submission cut-off times will be rejected to the customer. The Notice needs to be re-submitted with a new publication date.

GOVERNMENT PRINTING WORKS - BUSINESS RULES

APPROVAL OF NOTICES

25. Any notices other than legal notices are subject to the approval of the Government Printer, who may refuse acceptance or further publication of any notice.

26. No amendments will be accepted in respect to separate notice content that was sent with a Z95 or Z95Prov notice submissions. The copy of notice in layout format (previously known as proof-out) is only provided where requested, for Advertiser to see the notice in final Gazette layout. Should they find that the information submitted was incorrect, they should request for a notice cancellation and resubmit the corrected notice, subject to standard submission deadlines. The cancellation is also subject to the stages in the publishing process, i.e. If cancellation is received when production (printing process) has commenced, then the notice cannot be cancelled.

GOVERNMENT PRINTER INDEMNIFIED AGAINST LIABILITY

27. The Government Printer will assume no liability in respect of—

27.1. any delay in the publication of a notice or publication of such notice on any date other than that stipulated by the advertiser;

27.2. erroneous classification of a notice, or the placement of such notice in any section or under any heading other than the section or heading stipulated by the advertiser;

27.3. any editing, revision, omission, typographical errors or errors resulting from faint or indistinct copy.

LIABILITY OF ADVERTISER

28. Advertisers will be held liable for any compensation and costs arising from any action which may be instituted against the Government Printer in consequence of the publication of any notice.

CUSTOMER INQUIRIES

Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While **GPW** deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.
GPW has a 2-working day turnaround time for processing notices received according to the business rules and deadline submissions.
Please keep this in mind when making inquiries about your notice submission at the Contact Centre.

29. Requests for information, quotations and inquiries must be sent to the Contact Centre ONLY.

30. Requests for Quotations (RFQs) should be received by the Contact Centre at least **2 working days** before the submission deadline for that specific publication.

GOVERNMENT PRINTING WORKS - BUSINESS RULES

Payment of cost

31. The Request for Quotation for placement of the notice should be sent to the Gazette Contact Centre as indicated above, prior to submission of notice for advertising.

32. Payment should then be made, or Purchase Order prepared based on the received quotation, prior to the submission of the notice for advertising as these documents i.e. proof of payment or Purchase order will be required as part of the notice submission, as indicated earlier.

33. Every proof of payment must have a valid **GPW** quotation number as a reference on the proof of payment document.

34. Where there is any doubt about the cost of publication of a notice, and in the case of copy, an enquiry, accompanied by the relevant copy, should be addressed to the Gazette Contact Centre, **Government Printing Works**, Private Bag X85, Pretoria, 0001 email: info.egazette@gpw.gov.za before publication.

35. Overpayment resulting from miscalculation on the part of the advertiser of the cost of publication of a notice will not be refunded, unless the advertiser furnishes adequate reasons why such miscalculation occurred. In the event of underpayments, the difference will be recovered from the advertiser, and future notice(s) will not be published until such time as the full cost of such publication has been duly paid in cash or electronic funds transfer into the **Government Printing Works** banking account.

36. In the event of a notice being cancelled, a refund will be made only if no cost regarding the placing of the notice has been incurred by the **Government Printing Works**.

37. The **Government Printing Works** reserves the right to levy an additional charge in cases where notices, the cost of which has been calculated in accordance with the List of Fixed Tariff Rates, are subsequently found to be excessively lengthy or to contain overmuch or complicated tabulation.

Proof of publication

38. Copies of any of the *Government Gazette* or *Provincial Gazette* can be downloaded from the **Government Printing Works** website www.gpwonline.co.za free of charge, should a proof of publication be required.

39. Printed copies may be ordered from the Publications department at the ruling price. The **Government Printing Works** will assume no liability for any failure to post or for any delay in despatching of such *Government Gazette*(s)

GOVERNMENT PRINTING WORKS CONTACT INFORMATION

Physical Address:	**Postal Address:**	**GPW Banking Details:**
Government Printing Works	Private Bag X85	**Bank:** ABSA Bosman Street
149 Bosman Street	Pretoria	**Account No.:** 405 7114 016
Pretoria	0001	**Branch Code:** 632-005

For Gazette and Notice submissions: Gazette Submissions:	**E-mail:** submit.egazette@gpw.gov.za
For queries and quotations, contact: Gazette Contact Centre:	**E-mail:** info.egazette@gpw.gov.za
	Tel: 012-748 6200
Contact person for subscribers: Mrs M. Toka:	**E-mail:** subscriptions@gpw.gov.za
	Tel: 012-748-6066 / 6060 / 6058
	Fax: 012-323-9574

DEPARTMENT OF EMPLOYMENT AND LABOUR

NO. R. 6751 **24 October 2025**

LABOUR RELATIONS ACT, 1995

REGISTRATION OF AN EMPLOYERS' ORGANISATION

I, **Lehlohonolo Daniel Molefe**, Registrar of Labour Relations, hereby notify, in terms of section 109(2) of the Labour Relations Act, 1995 that **Agricultural Allied Industries Association (AAIA) (LR 2/6/3/1057)** has been registered as an employers' organisation with effect from 07 October 2025.

REGISTRAR OF LABOUR RELATIONS

DATE: 07 October 2025

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. R. 6752 **24 October 2025**

RULES BOARD FOR COURTS OF LAW ACT, 1985 (ACT NO. 107 OF 1985)

AMENDMENT OF RULES REGULATING THE CONDUCT OF THE PROCEEDINGS OF THE MAGISTRATES' COURTS OF SOUTH AFRICA

The Rules Board for Courts of Law has, under section 6 of the Rules Board for Courts of Law Act, 1985 (Act No. 107 of 1985), and with the approval of the Minister of Justice and Constitutional Development, made the rules in the Schedule.

SCHEDULE

GENERAL: EXPLANATORY NOTE:

[ ] Words or expressions in bold type in square brackets represent omissions from existing rules

_____ Words or expressions underlined with a solid line represent insertions into existing rules

Definition

1. In In this Schedule "the Rules" means the Rules Regulating the Conduct of the Proceedings of the Magistrates' Courts of South Africa published under Government Notice No. R. 740 of 23 August 2010, as amended by Government Notice Nos. R. 1222 of 24 December 2010, R. 611 of 29 July 2011, R. 1085 of 30 December 2011, R. 685 of 31 August 2012, R. 115 of 15 February 2013, R. 263 of 12 April 2013, R. 760 of 11 October 2013, R. 183 of 18 March 2014, R. 215 of 28 March 2014, R. 507 of 27 June 2014, R. 571 of 18 July 2014, R. 5 of 9 January 2015, R. 32 of 23 January 2015, R. 33 of 23 January 2015, R. 318 of 17 April 2015, R. 545 of 30 June 2015, R. 2 of 19 February 2016, R. 1055 of 29 September 2017, R. 1272 of 17 November 2017, R. 632 of 22 June 2018, R. 1318 of 30 November 2018, R. 842 of 31 May 2019, R. 1343 of 18 October 2019, R. 107 of 7 February 2020, R. 858 of 7 August 2020, R. 1156 of 30 October 2020, R. 1602 of 17 December 2021, R. 2134 of 3 June 2022, R. 2298 of 22 July 2022, R. 2414 of 26 August 2022, R. 2434 of 2 September

2022, R. 3371 of 5 May 2023, R. 3399 of 12 May 2023, R. 4476 of 8 March 2024, R. 5127 of 16 August 2024, R. 5559 of 22 November 2024, R. 6231 of 30 May 2025, R. 6232 of 30 May 2025 and R. 6505 of August 2025.

Substitution of rule 2 of the Rules

2. Rule 2 of the Rules is hereby amended by the substitution in sub-rule (1) of the following words:

"**Definitions**

(1) In these rules and in the forms annexed hereto any word or expression to which a meaning has been assigned in the Act shall bear the meaning so assigned and, unless the context otherwise indicates—

'apply' means apply on motion and 'application' has a corresponding meaning;

'clerk of the court' means a clerk of the court appointed under section 13 of the Act and includes an assistant clerk of the court so appointed;

'Consumer Protection Act, 2008' means the Consumer Protection Act, 2008 (Act No. 68 of 2008);

'conventional method' means the method for the filing, service and lodging of hard copy court processes, pleadings, notices or other documents, the administration of court case files and the hearing of cases, in use prior to the coming into operation of the e-justice system;

'Criminal Procedure Act, 1977' means the Criminal Procedure Act, 1977 (Act No. 51 of 1977);

'default judgment' means a judgment entered or given in the absence of the party against whom it is made;

['deliver' (except when a summons is served on the opposite party only, and in rule 9) means to file with the registrar or clerk of the court and serve a copy on the opposite party either by hand-delivery, registered post, or, where agreed between the parties or so ordered by court, by

facsimile or electronic mail (in which instance Chapter III, Part 2 of the Electronic Communications and Transactions Act, 2002 will apply), and 'delivery', 'delivered' and 'delivering' have corresponding meanings;]

'deliver' means to serve copies on all parties and file the original with the registrar or clerk of the court, either through the e-justice system or the conventional method and **'delivery'**, **'delivered'** and **'delivering'** have corresponding meanings;

'Divorce Act, 1979' means the Divorce Act, 1979 (Act No. 70 of 1979);

'document' means any written, printed or electronic matter including pleadings, notices and data and data messages as defined in the Electronic Communications and Transactions Act, 2002;

'e-justice system' means the electronic system for filing, service or lodging of documents, the administration of court case files and the adjudication of cases as provided for in these rules;

'electronic' means technology which has electrical, digital, magnetic, wireless, optical, electromagnetic or other intangible form or similar capabilities;

'electronic communication' means communication by means of data or data messages as provided for in the Electronic Communications and Transactions Act, 2002;

'Electronic Communications and Transactions Act, 2002' means the Electronic Communications and Transactions Act, 2002 (Act No. 25 of 2002);

'electronic mail address' means an electronic address to or from which an e-mail, as defined in the Electronic Communications and Transactions Act, 2002, is sent or received;

'give security' includes the giving of a security bond either by the party with someone as his surety or by two or more other persons;

'hard copy' means information set forth in paper form and '**hard copies**' has a corresponding meaning;

'hyperlink' has the meaning assigned to it in section 1 of the Electronic Communications and Transactions Act, 2002 and includes a key word or reference in a text providing a link to another text;

'National Credit Act, 2005' means the National Credit Act, 2005 (Act No. 34 of 2005);

'notice' means notice in writing;

'PDF' means a portable document format, being a file format that preserves the exact format including the font and colour of any source document, irrespective of the application platform used;

'pending case' means a case in which summons or notice of motion has been issued and which has not been withdrawn, discontinued or dismissed and in which judgment has not been entered or given;

'plaintiff', **'defendant'**, **'applicant'**, **'respondent'** and **'party'** include the attorney or counsel appearing for any such party and the officer of any local authority nominated by it for the purpose;

'registered user' means a person or entity who has registered to use the e-justice system;

'registrar of the court' means a registrar of the court appointed under section 13A of the Act and includes an assistant registrar of the court so appointed;

'service desk' means a service point under the control of the clerk or registrar to, assist litigants as well as members of the public, to file, serve, lodge or access documents on the e-justice system;

'sheriff'[,] means a person appointed in terms of section 2 of the Sheriffs Act, 1986 (Act No. 90 of 1986), and also a person appointed in terms of section 5 and section 6 of that Act as an acting sheriff and a deputy sheriff, respectively;

'sign' means affixing or appending a signature including an electronic signature comprising the initial or name of the person signing, in any font, style or size which is intended by the person to serve as a signature and includes an advanced electronic signature as provided for in the Electronic Communications and Transactions Act, 2002 and 'signed' has a corresponding meaning;

['signature', includes an advanced electronic signature as defined and described in Chapters I, II and III of the Electronic Communications and Transactions Act, 2002 and this also applies to 'sign', 'signing' and 'signed';]

'the Act' means the Magistrates' Courts Act, 1944 (Act No. 32 of 1944).

(2) A Saturday, Sunday or public holiday shall not, unless the contrary appears, be reckoned as part of any period calculated in terms of these **[Rules]** rules.

(3) All distances shall be calculated over the shortest route reasonably available in the circumstances.".

Insertion of rules 2A and 2B in the Rules

3. The following rules are hereby inserted after rule 2 of the Rules:

"**Application of the e-Justice system**

2A The e-justice system shall apply in those courts where it is in operation.".

"**E-justice system**

2B. (1) The e-justice system shall apply to—

(a) the issue of summonses and applications;
(b) the service of documents subject to the provisions of rule 9(9)*(a)*;
(c) the filing of documents and lodging of records;
(d) the hearing of cases as provided for in these rules; and
(e) access to electronic court case files; and
(f) appeals and reviews.

(2) Every registered user shall—

(a) maintain an electronic mail address for the duration of registration on the e-justice system;

(b) maintain accurate contact information as required by the e-justice system for the duration of registration;

(c) update the e-justice system within 24 hours of any change in the information provided at registration; and

(d) verify document legibility and orientation before submitting the document on the e-justice system.

(3) *(a)* Every registered user agrees to receive documents from other registered users and the registrar or clerk of the court only in respect of the matters to which the registered user is a party or is on record.

(b) Subject to the provisions of rule 9(9)*(a)* whenever a document is required to be served on a registered user, service at the electronic mail address of such registered user on the e-justice system shall be deemed to be service at such registered user's electronic mail address.

(c) The registrar, clerk of the court or the court may send documents to a registered user through the e-justice system.

(4) *(a)* Only PDF format documents may be uploaded on the e-justice system.

(b) Documents uploaded on the e-justice system shall—

(i) be formatted in compliance with the rules governing formatting of hard copies of documents, including page limits, font style and size;

(ii) not be locked or otherwise password protected;

(iii) comply with the maximum file size permitted by the e-justice system; and

(iv) be of sufficient quality to ensure legibility:

Provided that any electronic document converted to PDF must be maintained in the original format until the case is considered finalised.

(c) Attachments and exhibits such as physical exhibits and demonstrative evidence, which cannot be filed in PDF format, shall be filed by the conventional method or be filed in a format as directed by the court.

(d) Where an attachment or exhibit is filed in terms of paragraph *(c)*, a document listing the attachments or exhibits must be filed on the e-justice system.

(5) Hyperlinks and other electronic navigational aids may be included in a document as an aid to the court: Provided that—

(a) each hyperlink contains a text reference to the source of the link;

(b) hyperlinks are used to provide an electronic link to other portions of the same document or other portions of the court *case* file;

(c) hyperlinks to cited authorities shall not replace the standard citation format for statutes, judgments, rules or other cited material where such standard citation is required; and

(d) hyperlinks in pleadings are restricted to documents filed of record.

(6) *(a)* Whenever a party is required to file a hard copy, the hard copy must be scanned, converted to PDF format and uploaded onto the e-justice system.

(b) A party who files a hard copy through the e-justice system must keep in his or her custody or control such hard copy and must produce that hard copy to the court, if so ordered by the court.

(c) The hard copy filed and kept must be available to the court for the duration of the matter in which it has been filed and must be kept until the case is considered finalised.

(d) The court case file shall include any hard copy submitted for filing and uploaded on the e-justice system: Provided that it shall not be necessary for such hard copy to be maintained or retained by the court.

(7) Documents larger than the maximum permitted size indicated by the e-justice system may be submitted for filing if they are divided into separate segments, each of which complies with the e-justice system size restrictions.

(8) Documents which consist of images other than text shall be scanned at a sufficient resolution to ensure legible and accurate representation of the image.

(9) *(a)* Where parties agree on exhibits to be tendered in evidence at a trial or hearing, such exhibits shall be marked and filed on the e-justice system, except where the conventional method is required to be used.

(b) Exhibits tendered at trials or hearings and which can be maintained in an electronic format, shall be maintained in such format for the purposes of the court record.

(10) *(a)* Cases that commenced prior to the coming into operation of the e-justice system shall continue in the conventional method to their completion unless—

(i) the parties have agreed to use the e-justice system; or

(ii) the court directs that the e-justice system be operational.

(b) If so agreed or directed, each party shall be responsible for scanning to PDF format and uploading onto the e-justice system the hard copy documents delivered by such party.

(11) *(a)* The time periods prescribed for delivery and lodging of documents by the rules shall also apply to the e-justice system.

(b) Documents filed on the e-justice system after the closing time prescribed by rule 3 shall be deemed to have been filed on the next court day.

(12) If a technical problem prevents the uploading or delivery of a document on a particular day, the following rules shall apply:

(a) The registered user shall deliver the document using the conventional method;

(b) upon the document being filed, the clerk or registrar of the court shall upload the document on to the e-justice system; and

(c) if a document is not delivered within the time limits prescribed by the rules, the provisions of rule 60(5) shall apply.

(13) Subject to the provisions of sub-rule (12), delivery or filing shall be deemed to have taken place when the e-justice system generates a notification.

(14) *(a)* The registrar or clerk of the court may reject any document filed if such document does not comply with rule 2B(4).

(b) Where a document is rejected—

(i) the registrar or clerk of the court must within 48 hours notify the party filing the document of this fact by sending a notice, which will record the rejection and the reason therefor; and

(ii) such party must within one day, resubmit the correctly formatted document, Provided that this rule shall not vary the time limits prescribed in the rules.

(15) All matters issued by the e-justice system may be adjudicated through the e-justice system unless a court directs otherwise.

(16) The service desk shall assist—

(a) by explaining how the e-justice system operates;

(b) with the scanning and converting of a hard copy to PDF for issuing by the registrar or clerk of the court;

(c) with the filing or lodging of a hard copy by scanning and converting the document to PDF and uploading the document under the respective case number;

(d) with the service through the e-justice system of a hard copy, excluding documents initiating process, on a registered user by scanning and converting the document to PDF and filing the document under the respective case number;

(e) with the registration of a litigant who applies for registration on the e-justice system;

(f) with requests for access to court case files, including, where requested, copies of documents, or transmission of documents to an electronic mail address or external device; and

(g) with any other services or assistance required relating to the e-justice system.".

Amendment of rule 3 of the Rules

4. Rule 3 of the Rules is hereby amended—

(a) by the substitution for sub-rules (1) to (5) of the following sub-rules:

"(1) The registrar or clerk of the court shall sign **[(manually or by machining a facsimile of his or her signature)]** and issue all such process of the court as may be sued out by any person entitled thereto or, at the request of any party by whom process was sued out, to reissue such process after its return by the sheriff.

(2) The first document filed in any action or application not relating to a **[then]** pending case shall be numbered by the registrar or clerk of the court with a unique reference number and a consecutive case number for the year during which it is filed.

(3) Every document that has been served or delivered in an action or application referred to in sub-rule (2) or in any subsequent matter in continuation of any such action or application shall be marked with the relevant unique reference number and consecutive case number by the party delivering it and shall not be received by the registrar or clerk of the court until so marked.

(4) *(a)* All documents **[delivered to]** lodged with the registrar or clerk of the court **[to be filed]** and any minutes made by the court on paper shall be filed under the unique reference number of the respective action or application.

(b) In courts where the e-justice system is operational the registrar or clerk must scan and convert the filed document or minute to PDF and upload the PDF document under the respective unique reference number on the e-justice system.

(5) Copies of the documents referred to in sub-rule (4) may be made by any person in the presence of the registrar or clerk of the court.";

(b) by the substitution in sub-rule (6) for the words preceding paragraph *(a)* of the following words:

"(6) The registrar or clerk of the court shall notify the plaintiff forthwith in writing or through the e-justice system in courts, where operational of—"; and

(c) by the substitution for sub-rule (8) of the following sub-rule:

"(8) The registrar or clerk of the court shall assist litigants by explaining these rules of procedure, including aspects pertaining to the e-justice system as well as registration on such a system in courts where operational, and providing such further assistance as is reasonably possible in accordance with section 9(6)*(b)*(ii) of the Jurisdiction of Regional Courts Amendment Act, 2008 (Act 31 of 2008).".

Amendment of rule 5 of the Rules

5. Rule 5 of the Rules is hereby amended–

(a) by the substitution in sub-rule (3) for paragraph *(a)* of the following paragraph:

"(3) *(a)* (i) Every summons shall be signed by an attorney acting for the plaintiff and shall bear the attorney's physical address situated in an area either within the court's jurisdiction or within 25 kilometres of the courthouse and the attorney's electronic mail address at which plaintiff will accept service of all subsequent documents and notices in the suit. **[In places where there are three or more attorneys or firms of attorneys practising independently of one another, the physical address shall be within 15 kilometres of the courthouse.]** The summons shall also bear the attorney's postal address and, where available, facsimile address **[, and, where available, the attorney's facsimile and electronic mail address]**. The State Attorney may appoint the office of the registrar or clerk of the civil court as its address for service.

(ii) If no attorney is acting for the plaintiff, the summons shall be signed by the plaintiff. The summons shall bear the plaintiff's physical address situated in an area either within the court's jurisdiction or within 25 kilometres of the courthouse and, where available, the plaintiff's electronic mail address, at which the plaintiff will accept service of all subsequent documents and notices in the suit. **[In places where there are three or more attorneys or firms of attorneys practicing independently of one another, the physical address shall be within 15 kilometres of the courthouse.]** The summons shall also bear the plaintiff's postal address **[, and, where available, the plaintiff's facsimile and electronic mail address.]** and facsimile address, where available.

(iii) After subparagraph (i) or (ii) has been complied with, the summons shall be signed and issued by the registrar or clerk of the court and shall bear the date of issue by the registrar or clerk as well as the case number and unique reference number allocated thereto."; and

(b) by the substitution in sub-rule (3) for paragraph *(b)* of the following paragraph:

"(3) *(b)* The plaintiff may indicate in a summons whether the plaintiff is prepared to accept service of all subsequent documents and notices in the suit through any manner other than the physical address or **[or postal address]** electronic address and, if so, shall state such preferred manner of service: Provided that where the plaintiff

is represented by an attorney, service by electronic mail shall be compulsory in addition to any other preferred method of service.".

Amendment of rule 6 of the Rules

6. Rule 6 of the Rules is hereby amended by the substitution for sub-rule (1) of the following sub-rule:

"(1) Every pleading shall be signed by an attorney or an advocate referred to in section 34(2)*(a)*(ii) of the Legal Practice Act, 2014 (Act No. 28 of 2014) or, if a party is unrepresented, by that party.".

Amendment of rule 9 of the Rules

7. Rule 9 is hereby amended–

(a) by the substitution for sub-rule (1) of the following sub-rule:

"(1) *(a)* **[A]** Subject to the provisions of paragraphs *(b)* and *(c)*, a party requiring service of any process, notice or other document to be made by the sheriff, shall provide the sheriff with the original or a certified copy of such process, notice or document, together with as many copies thereof as there are persons to be served: Provided that the registrar or clerk of the court may, at the written request of the party requiring service, **[hand]** provide such process, notice or document and copies thereof to the sheriff.

(b) In any civil proceedings before a Magistrate's Court, any summons, warrant, rule, order, notice, document or other process of a Magistrate's Court, or any other communication, which by any law, rule or agreement of parties is required or directed to be served or executed upon any person, or left at the house or place of abode or business of any person, in order that such person may be affected thereby, may be transmitted by facsimile or by means of any other electronic medium to the sheriff, including through the e-justice system in courts where operational.

(c) The document received or printed as a result of the transmission contemplated in paragraph *(b)* is of the same force and effect as the original thereof.";

(b) by the substitution in sub-rule (4) for paragraph *(a)* of the following paragraph:

"(4) *(a)* **[The]** Subject to the provisions of sub-rule 1*(b)* and *(c)*, the sheriff shall, on demand by the person upon or against whom process is served, exhibit to that person the original or certified copy of the process."; and

(c) by the substitution in sub-rule (9) for paragraph *(a)* of the following paragraph:

"**[(9) *(a)* Service of any notice, request, statement or other document which is not process of the court may be effected by delivery by hand at the address for service given in the summons or appearance to defend, as the case may be, or by sending it by registered post to the postal address so given: Provided that, subject to rules 5 and 13, service of such notice, request, statement or other document may be effected by sending it by facsimile or electronic mail to the facsimile address or electronic mail address given in the summons or notice of intention to defend, as the case may be.]**

(9) *(a)* Service of any notice, request, statement or other document which is not process of the court may subject to rules 5(3)*(b)* and 13(3)*(a)*(ii) be effected at the address for service given in the summons or appearance to defend by delivery or sending, as the case may be, by:

(i) hand;
(ii) registered post;
(iii) facsimile; or
(iv) electronic mail:

Provided that subject to Rule 2A–

(aa) where the party effecting service and the party being served are registered users, service of a document, other than service by the sheriff or as ordered by the court, shall be done through the e-justice system; and

(bb) service of a document, which is not process of the court to be effected by or on a party who is not a registered user must be done using the conventional method: Provided that proof of service must be filed with the clerk, registrar or service desk simultaneously with the original of the document so served.".

Insertion of rule 9A in the Rules

8. Rule 9A is hereby inserted after rule 9 of the Rules:

"**Proof of service**

9A. Proof of service shall be filed with the court, including:

(a) confirmation that service was effected electronically;
(b) the electronic mail address to which service was effected; and
(c) the electronic delivery receipt,

Provided that proof of service may be filed electronically through the e-justice system, in courts where operational.".

Amendment of rule 13 of the Rules

9. Rule 13 of the Rules is hereby amended by the substitution in sub-rule (3) for paragraphs *(a)* and *(b)* of the following paragraphs:

"*(a)* When a defendant delivers notice of intention to defend—

(i) the defendant shall therein give his or her full physical, residential or business address in an area either within the court's jurisdiction or within 25 kilometres of the courthouse, electronic mail address, postal address and, where available, facsimile address; **[and electronic mail address;]** Provided that in the case of a defendant who is not represented by an attorney the electronic mail address and facsimile address shall only be provided where available; and

(ii) the defendant shall also indicate and select therein the preferred address for service on the defendant thereat of all documents in such action, and service thereof at the address so given shall be valid and effectual, except where by an order or practice of the court personal service is required **[; and]**: Provided that where the defendant is represented by an attorney service by electronic mail shall be compulsory in addition to any other preferred method of service.

[(iii) if a physical address is given by the defendant in the notice of intention to defend as the preferred address for the purpose of such service, in places where there are three or more attorneys or firms of attorneys practicing

independently of one another, that address shall be situated within 15 kilometres of the courthouse.]

(b) The defendant shall indicate in the notice of intention to defend whether the defendant is prepared to accept service of all subsequent documents and notices in the suit through any manner other than the physical address or postal address and, if so, shall state such preferred manner of service: Provided that where the defendant is represented by an attorney service by electronic mail shall be compulsory in addition to any other preferred method of service.".

Amendment of rule 22A of the Rules

10. Rule 22A of the Rules is hereby amended by the substitution in sub-rule (5) for paragraph *(j)* of the following paragraph:

"*(j)* which party shall be responsible for—

(i) the copying and other preparation of documents including a bundle for trial, where the conventional method is used; and

(ii) the preparation of documents including an electronic bundle for trial, where the e-justice system is operational;".

Amendment of rule 25 of the Rules

11. Rule 25 of the Rules is hereby amended–

(a) by the substitution in sub-rule (7) for paragraph *(a)* of the following paragraph:

"(7)(*a)* (i) of the date, time and place for a pre-trial conference convened in terms of sub-rule (6)*(a)*; and

(ii) whether the pre-trial conference is to be held using the conventional method or the e-justice system in courts, where operational;".

(b) by the substitution in sub-rule (9) for paragraph *(b)* of the following paragraph:

"**[*(b)* A case management judicial officer may, upon considering the statement by the parties referred to in paragraph *(a)*, direct that appearance by one or all of the parties at a pre-trial conference is dispensed with.]**

(b) A case management judicial officer may, upon considering the statement by the parties referred to in paragraph *(a)*, direct:

(i) that appearance by one or all of the parties at a pre-trial conference is dispensed with; and

(ii) whether the pre-trial conference is to be held using the conventional method or the e-justice system in courts, where operational.".

Insertion of rule 30A to the Rules

12. The following rule is hereby inserted after rule 30 of the Rules:

"**Civil e-justice system**

30A. (1) Subject to rule 2A, the civil record consists of all electronic and digital entries captured on the e-justice system, processes, pleadings and notices filed in hard copy or electronically and all electronic, digital, audio and visual recordings.

(2) The particulars recorded in the e-justice system for all civil cases shall include, but are not limited to—

(a) date of issue of process;
(b) unique reference number and case number;
(c) the parties;
(d) the legal representatives;
(e) cell phone numbers and electronic mail addresses of the parties and legal representatives;
(f) all processes, returns of service, notices, requests, applications and documents filed;
(g) notifications to the parties and legal representatives;
(h) dates of appearances and mode of appearances;
(i) dates of future appearances;
(j) applications;
(k) audio recording of all hearings;
(l) minutes, reports, exhibits;
(m) particulars of witnesses and appearance mode;
(n) judgments including default judgments;
(o) orders, decrees and directives;
(p) appeals and outcomes;

(q) the date and effect of any order of the superior court varying any judgment and orders on appeal;

(r) indication of particulars that may not be published;

(s) taxations and review of such taxations; and

(t) warrants of execution.".

Amendment of Rule 51 of the Rules

13. Rule 51 of the Rules is hereby amended—

(a) by the substitution for sub-rule (1) of the following sub-rule:

"(1) Upon a request in writing using the conventional method or the e-justice system in courts, where operational by any party within 10 days after judgment and before noting an appeal the judicial officer shall within 15 days hand to the registrar or clerk of the court a judgment in writing which shall become part of the record showing—

(a) the facts he or she found to be proved; and

(b) his or her reasons for judgment."; and

(b) by the substitution for sub-rule (11) of the following sub-rule:

"(11) *(a)* A respondent desiring to abandon the whole or any part of a judgment appealed against may do so by the delivery of a notice in writing using the conventional method or the e-justice system in courts, where operational stating whether he or she abandons the whole, or if part only, what part of such judgment.

(b) Every notice of abandonment in terms of paragraph *(a)* shall become part of the record.".

Amendment of rule 55 of the Rules

14. Rule 55 of the Rules is hereby amended–

(a) by the substitution in sub-rule (1)*(e)* for subparagraph (i) of the following subparagraph:

"(i) appoint a physical address situated in an area either within the court's jurisdiction or within 25 kilometres of the courthouse, and, where available, an electronic mail address **[which address must, in places where there are three or more attorneys or firms of attorneys practising independently of one another, be within 15 kilometres of the office of the registrar or clerk of court,]** at which notice and service of all documents in such proceedings will be accepted: Provided

that where the applicant is represented by an attorney the appointment of an electronic mail address shall be compulsory, in addition to that of a physical address;".

(b) by the substitution in sub-rule (1)*(g)* for subparagraph (i) of the following subparagraph:

"(i) within the time stated in the notice, give applicant notice, in writing, that he or she intends to oppose the application, and in such notice appoint **[an]** a physical address situated in an area either within the court's jurisdiction or within 25 kilometres of the courthouse, and, where available, an electronic mail address, **[which address must, in places where there are three or more attorneys or firms of attorneys practising independently of one another, be within 15 kilometres of the office of the registrar or clerk of the court,]** at which he or she will accept notice and service of all documents, as well as such party's **[postal, facsimile or electronic mail]** postal or facsimile addresses where available: Provided that where the respondent is represented by an attorney the appointment of an electronic mail address shall be compulsory, in addition to that of a physical address;";

(c) by the substitution in sub-rule (3) for paragraph *(b)* of the following paragraph:

"*(b)* **[The notice of motion in every application brought ex parte must correspond substantially with Form 1 of Annexure 1.]** Every application brought *ex parte* must—

(i) be upon notice of motion corresponding substantially with Form 1 of Annexure 1 supported by an affidavit, and addressed to the registrar or clerk of the court;

(ii) be filed with the registrar or clerk of the court and set down, before noon on the court day but one preceding the day upon which it is to be heard; and

(iii) set forth the form of order sought, specify the affidavit filed in support thereof, and request the registrar or clerk of the court to place the matter on the roll for hearing;";

(d) by the insertion in sub-rule (3) after paragraph *(b)* of the following paragraph:

"(bA) (i) Any person having an interest which may be affected by a decision on an application being brought *ex parte*, may deliver notice of an application for leave to oppose, supported by an affidavit setting forth the nature of such interest and the ground upon which such person desires to be heard, whereupon the registrar or clerk of the court must set such application down for hearing at the same time as the initial application.

(ii) The court hearing the matter may grant or dismiss either of or both such applications as the case may require, or may adjourn proceedings upon such terms as to the filing of further affidavits by either applicant or otherwise as it deems fit.";

(e) by the substitution in sub-rule (3) for paragraph *(e)* of the following paragraph, respectively:

"(e) A copy of any order made *ex parte* and of the notice of motion and affidavit **[, if any,]** on which it was made must be served on the respondent thereto.";

Amendment of Rule 63 of the Rules

15. Rule 63 of the Rules is hereby amended–

(a) by the substitution for sub-rule (1) of the following sub-rule:

"(1) **[*(a)*]** All documents filed **[with]** at the court, using either the conventional method or the e-justice system, other than exhibits or facsimiles thereof, shall be **[clearly and legibly printed or typewritten in permanent black or blue-black ink]** clear and legible and, if printed, shall be in black ink on one side only of paper of good quality and of A4 standard size.

[*(b)* A document shall be deemed to be typewritten if it is reproduced clearly and legibly on suitable paper by a duplicating, lithographic, photographic or any other method of reproduction.]";

(b) by the substitution for sub-rules (3) to (6) of the following sub-rules, respectively:

"(3) In defended actions or opposed applications the plaintiff or applicant, as the case may be, shall not later than 10 days prior to the hearing of the matter—

(a) collate, and number consecutively, and suitably secure, all pages of the documents delivered; and **[shall]**

(b) prepare and deliver a complete index thereof.

(4) Every affidavit filed with the registrar or clerk of the court by or on behalf of a respondent shall, if **[he or she]** such a respondent is represented, on the first page thereof bear the name and electronic mail address of the **[attorney]** legal representative filing it.

(5) The registrar or clerk of the court may reject any document which does not comply with the requirements of this rule.

(6) Any person **[, with leave of the registrar or clerk of the court and on good cause shown,]** may examine and **[make]** obtain copies of all documents in a court file **[at the office of the registrar or clerk of the court.]** —

(a) if printed, at the office of the registrar or clerk of the court;
(b) through the e-justice system in courts, where operational; or
(c) electronically at an electronic mail address."; and

(c) by the addition after sub-rule (6) of the following sub-rules:

"(7) Documents for inclusion in an electronic bundle for trial shall—

(a) if in hard copy, be scanned and converted to PDF format and if electronic, be in or converted to PDF format; and

(b) if a document is not able to be converted to PDF format, be converted to a suitable format by agreement between the parties to facilitate the inclusion of the document in a bundle for trial: Provided that any document so converted shall be maintained in the original format and be available for production.

(8) Parties who do not have access to the e-justice system in courts, where operational shall be assisted by the service desk to comply with the provisions of sub-rule (7)*(a)*.".

Amendment of rule 64 of Rules

16. Rule 64 of the Rules is hereby amended by—

(a) the substitution for sub-rule (1) of the following sub-rule:

"(1) *(a)* The process for securing the attendance of any person before the court to give evidence in any criminal case or to produce any books, papers or documents, shall be by subpoena prepared by the party desiring the attendance of that person and issued by the registrar or clerk of the court.

(b) The subpoena contemplated in paragraph *(a)* shall correspond substantially with Form 61 of Annexure 1.".

(b) the substitution for sub-rule (7) of the following sub-rule:

"(7) The subpoena must contain the following information—

(a) The unique court allocated reference number and the case number;

(b) the date and time of appearance, the physical address of the court and the court room number in which the witness is to testify;

(c) the provisions of section 158 of the Criminal Procedure Act, 1977;

(d) the contact details of the person with whom the witness is to arrange for audiovisual testimony**, [if it will be a suitable option for the witness]** where a court has ordered the giving of evidence in terms of section 158 of the Criminal Procedure Act, 1977;

(e) the name and contact details of the prosecutor; and

(f) the consequences of not complying with the subpoena."; and

(c) the substitution for sub-rule (8) of the following sub-rule:

"(8) *(a)* Where a court has ordered the giving of evidence in terms of section 158 of the Criminal Procedure Act, 1977, the court may give directions regarding the sending of the link to the witness and to facilitate the arrangement thereof.

(b) If the witness fails to attend the court proceedings virtually, proof of the link and any response to the electronic hearing facility, together with a subpoena, must be submitted to the court.".

Amendment of Rule 66 of the Rules

17. Rule 66 of the Rules is hereby amended–

(a) by the substitution for sub-rule (1) of the following sub-rule:

"(1) **[The plea and explanation or statement, if any, of the accused, the evidence orally given, any exception or objection taken in the course of the proceedings, the rulings and judgment of the court and any other portion of criminal]** Criminal proceedings or any portion thereof, may be **[noted]** recorded in **[shorthand (also in this rule referred to as 'shorthand notes')]** writing **[either verbatim or in narrative form or recorded]** or by **[mechanical]** electronic means.";

(b) by the deletion of sub-rules (2) and (3);

(c) by the substitution for sub-rule (4) of the following sub-rule:

"(4) **[(a) In any case in which no transcription was directed in terms of sub-rule (3), any]** Any person may, on notice to the registrar or clerk of the court,

request a transcription **[of any shorthand note taken by virtue of a direction given under sub-rule (1)]** of proceedings recorded in writing or by electronic means and shall, in respect of proceedings **[made]** recorded by **[mechanical]** electronic means, **[save in the case of the State,]** pay the full cost **[thereof as predetermined by agreement between the contractor concerned and the State]** upon request for such transcript, whereafter the State shall release the written notes or electronic recording of the proceedings to the transcriber for such transcription.

[(b) One copy of the transcript of such shorthand notes shall be supplied, free of charge, to the person at whose request the transcription was made.

(c) The original copy of the transcript of any shorthand notes referred to in paragraph (a), shall be certified as correct by the person making such copy and shall be filed with the record of the case.

(d) A sum sufficient to cover the approximate fee payable under paragraph (a) shall be deposited with the registrar or clerk of the court in advance.]";

(d) by the deletion of sub-rule (5);

(e) by the substitution for sub-rule (6) of the following sub-rule:

"(6) The prosecutor or the accused may **[, not later than 10 days after judgment or where the proceedings have been taken down in shorthand or by mechanical means,]** within 10 days after the transcription contemplated in sub-rule (4) has been completed, apply to the court to correct any error, omission or defect in the record or the certified transcript thereof and the court may correct any such error, omission or defect.";

(f) by the deletion of sub-rules (7) and (8); and

(g) by the substitution for sub-rule (9) of the following sub-rule:

"(9) Where **[a magistrate or]** the court is satisfied that an accused is unable to pay the costs of obtaining a copy of any record or of any transcript thereof or is able to pay only part of such costs, such **[magistrate or]** court may, at the request of the accused, direct the registrar or clerk of the court to deliver a copy of such record or transcript to the accused free of charge or at such reduced charge as the **[magistrate or]** court may determine.".

Amendment of Rule 67 of the Rules

18. Rule 67 of the Rules is hereby amended–

(a) by the substitution for sub-rule (1) of the following sub-rule:

"(1)*(a)* An appellant, other than a person who applies orally for leave to appeal immediately after the passing of the sentence or order as contemplated in section 309B(3)*(b)* of the Criminal Procedure Act, 1977, who wishes to apply for leave to appeal in terms of section 309B(1) of that Act, shall do so in writing using the conventional method or the e-justice system in courts where operational, to the registrar or clerk of the court and shall also send a copy of the application to the director of public prosecutions concerned, or, in a case in which the prosecution was not at the public instance, to the prosecutor concerned.

(b) An appellant who wishes to apply for condonation as contemplated in section 309B(1)*(b)*(ii) of the Criminal Procedure Act, 1977, or an appellant who wishes to apply for leave to adduce further evidence as contemplated in section 309B(5)*(a)* of that Act, shall do so in writing using the conventional method or the e-justice system in courts where operational, to the registrar or clerk of the court and shall also send a copy of the application to the director of public prosecutions concerned, or, in a case in which the prosecution was not at the public instance, to the prosecutor concerned.";

(b) by the substitution for sub-rule (2) of the following sub-rule:

"(2) *(a)* Where an application for leave to appeal is made in writing using the conventional method or the e-justice system in courts where operational, notice in terms of section 309B(2)(d) of the Criminal Procedure Act, 1977, shall be given by the registrar or clerk of the court at least 10 days before the date fixed for the hearing of the application for leave to appeal, unless the appellant or his or her legal representative and the director of public prosecutions or a person designated by him or her or in a case in which the prosecution was not at the public instance, the other prosecutor concerned have agreed to a shorter period, and shall correspond substantially to Form 57 of Annexure 1.

(b) The notice referred to in paragraph *(a)* shall—

(i) be handed to the appellant, and proof of receipt of such notice shall be indicated on a copy of the notice which shall be kept by the registrar or clerk of the court, or transmitted to his or her legal representative and the director of public prosecutions or a

person designated by him or her or other prosecutor concerned using the e-justice system in courts where operational **[and proof of receipt of such notice shall be indicated on a copy of the notice, which shall be kept by the registrar or clerk of the court]**; or

(ii) be sent by electronic means, and if not possible by registered post."; and

(c) by the substitution for sub-rule (15) of the following sub-rule:

"(15) *(a)* The registrar or clerk of the court shall within 10 days after receipt by him or her of the statement referred to in sub-rule (7) or (10) or of the notice of appeal delivered in terms of sub-rule (13), as the case may be, transmit to the registrar of the court of appeal the record of the criminal proceedings or the stated case, together with three copies thereof: Provided that where the e-justice system is operational, the three additional copies may be omitted.

(b) When the prosecution is at the public instance he or she shall also transmit one such copy to the director of public prosecutions or where the e-justice system is operational such a copy shall be transmitted using the e-justice system: Provided that if the appellant has not amended his or her statement of grounds of appeal as provided in sub-rule (7), the registrar or clerk of the court shall so transmit the record without delay after the period allowed for an amendment of the statement of grounds of appeal has lapsed.".

Amendment of Annexure 1 to Rules

19. Annexure 1 to the Rules is hereby amended by the addition after Form 60B of Form 61 contained in the Annexure hereto.

Amendment of Annexure 2 to the Rules

20. Annexure 2 to the Rules is hereby amended—

(a) by the substitution for Tables A and B of the following Tables, respectively:

"TABLE A
COSTS

PART I
GENERAL PROVISIONS

1. When the amount in dispute is less than or equal to R50 000, costs shall be taxed on Scale B; when the amount in dispute exceeds R50 000, but is less than or equal to the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts, costs shall be taxed on Scale C; when the amount in dispute exceeds the maximum jurisdictional amount so determined by the Minister in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division or when the matter is in respect of a cause of action in terms of section 29(1B)*(a)* of the Act, costs shall be taxed on Scale D.

2. *(a)* For the purpose of computing costs, the expression ''amount in dispute'' means, where costs are awarded to the plaintiff, the amount or value of the judgment and ''amount or value of the judgment'' means, where more than one claim is involved in the action, the total of the amounts involved in the judgment. Where costs are awarded to the defendant, the expression ''amount in dispute'' means, the amount or value of the claim, and ''amount or value of the claim'' means, where more than one claim is involved in the action, the total of the amounts of all the claims. The amount or value of the judgment or claim shall be inclusive of interest but exclusive of costs. If a matter is settled at any time the costs shall be taxed on the scale laid down in the agreement of settlement.

(b) Where the amount in dispute is not apparent on the face of the proceedings and—
(i) the matter is instituted in the Magistrates' Court for a District, costs shall be computed on Scale C; or
(ii) the matter is instituted in the Regional Court for a Regional Division, costs shall be computed on Scale D,

unless the court orders otherwise.

3. Costs taxable in terms of rule 33(19) shall be deemed to have been awarded under a judgment for the amount offered or a judgment in the terms of the settlement, as the case may be.

4. Claims for ejectment shall be computed at two months' rent of the premises.

5. The rate at which costs are computed shall not be increased by reason of any claim for confirmation of any interdict or interlocutory order.

6. …

7. Where the amount allowed for an item is specified, the amount shall be inclusive of all necessary attendances and services (other than services by the sheriff for the magistrate's court) in connection therewith save that for the necessary filing of documents at court a charge shall be allowed at **[R39,00]** R41,00 per document.

8. Where the amount allowed for an item is left blank—
   (a) the drawing of documents (not pleadings) shall be allowed at R97,00 for each page;
   (b) copies for filing, service and an attorney's copy to retain shall also be allowed;
   (c) **[R39,00]** R41,00 shall be allowed for each necessary service; and
   (d) **[R39,00]** R41,00 shall be allowed per document for the necessary filing of documents at court.

9. *(a)* Where any document appears to the court to be unnecessary prolix, the court may disallow the whole or any part of the fee therefor.
   (b) Where printed forms of documents to be copied are available, the fees for copying shall be limited to the necessary particulars inserted in such printed forms.

10. *(a)* A page shall consist of 250 written or printed words or figures or part thereof.
    (b) Four figures shall be reckoned as one word.

11. *(a)* Unless otherwise provided, a charge for perusal shall be allowed at R37,00 per page in respect of any document or pleading necessarily perused.
    (b) For necessary copies, including photocopies and scanning, of any document or papers not already provided for in this tariff, per A4 size page: Provided that the tariff fee for scanning shall only be allowed where the document exists in paper form only **[R7,00]** R8,00.
    [*(d)*]*(c)* For uploading documents onto an online court portal: an inclusive tariff – checking, verifying and description thereof, per page: R2,00.

12. Where there are more defendants than one, **[R24,00]** R26,00 shall be added in respect of each additional defendant for each of items 2, 2A, 2B and 3 of Part II and items 2 and 7 of Part III.

13. Where the judgment debt is payable in instalments in terms of the judgment or an agreement, a fee of 10% on each instalment collected in redemption of the capital, costs and interest shall be allowed, subject to a maximum of **[R583,00]** R615,00 on each instalment. No additional fee shall be charged for any attendance in connection with the receipt or payment of any instalment.

14. The clerk or registrar of the court shall on taxation disallow any charge unnecessarily incurred.

15. Where the fee under any item is calculated on a time basis, the total time spent on any one day shall be calculated and the fee for that day calculated on such total.

16. Any amount necessarily and actually disbursed in tracing the debtor shall be allowed in addition to the fees laid down in this tariff.

17. Item 10A and 14A of Part III in the tariff to Table A are also applicable to Part IV of the tariff to Table A.

18. Fees to advocates referred to in section 34(2)*(a)*(i) of the Legal Practice Act, 2014 (Act No. 28 of 2014) shall be allowed on taxation only for items 21 to 26 of Part IV.

19. The fees in Part IV shall be increased by 15% in accordance with any costs order made in terms of rule 33(1)*(b)* and as allowed at taxation.

PART II
UNDEFENDED ACTIONS

	R
Item 1 - Registered letter of demand in terms of section 56 of the Act	
(a) Claim or claims where the aggregate of the claim or claims does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts	**[R56,00]** R59,00
(b) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division	**[R78,00]** R82,00
Item 2 - Summons, (simple or combined), inclusive of a letter of demand other than the letter of demand referred to in item 1, where the aggregate amount of the claim or claims does not exceed R10 000,00	**[R908,00]** R958,00
(a)	
(b)	
(c)	
(d)	
Item 2A - Simple summons, inclusive of a letter of demand other than the letter of demand referred to in item 1:	
(a) Claim or claims where the aggregate amount of the claim or claims exceeds R10 000,00 but does not exceed R50 000,00	**[R1317,00]** R1389,00
(b) Claim or claims where the aggregate of the claim or claims exceeds R50 000,00 but does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts	**[R1583,00]** R1670,00
(c) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division or when the matter is in respect of a cause of action in terms of section 29(1B)*(a)* of the Act	**[R2054,00]** R2167,00
Item 2B - Combined summons, inclusive of a letter of demand other than the letter of demand referred to in item 1:	
(a) Claim or claims where the aggregate amount of the claim or claims exceeds	**[R1770,00]**

	R
R10 000,00 but does not exceed R50 000,00	R1867,00
(b) Claim or claims where the aggregate of the claim or claims exceeds R50 000,00 but does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts	**[R2125,00]** R2242,00
(c) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division or when the matter is in respect of a cause of action in terms of section 29(1B)*(a)* of the Act	**[R2758,00]** R2910,00
Item 3 – Judgment:	
(a) Where the aggregate of the claim or claims does not exceed the amount in item 2	**[R182,00]** R192,00
(b) Claim or claims where the aggregate of the claim or claims exceeds R10 000,00 but is not more than R50 000,00	**[R487,00]** R514,00
(c) Claim or claims where the aggregate of the claim or claims exceeds R50 000,00 but does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of the Magistrates' courts for districts**[.]**	**[R795,00]** R839,00
(d) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of magistrate's court for a regional division or when the matter is in respect of a cause of action in terms of section 29(1B)*(a)* of the Act**[.]**	**[R1032,00]** R1089,00
Item 4 – Notice in terms of rule 12(2)	
(a) Claim or claims where the aggregate of the claim or claims does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts**[.]**	**[R91,00]** R96,00
(b) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division or when the matter is in respect of a cause of action in terms of section 29(1B)*(a)* of the Act**[.]**	**[R118,00]** R124,00
Item 5 - Notice in terms of rule 54(3)*(a)*	
(a) Claim or claims where the aggregate of the claim or claims does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts**[.]**	**[R91,00]** R96,00
(b) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division**[.]**	**[R118,00]** R124,00

	R
Item 6 - Affidavit or certificate	-
Item 7 - Attending court at the request of the magistrate when claim is referred to court for judgment or to obtain provisional sentence when claim is undefended	as allowed under item 15 on the scale for defended actions.
Item 8 - For each registered letter forwarded to the debtor in terms of section 57(1) or (3) or section 58(2), of the Act by the creditor or such creditor's attorney, including copies	
(a) Claim or claims where the aggregate of the claim or claims does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts**[.]**	**[R60,00]** R63,00
(b) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division**[.]**	**[R79,00]** R83,00
Item 9 - Admission of liability and undertaking to pay debt in instalments or otherwise (section 57 of the Act)	
(a) Claim or claims where the aggregate of the claim or claims does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts**[.]**	**[R153,00]** R161,00
(b) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division**[.]**	**[R198,00]** R209,00
Item 10 - Consent to judgment or to judgment and an order for the payment of judgment debt in instalments (section 58 of the Act)	
(a) Claim or claims where the aggregate of the claim or claims does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts**[.]**	**[R153,00]** R161,00
(b) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division**[.]**	**[R198,00]** R209,00

Note: The amount of fees allowable under items 4, 5, 6, 7, 8, 9 and 10 shall be included without taxation in the amount of the costs for which judgment is entered.

PART III
DEFENDED ACTIONS (AND INTERPLEADER PROCEEDINGS)

Item	**Scale A R**	**Scale B R**	**Scale C R**	**Scale D R**
1 Instructions to sue or defend or to counterclaim or defend a counterclaim, perusal of all documentation and consideration of merits and all necessary consultations to issue summons		**[R1019,00]** R1075,00	**[R1277,00]** R1347,00	**[R1597,00]** R1685,00
2 Summons		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
2A Particulars of Claim or Declaration		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
3 Appearance		**[R64,00]** R68,00	**[R80,00]** R84,00	**[R103,00]** R109,00
4 Notice under rules 12(2) and 21B(2)		**[R64,00]** R68,00	**[R80,00]** R84,00	**[R103,00]** R109,00
5 Plea		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
6 Claim in reconvention		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
7 Reply, if necessary		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
8 Drawing up of all documents not specifically mentioned, including request for further particulars, schedule of documents, all affidavits, subpoenas, any notice not otherwise provided for and drawing up of statements by witnesses		-	-	-
9 Production of documents for inspection, or inspecting documents, per quarter of an hour or part thereof of the time spent		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
10. …				
10A Pagination and indexing of pleadings per quarter of an hour or part thereof**[:]**		**[R153,00]** R161,00	**[R188,00]** R198,00	**[R242,00]** R255,00
11 The recording of statements by witnesses, per quarter of an hour or part thereof		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
12 Notice of trial or reinstatement		**[R64,00]** R68,00	**[R80,00]** R84,00	**[R104,00]** R110,00
13 Preparing for trial (if counsel not employed)		**[R1737,00]** R1833,00	**[R2085,00]** R2200,00	**[R2708,00]** R2857,00
14 Attendance at settlement negotiations, for each quarter of an hour or part thereof actually spent in such negotiations		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
14A Drawing up heads of argument per quarter of an hour or part thereof**[:]**		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
15 Attending court during trial, or at an on-				

Item	Scale A R	Scale B R	Scale C R	Scale D R
the-spot inspection, or at postponement or examination on commission, for each quarter of an hour or part thereof spent in court while the case is actually being heard-				
(a) if an advocate is not employed		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
(b) if an advocate is employed		**[R91,00]** R96,00	**[R109,00]** R115,00	**[R144,00]** R152,00
16 Attending pre-trial conference, for each quarter of an hour or part thereof actually spent in such conference		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
17 Attending court to hear reserved judgment, per quarter of an hour or part thereof		**[R46,00]** R49,00	**[R56,00]** R59,00	**[R74,00]** R78,00
18 Correspondence-				
(a) for each necessary letter per page		R97,00	R115,00	R145,00
(b) for each letter received, provided that a fee for perusal shall not be allowed in addition to the fee herein provided for		**[R36,00]** R38,00	**[R46,00]** R49,00	**[R58,00]** R61,00
19 Attendances: For each necessary attendance not otherwise provided for, per attendance		**[R36,00]** R38,00	**[R46,00]** R49,00	**[R58,00]** R61,00
20 Necessary formal telephone calls, per call		**[R36,00]** R38,00	**[R46,00]** R49,00	**[R58,00]** R61,00
21 Telephone consultations: For every 5 minutes or part thereof, subject to a maximum fee per consultation of **[R222,00]** R234,00 for Scales B to C and **[R286,00]** R302,00 for Scale D		**[R64,00]** R68,00	**[R80,00]** R84,00	**[R104,00]** R110,00
22 Each necessary consultation, per quarter of an hour or part thereof		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
23 The court may, on request made at the hearing, allow in addition to the fee prescribed in item 13 above a refresher fee in postponed or partly heard trials		**[R1126,00]** R1188,00	**[R1349,00]** R1423,00	**[R1752,00]** R1848,00
24 Time spent waiting at court (owing to no court being available) per quarter of an hour or part thereof		**[R154,00]** R162,00	**[R188,00]** R198,00	**[R242,00]** R255,00
25 Travelling time [subject to the provisions of rule 33(9) per quarter of an hour or part thereof		**[R154,00]** R162,00	**[R188,00]** R198,00	**[R242,00]** R255,00
26 Subsistence and travelling expenses as laid down in rule 33(9)	The actual reasonable subsistence and travelling expenses as laid down in rule 33(9)			

PART IV
OTHER MATTERS

Exceptions, applications to strike out, applications for summary judgment, appearance to obtain provisional sentence when claim is defended, interlocutory applications, arrest, interdict, applications under rule 27(9), applications to review judgment, order or taxation, applications for liquidation of close corporations and applications in terms of section 65J of the Act, applications under rule 58 and any other applications.

ITEM	**Scale A R**	**Scale B R**	**Scale C R**	**Scale D R**
1. *(a)* Instructions to make application or to oppose or to show cause (the court may on request allow a higher amount)		**[R386,00]** R407,00	**[R459,00]** R484,00	**[R597,00]** R630,00
(b) Instructions to make application for liquidation of close corporation, perusal of all documentation and consideration of merits, and all necessary consultations		**[R942,00]** R994,00	**[R1130,00]** R1192,00	**[R1469,00]** R1550,00
2. Drawing up of all documents, affidavits, applications and notices, orders, etc		**-**	**-**	**-**
3. Attending court on hearing:				
(a) If unopposed or opposed (if an advocate is not employed), for each quarter of an hour or part thereof actually spent in court		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
(b) If opposed (if an advocate is employed), for each quarter of an hour actually spent in court or part thereof		**[R91,00]** R96,00	**[R112,00]** R118,00	**[R144,00]** R152,00
4. *(a*) Fee for preparation for argument when opposed (b) Fee for preparation for trial where proceedings are referred to trial or oral evidence		**[R938,00]** R994,00 **[R938,00]** R994,00	**[R1130,00]** R1192,00 **[R1130,00]** R1192,00	**[R1469,00]** R1550,00 **[R1469,00]** R1550,00
4A. Drawing up heads of argument for opposed applications, per quarter of an hour or part thereof**[:]**		**[R196,00]** R207,00	**[R246,00]** R260,00	**[R318,00]** R335,00
5. Consultations and settlement negotiations – when opposed, per quarter of an hour or part thereof		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00

ITEM	**Scale**
TAXATION OF COSTS In connection with a bill of costs for services rendered by an attorney, the attorney shall be entitled to charge:	**R**

6. For drawing the bill of costs, making the necessary copies and attending settlement, 11 percent of the attorney's fees, either as charged in the bill, if not taxed, or as allowed on taxation**[.]**	
7. In addition to the fees charged under item 6, if recourse is had to taxation for arranging and attending taxation, and obtaining consent to taxation, 11 percent on the first R10 000,00 or portion thereof, 6 percent on the next R10 000,00 or portion thereof and 3 percent on the balance of the total amount of the bill**[.]**	
8. Attending on review of taxation, for each quarter of an hour or part thereof in court while review is actually being heard	**[R229,00]** R242,00
9. Notice of application for review of taxation and service	-
10. Affidavit, where necessary	-

EXECUTION	
11. (a) Issue of warrant of execution, ejectment, and delivery up of possession	**[R154,00]** R162,00
(b) For each reissue thereof	**[R64,00]** R68,00
12. Inclusive fee for work done in connection with releasing of immovable property attached	**[R192,00]** R203,00
13. Inclusive fee for work done in connection with sale in execution of immovable property only (excluding work in respect of which fees are already provided for elsewhere and the drawing up of the conditions of sale)	**[R488,00]** R515,00
14. (a) Drawing up of notice of sale in terms of rule 41(8) or rule 43(7)*(b)*(i), or conditions of sale in terms of rule 43(8)(*a)*(i)	-
(b) For all other work done and papers and documents supplied to the sheriff of the magistrate's court in connection with a sale in execution of movable property, an inclusive fee of	**[R333,00]** R351,00
15. Security for restitution, where necessary	**[R128,00]** R135,00

WHERE AN ADVOCATE IS EMPLOYED	
16. Instructions for exception or application, where allowed	
(a) Claim or claims where the aggregate of the claim or claims does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts	**[R229,00]** R242,00
(b) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division	**[R298,00]** R314,00
17. Instructions on trial	
(a) Claim or claims where the aggregate of the claim or claims does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts	**[R293,00]** R309,00

WHERE AN ADVOCATE IS EMPLOYED	
(b) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division	**[R368,00]** R388,00
18. Drawing brief on exception or application, where allowed	-
19. Drawing brief on trial	-
20. Attending each necessary consultation with an advocate, per quarter of an hour or part thereof	
(a) Claim or claims where the aggregate of the claim or claims does not exceed the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts	**[R95,00]** R100,00
(b) Claim or claims where the aggregate of the claim or claims exceeds the maximum jurisdictional amount determined by the Minister from time to time in respect of magistrates' courts for districts and the process is issued out of a magistrate's court for a regional division	**[R120,00]** R127,00

FEES TO ADVOCATES	
21*(a)* Appearances in court for unopposed applications, per quarter of an hour or part thereof, subject to a minimum of one hour:	
Scale B	**[R196,00]** R207,00
Scale C	**[R246,00]** R260,00
Scale D	**[R318,00]** R335,00
(b) Appearances in court for opposed applications, an inclusive fee which includes preparation, consultation and appearance on that same day:	
Scale B	**[R6272,00]** R6617,00
Scale C	**[R7872,00]** R8305,00
Scale D	**[R10 176,00]** R10 736,00
(c) Drawing up heads of argument for an opposed application, per quarter of an hour or part thereof:	
Scale B	**[R196,00]** R207,00
Scale C	**[R246,00]** R260,00
Scale D	**[R318,00]** R335,00
(d) For preparation prior to the day of argument, where opposed:	

Scale B Scale C Scale D	**[R874,00]** R922,00 **[R1053,00]** R1111,00 **[R1369,00]** R1444,00
22(a) Appearances in court for trial matters including part heard and postponed trial matters, an inclusive day fee which includes preparation, consultation and appearance on that same day: Scale B Scale C Scale D	**[R6272,00]** R6617,00 **[R7872,00]** R8305,00 **[R10 176,00]** R10 736,00
(b) Drawing up heads of argument for defended actions, per quarter of an hour or part thereof: Scale B Scale C Scale D	**[R196,00]** R207,00 **[R246,00]** R260,00 **[R318,00]** R335,00
(c) For preparation prior to the day of trial: Scale B Scale C Scale D	**[R1619,00]** R1708,00 **[R1943,00]** R2050,00 **[R2524,00]** R2663,00
23. In any court held more than 30 km from the nearest town where a **[provincial or local division]** Division (other than a Circuit Court) of the High Court sits, a travelling allowance (in addition to the day fee **[on brief]**) may be allowed by special order of the court at	R8,00 per km
24. Each necessary consultation, per quarter of an hour	**[R229,00]** R242,00
25.	
26. Drawing up pleadings	**[R514,00]** R542,00
Notes:	

(a) In the event that a trial is postponed, settled or withdrawn at the instance of any party on the day of hearing or before the first day's hearing, and a charge for the cancellation of the reservation of any day is levied, a reservation fee may be allowed as follows:	
(i) If postponed, settled or withdrawn on the day of set down or two days before that, a full day fee; or	
(ii) If postponed, settled or withdrawn three to seven days before the day of set down, two thirds of a day fee: Provided that no reservation fee will be allowed if a matter is postponed, settled or withdrawn more than seven days before the day of set down.	
(iii)	
(b) Subject to the provisions of Rule 33(8), the court may allow a higher fee for an advocate with regard to items 21, 22, 24 and 26.	
(c) A fee for travelling time by an advocate shall be allowed at the same rate as for attorneys under rule 33(9).	

MISCELLANEOUS	
27. Obtaining certified copy of judgment	**[R115,00]** R121,00
28. Obtaining payment in terms of rule 18(4)	**[R80,00]** R84,00
29. Request for security in terms of rule 62(1)	-
30. Furnishing security in terms of rule 62(1)	-

TABLE B
COSTS

PART I
GENERAL PROVISIONS IN RESPECT OF PROCEEDINGS IN TERMS OF SECTIONS 65 AND 65A TO 65M OF THE ACT

1. Subject to the provisions of paragraph 3, no fees other than those in the Tariff to this Part shall be allowed.

2. (a) Subject to the provisions of section 65K of the Act, the fees laid down in items (a), (b) or (c) of the Tariff to this Part, as the case may be, shall be payable for—

(i) the drawing up of the notice referred to in section 65A(1), including appearance at the inquiry into the judgment debtor's financial position referred to in section 65D; or

(ii) any appearance at subsequent suspension, amendment or rescission proceedings.

(b) The fees laid down in items *(a), (b)* or *(c)* of the Tariff to this Part shall, with the exception of the fee allowed under item *(m)* of the tariff, be chargeable only once for the drawing up, issue and all reissues of the notice, and all postponements of the inquiry, irrespective of the number of days on which the proceedings are heard in court: Provided that where the debtor leaves the area of jurisdiction of the court after issue of the notice referred to in section 65A(1) and the notice is reissued in any other district, the aforesaid fee may also be charged in such other district if the court so orders.

3. The following shall be allowed in addition to the fees laid down in the Tariff to this Part:

(a) All necessary disbursements incurred in connection with the proceedings.

(b) A fee of 10% on each instalment collected in redemption of the capital and costs of the action, subject to a maximum amount of **[R583,00]** R615,00 on every instalment. Where the amount is payable in instalments the collection fees shall be recoverable only on payment of every instalment. Such fees shall be in substitution for and not in addition to the collection fees prescribed in paragraph 13 of Part 1 of Table A.

(c) All necessary disbursements incurred in connection with any prior abortive proceedings under section 72, if the court has so ordered.

(d) Any amount necessarily and actually disbursed in tracing the judgment debtor, where the capital amount of the debt at the time the tracing agent was employed was not less than R9 000,00. The total amount to be allowed for each tracing shall not exceed **[R487,00]** R514,00.

4. For the purpose of the Tariff to this Part the amount of the claim shall, subject to the provisions of paragraph 3*(d)*, be the total of the capital amount and costs outstanding at the date of the first institution of proceedings under section 65A(1) of the Act.

5. Items 1 to 5 of Part IV of Table A of Annexure 2 are applicable in terms of section 65J of the Act.

TARIFF		
		R
(a)	Where the claim does not exceed the amount of R10 000,00	R1000,00
(b)	Where the claim exceeds the amount of R10 000,00 but is not more than R50 000,00	R1187,00
(c)	Where the claim exceeds the amount of R50 000,00	R1595,00
(d)	Warrant of arrest (Form 40A)	**[R127,00]** R134,00
(e)	(i) Emoluments attachment order (Form 38)	**[R254,00]** R268,00
	(ii) Reissue (Certificates included)	**[R204,00]** R215,00
(f)	Application for costs on notice (including appearance in court)	**[R127,00]** R134,00
(g)	Obtaining a certified copy of a judgment	**[R127,00]** R134,00
(h)	Affidavit or certificate by the judgment creditor or the judgment creditor's attorney	**[R90,00]** R95,00
(i)	For each registered letter forwarded to the debtor in terms of sections 65A(2), 65E(6) or 65J(2) of the Act by the creditor or the creditor's attorney	**[R58,00]** R61,00
(j)	Affidavit or affirmation by debtor (Rule 45(7))	**[R152,00]** R160,00
(k)	Request for an order under section 65 of the Act	**[R90,00]** R95,00
(l)	Attending postponed proceedings in terms of section 65E(3) of the Act or attending proceedings at court pursuant to the arrest of a judgment debtor, director or officer or pursuant to a notice referred to in 65A(8)(b)	**[R127,00]** R134,00
(m)	Subpoena:	
	(i) Drawing up of subpoena, per page	R97,00
	(ii) Every necessary attendance, per attendance	**[R26,00]** R28,00
(n)	(i) Correspondence: For every necessary letter written or received, including copy to retain, provided that a fee for perusal shall not be allowed in addition to the fee herein provided for, per page	R97,00
	(ii) Attendances: For each necessary attendance not otherwise provided for, per attendance	**[R36,00]** R38,00
	(iii) Necessary formal telephone calls, per call	**[R36,00]** R38,00

PART II

GENERAL PROVISIONS IN RESPECT OF PROCEEDINGS IN TERMS OF SECTION 72 OF THE ACT

1. Subject to the provisions of paragraphs 2 and 3 no fees other than those laid down in the Tariff to this Part shall be allowed.

2. Paragraph 3*(a)*, *(b)* and *(d)* of the general provisions under Part 1 of this Table shall apply with the necessary changes to this Part.

3. All necessary disbursements incurred in connection with any prior abortive proceedings under section 65 shall be allowed if the court has so ordered.

4. For the purpose of the Tariff to this Part the amount of the claim shall, subject to the provisions of paragraph 3*(d)* of the general provisions under Part 1 of this Table, be the total of the capital amount outstanding at the date of the first institution of proceedings in terms of section 72 of the Act.

TARIFF	
	R
(a) Where the claim does not exceed R200.00	**[R192,00]** R203,00
(b) Where the claim exceeds R200.00	**[R410,00]** R433,00
(c) Obtaining certified copy of a judgment	**[R115,00]** R121,00
(d) Application for an order of execution against the garnishee	**[R115,00]** R121,00
(e) Garnishee order (Form 39)	**[R152,00]** R160,00

PART III
GENERAL PROVISIONS IN RESPECT OF PROCEEDINGS IN TERMS OF SECTION 74 OF THE ACT

1. The following fees shall be allowed in addition to those laid down in the Tariff to this Part:

(a) All necessary disbursements incurred in connection with the proceedings.

(b) In addition to the fees stated below, the administrator shall be entitled to a fee of 10% on each instalment collected for the redemption of capital and costs, which amount is included in the 12,5% in terms of section 74L(2) of the Act.

2. For the purposes of items 4 and 5 of the Tariff to this Part, a page shall consist of 250 written or printed words or figures and four figures shall be reckoned as one word.

TARIFF

Item	One to ten creditors	Eleven to twenty creditors	Twenty-one or more creditors
	R	**R**	**R**
1. Instructions to apply for administration order, including the necessary perusal of summonses, demands, etc, and ascertaining the amount of assets and liabilities, including all attendances and correspondence necessary in connection therewith	**[R229,00]** R242,00	**[R321,00]** R339,00	**[R512,00]** R540,00
2. Instructions on application under section 74Q(1) or to oppose such application or the granting of administration order	**[R182,00]** R192,00	**[R182,00]** R192,00	**[R182,00]** R192,00
3. Drawing up application for administration order or review thereof and affidavit, including all annexures thereto and all attendances, excluding attendance in court	**[R319,00]** R337,00	**[R319,00]** R337,00	**[R319,00]** R337,00
4. Making copies of application, affidavit and annexures for creditors, per page	**[R7,00]** R8,00	**[R7,00]** R8,00	**[R7,00]** R8,00
5. Perusal of application and other documents served, if any, per page. Note: The fees under this item are only claimed by the attorney or an opposing party.	R37,00	R37,00	R37,00
6. Attending court:			
(a) On postponement or setting aside, if not occasioned by the attorney or his or her client**[;]**	**[R86,00]** R91,00	**[R86,00]** R91,00	**[R86,00]** R91,00
(b) On any other hearing	**[R182,00]** R192,00	**[R343,00]** R362,00	**[R343,00]** R362,00
7. For furnishing to a creditor by the administrator of the information referred to in section 74M(a) of the Act, per application	**[R25,00]** R26,00	**[R25,00]** R26,00	**[R25,00]** R26,00
8. For furnishing of a copy of the debtor's statement of	**[R7,00]**	**[R7,00]**	**[R7,00]**

affairs referred to in sections 74 and 74A(1) of the Act by the administrator in terms of section 74M*(b)* or of a list or account referred to in section 74G(1) or 74J of the Act or of the debtor's statement of affairs referred to in section 65I(2) of the Act, per page	R8,00	R8,00	R8,00
9. Correspondence and attendances	**[R38,00]** R40,00	**[R38,00]** R40,00	**[R38,00]** R40,00"

(b) by the substitution for Part II of Table C of the following Part:

"**PART II**
SHERIFFS WHO ARE NOT OFFICERS OF THE PUBLIC SERVICE

1A. For registration of any document for service or execution upon receipt thereof: **[R14,00]** R15,00.

1B. *(a)* For the service of a summons, subpoena, notice, order or other document not being a document mentioned in item 2: **[R90,00]** R95,00.
(b) For the attempted service of the documents mentioned in paragraph *(a)*: **[R56,00]** R60,00.
(c) (i) Where a document must be served together with a process of the court and is mentioned in such process or is an annexure thereto, no additional fees shall be charged for service of the document, otherwise **[R14,00]** R15,00 may be charged for every separate document served;
(ii) No fees shall be charged for a separate document when process in criminal matters is served;
(iii) The service of a notice referred to in rule 54(1) simultaneously with the summons shall not be regarded as a separate service;
(iv) Where a mandator instructs the sheriff, in writing, to serve or execute a document referred to in item 1B*(a)* or (2)*(a)* on an urgent basis or after hours, the sheriff shall charge an additional fee of **[R300,00]** R318,00 for such service irrespective of whether the service or execution was successful, which additional fee shall be paid by the mandator, save where the court orders otherwise;
(v) For the purpose of sub-paragraph (iv)—
(aa) **"urgent"** means on the same day or within twenty-four hours of the written instruction; and
(bb) **"after hours"** means any time—
(aaa) before 7h00 or after 19h00 on Mondays to Fridays; or
(bbb) on a Saturday, Sunday or public holiday.

2. *(a)* For the execution of a warrant (other than against immovable property), interdict, garnishee order or emoluments attachment order: **[R113,00]** R120,00.
(b) For the attempted execution of the documents mentioned in paragraph *(a)*: **[R81,00]** R86,00.
(c) (i) For the ejectment of a defendant from the premises referred to in the warrant of ejectment: **[R273,00]** R289,00 for the first hour or part thereof and thereafter **[R126,00]** R133,00 per every half hour or part thereof (except extraordinary expenses necessarily incurred);

(ii) A further fee of **[R32,00]** R34,00 shall be paid after execution for every person over and above the person named or referred to in the process of ejectment, in fact ejected from separate premises: Provided that where service on any person other than the judgment debtor, respondent or garnishee is necessary in order to complete the execution, the fee laid down in item 1B*(a)* may be charged in respect of each such service.

(d) for the execution of any writ against immovable property—

(i) for execution, including service of notice of attachment upon the owner of the immovable property and upon the registrar of deeds or other office charged with the registration of such property, and if the property is in occupation of some other person other than the owner, also upon such occupier: **[R266,00]** R282,00;

(ii) for notice of attachment to a single lessee or occupier: **[R24,00]** R25,00;

(iii) identical notices where there are several lessees, occupiers or owners, for each after the first: **[R9,00]** R10,00;

(iv) for making valuation report for purposes of sale, per half hour or part thereof: **[R64,00]** R68,00;

(v) when a sheriff has been authorised to sell property and the property is not sold by reason of the fact that the attachment is withdrawn or stayed, all the necessary notice for the withdrawal or stay of the attachment: **[R266,00]** R282,00; Upliftment of judicial attachment on immovable property: **[R266,00]** R282,00;

(vi) for ascertaining and recording what bonds or other encumbrances are registered against the property, together with the names and addresses of the persons in whose favour such bonds and encumbrances are so registered including any correspondence in connection therewith (in addition to reasonable expenses necessarily incurred): **[R134,00]** R142,00;

(vii) for notifying the execution creditor of such bonds or other encumbrances and of the names and addresses of the persons in whose favour such bonds or other encumbrances are registered: **[R23,00]** R24,00;

(viii) for consideration of proof that a preferent creditor has complied with the requirements of rule 43(5)*(a)*: **[R14,00]** R15,00;

(ix) for notice referred to in rule 43(6): **[R24,00]** R25,00;

(x) for considering of notice of sale prepared by the execution creditor in consultation with the sheriff; and for verifying that notice of sale has been published in the newspapers indicated and in the *Gazette*, inclusive fee for such consideration and verification: **[R134,00]** R142,00;

(xi) for forwarding a copy of the notice of sale to every judgment creditor who had caused the immovable property to be attached and to every mortgagee thereof whose address is known, for each copy: **[R24,00]** R25,00;

(xii) for affixing a copy of the notice of sale to the notice board of the magistrates' court referred to in rule 43(7)*(e)* and at or as near as may be to the place where the sale is actually to take place, an inclusive fee of **[R57,00]** R60,00 and travelling costs referred to in item 4*(a)*;

(xiii) for considering the conditions of sale prepared by execution creditor; for considering further or amended conditions of sale submitted by interested party; settling of conditions of sale: **[R134,00]** R142,00 for each attendance;

(xiv) for all necessary attendances prescribed by any law related to auctions, in particular the Consumer Protection Act, 2008 (Act No. 68 of 2008): **[R401,00]** R424,00;

(xv) for the conducting of an auction, save that this fee may not be charged if commission is claimed in terms of items 2*(d)*(xvi) and (xvii): **[R266,00]** R282,00;

(xvi) On the sale of immovable property by the sheriff as auctioneer, 6 per cent on the first R100 000,00, 3,5 per cent on R100 001,00 to R400 000,00 and 1,5 per cent on the balance

of the proceeds of the sale, subject to a maximum commission of R40 000,00, in total, and a minimum of R3 000,00 (inclusive in all instances of the sheriff's bank charges and other expenses incurred in paying the proceeds into the sheriff's trust account), which commission shall be paid by the purchaser;

(xvii) If an auctioneer is employed as provided in rule 43(10), 3 per cent on the first R100 000,00, 2 per cent on R100 001,00 to R400 000,00 and 1 per cent on the balance thereof, subject to a maximum commission of R22 850,00 in total, and a minimum of R3 000,00 (inclusive in all instances of the sheriff's bank charges and other expenses incurred in paying the proceeds into the sheriff's trust account), which commission shall be paid by the purchaser;

(xviii) for written notice to the purchaser who has failed to comply with the conditions of sale: **[R67,00]** R71,00;

(xix) for any report referred to in rule 43(11): **[R67,00]** R71,00;

(xx) for informing judgment debtor of the cancellation referred to in rule 43(11)*(a)*(iii): **[R24,00]** R25,00;

(xxi) for giving notice referred to in rule 43(11)*(c)*: **[R24,00]** R25,00;

(xxii) for giving transfer to the purchaser: **[R32,00]** R34,00;

(xxiii) for receipt of certificate referred to in rule 43(14)*(a)*: **[R24,00]** R25,00;

(xxiv) for preparing a plan of distribution of the proceeds (including necessary copies) and for forwarding a copy to the registrar: **[R134,00]** R142,00;

(xxv) for giving notice to all parties who have lodged writs and to the execution debtor that the plan of distribution will lie for inspection, for every notice: **[R24,00]** R25,00;

(xxvi) for the report referred to in rule 43A(9)*(d)*: **[R67,00]** R71,00;

3. Compilation of any return in terms of rule 8, in duplicate: **[R24,00]** R25,00.

4. *(a)* The Sheriff shall, in addition to the fees mentioned in items 1B*(a)*, 1B*(b)*, 2*(a)* and 2*(b)*, but subject to item 4*(b)* and *(c)*, be allowed a travelling allowance of **[R7,50]** R8,00 per kilometre, or part thereof, for the shortest possible forward and return journey from the office of the Sheriff to the place of service or execution and back.

(b) The travelling allowance mentioned in items 4*(a)*, 5*(a)* and 5*(c)*(i) shall be calculated on the distance reckoned from the office of the sheriff if—

(i) the sheriff's office is situated within the area of jurisdiction allocated to the sheriff by the Minister; and

(ii) the distance from the sheriff's office is less than the distance reckoned from the court-house closest to the address for service.

(c) If the requirement in item 4*(b)* is not met, then the travelling allowance mentioned in items 4*(a)*, 5*(a)* and 5*(c)*(i) shall be calculated on the distance reckoned from the court-house closest to the address for service.

5. *(a)* In respect of the discharge of any official duty other than those mentioned in items 1 and 2, but subject to item 4*(b)* and *(c)*, a travelling allowance of **[R7,50]** R8,00 per kilometre for every kilometre, or part thereof, shall be payable to the sheriff for going and returning.

(b) A travelling allowance shall include all the expenses incurred in travelling, including train fares.

(c) A travelling allowance shall be calculated in respect of each separate service, except that—

(i) where more services than one can be done on the same journey, the

distance from the sheriff's office to the first place of service may be taken into account only once, and shall be apportioned equally to the respective services, and the distance from the first place of service to the remaining places of service shall similarly be apportioned equally to the remaining services; and

(ii) where service of the same process has to be effected by a sheriff on more than one person at the same service address, only one charge for travelling shall be allowed.

(d) When it is necessary for the sheriff to convey any person under arrest, an allowance of **[R7,50]** R8,00 per kilometre in respect of that portion of the journey on which the sheriff was necessarily accompanied by such person shall be allowed.

6. *(a)* Making an inventory, including the making of all necessary copies and time spent on stock-taking: **[R48,00]** R51,00 per half hour or part thereof.

(b) For assistance, if necessary, with the making of an inventory, **[R48,00]** R51,00 per half hour or part thereof.

(c) For the attendances referred to in rule 41(11): **[R52,50]** R 56,00.

7. The perusing, drawing up and completing of a bail bond, deed of suretyship or indemnity bond: **[R14,00]** R15,00.

8. Charge or custody of property (money excluded):

(a) (i) For each officer necessarily left in possession, a reasonable inclusive amount not exceeding **[R166,00]** R176,00 per day.

(ii) Travelling allowances, to include board in every case.

(b) If livestock is attached, only the necessary expenses of herding and preserving the stock shall be allowed.

(c) If the goods are removed and stored, only the cost of removal and storage shall be allowed.

9. *(a)* **'possession'** shall mean actual physical possession by a person employed and paid by the sheriff, whose sole work for the time being is to remain on the premises where the goods have been attached, and who, in fact, remains in possession for the period for which possession is charged.

(b) **'cost of removal'** shall mean the amount actually and necessarily disbursed for removal or attempted removal if the goods were removed by a third party or an attempt was made to remove them, if they were removed by the sheriff, such amount as would fairly be allowable in the ordinary course of business if the goods were removed by a third party, or an attempt was made to so remove them.

(c) **'cost of storage'** shall mean the amount actually and necessarily paid for storage if the goods were stored with a third person or, if the sheriff provided the storage, such amount as would fairly be allowable in the ordinary course of business if the goods were stored with a third person.

10. *(a)*(i) Where a garnishee order is paid in full or in part, to the sheriff, 9 per cent on the amount paid with a minimum fee of **[R90,00]** R95,00 and a maximum of **[R880,00]** R932,00;

(ii) For the execution of any warrant against movable property—

(aa) when a warrant is paid in full or in part on presentation to the sheriff, 9 per cent on the amount so paid with a minimum fee of **[R90,00]** R95,00 and a maximum of **[R880,00]** R932,00;
(bb) when a warrant is paid in full or in part to the sheriff after attachment but before sale, 9 per cent on the amount so paid with a minimum fee of **[R90,00]** R95,00 and a maximum of **[R880,00]** R932,00; or
(cc) when moneys are taken in execution, 9 per cent of the amount so taken, but subject to a maximum of **[R880,00]** R932,00**[;]**.

(b) Notice of attachment to defendant and to each person to be notified: **[R14,00]** R15,00**[;]**.

11. *(a)* Where property is released from attachment in terms of rule 41(18)(*a*), or the warrant of execution is withdrawn or stayed, or the judgment debtor's estate is sequestrated after the attachment, but before the sale, 2,3 per cent of the value of the goods attached, subject to a maximum of **[R266,00]** R282,00: Provided that if a sale subsequently takes place in consequence of the said attachment, the amount so paid shall be deducted from the commission payable under item 12.
(b) Commission referred to in item 11*(a)* shall not be chargeable against a judgment debtor on the value of movable property attached and subsequently released pursuant to a claim by a third party, unless notwithstanding a claim by a third party, the removal of such property is done at the express direction of the judgment creditor, in writing, in which event the judgment creditor shall be liable to the sheriff for commission at a rate of 2,3% of the value of the goods and costs.

12. Where the warrant of execution against movables is completed by sale, 9 per cent for the first R15 000,00 or part thereof, and thereafter 6 per cent, with a maximum of **[R11721,00]** R12417,00**[;]**.

13. For the insurance of attached property, if deemed necessary, and on written instructions of the judgment creditor to the sheriff, in addition to the premium to be paid, an all-inclusive amount of **[R48,00]** R51,00.

14. …

15. When immovable property has been attached in execution and the attachment lapses, as referred to in section 66(4) of the Act: **[R81,00]** R86,00**[;]**.

16. …

17. In addition to the fees allowed by items 10 to 13, both inclusive, there shall be allowed—
(a) the sum actually and reasonably paid by the sheriff or the auctioneer for printing, advertising and giving publicity to any sale or intended sale in execution.

18. Where the sheriff is in possession under more than one warrant of execution, the sheriff may charge fees for only one possession, and such possession shall, as far as possible, be apportioned equally to the several warrants issued during the same period: Provided that

each execution creditor shall be jointly and severally liable for such possession to an amount not exceeding what would have been due under the sheriff's execution if it had stood alone.

19. Fees payable on the value of goods attached or on the proceeds of the sale of goods in execution shall not be chargeable on such value or proceeds so far as they are in excess of the amount of the warrant.

20. The fees and expenses of the sheriff in execution of a garnishee order shall be added to the amount to be recovered under the order, and shall be chargeable against the judgment debtor.

21. If it is necessary for the sheriff to return a document received by the sheriff for service or execution to the mandator because—

(a) the address of service which appears on the process does not fall within the sheriff's jurisdiction; or

(b) the mandator requested, before an attempted service or execution of the process, that it be returned to such mandator,

an amount of **[R14,00]** R15,00 shall be payable.

22. For the conveyance of any person arrested by the sheriff or committed to the sheriff's custody from the place of custody to the court on a day subsequent to the day of arrest: **[R48,00]** R51,00 per journey and **[R90,00]** R95,00 per hour, or part thereof, for attending at court.

23. For the examination of an indicated newspaper in which the notice of sale has been published, as referred to in rule 41(19)(*c*): **[R14,00]** R15,00.

24. …

25. For affixing a copy of the notice of sale on the notice board or door of the court-house or other public building and at or as near as may be to the place where the said sale is actually to take place referred to in rule 41(19)(*b)*: **[R33,00]** R35,00 and travelling costs, referred to in item 5*(a)*.

26. For interpleaders referred to in Magistrates Courts' Rule 44……**[R245,00]** R256,00.

27. In addition to the fees prescribed in this Table, the sheriff shall be entitled to the amount actually disbursed for postage and telephone calls.

28. For the writing of each necessary letter, facsimile or electronic mail, excluding formal letters accompanying process or returns: **[R24,00]** R25,00**[;]**.

29. Each necessary attendance by telephone: **[R23,00]** R24,00**[;]**.

30. Sending and receiving of each necessary facsimile or electronic mail per page (in addition to telephone charges): **[R9,00]** R10,00.

31. …

32. For the making of all necessary copies of documents: **[R7,00]** R8,00, per A4 size page.

33. *(a)* A request to tax an account of a sheriff shall be made in writing within 20 days after the date on which the account of which the fees are disputed, has been rendered.
(b) For the drawing up of the bill for taxation and attendance of the taxation by the sheriff: **[R90,00]** R95,00.

34. Bank charges: Actual costs incurred relating to bank charges.

35. *(a)* Drafting of notice to the judgment debtor in terms of section 65A(8)*(b)* of the Act: **[R24,00]** R25,00**[;]**.
(b) Service of the notice referred to in paragraph *(a)*: Tariff as prescribed in item 1B*(a)*.
(c) Attempted service of the notice referred to in paragraph *(a)*: Tariff as prescribed in item 1B*(b)*.
(d) The tariff, as prescribed in item 4, shall apply to paragraphs *(b)* and *(c)*.

36. *(a)* For the arrest or attempted arrest of a judgment debtor in terms of section 65A(6) of the Act:
(i) The tariff as prescribed in item 2*(a)* or item 2*(b)*, as the case may be.
ii) The tariff, as prescribed in item 4, shall apply to this item.
(b) For the handing over of the judgment debtor to the South African Police Service, prisoners' friend or clerk of the court or other lawful place of detention:
(i) The tariff, as prescribed in item 2*(a)*.
(ii) Travelling costs from place of arrest to place of handing over to the relevant authority, referred to in paragraph *(b)*, per kilometre or part thereof: **[R7,50]** R8,00.
(iii) Waiting time in regard to handing over the judgment debtor to the relevant authority, referred to in paragraph *(b)*: **[R48,00]** R51,00, per half hour or part thereof, with a maximum of **[R177,00]** R188,00."

ANNEXURE

"**No. 61 – Subpoena in criminal proceedings**

*** For use in the district court**

In the Magistrate's Court for the District of ……

Held at ……

Court Room Number: ……

Date of Trial: …… Time: ……

Physical Address of Court: ……

Case Number: …… URN: ……

Police Station: …… CAS Number: ……

1. To any police officer, sheriff or other person authorised to serve process.

You are hereby commanded, in the name of the State to—

(a) serve in any of the following manners a true copy of this subpoena on the person whose particulars appear below—

(i) personally; or

(ii) at their residence, or place of business or employment by delivering it to a person who is apparently not less than 16 years of age and apparently residing or employed thereat; or

(iii) by affixing on the principal or outer door of such person's residence or place of business;

(b) subpoena such person to appear before the above-mentioned court on the stated date, time and place to testify in this case and to declare all that such person knows concerning the charge(s) described below; and

(c) report to this court what you have done therewith.

Name of accused: ……

Offence charged with: ……

Name of witness: ……

Age of witness: ……

Name of guardian / appropriate adult (*where witness is a child*): ……

……

Witness' residential or work / business address: ……..

……

Witness' cell-phone number: ……

Witness' e-mail address: ……

2. To the person who is hereby subpoenaed as witness:

*(a) You are hereby subpoenaed to appear in person before the above-mentioned court on the above-mentioned date, time and place, and to remain in attendance to testify in this case and declare all you know concerning the charge(s) described above.

*(b) The court has ordered that you may testify through audio-visual facility on the above-mentioned date and time. You must therefore—

(i) contact the Court Manager prior to the hearing date, to arrange to testify through audio-visual facility;
(ii) remain in attendance to testify in this case; and
(iii) declare all you know concerning the charge(s) described above.

*(c) In terms of section 158 of the Criminal Procedure Act, 1977 (Act No. 51 of 1977), you may apply to the court to testify through the use of close-circuit television or similar electronic media at court if available, including the use of an audio-visual facility, regardless of whether you are inside or outside of the country, if such mode of testimony will prevent delays, or be convenient, or save costs, or be in the interest of justice or prevent the likelihood of prejudice or harm to you. You can contact the prosecutor mentioned below to discuss your options.

Delete which is not applicable.

Name of the prosecutor: ……..

Telephone / cell-phone number of the prosecutor: ……..….

E-mail address of the prosecutor: ……..……..

Name of the court manager: ……..……..

Telephone / cell-phone number of the court manager: ……

E-mail address of the court manager: ……..……..

3. *You are also required to produce the following books, papers, documents or objects, namely:

……
……
……

Delete if not applicable.

4. Kindly note:

(a) Any person who attends criminal proceedings as a witness is entitled to witness fees as prescribed. Further information can be obtained from the Court Manager.

(b) Should any change in your addresses or contact details take place before the proceedings are finally disposed of or before you are officially advised that you are no longer required as a witness, you must inform the investigation officer of the change in your address and/or contact details and provide updated address and/or contact details:

Investigating officer: ……
Telephone number of the investigating officer: ……..
E-mail address of investigating officer: ……..

(c) You are required, in terms of section 183 of the Criminal Procedure Act, 1977 (Act No. 51 of 1977), to inform the investigating officer of any changes to your address or contact details. Failure to do so is an offence that could render you liable to:

(i) a fine, or
(ii) term of imprisonment not exceeding three months.

(d) You are required to attend and remain in attendance as a witness at criminal proceedings until excused by the Court as required by sections 187 and 188, read with section 170(2), of the Criminal Procedure Act, 1977 (Act No. 51 of 1977). Failure to do so:

(i) could lead to a warrant for your arrest being issued; and
(ii) can render you liable to a fine or a term of imprisonment not exceeding three months.

5. The nature and exigency of this subpoena was explained to the recipient thereof.

Yes	No

Time ……... Day ……..…….. Month …… Year ……..…

Place……..……...

Signature of authorised officer …… Full Names …….. Capacity ……....

Contact information: cell-phone number: ……..…. e-mail address: ……..…..…

Signature of recipient …… Full Names…… Capacity ……...

Contact information: cell-phone number: …… e-mail address: ……...….

(See back.)

[Print on back, provisions of section 158 of the Act]

FOR OFFICIAL PURPOSES ONLY

(1)	I, the undersigned, certify that I have served this subpoena upon the within-named person by—
*(a)	Delivering a true copy PERSONALLY on …….. (date & time) at ……..…… …… (place)
*(b)	As the witness could not be found, by: (i) Delivering a true copy to ……..…….…….(name) at ……..…….. (address) on ……..... (date & time) being a person apparently over the age of 16 years and apparently residing or employed at the witness' place of *RESIDENCE / *EMPLOYMENT / *BUSINESS as…… ……..…….. (relationship / position / post)
	(ii) Affixing on the principal or outer door of the place of *RESIDENCE / *BUSINESS at ..…….. (address) on ……..…….. (date & time) because ……..……... ……..…… …… (provide reason/s) I had previously attempted to deliver this subpoena to the witness on ……..…. (date/s) at……..……..……..…….... (address/es) and was not successful because ……..……..……..…. (reason)
*(c)	As agreed to by the witness, by transmitting a scanned true copy by e-mail to .....…. (e-mail address) on ……..……..……..……... (date & time) *See attached e-mail delivery notice receipt.*
*(d)	As agreed to by the witness, by transmitting a scanned true copy through cell-phone to…… …….. (cell-phone number) on ……..…..……... (date & time) *See screenshot of such communication attached hereto.*
(2)	I, the undersigned, certify that the link for the audio-visual testimony was sent in the following manner: ……..……..…….. ……..…….. ……..…….. *See attached proof that the link was sent as well as any response received.*

Delete which is not applicable.

No. 61 – Subpoena in criminal proceedings

*** For use in the regional court**

In the Regional Court for the Regional Division of .....……..…….....
Held at …….
Court Room Number: ……..……
Date of Trial: …… Time: ……..……
Physical Address of Court: ……..…….
Case Number: …… URN: ……...
Police Station: ……. CAS Number: ……..……....

1. To any police officer, sheriff or other person authorised to serve process.

You are hereby commanded, in the name of the State to—

(a) serve in any of the following manners a true copy of this subpoena on the person whose particulars appear below—

(i) personally; or

(ii) at their residence, or place of business or employment by delivering it to a person who is apparently not less than 16 years of age and apparently residing or employed thereat; or

(iii) by affixing on the principal or outer door of such person's residence or place of business;

(b) to subpoena such person to appear before the above-mentioned court on the stated date, time and place to testify in this case and to declare all that such person knows concerning the charge(s) described below; and

(c) report to this court what you have done therewith.

Name of accused: ……..…….
Offence charged with: ..……
_____

Name of witness: ……..……....
Age of witness: ……..….
Name of guardian / appropriate adult (where witness is a child):……..
……..……..…
Witness' residential or work / business address: ……..…….....
……..……
……..……

Witness' cell-phone number: ……

Witness' e-mail address: ……..…

2. To the person who is hereby subpoenaed as witness:

*(a) You are hereby subpoenaed to appear in person before the above-mentioned court on the above-mentioned date, time and place, and to remain in attendance to testify in this case and declare all you know concerning the charge(s) described above.

*(b) The court has ordered that you may testify through audio-visual facility on the above-mentioned date and time. You must therefore—

(i) contact the Court Manager prior to the hearing date, to arrange to testify through audio-visual facility;

(ii) remain in attendance to testify in this case; and

(iii) declare all you know concerning the charge(s) described above.

*(c) In terms of section 158 of the Criminal Procedure Act, 1977 (Act No. 51 of 1977), you may apply to the court to testify through the use of close-circuit television or similar electronic media at court if available, including the use of an audio-visual facility, regardless of whether you are inside or outside of the country, if such mode of testimony will prevent delays, or be convenient, or save costs, or be in the interest of justice or prevent the likelihood of prejudice or harm to you. You can contact the prosecutor mentioned below to discuss your options.

***Delete which is not applicable.**

Name of the prosecutor: ……..

Telephone / cell-phone number of the prosecutor: ……..…….

E-mail address of the prosecutor: ……..……..

Name of the court manager: ……

Telephone / cell-phone number of the court manager: ……..…….

E-mail address of the court manager: ……..……..

3. *You are also required to produce the following books, papers, documents or objects, namely:

……
……
……

Delete if not applicable.

4. Kindly note:

(a) Any person who attends criminal proceedings as a witness is entitled to witness fees as prescribed. Further information can be obtained from the Court Manager.

(b) Should any change in your addresses or contact details take place before the proceedings are finally disposed of or before you are officially advised that you are no longer required as a witness, you must inform the investigation officer of the change in your address and/or contact details and provide updated address and/or contact details:

Investigating officer: ……
Telephone number of the investigating officer: ……
E-mail address of investigating officer: ……

(c) You are required, in terms of section 183 of the Criminal Procedure Act, 1977 (Act No. 51 of 1977), to inform the investigating officer of any changes to your address or contact details. Failure to do so is an offence that could render you liable to:

(i) a fine, or
(ii) term of imprisonment not exceeding three months.

(d) You are required to attend and remain in attendance as a witness at criminal proceedings until excused by the Court as required by sections 187 and 188, read with section 170(2), of the Criminal Procedure Act, 1977 (Act No. 51 of 1977). Failure to do so:

(i) could lead to a warrant for your arrest being issued; and

(ii) can render you liable to a fine or a term of imprisonment not exceeding three months.

5. The nature and exigency of this subpoena was explained to the recipient thereof.

Yes	No

Time ……... Day ……..…….. Month …… Year ……..…

Place……..……..

Signature of authorised officer …… Full Names ……..…… Capacity ……...

Contact information: cell-phone number: ……..…. e-mail address: ……..…..…

Signature of recipient …… Full Names……. Capacity ……...

Contact information: cell-phone number: …… e-mail address: ……..……..….

(See back.)

[Print on back, provisions of section 158 of the Act]

FOR OFFICIAL PURPOSES ONLY

(1)	I, the undersigned, certify that I have served this subpoena upon the within-named person by—
*(a)	Delivering a true copy PERSONALLY on …….. (date & time) at ……..…… ……..…… (place)
*(b)	As the witness could not be found, by: (i) Delivering a true copy to ……..……..……(name) at ……..……... (address) on ……..……... (date & time) being a person apparently over the age of 16 years and apparently residing or employed at the witness' place of *RESIDENCE / *EMPLOYMENT / *BUSINESS as…… ……..…. (relationship / position / post)
	(ii) Affixing on the principal or outer door of the place of *RESIDENCE / *BUSINESS at…… .....…… (address) on ……..……... (date & time) because ……..…… ……..…… ……..…… (provide reason/s) I had previously attempted to deliver this subpoena to the witness on ……..…….. (date/s) at……..……..…….. (address/es) and was not successful because ……..……..……..…. (reason)
*(c)	As agreed to by the witness, by transmitting a scanned true copy by e-mail to .....…… (e-mail address) on ……..……..……..…… (date & time) *See attached e-mail delivery notice receipt.*
*(d)	As agreed to by the witness, by transmitting a scanned true copy through cell-phone to…… ……..…….. (cell-phone number) on ……..……..……..... (date & time) *See screenshot of such communication attached hereto.*
(2)	I, the undersigned, certify that the link for the audio-visual testimony was sent in the following manner: …….. ……..…….....…… ……..…….. *See attached proof that the link was sent as well as any response received.*

Delete which is not applicable.".

Commencement

21. These Rules come into operation on **28 November 2025**.

DEPARTEMENT VAN JUSTISIE EN STAATKUNDIGE ONTWIKKELING

NO. R. 6752 **24 Oktober 2025**

WET OP DIE REËLSRAAD VIR GEREGSHOWE, 1985 (WET NO. 107 VAN 1985)

WYSIGING VAN REËLS WAARBY DIE VOER VAN VERRIGTINGE VAN DIE LANDDROSHOWE VAN SUID-AFRIKA GEREËL WORD

Die Reëlsraad vir Gesregshowe het kragtens artikel 6 van die Wet op die Reëlsraad vir Geregshowe, 1985 (Wet No. 107 van 1985), en met die goedkeuring van die Minister van Justisie en Staatkundige Ontwikkeling, die reëls in die bylae gemaak.

BYLAE

ALGEMENE VERDUIDELIKENDE NOTA:

[ ] Woorde of uitdrukkings in vetdruk in vierkantige hakies dui op weglatings uit die bestaande reëls.

_____ Woorde of uitdrukkings met ’n volstreep daaronder dui op invoegings in die bestaande reëls.

Woordomskrywings

1. In hierdie Bylae beteken “Reëls”, die Reëls waarby die verrigtinge van die Landdroshowe van Suid-Afrika gereël word soos gepubliseer in Goewermentskennisgewing No. R. 740 van 23 Augustus 2010, en soos gewysig deur Goewermentskennisgewing No's. R. 1222 van 24 Desember 2010, R. 611 van 29 Julie 2011, R. 1085 van 30 Desember 2011, R. 685 van 31 Augustus 2012, R. 115 van 15 Februarie 2013, R. 263 van 12 April 2013, R. 760 van 11 Oktober 2013, R. 183 van 18 Maart 2014, R. 215 van 28 Maart 2014, R. 507 van 27 Junie 2014, R. 571 van 18 Julie 2014, R. 5 van 9 Januarie 2015, R. 32 van 23 Januarie 2015, R. 33 van 23 Januarie 2015, R. 318 van 17 April 2015, R. 545 van 30 Junie 2015, R. 2 van 19 Februarie 2016, R. 1055 van 29 September 2017, R. 1272 van 17 November 2017, R. 632 van 22 Junie 2018, R. 1318 van 30 November 2018, R. 842 van 31 Mei 2019, R. 1343 van 18 Oktober 2019, R. 107 van 7 Februarie 2020, R. 858 van 7 Augustus 2020, R. 1156 van 30 Oktober 2020, R. 1602 van 17 Desember 2021, R. 2134 van 3 Junie 2022,

R. 2298 van 22 Julie 2022, R. 2414 van 26 Augustus 2022, R. 2434 van 2 September 2022, R. 3371 van 5 Mei 2023, R. 3399 van 12 Mei 2023, R. 4476 van 8 Maart 2024, R. 5127 van 16 Augustus 2024, R. 5559 van 22 November 2024, R. 6231 van 30 Mei 2025, R. 6232 van 30 Mei 2025 en R. 6505 van 15 Augustus 2025.

Vervanging van reël 2 van die Reëls

2. Reël 2 van die Reëls word hierby gewysig deur volgende woorde in subreël (1) te vervang:

"Woordomskrywings

(1) In hierdie reëls en in die vorms vervat in die aanhangsels hieraan sal enige woord of uitdrukking waaraan 'n betekenis in die Wet toegewys is, daardie betekenis en, tensy die samehang andersins aandui, beteken—

'aansoek doen' om by wyse van mosie aansoek te doen en 'aansoek' het 'n ooreenstemmende betekenis;

"klerk van die hof' 'n klerk van die hof wat kragtens artikel 13 van die Wet aangestel is en 'n assistent-klerk van die hof aldus aangestel, insuit;

'Consumer Protection Act, 2008' die *'Consumer Protection Act'*, 2008 (Wet No. 68 van 2008);

'konvensionele metode' die metode van liassering, betekening en indiening van harde kopie hofprosesse, pleitstukke, kennisgewings of ander dokumente, die administrasie van hofsaaklêers en die verhoor van sake, voor die inwerkingtreding van die 'e-justice' stelsel;

'Strafproseswet' die Strafproseswet, 1977 (Wet 51 van 1977);

'verstekvonnis' 'n vonnis wat afgelê of toegedien word sonder die teenwoordigheid van die party waarteen dit gemaak word;

['lewer' (behalwe waar 'n dagvaarding slegs op die teenparty gelewer word, en in reël 9) om by die griffier of klerk van die hof 'n eksemplaar in te dien en om aan die teenparty te beteken, hetsy per hand, geregistreerde pos, of waar tussen twee partye ooreengestem is of deur die hof gelas, deur faksimilee of elektroniese pos (in welke geval

Hoofstuk III, Deel 2 van die Wet op Elektroniese Kommunikasies en Transaksies, 2002 van toepassing sal wees), en 'lewering', 'gelewer' en 'lewer' het ooreenstemmende betekenisse;]

'lewer' om eksemplare op alle partye te beteken en die oorspronklike by die griffier of klerk van die hof te liasseer, hetsy deur die 'e-justice' stelsel of die konvensionele metode en 'lewering', 'gelewer' en 'lewer' het ooreenstemmende betekenisse;

'Wet op Egskeiding, 1979' die Wet op Egskeiding, 1979 (Wet No. 70 van 1979);

'stuk' enige geskrewe, gedrukte of elektroniese materiaal wat pleitstukke, kennisgewings en data en data boodskappe, soos omskryf in die Wet op Elektroniese Kommunikasie en Transaksies, 2002, insluit;

''e-justice' stelsel' die elektroniese stelsel vir liassering, betekening, of indiening van stukke, die administrasie van hofsaaklêers en die beslissing van sake soos in hierdie reëls voorsien;

'elektronies' die tegnologie wat elektriese, digitale, magnetiese, koordlose, optiese, elektromagneties of ander ontasbare vorm of soortgelyke eienskappe het;

'elektroniese kommunikasie' kommunikasie deur middel van data of data boodskappe soos voorsiening gemaak in die Wet op Elektroniese Kommunikasie en Transaksies, 2002;

'Wet op Elektroniese Kommunikasie en Transaksies, 2002' die Wet op Elektroniese Kommunikasie en Transaksies, 2002 (Wet No. 25 van 2002);

'elektroniese posadres' 'n elektroniese adres waarna of waarvanaf 'n e-pos, soos in die Wet op Elektroniese Kommunikasie en Transaksies, 2002, omskryf, gestuur of ontvang word;

'sekerheidstelling' sluit in om 'n borgakte aan óf die party met iemand wat vir hul borgstaan óf deur twee of meer persone toe te staan;

'harde kopie' inligting wat in papier formaat uiteengesit is en 'harde kopieë' het 'n ooreenstemmende betekenis;

'hiperskakel' het 'n soortgelyke betekenis soos in artikel 1 van die Wet op Elektroniese Kommunikasie en Transaksies, 2002 en sluit 'n sleutelwoord of verwysing wat 'n skakel wat na 'n ander teks voorsien, in

'National Credit Act, 2005' die 'National Credit Act', 2005 (Wet No. 34 van 2005);

'kennisgewing' skriftelike kennisgewing;

'PDF' 'n draagbare dokument-formaat, naamlik 'n lêerformaat wat die presiese formaat, insluitend die font of kleur, van enige brondokument preserveer, ongeag die platform wat gebruik is;

'hangende saak' 'n saak waar 'n dagvaarding of kennisgewing van mosie uitgereik is en wat nog nie teruggetrek, beëindig of afgewys is nie en waar 'n uitspraak nog nie gemaak of gegee is nie;

'eiser', 'verweerder', 'aansoeker' , 'respondent' en **'party'** sluit die prokureur of advokaat wat vir sodanige party verskyn en die beampte van enige plaaslike gesag wat vir die doeleindes genomineer is, in;

'geregistreerde gebruiker' 'n persoon of entiteit wie geregistreer het om die 'e-justice' stelsel te gebruik;

'griffier van die hof' 'n griffier van die hof wat kragtens artikel 13A van die Wet aangestel is met inbegrip van 'n assistent griffier van die hof soos aangestel;

'diensafdeling' 'n dienspunt onder die beheer van die klerk of griffier, om gedingvoerende partye en ook lede van die publiek by te staan om dokumente op die 'e-justice' stelsel te liasseer, beteken, indien of om toegang daartoe te verkry;

'balju'[,] 'n persoon wat kragtens artikel 2 van die Wet op Balju's, 1986 (Wet No. 90 van 1986) aangestel is, en ook 'n persoon wat kragtens artikel 5 en artikel 6 van daardie Wet as 'n waarnemende balju en 'n adjunk-balju, onderskeidelik, aangestel is;

'teken' die aanbring van 'n handtekening, met inbegrip van 'n elektroniese handtekening wat uit die voorletters of naam van die persoon wat dit teken bestaan, in enige font, styl of grootte wat bedoel is deur die persoon om as

handtekening te dien en 'n gevorderde elektroniese handtekening insluit soos voorsien in die Wet op Elektroniese Kommunikasie en Transaksies, 2002 en 'geteken' het 'n ooreenstemmende betekenis;

['handtekening', met inbegrip van gevorderde elektroniese handetekeninge soos omskryf en beskryf in Hoofstukke I, II en III van die Wet op Elektroniese Kommunikasie en Transaksies, 2002 en is ook van toepassing op 'teken', 'onderteken' en 'geteken' in;]

'die Wet' die Wet op Landdroshowe, 1944 (Wet No. 32 van 1944).

(2) 'n Saterdag, Sondag of openbare vakansiedag sal nie, tensy die teendeel blyk, as deel van enige tydperk ingevolge hierdie **[Reëls]** reëls gereken word nie.

(3) Alle afstande sal bereken word oor die kortste redelike roete in die omstandighede beskikbaar.".

Invoeging van reël 2A en 2B in die Reëls

3. Die volgende reël word hierby na reël 2 van die Reëls ingevoeg:

"Toepassing van die 'e-Justice' stelsel

2A Die 'e-Justice' stelsel sal van toepassing wees in die howe waar dit van krag is.".

"E-justice' stelsel

2B. (1) Die 'e-justice' stelsel sal van toepassing wees op—

(a) die uitreik van dagvaardings en aansoeke;

(b) die betekening van dokumente onderhewig aan die bepalings van reël (9)(*a*);

(c) die liassering van dokumente en die indiening van stukke;

(d) die verhoor van sake soos voor voorsiening gemaak in hierdie reëls; en

(e) toegang tot elektroniese hofsaaklêers; en

(f) appèlle en hersienings.

(2) elke geregistreerde gebruiker moet—

(a) 'n elektroniese posadres onderhou vir die tydsduur vir die registrasie op die 'e-Justice' stelsel;

(b) akkurate kontakbesonderhede onderhou soos benodig word deur die 'e-Justice' stelsel vir die tydsduur van die registrasie;

(c) die 'e-Justice' stelsel binne 24-uur na enige verandering aan die inligting wat by registrasie verskaf is, opdateer; en

(d) elke stuk se leesbaarheid en oriëntasie nagaan voordat die dokument op die 'e-justice' stelsel ingedien word.

(3) (*a*) Elke geregistreerde gebruiker stem in om dokumente van ander geregistreerde gebruikers te onvang, sowel as die griffier of klerk van die hof slegs te aansien van die sake waaraan die geregistreerde gebruiker 'n party is of waar aangeteken.

(b) Behoudens die bepalings van reël 9(9)(*a*) wanneer dit benodig word om 'n dokument op 'n geregistreerde gebruiker te beteken deur die elektroniese posadres van sodanige gebruiker, word dit geag dat die dokument by sodanige gebruiker se elektroniese posadres beteken is.

(c) Die griffier, klerk van die hof, of die hof mag dokumente aan 'n geregtistreerde gebruiker stuur deur middel van die 'e-justice' stelsel.

(4) *(a)* Slegs dokumente in 'PDF' formaat mag op die 'e-justice' stelsel gelaai word.

(b) Dokumente wat op die 'e-justice' stelsel gelaai word moet—

(i) in ooreenkoms met die reëls wat die formatering van harde kopieë van dokumente, met inbegrip van bladsy beperkinge, font styl en grootte geformateer word.

(ii) nie gesluit of met 'n wagwoord beskerm word nie;

(iii) voldoen aan die maksimum lêergrootte wat deur die 'e-justice' stelsel toegelaat word; en

(iv) van voldoende gehalte wees om leesbaarheid te verseker:

Met dien verstande dat enige elektroniese dokument wat na 'PDF' omgesit is in die oorspronklike formaat behou moet word todat die saak gefinaliseer is,

(c) Aanhangsels en bewysstukke soos fisiese bewysstukke en saaklike getuienis wat nie in PDF-formaat geliasseer kan word nie

moet deur die konvensionele metode geliasseer word of in 'n formaat soos deur die hof aangedui.

(d) Waar 'n aanhangsel of uitstalling kragtens paragraaf (*c*) geliasseer is, moet 'n dokument wat die aanhangsels of uitstallings lys op die 'e-justice' stelsel geliasseer word.

(5) Hiperskakels en ander elektroniese navigasie hulpmiddels mag in 'n dokument ingesluit word om bystand aan die hof te bied: Met dien verstande dat—

(a) elke hiperskakel 'n teksverwysing na die bron van die skakel toe bevat;

(b) hiperskakels gebruik word om 'n elektroniese skakel na ander dele van dieselfde dokument of ander dele van die hofsaaklêer te verskaf;

(c) hiperskakels na gesiteerde gesagte moet nie die standaard formaat vir verwysing na wette, uitsprake, reëls of ander materiaal wat aangehaal is, waar standaarde verwysing benodig word, vervang nie; en

(d) hiperskakels in pleitstukke word beperk tot dokumente wat reeds op die oorkonde geliasseer is.

(6) *(a)* Wanneer daar van 'n party benodig word om 'n harde kopie te liasseer, moet die harde kopie geskandeer, na 'PDF' toe omgesit word en op die 'e-justice' stelsel gelaai word.

(b) 'n Party wie 'n harde kopie deur die 'e-justice' stelsel liasseer moet sodanige harde kopie in sy of haar bewaring of besit hou en moet daardie harde kopie aan die hof lewer soos die hof gelas.

(c) Die harde kopie wat geliasseer is moet aan die hof beskikbaar wees vir die duur van die geding waarvoor dit geliasseer is en gehou word tot die saak gefinaliseer is.

(d) Die hofsaaklêer moet enige harde kopie wat vir liassering ingedien is, insluit en op die 'e-justice' stelsel gelaai word: Met dien verstande dat dit nie vir die hof nodig sal wees om sodanige harde kopie te behou nie.

(7) Dokumente wat groter as die maksimum toegelate grootte wat deur die 'e-justice' stelsel aangedui, is, mag vir liassering ingedien word as dit in aparte dele ingedeel is, wat elk aan die 'e-justice' stelsel se beperking op groottes voldoen.

(8) Dokumente wat uit beelde anders as teks bestaan moet teen 'n voldoende resolusie geskandeer word om ’n leesbare en akkurate voorstelling te verseker.

(9) *(a)* Waar partye instem om bewysstukke by die verhoor as getuienis aan te bied, moet sodanige bewysstukke gemerk en geliasseer word op die 'e-justice' stelsel behalwe waar dit benodig word om die konvensionele metode te gebruik.

(b) Bewysstukke wat by 'n verhoor aangebied is en wat in 'n elektroniese formaat onderhou kan word, moet in sodanige formaat onderhou word vir die doeleides vir die strafregister.

(10) *(a)* Sake wat voor die inwerkingtreding van die 'e-justice' stelsel begin het, moet in die konvensionele metode voortgesit word tot dit voltooi is tensy—

(i) die partye ingestem het om die 'e-justice' stelsel te gebruik; of

(ii) die hof aandui dat die 'e-justice' stelsel gebruik moet word.

(b) Indien so ooreengekom of voorgeskryf, is elke party verantwoordelik om die harde kopie wat deur sodanige party gelewer is te skandeer en in 'PDF'-formaat op die 'e-justice' stelsel te laai.

(11) *(a)* Die voorgeskrewe tydperk in die reëls vir die lewering en indiening van dokumente is ook van toepassing op die 'e-justice' stelsel.

(b) Dokumente wat op die 'e-justice' stelsel geliasseer is, na die afsluitingstyd, deur reël 3 voorgeskryf, sal geag word dat dit op die volgende hofdag geliasseer is.

(12) Indien 'n tegniese probleem verhinder dat 'n dokument op 'n sekere dag opgelaai kan word, geld die volgende reëls:

(a) Die geregistreerde gebruiker moet die dokument volgens die konvensionele metode lewer;

(b) na die dokument geliasseer is, moet die klerk of die griffier van die hof die dokument op die 'e-justice' stelsel laai; en

(c) indien 'n dokument nie binne die voorgeskrewe tydsduur gelewer word nie, geld die bepalings van reël 60(5).

(13) Behoudens die bepalings van subreël (12), sal dit geag word dat liassering of lewering plaas gevind het wanneer die 'e-justice' stelsel 'n kennisgewing oplewer.

(14) *(a)* Die griffier of die klerk van die hof moet enige dokument wat geliasseer is weier wat nie aan reël 2B(4) voldoen nie.

(b) Waar 'n dokument geweier is—

(i) moet die griffier of die klerk van die hof binne 48 uur, die party wat die dokument geliasseer het, daarvan in kennis stel deur 'n kennisgewing, wat die weiering en die redes daarvoor opneem, aan die party te stuur; en

(ii) sodanige party moet binne een dag, die korrek geformateerde dokument herindien, met dien verstande dat die reël nie die tydperk wat in die reëls voorgeskryf is verander nie.

(15) Alle stukke wat deur die 'e-justice' stelsel uitgereik is moet deur die 'e-justice' stelsel beslis word tensy anders deur 'n hof gelas.

(16) Die diensafdeling sal bystand bied—

(a) deur te verduidelik hoe die 'e-justice' stelsel werk;

(b) met die skandering en omskakeling van 'n harde kopie na 'PDF' vir die uitreiking deur die griffier of die klerk van die hof;

(c) met die liassering of indiening van 'n harde kopie deur die skandering en omskakeling van die dokument na 'PDF' en die oplaai van die dokument onder die onderskeie saaknommer;

(d) met die betekening van 'n harde kopie deur die 'e-justice' stelsel, met die uitsondering van dokumente wat die proses begin, op 'n geregistreerde gebruiker deur die skandering en omskakeling van die dokument na 'PDF' en die liassering van die dokument onder die onderskeie saaknommer;

(e) met die registrasie van 'n litigant wie aansoek doen vir registrasie op die 'e-justice' stelsel;

(f) met die versoeke tot toegang tot hofsaaklêer, met inbegrip van waar die versoek, eksemplare van dokumente, of oordrag van dokumente na 'n elektroniese posadres of eksterne toestel; en

(g) met enige ander dienste of bystand rakende die 'e-justice' stelsel benodig word.".

Wysiging van reël 3 van die Reëls

4. Reël 3 van die Reëls word hierby gewysig—

(a) deur subreëls (1) tot (5) met die volgende subreëls te vervang:

"(1) Die griffier of klerk van die hof moet die prosesstuk **[(met die hand of deur 'n faksimilee van sy of haar handtekening verwerk)]** teken en sodanige geregtelike prosesstuk uitreik soos deur enige persoon wat daartoe geregtig, aangevra is, óf om sodanige prosesstuk nadat dit deur die balju terugbesorg is her uit te reik op die versoek van enige party aan wie die prosesstuk beteken is.

(2) Die eerste dokument wat in enige aksie of aansoek wat ingedien en nie verwant is aan 'n **[toe]** hangende saak nie, moet deur die griffier of klerk van die hof genommer word met 'n unieke verwysingsnommer en 'n opeenvolgende saaknommer vir die jaar waarin dit ingedien is.

(3) Elke dokument wat in 'n aksie of aansoek beteken of afgelewer is, soos in subreël (2) bedoel, of in enige daaropvolgende aangeleenthede in die voortsetting van sodanige aksie of aansoek moet met die toepaslike unieke verwysingsnommer en daaropvolgende saaknommer gemerk word deur die party wat dit aflewer en dit moet nie deur die griffier of klerk van die hof ontvang word todat dit so gemerk is nie.

(4) *(a)* Alle dokumente **[afgelewer om]** ingedien by die griffier of klerk van die hof **[wat geliasseer moet word]** en enige notules wat deur die hof op papier geneem is moet onder die unieke verwysingsnommer van die onderskeie aksie of aansoek geliasseer word.

(b) In howe waar die 'e-justice' stelsel van krag is moet die griffier of klerk die geliasseerde lêer of notule skandeer en na 'PDF'-formaat omskakel en die 'PDF' onder die onderskeie unieke verwysingsnommer op die 'e-justice' stelsel laai.

(5) Kopieë van die dokumente bedoel in subreël (4) mag deur enige persoon in die teenwoordigheid van die griffier of klerk van die hof gemaak word.";

(b) deur in subreël (6) die woorde wat paragraaf (*a*) voorafgaan deur die volgende woorde te vervang:

"(6) Die griffier of klerk van die hof moet die eiser onverwyld skriftelik of deur die 'e-justice' stelsel in die howe, waar dit van krag is, in kennis stel van—"; en

(c) deur subreël (8) deur die volgende subreël te vervang:

"(8) Die griffier of klerk van die hof moet bystand aan gedingvoerende partye verskaf deur hierdie prosedurereëls te verduidelik, met inbegrip van aspekte rakende die 'e-justice' stelsel sowel as die registrasie op sodanige stelsel in howe waar dit van krag is, en deur verdere bystand, waar redelik moontlik, kragtens artikel 9(6)(*b*)(ii) van die Wysigingswet op Regsbevoegdheid van Streekhowe, 2008 (Wet No. 31 van 2008).".

Wysiging van reël 5 van die Reëls

5. Reël 5 van die Reëls word hierby gewysig—

(a) deur subreël (3) paragraaf (*a*) met die volgende paragraaf te vervang:

"(3) *(a)* (i) Elke dagvaarding moet deur 'n prokureur namens die eiser onderteken word en moet die prokureur se fisiese adres, geleë in 'n area óf binne die hof se regsgebied óf binne 25 kilometer van die hofgebou en die prokureur se elektroniese posadres waar die eiser betekening van alle daaropvolgende dokumente en kennisgewings in die saak sal ontvang. **[In die plek waar daar drie of meer prokureurs of prokureursfirmas onafhanklik van mekaar praktiseer, moet die fisiese adres binne 15 kilometer van die hofgebou wees.]** Die dagvaarding moet ook die prokureur se posadres, en waar beskikbaar, faksimilee adres **[,en, waar beskikbaar, die prokureur se faksimilee en elektroniese posadres]**. Die Staatsprokureur mag die kantoor van die griffier of klerk van die siviele hof aanwys as sy adres vir betekening.

(ii) Indien geen prokureur namens die eiser optree nie, moet die dagvaarding deur die eiser onderteken word. Die dagvaarding moet die eiser se fisiese adres, geleë in 'n area binne die hof se regsgebied of binne 25 kilometer van die hofgebou en waar beskikbaar die eiser se elektroniese posadres, waar die eiser betekening van alle daaropvolgende dokumente en kennisgewings sal ontvang. **[In die plek waar daar drie of meer prokureurs of prokureursfirmas onafhanklik van mekaar praktiseer, moet die fisiese adres binne 15**

kilometer van die hofgebou wees.] Die dagvaarding moet ook die eiser se posadres **[,en, waar beskikbaar, die eiser se faksimilee en elektroniese posadres]** en faksimilee adres, waar beskikbaar bevat.

(iii) Nadat daar aan subparagraaf (i) of (ii) voldoen is, moet die dagvaarding deur die griffier of klerk van die hof beteken en uitgevaardig word en moet dit die uitvaardigingsdatum asook die saaknommer en unieke verwysingsnommer wat daaraan toegestaan is bevat."; en

(b) deur subreël (3) paragraaf (*b*) met die volgende paragraaf te vervang:

"(3) *(b)* Die eiser mag in die dagvaarding aandui of die eiser voorbereid is om die betekening van alle daaropvolgende dokumente en kennisgewings te ontvang deur middel van enige ander wyse as die fisiese adres of **[posadres]** elektronies adres en, indien so, die wyse van betekening wat verkies word aandui: Met dien verstande dat waar die eiser deur 'n prokureur verteenwoordig word, betekening deur elektroniese pos verpligtend sal wees bykomend tot enige ander wyse van betekening wat verkies word.".

Wysiging van reël 6 van die Reëls

6. Reël 6 van die Reëls word hierby gewysig deur subreël (1) met die volgende te vervang:

"(1) Elke pleitstuk sal deur 'n prokureur of 'n advokaat onderteken word soos in artikel 34(2)(a)(ii) van die Wet op Regspraktyk, 2014 (Wet Nr. 28 van 2014) bedoel of, indien 'n party onverteenwoordig is, deur die party.".

Wysiging van reël 9 van die Reëls

7. Reël 9 word hierby gewysig–

(a) deur subreël (1) deur die volgende subreël te vervang:

"(1) *(a)* **[A]** Onderhewig aan die bepalings van paragrawe (*b*) en (*c*), moet 'n party wat betekening van enige prosesstuk, kennisgewing of ander dokument deur die balju benodig, die oorspronklike of 'n gesertifiseerde

eksemplaar van sodanige prosesstuk, kennisgewings of ander dokument aan die balju verskaf met soveel eksemplare daarvan soos wat daar persone is wat beteken moet word: Met dien verstande dat die griffier of klerk van die hof op skriftelike versoek van die party wat die betekening benodig, **[met die hand]** sodanige prosesstuk, kennisgewing of dokument en eksemplare daarvan aan die balju moet verskaf.

(b) In enige siviele verrigtinge voor 'n Landdroshof, waar enige dagvaarding, lasbrief, reël, bevel, kennisgewing, dokument of ander prosesstuk van 'n Landdroshof, of enige ander kommunikasie wat deur enige wet, reël of ooreenkoms van partye benodig word om op 'n persoon beteken of uitgewin moet word, of by die huis of woonplek of besigheidsplek van enige persoon, sodat dit sodanige persoon raak, moet deur faksimilee of by wyse van enige ander elektroniese medium aan die balju gestuur word, met inbegrip van die 'e-justice' stelsel in howe waar dit van krag is.

(c) Die dokument wat ontvang of gedruk is as gevolg van die oordrag wat in paragraaf (*b*) beoog word, het dieselfde regskrag en uitwerking as die oorspronklike daarvan.";

(b) deur subreël (4) paragraaf (*a*) met die volgende paragraaf te vervang:

"(4) *(a)* **[Die]** Onderhewig aan die bepalings van subreël 1(*b*) en (*c*) moet die balju, op aanvraag, die oorspronklike of 'n gesertifiseerde eksemplaar van die prosesstuk aan die persoon waarop of waarteen die prosesstuk beteken word toon."; en

(c) deur subreël (9) paragraaf (*a*) met die volgende paragraaf te vervang:

"[(9) (a) Betekening van enige kennisgewing, versoek, verklaring of ander dokument wat nie 'n prosesstuk van die hof is nie mag bewerkstellig word deur dit met die hand by die adres vir betekening wat in die dagvaarding of voorneme om te verdedig, na gelang van die geval, gegee is, af te lewer, of deur dit deur geregistreerde pos na die posadres wat gegee is te stuur: Met dien verstande dat, onderhewig aan reëls 5 en 13, die betekening van sodanige kennisgewing, versoek, verklaring of ander dokument bewerkstellig kan word deur dit deur faksimilee of elektroniese pos na die faksimilee adres of elektroniese posadres wat in die dagvaarding of voorneme om te verdedig verskaf is, na gelang van die geval.]

(9) *(a)* Betekening van enige kennisgewing, versoek, verklaring of ander dokument wat nie 'n prosesstuk van die hof is nie mag, onderhewig aan reëls 5(3)(*b*) en 13(*a*)(ii) by die adres wat in die dagvaarding of voorneme of te verdedig verskaf is, bewerkstellig word deur dit af te lewer of te stuur, na gelang van die geval:

(i) per hand;

(ii) per geregistreerde pos;

(iii) per faksimilee; of

(iv) per elektroniese pos:

Met dien verstande dat onderhewig aan Reël 2A–

(aa) waar die party wat die betekening bewerkstellig en die party wat beteken word, geregistreerde gebruikers is, sal betekening van 'n stuk, anders as betekening deur 'n balju, of soos deur die hof gelas, deur die 'e-justice' stelsel plaasvind; en

(bb) betekening van 'n dokument, wat nie 'n prosesstuk van die hof is nie wat deur 'n party bewerkstellig word wat nie 'n geregistreerde gebruiker is nie moet deur die konvensionele metode plaasvind: Met dien verstande dat bewys van betekening by die griffier, klerk van die hof of diensafdeling, gelyktydig met die oorspronklike prosesstuk soos beteken, geliasseer moet word.".

Invoeging van reël 9A in die Reëls

8. Reël 9A word hierby na Reël 9 van die Reëls ingevoeg:

"Bewys van betekening

9A. Bewys van betekening moet by die hof geliasseer word, met inbegrip van:

(a) bevestiging dat die betekening elektronies bewerkstellig is;

(b) die elektroniese posadres waarna die betekening bewerkstellig is; en

(c) die elektroniese afleweringskennisgewing,

Met dien verstande dat bewys van betekening elektronies deur die 'e-justice' stelsel geliasseer moet word in die howe waar dit van krag is.".

Wysiging van reël 13 van die Reëls

9. Reël 13 van die Reëls word hierby gewysig deur paragrawe (*a*) en (*b*) van subreël (3) deur die volgende paragrawe te vervang:

"(a) Wanneer 'n verweerder 'n kennisgewing van voorneme om te verdedig lewer—

(ii) moet die verweerder sy of haar volle fisiese-, woon- of besigheidsadres in 'n area óf binne die hof se regsgebied óf binne 25 kilometer van die hofgebou, elektroniese posadres, posadres, en waar beskikbaar, faksimilee adres: **[en elektroniese posadres;]** daarin verskaf. Met dien verstande dat in die geval waar 'n verweerder nie deur 'n prokureur verteenwoordig word nie moet die elektroniese posadres en faksimilee adres slegs waar beskikbaar voorsien word; en

(ii) moet die verweerder ook die adres van betekening van alle dokumente in die aksie, op die verweerder, wat verkies word aandui en die adres wat aangedui is sal geldig wees behalwe waar 'n bevel of praktyk van die hof se persoonlike dienste benodig word **[;en]**: Met dien verstande dat waar die verweerder deur 'n prokureur verteenwoordig word, sal elektroniese pos verpligtend wees bykomend tot enige ander wyse van beteking wat verkies word.

[(iii) indien 'n fisiese adres deur die verweerder in die kennisgewing van voorneme om te verdedig gegee word as die verkieste adres vir die doel van sodanige betekening, waar daar drie of meer prokureur of prokureursfirmas onafhanklik van mekaar praktiseer, moet die adres binne 15 kilometer van die hofgebou af wees.]

(b) Die verweerder moet in die kennisgewing van voorneme om te verdedig aandui of die verweerder gereed is om die betekening van alle daaropvolgende dokumente en kennisgewings in die saak te ontvang deur enige ander wyse anders as die fisiese adres of posadres en indien wel, die wyse van betekening wat verkies word aandui: Met dien verstande dat waar die verweerder deur 'n prokureur verteenwoordig word elektroniese pos vepligtend is bykomend tot enige ander wyse van betekening wat verkies word.".

Wysiging van reël 22A van die Reëls

10. Reël 22A van die Reëls word hierby gewysig deur paragraaf (*j*) van subreël (5) met die volgende paragraaf te vervang:

"(j) watter party verantwoordelik sal wees vir—

(i) die maak van eksemplare en ander voorbereiding van dokumente met inbegirp van 'n bundel vir verhoor, waar die konvensionele metode gebruik word; en

(ii) die voorbereiding van dokumente insluitend 'n elektroniese bundel vir verhoor waar die 'e-justice' stelsel van kragis;"

Wysiging van reël 25 van die Reëls

11. Reël 25 van die Reëls word hierby gewysig—

(a) deur subreël (7) paragraaf (*a*) met die volgende paragraaf te vervang:

“(7)(*a*) (i) van die datum, tyd en plek van 'n voor-verhooronderhoud ingevolge subreël (6)(*a*) saamgegroep; en

(ii) of die voor-verhooronderhoud volgens die konvensionele metode of die 'e-justice' stelsel in die hof gehou moet word, waar dit van krag is;".

(b) deur subreël (9) paragraaf (*b*) met die volgende paragraaf te vervang:

"[(b) 'n Regterlike beampte wat saak bestuur doen, kan, by die oorweging van die verklaring deur die partye in paragraaf (*a*) bedoel, gelas dat een of al die partye nie by 'n voor-verhooronderhoud hoef te verskyn nie.]

(b) 'n Regterlike beampte wat saak bestuur doen, kan, by die oorweging van die verklaring deur die partye in paragraaf (*a*) bedoel, gelas:

(i) dat een of al die partye nie by 'n voor-verhooronderhoud hoef te verskyn nie; en

(ii) of die voor-verhooronderhoud volgens die konvensionele metode of die 'e-justice' stelsel in die hof gehou moet word, waar dit van krag is;".

Invoeging van reël 30A in die Reëls

12. Die volgende reël word hierby na reël 30 van die Reëls ingevoeg:

"Siviele 'e-justice' stelsel

30A. (1) Onderhewig aan reël 2A, bestaan siviele oorkondes uit alle elektroniese en digitale inskrywings wat op die 'e-justice' stelsel ingevoer is, prosesstukke, pleitstukke en kennisgewings wat as harde kopieë of elektronies ingedien is, en alle elektroniese, digitale, oudio en visuele opnames.

(2) Die besonderhede wat in die 'e-justice' stelsel opgeneem is vir alle siviele sake sal insluit, maar nie beperk wees tot die volgende nie—

(a) uitreikingsdatum van prosesstuk;

(b) unieke verwysingsnommer en saaknommer;

(c) die partye;

(d) die regsverteenwoordigers;

(e) selfoon nommers en elektroniese posadresse van die partye en die regsverteenwoordigers;

(f) alle prosesstukke, relaas van betekening, kennisgewings, versoeke, aansoeke en dokumente geliasseer;

(g) kennisgewing aan die partye en regsverteenwoordigers;

(h) datums van opwagting en wyse van opwagting;

(i) datums van toekomstige opwagtings;

(j) aansoeke;

(k) oudio opnames van alle verhore;

(l) notules, verslae, bewysstukke;

(m) besonderhede van getuies en die wyse van opwagting;

(n) hofuitsprake met inbegrip van verstekvonnisse;

(o) bevele, hoforders en lasgewings;

(p) appèlle en uitslae;

(q) die datum en bewerkstelliging van enige bevel van die Hoërhof

wat enige uitspraak en bevel op appèl verander;

(r) aanduiding van besonderhede wat nie gepubliseer mag word nie;

(s) taksasie en hersiening van sodanige taksasie; en

(t) lasbrief van uitwinning.".

Wysiging van reël 51 van die Reëls

13. Reël 51 van die Reëls word hierby gewysig—

(a) deur subreël (1) deur die volgende subreël te vervang:

"(1) Op skriftelike versoek deur middel van die konvensionele metode of die 'e-justice' stelsel in howe, waar dit van krag is, deur enige party binne 10 dae na 'n uitspraak en voor 'n appèl genoteer word moet 'n regterlike beampte binne 15 dae 'n skriftelik uitspraak aan die griffier of klerk van die hof oorhandig wat deel van die oorkondes word wat wys—

(c) die feite wat hy of sy as bewys bevind het; en

(d) sy of haar redes vir die uitspraak."; en

(b) deur subreël (11) deur die volgende subreël te vervang:

"(11) *(a)* 'n Respondent wat van die hele, of deel van 'n uitspraak se appèl wil laat vaar mag dit deur 'n skriftelike kennisgewing wat stel of hy of sy van die hele of slegs 'n deel van die sodanige uitspraak wil laat vaar deur middel van die konvensionele metode of die 'e-justice' stelsel in die howe, waar van krag is, lewer.

(b) Elke kennisgewing van afstanddoening ingevolge paragraaf (*a*) moet deel van die oorkonde vorm.".

Wysiging van reël 55 van die Reëls

14. Reël 55 van die Reëls word hierby gewysig—

(a) deur subparagraaf (i) in subreël (1)(*e*) met die volgende subparagraaf te vervang:

"(i) Aanstelling van 'n fisiese adres wat binne 'n area binne die hof se regsgebied val of binne 25 kilometer van die hofgebou is, en waar beskikbaar, 'n elektroniese posadres **[in die geval waar daar drie of meer prokureurs of prokureursfirmas onafhanklik van mekaar praktiseer, moet die adres binne 15 kilometer van die kantoor van die griffier of klerk van die hof wees,]** waar kennisgewing en betekening van alle

dokumente in sodanige verrigtinge aanvaar sal word: Met dien verstande dat waar die aansoeker deur 'n prokureur verteenwoordig word die aanwysing van 'n elektroniese posadres verplig is, bykomend tot die aanwysing van 'n fisiese adres;".

(b) deur subparagraaf (i) van subreël (1)(*g*) met die volgende subparagraaf te vervang:

"(i) binne die tydperk wat in die kennisgewing aangedui is, die aansoeker skriftelik kennis gee, dat hy of sy voorneem om die aansoek teen te staan, en in sodanige kennisgewing **['n]** 'n fisiese adres aanwys binne die area binne die hof se regsgebied of binne 25 kilometer van die hofgebou en waar beskikbaar, 'n elektroniese posadres, **[in die geval waar daar drie of meer prokureurs of prokureursfirmas onafhanklik van mekaar praktiseer, moet die adres binne 15 kilometer van die kantoor van die griffier of klerk van die hof wees,]** waar hy of sy kennisgewings en betekeninge van alle dokumente sal ontvang, so ook sodanige party se **[pos, faksimilee of elektroniese pos]** pos of faksimilee adresse, waar beskikbaar, met dien verstande waar die respondent deur 'n prokureur verteenwoordig word, die aanwys van 'n elektroniese posadres verplig is met inbegrip van 'n fisiese adres;";

(c) deur subreël (3) paragraaf (*b*) met die volgende paragraaf te vervang:

"(b) **[Die kennisgewing van mosie in elke aansoek *ex parte* ingedien word moet korrespondensie wesenlik met Vorm 1 van Aanhangsel 1 ooreenstem.]** Elke aansoek wat *ex parte* ingedien word moet—

(i) met die ontvangs van die kennisgewing van mosie, wesenlik met Vorm 1 van Aanhangsel 1 ooreenstem en ondersteun word deur 'n beëdigde verklaring, en aan die griffier of klerk van die hof gerig word

(ii) by die griffier of klerk van die hof geliasseer word en neergelê word voor middag op die dag vóór die dag voor die hofdag van die verhoor; en

(iii) die vorm van die bevel wat verlang word uiteensit en in die beëdigde verklaring wat in ondersteuning daarvan geliasseer is, vermeld en ook die griffier of klerk van die hof versoek om dit ter rolle te plaas vir verhoor;";

(d) met die invoeging van die volgende paragraaf na paragraaf (*b*) in subreël (3):

"(bA) (i) Enige persoon wat 'n belang het wat deur 'n besluit geraak kan word met 'n aansoek wat *ex parte* gebring word, moet 'n kennisgewing van 'n aansoek tot verlof om teen te staan, ondersteun deur 'n beëdigde verklaring wat die aard van sodanige belang en op watter gronde sodanige persoon verlang om gehoor te word, lewer, waarop die griffier of klerk van die hof sodanige aansoek gelyktydig met die oorspronklike aansoek moet neerlê vir verhoor.

(ii) Die hof wat die saak verhoor mag óf enige óf beide sodanige aansoeke toestaan of afwys na gelang van die geval, of die verrigtinge verdaag na gevolg van die liassering van verdere beëdigde verklaring deur óf die aansoeker óf soos dit gepas gevind word.";

(e) deur paragraaf (*e*) van subreël (3) met die volgende paragraaf te vervang:

"(e) 'n Eksemplaar van enige bevel wat *ex parte* gemaak is en van die kennisgewing van mosie en beëdigde verklaring **[,indien enige,]** waarop dit gemaak is moet aan die respondent daarvan beteken word.";

Wysiging van reël 63 van die Reëls

15. Reël 63 van die Reëls word hierby gewysig—

(a) deur subreël (1) deur die volgende subreël te vervang:

"(1) **[(a)]** Alle dokumente wat **[met]** by die hof geliasseer word, deur middel van die konvensionele metode of die 'e-justice' stelsel, anders as bewysstukke of faksimilees daarvan, moet **[duidelik en leesbaar in swart of blou-swart ink gedruk of getik word]** duidelik en leesbaar en, indien dit gedruk word, moet dit in swart ink slegs op een kant van hoë kwaliteit papier van standaard A4 grootte gedruk word.

[(*b*) 'n Dokument moet as getik geag word as dit duidelik en leesbaar op gepaste papier nagemaak word deur duplikaat, litografie, fotografie, of enige ander wyse van namaking.]";

(b) deur subreëls (3) tot (6) met die volgende subreëls onderskeidelik te vervang:

"(3) In verdedigde aksies, of bestrede aansoeke moet die eiser of aansoeker, na gelang van die geval, nie later as 10 dae voor die verhoor van die saak—

(a) alle bladsye van die dokument wat gelewer word, stewig bind en opeenvolgend nommer; en **[moet]**

(b) 'n volledige indeks daarvan voorberei en lewer.

(4) Elke beëdigde verklaring wat by die griffier of klerk van die hof geliasseer is deur of namens 'n respondent moet, indien **[hy of sy]** sodanige respondent verteenwoordig word, op die eerste bladsy daarvan die naam en die elektroniese posadres van die **[prokureur]** regsverteenwoordiger wat dit liasseer bevat.

(5) Die griffier of klerk van die hof mag enige dokument wat nie aan die vereistes van hierdie reël voldoen nie, weier.

(6) Enige persoon **[, met verlof van die griffier of klerk van die hof en met goeie rede]** mag dokumente in 'n hoflêer ondersoek en eksemplare **[maak]** daarvan verkry **[by die kantoor van die griffier of klerk van die hof.]**—

(a) indien gedruk, by die kantoor van die griffier of klerk van die hof;

(b) deur die 'e-justice' stelsel in howe, waar dit van krag is; of

(c) elektronies by 'n elektroniese posadres."; en

(c) deur die volgende subreël na subreël (6) in te voeg:

"(7) Dokumente vir die insluiting van 'n elektroniese bondel vir die verhoor moet—

(a) indien in harde kopie, geskandeer en na 'PDF'-formaat omgesit word, en indien elektronies, na 'PDF'-formaat omgesit word; en

(b) indien 'n dokument nie na 'PDF'-formaat omgesit kan word nie, dit na 'n gepaste formaat omskakel wat beide partye oor ooreenstem, om die dokumet in die bondel vir verhoor in te sluit: Met dien verstande dat enige dokument wat so omgesit is in die oorspronklike formaat onderhou moet word en beskikbaar wees om voortgebring te word.

(8) Partye wie nie toegang tot die 'e-justice' stelsel in howe, waar dit van krag is, het nie, moet by die diensafdeling bygestaan word om aan die bepalings van subreël (7)(*a*) te voldoen.".

Wysiging van reël 64 van die Reëls

16. Reël 64 van die Reëls word hierby gewysig—

(a) Deur subreël (1) deur die volgende subreël te vervang:

"(1) *(a)* Die proses om die opwagting van enige persoon by die hof te verseker, om getuienis in enige strafsaak te lewer of om enige boeke, stukke of dokumente voort te bring, moet deur dagvaarding, voorberei deur die party wie die opwagting van daardie persoon verlang en uitgereik is deur die griffier of klerk van die hof, plaasvind.

(b) Die dagvaarding in paragraaf (a) beoog, moet wesenlik met Vorm 61 van Aanhangsel 1 ooreenstem.".

(b) Deur subreël (7) deur die volgende subreël te vervang:

"(7) Die dagvaarding moet die volgende inligting bevat—

(a) Die unieke verwysingsnommer deur die hof toegeken en die saaknommer;

(b) die datum en tyd van verskyning, die fisiese adres van die hof en die hofsaalnommer waarin die getuie moet getuig;

(c) die bepalings van artikel 158 van die Strafproseswet, 1977;

(d) die kontakbesonderhede van die persoon met wie die getuie reëlings vir oudiovisuele getuienis moet tref**, [indien dit 'n gepaste opsie vir die getuie sal wees]** waar die hof kragtens artikel 158 van die Strafproseswet ,1977 bepaal het dat getuienis gegee moet word;

(e) die naam en kontakbesonderhede van die aanklaer; en

(f) die gevolge van nienakoming van die dagvaarding.

(c) Deur subreël (8) deur die volgende subreël te vervang:

"(8) *(a)* Waar die hof volgens artikel 158 van die Strafproseswet, 1977, bepaal het dat getuienis afgelê moet word, mag die hof aanwysings gee rakende die aanstuur van die skakel na die getuie en hoe dié reëlings gefasiliteer moet word.

(b) Indien die getuie versuim om die hofverrigtinge virtueel by te woon, moet bewyse dat die skakel gestuur is, sowel as die antwoord op die elektroniese verhoor fasiliteit saam met die dagvaarding aan die hof ingedien word.".

Wysiging van reël 66 van die Reëls

17. Reël 66 van die Reëls word hierby gewysig—

(a) deur subreël (1) deur die volgende subreël te vervang:

"(1) **[Die pleitstuk en verduideliking of verklaring, indien enige, van die beskuldigde, die mondelingse getuienis wat afgelê is, enige uitsondering of beswaar wat geneem is in die loop van verrigtinge, die uitsprake en vonnisse van die hof en enige ander deel van strafregtelike verrigtinge]** Strafregtelike verrigtinge of enige deel daarvan, mag **[genoteer]** opgeneem word in **[snelskrif (ook hierin verwys as 'snelskrif notas')]** skrif **[woord vir woord of in narratiewe vorm opgeneem]** of **[meganiese]** deur elektroniese middele**.**

(b) deur subreëls (2) en (3) te skrap;

(c) deur subreël (4) deur die volgende subreël te vervang:

"(4) **[(a) In die geval waar daar geen transkripsie kragtens subreël (3) voorgeskryf is nie, enige]** Enige persoon mag, op kennisgewing aan die griffier of klerk van die hof, 'n transkripsie **[van enige snelskrif nota wat soos voorgeskryf onder subreël (1) geneem is]** van verrigtinge wat skriftelik of elektronies opgeneem is versoek te aansien van verrigtinge **[gemaak]** opgeneem deur **[meganiese]** elektronies middele**, [behalwe in die geval van die Staat,]** die volle koste betaal **[daarvan soos bepaal deur ooreenstemming tussen die betrokke kontrakteur en die Staat]** met die versoek vir sodanige transkripsie, waarna die Staat die geskrewe notas of elektroniese opname van die verrigtinge aan die transkribeerder vir sodanige transkripsie sal oorhandig.

[(b) Een eksemplaar van die transkripsie van sodanige snelskrif notas moet gratis aan die persoon teen wie se versoek die transkripsie gemaak is, verskaf word.

(c) Die oorspronklike eksemplaar van die transkripsie van enige snelskrif notas in paragraaf (*a*) bedoel, moet as korrek deur die persoon,

wat sodanige eksemplaar maak, gesertifiseer word en moet in die oorkonde van die saak geliasseer word.

(d) 'n Voldoende bedrag, om die gelde betaalbaar kragtens paragraaf (*a*), te dek, moet vooruit by die griffier of klerk van die hof inbetaal word.]";

(d) deur subreël (5) te skrap;

(e) deur subreël (6) deur die volgende subreël te vervang:

"(6) Die aanklaer of beskuldigde mag **[, nie later as 10 dae na die uitspraak of waar die verrigtinge nie in snelskrif notas of meganiese middele opgeneem is nie,]** binne 10 dae na die transkripsie beoog in subreël (4) voltooi is, by die hof aansoek doen om enige fout, weglating, of gebrek in die oorkonde of die gesertifiseerde transkripsie daarvan na te sien en die hof mag enige sodanige fout, weglating of gebrek nasien.";

(f) deur subreëls (7) en (8) te skrap;

(g) deur subreël (9) deur die volgende subreël te vervang:

“(9) Waar **['n landdros of]** die hof oortuig is dat 'n beskuldigde nie die kostes om 'n eksemplaar van enige oorkonde of van enige transkripsie daarvan kan betaal nie of slegs deel van sodanige kostes kan betaal, mag sodanige **[landdros of]** hof, op versoek van die beskuldigde, aan die griffier of klerk van die hof voorskryf om 'n eksemplaar van sodanige oorkonde of transkripsie aan die beskuldigde gratis of teen 'n verminderde prys soos deur die **[landdros of]** die hof bepaal.".

Wysiging van reël 67 van die Reëls

18. Reël 67 van die Reëls word hierby gewysig—

(a) deur subreël (1) deur die volgende subreël te vervang:

“(1)(*a*) 'n Appelant, anders as 'n persoon wat mondeling aansoek doen om toestemming om te appeleer onmiddelik nadat die vonnis of bevel gegee is soos in artikel 309B(3)(*b*) van die Strafproseswet,1997, bedoel, wat om toestemming om te appelleer wil aansoek doen ingevolge artikel 309B(1) van daardie Wet, moet dit skriftelik, deur middel van die konvensionele metode of die 'e-justice' stelsel in howe waar dit van krag is, doen by die griffier of klerk van die hof en moet ook 'n eksemplaar van die aansoek stuur aan die betrokke direkteur van openbare vervolging, of, in 'n

geval waar die vervolging nie van staatsweë was nie, aan die betrokke aanklaer.

(b) 'n Appellant wat om kondonering wil aansoek doen soos in artikel 309B(1)(*b*)(ii) van die Strafproseswet, 1977, bedoel, of 'n appellant wat wil aansoek doen om toestemming om verdere getuienis aan te bied soos in artikel 309B(5)(*a*) van daardie Wet bedoel, moet dit skriftelik deur middel van die konvensionele metode of die 'e-justice' stelsel, in howe waar dit van krag is, by die griffier of klerk van die hof doen en moet ook 'n eksemplaar van die aansoek na die direkteur van openbare vervolgings stuur, of, in 'n geval waar die vervolging nie van staatsweë was nie, aan die betrokke aanklaer.";

(b) deur subreël (2) deur die volgende subreël te vervang:

"(2) *(a)* Waar 'n aansoek om verlof tot appèl skriftelik deur middel van die konvensionele metode of die 'e-justice' stelsel in howe waar dit van krag is, gedoen word, moet keniis ingevolge artikel 309B(2)(*d*) van die Strafproseswet, 1977, deur die griffier of klerk van die hof gegee word ten minste 10 dae voor die datum wat vir die aanhoor van die versoek om verlof om te appelleer vasgestel is, tensy die appelant of sy of haar regsverteenwoordiger en die direkteur van openbare vervolgings of enige persoon deur hom of haar in 'n saak aangewys waarvan die vervolging nie van Staatsweë is nie, die ander betrokke aanklaer op 'n korter tydperk ooreengekom het, en moet wesenlik dieselfde bewoord wees as Vorm 57 van Aanhangsel 1.

(b) Die kennisgewing in paragraaf (*a*) bedoel moet—

(i) aan die appellant oorhandig word, en bewys van ontvangs van sodanige kennisgewing moet op 'n eksemplaar van die kennisgewing aangedui word wat deur die griffier of klerk van die hof gehou moet word, of aan sy of haar regsverteenwoordiger en die direkteur van openbare vervolgings of 'n persoon deur hom of haar aangewys of ander betrokke aanklaer gestuur word deur middel van die 'e-justice' stelsel in howe waar dit van krag is **[en bewys van ontvangs van sodanige kennisgewing moet op 'n afskirf van die kennisgewing aangedui word, wat deur die griffier of klerk van die hof gehou moet word]**; of

(ii) moet per elektroniese middele gestuur word en indien dit nie moontlik is nie, per geregistreerde pos."; en

(c) deur subreël (15) deur die volgende subreël te vervang:

"(15) *(a)* Die griffier of klerk van die hof moet binne 10 dae na ontvangs deur hom of haar van die verklaring in subreël (7) of (10) bedoel of van die kennisgewing van appèl afgelewer ingevolge subreël (13), na gelang van die geval, aan die griffier van die appèlhof die oorkonde van die strafverrigtinge of die gemelde saak, saam met drie eksemplare daarvan, oordra: Met dien verstande dat waar die 'e-justice' stelsel van krag is, die drie bykomende eksemplare weggelaat kan word.

(b) Wanneer die vervolging van staatsweë is, moet hy of sy ook een sodanige eksemplaar aan die direkteur van openbare vervolgings oordra, of waar die 'e-justice' stelsel van krag is, sodanige eksemplaar oorgedra kan word deur die 'e-justice' stelsel: Met dien verstande dat indien die appellant nie sy of haar verklaring of gronde vir appèl soos in subreël (7) bedoel, gewysig het nie, moet die griffier of klerk van die hof ook die oorkonde sonder oponthout oordra nadat die tydperk wat vir 'n wysiging van verklaring van gronde vir appèl toegelaat word, verstryk het.".

Wysiging van Aanhangsel 1 by die Reëls

19. Aanhangsel 1 by die Reëls word hierby gewysig met die invoeging na Vorm 60B van Vorm 61 vervat in die Aanhangsel hierby.

Wysiging van Aanhangsel 2 tot die Reëls

20. Aanhangsel 2 tot die Reëls word hierby gewysig—

(a) deur Tabelle A en B, onderkeidelik, deur die volgende Tabelle te vervang:

TABEL A
KOSTE

DEEL I
ALGEMENE BEPALINGS

1. Wanneer die bedrag in geskil minder as of gelyk aan R50 000 is, word koste op Tarief B getakseer, wanneer die bedrag in geskil meer as R50 000 is, maar minder as of gelyk is aan die maksimum jurisdiksiebedrag wat van tyd tot tyd deur die Minister ten opsigte van landdroshowe vir distrikte vasgestel, word koste op Tarief C getakseer; wanneer die bedrag in geskil die maksimum jurisdiksiebedrag aldus deur die Minister bepaal ten opsigte van landdroshowe vir distrikte oorskry en die prosesstuk word uit ’n landdroshof vir ’n streeksafdeling uitgereik of wanneer die aangeleentheid handel oor ’n skuldoorsaak ingevolge artikel 29(1B)(*a*) van die Wet, word die koste op Tarief D getakseer

2. *(a)* Vir die doeleindes van berekening van koste, beteken die uitdukking "bedrag in geskil", waar koste aan die eiser toegeken word, die bedrag of waarde van die vonnis en "bedrag of waarde van die vonnis" beteken, waar meer as een eis in die aksie betrokke is, die totaal van die bedrae in die vonnis betrokke. Waar koste aan die verweerder toegestaan word, beteken die uitdrukking "bedrag in geskil", waar meer as een eis in die aksie betrokke is, die totaal van die bedrae van al die eise. Die bedrag of waarde van die vonnis of eis sluit rente in maar sluit koste uit. Indien 'n aangeleentheid te eniger tyd geskik word, word koste getakseer op die tarief in die skikking voorgeskryf.

(b) Waar die bedrag in geskil nie uit verrigtinge ooglopend is nie en—

(i) die aangeleentheid word in die landdroshof vir 'n distrik ingestel, word die koste op Tarief C bereken; of

(ii) die aangeleentheid word in die streekhof vir 'n streeksafdeling ingestel, word die koste op Tarief D bereken,

tensy die hof anders gelas.

3. Koste takseerbaar ingevolge reël 33(19) word geag kragtens 'n vonnis vir die bedrag aangebied of 'n vonnis ingevolge die skikking, na gelang van die geval, toegestaan te wees.

4. Eise vir uitsetting word bereken teen twee maande huur van die perseel.

5. Die koers waarteen koste bereken word, word nie verhoog weens enige eis vir bevestiging van enige interdik of tussentydse bevel nie.

6. …

7. Waar die bedrag wat vir 'n item toegelaat word gespesifiseer is, sluit die bedrag alle nodige bywonings en betekenings (behalwe betekenings deur die balju vir die Landdroshof) in verband daarmee in, behalwe dat 'n heffing van **[R39,00]** R41,00 per dokument toegelaat sal word vir die indiening van dokumente by die hof.

8. Waar die bedrag toegelaat oningevul gelaat word—

(a) word die opstel van dokumente (nie pleitstukke nie) toegelaat teen R97,00 vir elke bladsy;

(b) afskrifte vir liassering, betekening en 'n prokureur se afskrif om te hou word ook toegelaat;

(c) **[R39,00]** R41,00 word toegelaat vir elke noodige betekening; en

(d) **[R39,00]** R41,00 per dokument word toegelaat vir die nodig indiening van dokumente by die hof.

9. *(a)* Waar eninge dokumnet vir die hof blyk onnodig omslagtig te wees, kan die hof die geheel of enige deel van die gelde daarvoor weier.

(b) Waar gedrukte vorms van dokumente waarvan afskrifte gemaak moet word, beskikbaar is, word die gelde vir afskrifte beperk tot die nodige besonderhede in daardie gedrukte vorms ingevoeg.

10. *(a)* 'n bladsy bestaan uit 250 skriftelike of gedrukte woorde of syfers of deel daarvan.

(b) Vier syfers word as een woord gereken.

11. *(a)* Tensy anders bepaal, word 'n heffing vir sorgvuldige deurlesing toegelaat teen R37,00 per bladsy ten opsigte van enige dokument of pleitstuk wat noodsaaklikerwys sorgvuldig deurgelees is.

(b) Vir die nodige afskrifte, met inbegrip van fotostate en skandering, van enige dokument of stukke waarvoor nie reeds in hierdie tarief voorsiening gemaak word nie, per A4-grootte bladsy: Met dien verstande dat die tariefgelde vir skandering slegs toegelaat moet word waar die dokument slegs in papiervorm bestaan **[R7,00]** R8,00 **[(d)]***(c)* Vir die laai van dokumente op 'n aanlyn hofportaal: 'n allesinsluitende tarief vir die nasien, verifiëring en beskrywing daarvan, per bladsy: R2,00.

12. Waar daar meer as een verweerder is, word **[R24,00]** R26,00 bygevoeg ten opsigte van elke bykomende verweerder vir elk van items 2, 2A, 2B en 3 van Deel II en items 2 en 7 van Deel III.

13. Waar die vonnisskuld ingevolge die vonnis of 'n ooreenkoms in paaiemente betaalbaar is, word 10% op elke paaiement ingevorder ter delging van die kapitaal, koste en rente, toegeken, behoudens 'n maksimum van **[R583,00]** R615,00 op elke paaiement. Geen bykomende geld word gehef vir enige bywoning in verband met die ontvangs of betaling van enige paaiement nie.

14. Die klerk of griffier van die hof keur by taksasie enige heffing wat onnodig aangegaan is, af.

15. Waar die gelde kragtens enige item op grond van tyd bereken word, word die totale tyd op enige een dag spandeer bereken en die gelde vir daardie dag word op daardie totaal bereken.

16. Enige bedrag noodsaaklikerwys en werklik in die opspoor van die skuldenaar uitgegee, word benewens die gelde in hierdie tarief uiteengesit, toegeken.

17. Item 10A en 14A van Deel III in die tarief tot Tabel A is ook van toepassing op Deel IV van die tarief by Tabel A.

18. Gelde aan advokate bedoel in artikel 34(2)(*a*)(i) van die Wet op Regspraktyk, 2014 (Wet No. 28 van 2014), word by taksasie slegs toegelaat vir items 21 tot 26 van Deel IV.

19. Die gelde in Deel IV word met 15% verhoog ooreenkomstig enige kosbevel ingevolge reël 33(1)(*b*) en soos by taksasie toegelaat.".

DEEL II
ONVERDEDIGDE AKSIES

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Item 1 - Geregistreerde aanskrywe ingevolge artikel 56 van die Wet	
(a) Eis of eise waar die totaal van die eis of eise nie die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie.	**[R56,00]** R59,00
(b) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry en die prosesstuk is uit 'n landdroshof vir 'n streeksafdeling uitgereik	**[R78,00]** R82,00
Item 2 - Dagvaarding, (eenvoudig of gekombineer) met inbegrip van 'n aanskrywing buiten die aanskrywing in item 1 bedoel, waar die totale bedrag van die eise nie R10 000,00 oorskry nie:	**[R908,00]** R958,00
(a)	
(b)	
(c)	
(d)	
Item 2A - Eenvoudige dagvaarding, met inbegrip van 'n aanskrywing anders as die aanskrywing in item 1 bedoel:	
(a) Eis of eise waar die totaal van die eis of eise R10 000,00 oorskry, maar nie R50 000,00 oorskry nie	**[R1317,00]** R1389,00
(b) Eis of eise waar die totaal van die eis of eise R50 000,00 oorskry, maar nie die maksimum jurisdiksiebedrag wat van tyd tot tyd deur die Minister vasgestel word ten opsigte van landdroshowe vir distrikte, oorskry nie	**[R1583,00]** R1670,00
(c) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd deur die Minister vasgestel ten opsigte van landdroshowe vir distrikte en die prosesstuk uit 'n landdroshof vir 'n streekshof uitgereik word wanneer die saak handel oor 'n skuldoorsaak ingevolge artikel 29(1B)(*a*) van die Wet	**[R2054,00]** R2167,00
Item 2B - Gekombineerde dagvaardings, insluitend 'n aanskrywing anders as die aanskrywing in item 1 bedoel:	
(a) Eis of eise waar die totaal van die eis of eise R10 000,00 oorskry, maar nie R50 000,00 oorskry nie	**[R1770,00]** R1867,00
(b) Eis of eise waar die totaal van die eis of eise R50 000,00 oorskry, maar nie die maksimum jurisdiksiebedrag wat van tyd tot tyd deur die Minister vasgestel word ten opsigte van landdroshowe vir distrikte, oorskry nie	**[R2125,00]** R2242,00
(c) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van	**[R2758,00]**

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tyd tot tyd deur die Minister vasgestel ten opsigte van landdroshowe vir distrikte en die prosesstuk uit 'n landdroshof vir 'n streekshof uitgereik word wanneer die saak handel oor 'n skuldoorsaak ingevolge artikel 29(1B)(*a*) van die Wet	R2910,00
Item 3 – Vonnis:	
(a) Waar die totaal van die eis of eise nie die bedrag in item 2 oorskry nie	**[R182,00]** R192,00
(b) Eis of eise waar die totaal van die eis of eise R10 000,00 oorskry, maar nie meer as R50 000,00 is nie	**[R487,00]** R514,00
(c) Eis of eise waar die totaal van die eis of eise R50 000,00 oorskry maar nie die maksimum jurisdiksiebedrag van tyd tot tyd deur ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie**[.]**	**[R795,00]** **[R795,00]** R839,00
(d) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry en die prosesstuk word uit 'n landdroshof vir 'n streeksafdeling uitgereik of waar die aangeleentheid handel oor 'n skuldoorsaak ingevolge artikel (29)(1B)(*a*) van die Wet**[.]**	**[R1032,00]** R1089,00
Item 4 – Kennisgewing ingevolge reël 12(2)	
(a) Eis of eise waar die totaal van die eis of eise nie die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie**[.]**	**[R91,00]** R96,00
(b) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die minister vasgestel, oorskry en die prosesstuk word uit; 'n landdroshof vir 'n streekafdeling uitgereik of wanneer die aangeleentheid handel oor 'n skuldoorsaak ingevolge artikel 29(1B)(*a*) van die Wet**[.]**	**[R118,00]** R124,00
Item 5 – Kennisgewing ingevolge reël 54(3)*(a)*	
(a) Eis of eise waar die totaal van die eis of eise nie die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie**[.]**	**[R91,00]** R96,00
(b) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry en die prosesstuk is uit 'n landdroshof vir 'n streeksafdeling uitgereik**[.]**	**[R118,00]** R124,00
Item 6 – Beëdigde verklaring of sertifikaat	-
Item 7 – Bywoning van hof op versoek van die landdros wanneer eis na die hof verwys word vir vonnis of om voorlopige vonnis te kry wanneer die eis onverdedig is	soos toegelaat kragtens item 15 op die tarief

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	vir verdedigde aksies.
Item 8 - Vir elke geregistreerde brief aangestuur ingevolge artikel 57(1) of (3) of artikel 58(2), van die Wet deur die krediteur of sodanige krediteur se prokureur, met inbegrip van afskrifte, aan die skuldenaar gestuur word	
(*a*) Eis of eise waar die totaal van die eis of eise nie die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie**[.]**	**[R60,00]** R63,00
(b) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry en die prosesstuk is uit 'n landdroshof vir 'n streeksafdeling uitgereik**[.]**	**[R79,00]** R83,00
Item 9 - Skulderkenning en onderneming om skuld in paaiemente of andersins te betaal (artikel 57 van die Wet)	
(a) Eis of eise waar die totaal van die eis of eise nie die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie**[.]**	**[R153,00]** R161,00
(b) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry en die prosesstuk is uit 'n landdroshof vir 'n streeksafdeling uitgereik**[.]**	**[R198,00]** R209,00
Item 10 - Instemming tot vonnis of tot vonnis en 'n bevel vir die betaling van vonnisskuld in paaiemente (artikel 58 van die Wet)	
(a) Eis of eise waar die totaal van die eis of eise nie die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie**[.]**	**[R153,00]** R161,00
(b) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry en die prosesstuk is uit 'n landdroshof vir 'n streeksafdeling uitgereik**[.]**	**[R198,00]** R209,00

Let Wel: Die bedrag van gelde toelaatbaar kragtens items 4, 5, 6, 7, 8, 9 en 10 word sonder taksasie ingesluit in die bedrag van die koste waarvoor die vonnis ingedien word.

DEEL III
VERDEDIGDE AKSIES (EN TUSSENPLEITVERRIGTINGE)

Item	**Tarief A R**	**Tarief B R**	**Tarief C R**	**Tarief D R**
1 Instruksies om te dagvaar of verdedig of van teeneis of van verdediging van teeneis, bestudering van alle dokumentasie en meriete en alle nodige konsultasies om dagvaarding uit te reik		**[R1019,00]** R1075,00	**[R1277,00]** R1347,00	**[R1597,00]** R1685,00
2 Dagvaarding		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
2A Besonderhede van eis of deklerasie		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
3 Bywoning		**[R64,00]** R68,00	**[R80,00]** R84,00	**[R103,00]** R109,00
4 Kennisgewing kragtens reëls 12(2) en 21B(2)		**[R64,00]** R68,00	**[R80,00]** R84,00	**[R103,00]** R109,00
5 Pleit		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
6 Eis in rekonvensie		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
7 Antwoord, indien nodig		**[R536,00]** R565,00	**[R642,00]** R677,00	**[R831,00]** R877,00
8 Opstel van alle dokumente wat nie spesifiek genoem word nie, met inbegrip van versoek vir verder besonderhede, bylae van dokumente, alle beëdigde verklarings, dagvaardings, enige kennisgewing waarvoor nie andersins voorsiening gemaak is nie opstel van verklarings deur getuies		-	-	-
9 Produksie van dokumente vir inspeksie, of inspeksie van dokumente, per kwartier of per gedeelte daarvan van die tyd wat spandeer is		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
10. …				
10A Paginering en indeksering van pleitstukke per kwartier of gedeelte daarvan**[:]**		**[R153,00]** R161,00	**[R188,00]** R198,00	**[R242,00]** R255,00
11 Die afneem van verklarings deur getuies, per kwartier of gedeelte daarvan		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
12 Kennisgewing van verhoor of herinstelling		**[R64,00]** R68,00	**[R80,00]** R84,00	**[R104,00]** R110,00
13 Voorbereiding vir verhoor (indien 'n advokaat nie gebruik word nie)		**[R1737,00]** R1833,00	**[R2085,00]** R2200,00	**[R2708,00]** R2857,00
14 Bywoning by skikkingsonderhandelinge, vir elke kwartier of gedeelte daarvan werkilik in sodanige onderhandelinge deurgebring		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00

Item	**Tarief A R**	**Tarief B R**	**Tarief C R**	**Tarief D R**
14A Opstel van betooghoofde per kwartier of gedeelte daarvan**[:]**		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
15 Bywoning van hof tydens verhoor, of by 'n uitstel of ondersoek by kommissie, vir elke kwartier of deel daarvan in die hof deurgebring terwyl die saak werklik aangehoor word-				
(a) indien 'n advokaat nie aangestel is nie		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
(b) indien 'n advokaat aangestel is		**[R91,00]** R96,00	**[R109,00]** R115,00	**[R144,00]** R152,00
16 Bywoning van voorverhoorkonferensie, vir elke kwartier of deel daarvan wat werklik in daardie konferensie deurgebring is		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
17 Bywoning van hof om gereserveerde vonnis of gedeelte daarvan aan te hoor		**[R46,00]** R49,00	**[R56,00]** R59,00	**[R74,00]** R78,00
18 Korrespondensie-				
(a) per nodige brief, per bladsy		R97,00	R115,00	R145,00
(b) vir elke brief ontvang, met dien verstande dat gelde vir bestudering nie toegelaat word saam met die gelde hierin voor voorsiening gemaak nie		**[R36,00]** R38,00	**[R46,00]** R49,00	**[R58,00]** R61,00
19 Bywonings: Vir elke nodige bywoning waarvoor nie andersins voorsiening gemaak is nie, per bywoning		**[R36,00]** R38,00	**[R46,00]** R49,00	**[R58,00]** R61,00
20 Nodige formele telefoonoproepe, per oproep		**[R36,00]** R38,00	**[R46,00]** R49,00	**[R58,00]** R61,00
21 Telefoonkonsultasies: Vir elke 5 minute of deel daarvan, behoudens 'n maksimum tarief per konsultasie van **[R222,00]** R234,00 vir Tarief B tot C en **[R286,00]** R302,00 vir Tarief D		**[R64,00]** R68,00	**[R80,00]** R84,00	**[R104,00]** R110,00
22 Elke nodige konsultasie, per kwartier of gedeelte daarvan		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
23 Die hof kan, op versoek by die verhoor gedoen, saam met die gelde in item 13 hierbo voorgeskryf, hernuwingsgelde in uitgestelde of gedeeltelik aangehoorde verhore, toeken		**[R1126,00]** R1188,00	**[R1349,00]** R1423,00	**[R1752,00]** R1848,00
24 Tyd by die hof gewag (omdat hof nie beskikbaar is nie) per kwartier of deel daarvan		**[R154,00]** R162,00	**[R188,00]** R198,00	**[R242,00]** R255,00
25 Reistyd onderworpe aan die bepalings van reël 33(9) per kwartier of deel daarvan		**[R154,00]** R162,00	**[R188,00]** R198,00	**[R242,00]** R255,00
26 Bestaans- en reisuitgawes soos in reël	Die werklike redelike bestaans- en reisuitgawes			

Item	**Tarief A R**	**Tarief B R**	**Tarief C R**	**Tarief D R**
33(9) gestel	soos in reël 33(9) gestel			

DEEL IV
ANDER AANGELEENTHEDE

Eksepsies, aansoeke om deurhaling, aansoeke om summiere vonnis, verskyning om voorlopige vonnis te verkry wanneer eis verdedig word, tussenaansoeke, arres, interdik, aansoeke kragtens reël 27(9), aansoeke om vonnis, bevel of taksasie te hersien, aansoeke om likwidasie van beslote korporsies en ansoeke ingevolge artikel 65J van die Wet, aansoeke kragtens reël 58 en enige ander aansoeke.

Item	**Tarief A R**	**Tarief B R**	**Tarief C R**	**Tarief D R**
1. (a) Instruksies om aansoek te doen of om te verdedig of om gronde aan te voer (die hof kan op versoek 'n hoër bedrag toelaat)		**[R386,00]** R407,00	**[R459,00]** R484,00	**[R597,00]** R630,00
(b) Instruksies om aansoek te doen om likwidasie van beslote korporasie, bestudering van alle dokumentasie en oorweging van meriete, en alle nodige konsultasies		**[R942,00]** R994,00	**[R1130,00]** R1192,00	**[R1469,00]** R1550,00
2. Opstel van alle dokumente, beëdigde verklarings en kennisgewings, bevele, ens.		-	-	-
3. Bywoning van hof by:				
(a) Indien onverdedig of verdedig (indien advokaat nie aangestel is nie), vir elke kwartier of deel daarvan werklik in die hof deurgebring		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00
(b) Indien verdedig (indien advokaat aangestel is), vir elke kwartier werklik in die hof deurgebring of deel daarvan		**[R91,00]** R96,00	**[R112,00]** R118,00	**[R144,00]** R152,00
4. (a) Gelde vir voorbereiding vir betoog wanneer verdedig (b) Gelde vir voorbereiding vir verhoor waar verrigtinge na verhoor verwys word of mondelinge getuienis		**[R938,00]** R994,00 **[R938,00]** R994,00	**[R1130,00]** R1192,00 **[R1130,00]** R1192,00	**[R1469,00]** R1550,00 **[R1469,00]** R1550,00
4A. Opstel van betooghoofde vir bestrede aansoeke, per kwartier of gedeelte daarvan**[:]**		**[R196,00]** R207,00	**[R246,00]** R260,00	**[R318,00]** R335,00
5. Konsultasies en skikkingsonderhandeling – wanneer verdedig, per kwartier of deel daarvan		**[R229,00]** R242,00	**[R286,00]** R302,00	**[R371,00]** R391,00

Item	**Tarief**

TAKSASIE VAN KOSTE In verband met 'n kosterekening vir dienste deur 'n prokureur gelewer, het die prokureur die reg om te hef:	**R**
6. Vir opstel van die kosterekening, maak van die nodige afskrifte en bywoning van skikking, 11 persent op die prokureursgelde, hetsy soos in die rekening gehef, indien nie getakseer nie, of soos by taksasie toegestaan**[.]**	
7. Benewens die gelde kragtens item 6 gehef, indien van taksasie gebruik gemaak word, vir die reëling en bywoning van taksasie, en vir verkryging van toestemming vir taksasie, 11 persent op die eerste R10 000,00 of deel daarvan, 6 persent op die volgende R10 000,00 of gedeelte daarvan en 3 persent op die balans van die totale bedrag van die rekening**[.]**	
8. Bywoning by hersiening van taksasie, vir elke kwartier of deel daarvan in die hof terwyl hersiening werklik aangehoor word	**[R229,00]** R242,00
9. Kennisgewing van aansoek om hersiening van taksasie en betekening	-
10. Beëdigde verklaring, waar nodig	-

UITWINNING	
11. (a) Uitreiking van uitwinninglasbrief, uitsettingslasbrief, en lasbrief vir lewering van besit	**[R154,00]** R162,00
(b) Vir elke heruitreiking daarvan	**[R64,00]** R68,00
12. Insluitend gelde vir werk gedoen in verband met vrystelling van inbeslaggenome onroerende eiendom	**[R192,00]** R203,00
13. Insluitend gelde vir werk gedoen in verband met uitwinningsverkoping van slegs onroerende goed (uitsluitend werk ten opsigte waarvan gelde reeds elders voor voorsiening gemaak word en die opstel van die verkoopsvoorwaardes)	**[R488,00]** R515,00
14. (a) Opstel van verkopingskennisgewing ingevolge reël 41(8) of reël 43(7)(*b*)(i), of verkoopsvoorwaardes ingevolge reël 43(8)(*a*)(i)	-
(b) Vir alle ander werk gedoen en papiere en dokumente aan die balju van die landdroshof voorsien in verband met 'n uitwinningsverkoping van roerende goed, 'n allesinsluitende bedrag van	**[R333,00]** R351,00
15. Sekerheidstelling vir herstel, waar nodig	**[R128,00]** R135,00

WAAR 'N ADVOKAAT AANGESTEL IS	
16. Instruksies vir die eksepsie of aansoek, waar toegelaat	
(c) (a) Eis of eise waar die totaal van die eis of eise nie die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie.	**[R229,00]** R242,00
(d) (b) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry en die prosesstuk word uit 'n landdroshof vir 'n streeksafdeling uitgereik	**[R298,00]** R314,00

WAAR 'N ADVOKAAT AANGESTEL IS	
17. Instruksies vir verhoor	
(c) (a) Eis of eise waar die totaal van die eis of eise nie die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie.	**[R293,00]** R309,00
(d) (b) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry en die prosesstuk word uit 'n landdroshof vir 'n streeksafdeling uitgereik	**[R368,00]** R388,00
18. Opstel van bedrag by eksepsie of aansoek, waar toegelaat	-
19. Opstel van opdrag vir verhoor	-
20. Bywoning van nodige konsultasie met advokaat, per kwartier of deel daarvan	
(c) (a) Eis of eise waar die totaal van die eis of eise nie die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry nie.	**[R95,00]** R100,00
(d) (b) Eis of eise waar die totaal van die eis of eise die maksimum jurisdiksiebedrag van tyd tot tyd ten opsigte van landdroshowe vir distrikte deur die Minister vasgestel, oorskry en die prosesstuk word uit 'n landdroshof vir 'n streeksafdeling uitgereik	**[R120,00]** R127,00

GELDE VIR ADVOKATE	
21*(a)* Hofverskyning vir onbestrede aansoeke, per kwartier of gedeelte daarvan, behoudens 'n minimum van een uur:	
Skaal B	**[R196,00]** R207,00
Skaal C	**[R246,00]** R260,00
Skaal D	**[R318,00]** R335,00
(b) Hofverskynings vir bestrede aansoeke, 'n inklusiewe geld wat voorbereiding, konsultasie en hofverskyning op daardie selfde dag insluit:	
Skaal B	**[R6272,00]** R6617,00
Skaal C	**[R7872,00]** R8305,00
Skaal D	**[R10 176,00]** R10 736,00
(c) Opstel van betooghoofde vir bestrede aansoek, per kwartier of gedeelte daarvan:	
Skaal B	**[R196,00]** R207,00
Skaal C	**[R246,00]** R260,00
Skaal D	

	[R318,00] R335,00
(d) Vir voorbereiding voor die dag van betoog, waar teengestaan: Skaal B Skaal C Skaal D	 **[R874,00]** R922,00 **[R1053,00]** R1111,00 **[R1369,00]** R1444,00
22*(a)* Hofverskynings vir verhoorsake, met inbegrip van gedeeltelik aangehoorde en uitgestelde verhoorsake, 'n inklusiewe daggeld wat voorbereiding, konsultasie en hofverskyning op dieselfde dag insluit: Skaal B Skaal C Skaal D	 **[R6272,00]** R6617,00 **[R7872,00]** R8305,00 **[R10 176,00]** R10 736,00
(b) Opstel van betooghoofde vir verweerde aksies, per kwartier of gedeelte daarvan: Skaal B Skaal C Skaal D	 **[R196,00]** R207,00 **[R246,00]** R260,00 **[R318,00]** R335,00
(c) Vir voorbereiding voor die dag van die verhoor: Skaal B Skaal C Skaal D	 **[R1619,00]** R1708,00 **[R1943,00]** R2050,00 **[R2524,00]** R2663,00
23. In enige hof meer as 30 km van die naaste dorp waar 'n **[provinsiale of plaaslike]** afdeling (behalwe 'n rondgaande hof) van die Hooggeregshof gesetel is, gehou, 'n reistoelae (benewens die opdraggeld) wat by spesiale bevel deur die hof toegelaat kan word, teen	R8,00 per km
24. Elke nodige konsultasie, per kwartier	**[R229,00]** R242,00
25.	
26. Opstel van pleitstukke	**[R514,00]** R542,00

Notas:	
(a) Indien 'n verhoor op aandrang van enige party uitgestel, geskik of teruggetrek word op die dag van die verhoor of voor die eerste dag se verhoor, en 'n heffing vir die kansellasie van die bespreking van enige dag gehef word, kan 'n besprekingsgeld soos volg toegelaat word:	
(i) Indien uigestel, geskik of teruggetrek op die datum van terrolleplasing of twee dae voor dit, 'n volle dag se gelde; of	
(ii) Indien uitgestel, geskik of teruggetrek drie tot sewe dae voor die dag van terrolleplasing, twee derdes van 'n dag se gelde: Met dien verstande dat dat geen besprekingsgelde toegelaat sal word as 'n saak uitgestel of teruggetrek word meer as sewe dae voor die dag van terrolleplasing nie.	
(iii)	
(b) Behoudens die bepalings van Reël 33(8), kan die hof op versoek hoër gelde vir 'n advokaaat ten opsigte van items 21, 22, 24 en 26 toeken.	
(c) 'n Bedrag vir reistyd deur advokaat word toegelaat teen dieselfde tarief as vir prokureurs kragtens reël 33(9).	

DIVERSE	
Verkry gesertifiseerde afskif van vonnis	**[R115,00]** R121,00
28. Verkry betaling ingevolge reël 18(4)	**[R80,00]** R84,00
29. Versoek vir sekerheidstelling ingevolge reël 62(1)	-
30. Voorsien sekerheidstelling ingevolge reël 62(1)	-

TABEL B
KOSTE

DEEL I
ALGEMENE BEPALINGS TEN OPSIGTE VAN VERRIGTINGE INGEVOLGE ARTIKELS 65 EN 65A TOT 65M VAN DIE WET

1. Behoudens die bepalings van paragraaf 3, word geen gelde behalwe dié in die Tarrief by hierdie Deel toegelaat nie.

2. *(a)* Behoudens die bepalings van artikel 65K van die Wet, is die gelde uiteengesit in items *(a)*, *(b)* of *(c)*, van die Tarrief by hierdie Deel, na gelang van die geval, betaalbaar vir—
   (i) die opstel van kennisgewings in artikel 65A(1) bedoel, met inbegrip van verskyning by die ondersoek na die vonnisskuldenaar se finansiële posisie in artikel 65D bedoel, of
   (ii) enige verskyning by daaropvolgende opskortings-, wysigings-, of opheffingsverrigtinge.

   (b) Die gelde uiteengesit in items *(a), (b)* of *(c)* van die Tarrief by hierdie Deel kan, met uitsondering van die gelde kragtens item *(m)* van die tarrief toegelaat, slegs een keer gehef word vir die opstel, uitreiking en alle heruitreikings van die kennisgewing en alle uitstelle van die ondersoek, ongeag die getal dae waarop die verrigtinge in die hof aangehoor word: Met dien verstande dat waar die skuldenaar die regsgebied van die hof verlaat nadat die kennisgewing in artikel 65A(1) bedoel, uitgereik is en die kennisgewing in enige ander distrik heruitgereik word, kan die voormelde gelde ook in die ander distrik gehef word indien dit die hof gelas.

3. Die volgende word toegelaat benewens die gelde in die Tarief vir die Deel uiteengesit:
   (a) Alle nodige uitbetalings in verband met die verrigtinge aangegaan.

   (b) 'n Bedrag van 10% op elke paaiement ter delging van die kapitaal en koste van die aksie, onderworpe aan ‘n maksimum bedrag van **[R583,00]** R615,00 op elke paaiement. Waar die bedrag betaalbaar is in paaiemente sal die invorderingsfooie verhaalbaar wees slegs op ontvangs van elke paaiement. Sodanige gelde is ter vervanging van en nie bykomstig tot die insamelingsgelde in paragraaf 13 van Deel 1 van Tabel A voorgeskryf nie.

   (c) Alle nodige uitbetalings gedoen in verband met enige vorige vrugtelose verrigtinge kragtens artikel 72, as die hof aldus beveel het.

   (d) Enige bedrag noodsaaklikerwys en werklik uitbetaal in die opspoor van die vonnisskuldenaar, waar die kapitaalbedrag van die skuld nie minder was nie as R9000,00 toe die opsporingsagent in diens geneem is. Die totale bedrag wat werk elke opsporing toegeken word mag nie meer as **[R487,00]** R514,00 wees nie.

4. Vir die doeleides van die Tarrief tot hierdie Deel, is die bedrag van die eis, behoudens die bepalings van paragraaf 3(*d*), die totaal van die kapitaalbedrag en koste uitstaande op datum van die eerste instelling van verrigte kragtens artikel 65A (1) van die Wet.

5. Items 1 tot 5 van Deel IV van Tabel A van Aanhangsel 2 is van toepassing ingevolge artikel 65J van die Wet.

TARRIEF		
		R
(a)	Waar die eis nie meer as die bedrag van R10 000,00 is nie	R1000,00
(b)	Waar die eis meer is as R10 000,00, maar nie meer as R50 000,00 is nie.	R1187,00
(c)	Waar die eis meer as R50 000,00 is	R1595,00
(d)	Lasbrief vir arres (Vorm 40A)	**[R127,00]** R134,00
(e)	(i) Besoldigingsbeslagbevel (Vorm 38)	**[R254,00]** R268,00
	(ii) Heruitreiking (Sertifikate ingesluit)	**[R204,00]** R215,00
(f)	Aansoek om koste by kennisgwing (met inbegrip van verskyning voor hof)	**[R127,00]** R134,00
(g)	Verkryging van gesertifiseerde afskif van 'n vonnis	**[R127,00]** R134,00
(h)	Beëdigde verklaring of sertifikaat deur die vonnisskuldeiser of die vonnisskuldeiser se prokureur	**[R90,00]** R95,00
(i)	Vir elke geregistreerde brief aangestuur aan die skuldenaar ingevolge artikels 65A(2), 65E(6) of 65J(2) van die Wet deur die krediteur of die krediteur se prokureur	**[R58,00]** R61,00
(j)	Beëdigde verklaring of bevestiging deur skuldenaar (Reël 45(7))	**[R152,00]** R160,00
(k)	Versoek om 'n bevel kragtens artikel 65 van die Wet	**[R90,00]** R95,00
(l)	Bywoning van uitgestelde verrigtinge ingevolge artikel 65E(3) van die Wet of die bywoning van verrigtinge by die hof in navolging van die inhegtenisname van 'n vonnisskuldenaar, direkteur of beampte in navolging van 'n kennisgewing in 65A(8)(*b*) bedoel	**[R127,00]** R134,00
(m)	Dagvaarding:	
	(i) Opstel van dagvaarding, per bladsy	R97,00
	(ii) Elke nodige bywoning, per bywoning	**[R26,00]** R28,00
(n)	(i) Korrespondensie: Vir elke nodige brief geskryf of ontvang, met inbegrip van afskrif om te hou, met dien verstande dat gelde vir bestudering nie toegestaan sal word saam met die gelde hierin voor voorsiening gemaak nie, per bladsy	R97,00
	(ii) Bywonings: Vir elke nodige bywoning nie andersins voor voorsiening gemaak nie, per bywoning	**[R36,00]** R38,00
	(iii) Nodige formele telefoon oproepe, per oproep	**[R36,00]** R38,00

DEEL II

ALGEMENE BEPALINGS TEN OPSIGTE VAN VERRIGTINGE INGEVOLGE ARTIKEL 72 VAN DIE WET

1. Behoudens die bepalings van paragrawe 2 en 3, word geen gelde behalwe dié in die Tarief by hierdie Deel uiteeengesit, toegelaat nie.

2. Paragraaf 3*(a*), (*b*) en (*d*) van die algemene bepalings kragtens Deel 1 van hierdie Tabel is met die nodige veranderinge van toepassing op hierdie Deel.

3. Alle nodige uitbetalings aangegaan in verband met enige vorige onsuksesvolle verrigtinge kragtens artikel 65, moet toegelaat word indien die hof aldus gelas het.

4. Vir die doeleindes van die Tarief van hierdie Deel, is die bedrag van die eis, onderworpe aan die bepalings van paragraaf 3(*d*) van die algemene bepalings kragtens Deel 1 van hierdie Tabel, die totaal van die kapitaalbedrag uitstaande op die datum van die eerste instelling van verrigtinge ingevolge artikel 72 van die Wet.

TARIEF	
	R
(a) Waar die eis nie meer as R200,00 is nie	**[R192,00]** R203,00
(b) Waar die eis meer as R200,00 is	**[R410,00]** R433,00
(c) Verkryging van 'n gesertifiseerde afskrif van 'n vonnis	**[R115,00]** R121,00
(d) Aansoek om 'n uitwinningsbevel teen die beslagskuldenaar	**[R115,00]** R121,00
(e) Loonbeslagorder (Vorm 39)	**[R152,00]** R160,00

DEEL III
ALGEMENE BEPALINGS TEN OPSIGTE VAN VERRIGTINGE INGEVOLGE ARTIKEL 74 VAN DIE WET

1. Die volgende gelde word toegestaan benewens die gelde uiteengesit in die Tarief by hierdie Deel:

(a) Alle nodige uitbetalings in verband met die verrigtinge aangegaan.

(b) Benewens die gelde hieronder gestel, is die administrateur geregtig op 'n bedrag van 10% op elke paaiement ingesamel vir die kapitaal en koste, welke bedrag ingesluit is in die 12,5% ingevolge artikel 74L(2) van die Wet.

2. By die toepassing van items 4 en 5 van die Tarrief tot hierdie Deel, bestaan 'n bladsy uit 250 geskrewe of gedrukte woorde en vier syfers word as een woord beskou.

TARIEF			
Item	Een tot tien krediteure	Elf tot twintig krediteure	Een-en-twintig of meer krediteure
	R	**R**	**R**
1. Instruksies om 'n administrasiebevel aansoek te doen, met inbegrip van die nodige deurlesing van dagvaardings, eise, ens, en vasstelling van die bedrag van bates en laste, met inbegrip van alle bywonings en korrespondensie wat in verband daarmee nodig is.	**[R229,00]** R242,00	**[R321,00]** R339,00	**[R512,00]** R540,00
2. Instruksies by aansoek kragtens artikel 74Q(1) of om daardie aansoek of die toestaan van administrasiebevel, teen te staan	**[R182,00]** R192,00	**[R182,00]** R192,00	**[R182,00]** R192,00
3. Opstel van aansoek vir administrasiebevel of hersiening daarvan en beëdigde verklaring, met inbegrip van alle aanhangsels daarby en alle bywonings, bywoning in die hof uitgesluit.	**[R319,00]** R337,00	**[R319,00]** R337,00	**[R319,00]** R337,00
4. Maak van afskrifte van aansoek, beëdigde verklaring en aanhangsels vir krediteure, per bladsy	**[R7,00]** R8,00	**[R7,00]** R8,00	**[R7,00]** R8,00
5. Noukeurige deurlesing van aansoek en ander dokumente beteken, indien enige, per bladsy. Let wel: Die gelde onder hierdie item word slegs deur die prokureur of 'n teenparty geëis.	R37,00	R37,00	R37,00
6. Bywoning van hof:			
(a) By uitstel of tersydestelling, indien nie deur die prokureur of sy of haar kliënt veroorsaak nie**[;]**	**[R86,00]** R91,00	**[R86,00]** R91,00	**[R86,00]** R91,00
(b) By enige ander verhoor	**[R182,00]** R192,00	**[R343,00]** R362,00	**[R343,00]** R362,00
7. Vir voorsiening aan 'n krediteur deur die administrateur van die inligting in artikel 74M(*a*) van die Wet, per aansoek	**[R25,00]** R26,00	**[R25,00]** R26,00	**[R25,00]** R26,00
8. Vir voorsiening van 'n afskrif van die skuldenaar se vermoëstaat bedoel in artikels 74 en 74A(1) van die Wet deur die administrateur ingevolge artikel 74M(*b*) of van 'n lys of rekening bedoel in artikel 74G(1) of 74J van die Wet of deur die skuldenaar se vermoëstaat bedoel in artikel 65I(2) van die Wet, per bladsy	**[R7,00]** R8,00	**[R7,00]** R8,00	**[R7,00]** R8,00
9. Korrespondensie en bywonings	**[R38,00]** R40,00	**[R38,00]** R40,00	**[R38,00]** R40,00”

(b) deur Deel II van Tabel C met die volgende Deel te vervang:

DEEL II
BALJU'S WAT NIE STAATSAMPTENARE IS NIE

1A. 1. Vir registrasie van enige dokument vir betekening of uitwinning by ontvangs daarvan: **[R14,00]** R15,00.

1B. *(a)* By die betekening van 'n dagvaarding, subpoena, kennisgewing, bevel of ander dokument wat nie in item 2 genoem is nie: **[R90,00]** R95,00.
(b) Vir poging om die dokumente in paragraaf (*a*) genoem, te beteken: **[R56,00]** R60,00.
(c) (i) Waar 'n dokument beteken moet word saam met 'n prosesstuk van die hof en in die prosesstuk of 'n aanhangsel daarby vermeld word, word geen bykomende gelde gehef vir betekening van die dokument nie, andersins kan **[R14,00]** R15,00 gehef word vir elke aparte dokument wat beteken word;

(ii) Geen gelde word vir 'n aparte dokument gehef wanneer prosesstukke in strafregtelike aangeleenthede beteken word nie;

(iii) Die betekening van 'n kennisgewing in reël 54(1) bedoel, gelyktydig met die dagvaarding, word nie as 'n aparte betekening beskou nie;

(iv) Waar 'n lasgewer die balju skriftelik opdrag gee om 'n dokument in item 1B(*a*) of (2)(*a*) dringend te beteken of uit te win, hef die balju bykomende gelde van **[R300,00]** R318,00 vir sodanige betekening, ongeag hetsy die betekening of uitwinning suksesvol was, welke bykomende gelde deur die opdraggewer betaal word, tensy die hof anders gelas;

(v) By die toepassing van subparagraaf (iv) beteken—

(aa) "dringend" op dieselfde dag of binne 24 uur sedert die skriftelike opdrag; en

(bb) "na-ure" enige tyd—

(aaa) voor 7:00 of ná 19:00 van Maandae tot Vrydae; of

(bbb) op 'n Saterdag, Sondag of openbare vakansiedag.

2. *(a)* By die uitvoering van 'n lasbrief (wat nie teen onroerende goed is nie), interdik, loonbeslagorder of besoldigingsbeslagbevel: **[R113,00]** R120,00.
(b) Vir die gepoogde tenuitvoerlegging van die dokumente in paragraaf (*a*) bedoel : **[R81,00]** R 86,00.
(c) (i) Vir die uitsetting van 'n verweerder van die perseel in die uitsettingslasbrief bedoel: **[R273,00]** R289,00 vir die eerste uur of gedeelte daarvan en daarna **[R126,00]** R133,00 per elke halfuur of gedeelte daarvan (behalwe buitengewone uitgawes wat noodgedwonge aangegaan word);

(ii) Verdere gelde van **[R32,00]** R34,00 word na tenuitvoerlegging betaal vir elke persoon benewens die persoon genoem of na verwys in die uitsettingsprosesstuk, in werklikheid van 'n aparte perseel uitgeset: Met dien verstande dat waar betekening aan enige persoon behalwe die vonnisskuldenaar nodig is ten einde die tenuitvoerlegging te voltooi, kan die gelde in item 1B(*a*) vasgestel, ten opsigte van elke sodanige betekening gehef word.

(d) vir die tenuitvoerlegging van enige lasbrief teen onroerende goed—
(i) vir uitwinning, met inbegrip van betekening van kennisgewing van beslaglegging aan die eienaar van die onroerende goed en aan die akteregistateur of ander kantoor belas met die registrasie van sodanige eiendom, en indien die eiendom deur iemand anders as die eienaar geokkupeer word, ook aan daardie okkupant: **[R266,00]** R282,00;
(ii) (ii) vir kennisgewing van beslaglegging aan 'n enkele huurder of okkupant: **[R24,00]**

R25,00;

(iii) identiese kennisgewings waar daar verskeie huurders, okkupante of eienaars is, vir elkeen na die eerste: **[R9,00]** R10,00;

(iv) vir 'n waardasieverslag vir verkoopsdoeleindes, per halfuur of deel daarvan: **[R64,00]** R68,00;

(v) wanneer 'n balju gemagtig is om eiendom te verkoop en die eiendom word nie verkoop nie omdat die beslaglegging ingetrek of opgeskort is, al die nodige kennisgewing vir die intrekking of opskorting van die beslaglegging: **[R266,00]** R282,00; Afskaffing van geregtelike beslaglegging van onroerende goed**: [R266,00]** R282,00;

(vi) vir seker maak en aanteken watter lenings of ander beswarings teen die eiendom geregistreer is, saam met die name en adresse van die persone in wie se guns daardie lenings en beswarings aldus geregistreer is, met inbegrip van enige korrespondensie daarby (saam met redelike uitgawes wat noodsaaklikerwys aangegaan is): **[R134,00]** R142,00;

(vii) vir kennis aan die vonnisskuldeiser van daardie lenings of ander beswarings en van die name en adresse van die persone in wie se guns daardie lenings of ander beswarings geregistreer is: **[R23,00]** R24,00;

(viii) vir oorweging van bewys dat ’n voorkeurskuldeiser aan die vereistes van reël 43(5)(*a*) voldoen het: **[R14,00]** R15,00;

(ix) vir kennisgewing bedoel in reël 43(6): **[R24,00]** R25,00;

(x) vir oorweging van verkopingskennisgewing deur die vonnisskuldeiser voorberei in oorleg met die balju; en vir verifiëring dat die verkopingskennisgewing in die aangewese koerante en in die Staatskoerant gepubliseer is, insluitend gelde vir daardie oorweging en verifiëring**: [R134,00]** R142,00;

(xi) vir die aanstuur van ’n afskrif van die verkopingskennisgewing aan elke vonnisskuldeiser wat die onroerende goed in beslag laat neem het en aan elke verbandhouer daarvan wie se adres bekend is, vir elke afskrif **[R24,00]** R25,00;

(xii) vir die aanheg van ’n afskrif van die verkopingskennisgewing aan die kennisgewingsbord van die landdroshof bedoel in reël 43(7)(*e*) en by of so naby moontlik aan die plek waar die verkoping werklik gaan plaasvind, ’n inklusiewe bedrag vanaf **[R57,00]** R60,00 en reiskoste soos in item 4(*a*) bedoel;

(xiii) vir oorweging van die verkoopsvoorwaardes deur die vonnisskuldeiser voorberei; vir verdere oorweging of gewysigde verkoopsvoorwaardes deur belangstellende party ingedien: **[R134,00]** R142,00 vir elke bywoning;

(xiv) Vir alle nodige bywonings voorgeskryf by enige wetsbepaling wat met veilings verband hou, in die besonder die 'Consumer Protection Act', 2008 (Wet No. 68 van 2008): **[R401,00]** R424,00;

(xv) Vir die hou van 'n veiling, behalwe dat hierdie gelde nie gehef kan word nie indien kommissie ingevolge items 2(*d*)(xvi) en (xvii) geëis word nie: **[R266,00]** R282,00;

(xvi) by die verkoop van onroerende goed deur die balju as afslaer, 6 persent op die eerste R100 000,00, en 3.5 persent op R100 001,00 tot R400 000,00 en 1,5 persent op die saldo van die opbrengs van die verkoping, behoudens 'n maksimum kommissie van R40 000,00 in totaal en 'n minimum van R3 000,00 (insluitende alle gevalle van die balju se bankkoste en ander uitgawes aangegaan in die betaling van die opbrengs in die balju se trustrekening), welke kommissie deur die koper betaal sal word;

(xvii) indien 'n afslaer gebruik word soos in reël 43(10) voor voorsiening gemaak, 3 persent op die eerste R100 000,00, 2 persent op R100 001,00 tot R400 000,00 en 1 persent op die balans daarvan, behoudens 'n maksimum kommissie van R22 850,00 in totaal, en 'n minimum van R3 000,00 (insluitend alle gevalle van die balju se bankkoste en ander uitgawes

aangegaan in die betaal van die opbrengs in die balju se trustrekening), welke kommissie deur die koper betaal sal word;

(xviii) vir skriftelike kennisgewing aan die koper wat versuim het om aan die verkoopsvoorwaardes te voldoen: **[R67,00]** R71,00;

(xix) vir enige verslag in reël 43(11) bedoel: **[R67,00]** R71,00;

(xx) vir verwittiging van vonnisskuldenaar van die kansellasie in reël 43(11)(*a*)(iii): **[R24,00]** R25,00;

(xxi) vir gee van kennis bedoel in reël 43(11)(*c*): **[R24,00]** R25,00;

(xxii) vir gee van oordrag aan die koper: **[R32,00]** R34,00;

(xxiii) vir ontvangs van sertifikaat bedoel in reël 43(14)(*a*): **[R24,00]** R25,00;

(xxiv) vir voorbereiding van 'n plan vir die verspreiding van die opbrengs (met inbegrip van nodige afskrifte) en vir die aanstuur van 'n afskrif aan die registrateur: **[R134,00]** R142,00;

(xxv) vir kennisgewing aan alle partye wat lasbriewe ingedien het en aan die vonnisskuldenaar dat die distrubusieplan ter insae sal lê, vir elke kennisgewing: **[R24,00]** R25,00;

(xxvi) vir die verslag in reël 43A(9)(*d*) bedoel**: [R67,00]** R71,00;

3. Opstel van enige opgawe ingevolge reël 8, in duplikaat**: [R24,00]** R25,00.

4. *(a)* Die balju word, benewens die gelde in items 1B(*a*) 1B(*b*), 2(*a*) en 2(*b*), bedoel, maar onderworpe aan items 4(*b*) en (*c*), 'n reistoelaag gegee van **[R7,50]** R8,00 per kilometer, of deel daarvan, vir die kortste moontlike heen- en terugreis van die kantoor van die balju na die plek van betekening of tenuitvoerlegging en terug;

(b) Die reistoelaag in items 4(*a*), 5(*a*) en 5(*c*)(i) genoem, word bereken op die afstand gereken van die kantoor van die balju af indien—

(i) die balju se kantoor binne die regsgebied deur die Minister aan die balju toegewys, geleë is; en

(ii) die afstand van die balju se kantoor minder is as die afstand bereken van die hofgebou naaste aan die adres vir betekening.

(c) Indien nie aan die vereiste in item 4(*b*) voldoen word nie, word die reistoelaag genoem in items 4(*a*), 5(*a*) en 5(*c*)(i) bereken op die afstand gereken van die hofgebou naaste aan die adres vir betekening.

5. *(a)* Ten opsigte van die verrigting van enige ander amptelike plig as dié in items 1 en 2 vermeld, maar onderworpe aan items 4(*b*) en (*c*), is 'n reistoelae van **[R7,50]** R8,00 per kilometer vir elke kilometer, of deel daarvan, aan die balju betaalbaar vir die heen- en terugreis;

(b) 'n Reistoelaag sluit die uitgawes aangegaan om te reis in, met inbegrip van treinkaartjies.

(c) 'n Reistoelaag word bereken ten opsigte van elke onderskeie betekening, behalwe dat—

(i) waar meer as een betekening in die loop van dieselfde reis gedoen kan word, kan die afstand van die balju se kantoor na die eerste plek van betekening slegs een keer in berekening geneem word, en word gelyk toegeken aan die onderskeie betekenings, en die afstand vanaf die eerste plek van betekening na die oorblywende plekke van betekening word insgelyks gelyk toegeken aan die oorblywende betekenings; en

(ii) waar betekening van dieselfde prosesstuk deur 'n balju aan meer as een persoon by dieselfde adres van betekening gedoen moet word, word slegs

een heffing vir reis toegelaat.

(d) Wanneer die balju enigiemand onder arres moet vervoer, word ’n toelaag van **[R7,50]** R8,00 per kilometer ten opsigte van daardie deel van die reis waarop die balju noodsaaklikerwys deur daardie persoon vergesel is, toegelaat;

6. *(a)* Maak van ’n inventaris, met inbegrip van die maak van alle nodige afdrukke en tyd op voorraadopname spandeer**: [R48,00]** R51,00 per halfuur of deel daarvan.

(b) Vir bystand, indien nodig, met die maak van ’n inventaris, **[R48,00]** R51,00 per halfuur of deel daarvan.

(c) Vir die bywonings in reël 41(11) bedoel: **[R52,50]** R56,00.

7. Die bestudering, opstel, en invul van 'n borgakte, 'n borgstellingsakte of skadeloosstellingsakte: **[R14,00]** R15,00.

8. Beheer of bewaring van eiendom (geld uitgesluit):

(a) (i) Vir elke beampte noodsaaklikerwys in besit gelaat, 'n redelike allesinsluitende bedrag van hoogstens **[R166,00]** R176,00 per dag.

(ii) Reistoelaes, om losies elke keer in te sluit.

(b) Indien op lewende hawe beslag gelê word, word slegs die noodsaaklike uitgawes om die lewende hawe op te pas en te preserveer, toegelaat.

(c) Indien die goedere verwyder en gestoor word, word slegs die koste van verwydering en stoor toegelaat.

9. *(a)* **'besit'** beteken werklike fisieke besit deur ’n persoon in diens van en betaal deur die balju, wie se enigste werk vir die tyd en wyl is om op die perseel te bly waar die goedere op beslag gelê is, en wat, in werklikheid, in besit bly vir die tydperk waarvoor besit gehou word.

(b) **'koste van verwydering'** beteken die bedrag werklik en noodsaaklikerwys uitbetaal vir verwydering of gepoogde verwydering as die goedere deur ’n derde party verwyder is, of ’n poging aangewend is om hulle te verwyder, indien dit deur die balju verwyder is, sodanige bedrag wat billik toelaatbaar sal wees in die gewone loop van sake, indien die goedere deur ’n derde party verwyder is, of ’n poging aangewend is om dit aldus te verwyder.

(c) **'koste van berging'** die bedrag werklik en noodsaaklikerwys betaal vir berging indien die goedere deur ’n derde persoon geberg is of, indien die balju die berging voorsien het, sodanige bedrag wat billik toelaatbaar sal wees in die gewone loop van sake indien die goedere by ’n derde persoon geberg is.

10. *(a) (i)* Waar 'n beslagleggingsorder ten volle, of gedeeltelik betaal word, 9 persent op die bedrag aldus betaal, met minimum gelde van **[R90,00]** R95,00 en 'n maksimum van **[R880,00]** R932,00;

(ii) Vir die tenuitvoerlegging van enige lasbrief teen roerende goed—

(aa) wanneer 'n lasbrief ten volle of gedeeltelik betaal word by voorlegging aan die balju, 9 persent op die aldus betaalde bedrag met minimum gelde van **[R90,00]** R95,00 en 'n maksimum van **[R880,00]** R932,00;

(bb) wanneer 'n lasbrief ten volle of gedeeltelik aan die balju betaal word ná beslaglegging of voor verkoping, 9 persent op die aldus betaalde bedrag met

minimum gelde van **[R90,00]** R95,00 en 'n maksimum van **[R880,00]** R932,00; of

(cc) wanneer gelde in uitwinning geneem word, 9 persent van die aldus betaalde bedrag, maar onderworpe aan 'n maksimum van **[R880,00]** R932,00**[;]**.

(b) Kennisgewing van beslaglegging aan die verweerder en aan elke persoon wat in kennis gestel moet word: **[R14,00]** R15,00**[;]**.

11. *(a)* Waar eiendom van beslaglegging vrygestel word ingevolge reël 41(18)(*a*), of die uitwinningslasbrief word ingetrek of opgeskort, of die vonnisskuldenaar se boedel word na die beslaglegging gesekwestreer, maar voor die verkoping, 2,3 persent van die waarde van die geodere waarop beslag gelê is, behoudens 'n maksimum van **[R266,00]** R282,00: Met dien verstande dat indien 'n verkoping daarna plaasvind na aanleiding van die voormelde beslaglegging, word die aldus betaalde bedrag afgetrek van die kommissie kragtens item 12 betaalbaar.

(b) Kommissie in item 11(*a*) bedoel is nie hefbaar teen 'n vonnisskuldenaar op die waarde van roerende goed waarop beslag gelê is en wat daarna vrygestel is in navolging van 'n eis deur 'n derde party nie, tensy ondanks 'n eis deur 'n derde party, die verwydering van sodanige goed volgens uitdruklike, skriftelike opdrag van die vonnisskuldeiser gedoen word, in welke geval die vonnisskuldeiser aan die balju aanspreeklik sal wees vir kommissie teen 'n koers van 2,3% van die waarde van die goedere en koste.

12. Waar die uitwinningslasbrief teen roerende goed by verkoping afgehandel word, 9 persent van die die eerste R15 000,00 of deel daarvan, en daarna 6 persent, met 'n maksimum van **[R11721,00]** R12417,00**[;]**.

13. Vir die versekering van eiendom waarop beslag gelê is, en by skriftelike opdrag van die vonnisskuldeiser aan die balju, benewens die premie wat betaal moet word, 'n allesinsluitende bedrag van **[R48,00]** R51,00.

14. …

15. Wanneer vir uitwinning op onroerende goed beslag gelê word en die beslaglegging verstryk, soos in artikel 66(4) van die Wet bedoel: **[R81,00]** R86,00**[;]**.

16. …

17. Benewens die gelde deur items 10 tot 13 toegelaat, beide ingesluit, word toegeken—

(a) die bedrag werklik en redelik deur die balju of die afslaer betaal vir die druk, adverteer en gee van publisiteit aan enige verkoping of voorgenome verkoping in uitwinning.

18. Waar die balju kragtens meer as een uitwinningslasbrief in besit is, kan die balju gelde vra vir slegs een besit, en sodanige besit word sover moontlik, gelyk toegedeel aan die verskillende lasbriewe in dieselfde tydperk uitgereik: Met dien verstande dat elke uitwinningsskuldeiser gesamentlik en apart aanspreeklik is vir sodanige besit tot 'n bedrag van

nie meer as wat kragtens die balju se uitwinning betaalbaar sou wees indien dit alleen gestaan het.

19. Gelde betaalbaar op die waarde van die goedere waarop beslag gelê is of op die opbrengs van die verkoping van goedere in uitwinning is nie hefbaar op sodanige waarde of opbrengs vir sover dit die bedrag van die lasbrief oorskry.

20. Die gelde en uitgawes van die balju in uitwinning van 'n beslagleggingsorder word bygevoeg by die bedrag wat kragtens die order verhaal staan te word, en is hefbaar teen die vonnisskuldenaar.

21. Indien dit vir die balju nodig is om 'n dokument wat deur hom of haar ontvang is vir betekening of uitwinning na die opdraggewer terug te stuur omdat—

(a) die adres van betekening wat op die prosesstuk verskyn nie in die balju se regsgebied is nie; of

(b) die opdraggewer versoek het, voor 'n gepoogde betekening of tenuitvoerlegging van die prosesstuk, dat dit aan die opdraggewer terugbesorg word,

is ‘n bedrag van **[R14,00]** R15,00 betaalbaar.

22. Vir die vervoer van enige persoon deur die balju in hegtenis geneem of in die balju se bewaring geplaas van die plek van bewaring aan die hof op 'n dag wat volg op die dag van inhegtenisname: **[R48,00]** R51,00 per reis en **[R90,00]** R95,00 per uur, of deel daarvan, vir bywoning van die hof.

23. Vir die bestudering van aangeduide koerante en die Staatskoerant waarin die verkopingskennisgewing gepubliseer is, soos bedoel in reël 41(19)(*c*): **[R14,00]** R15,00.

24. …

25. Vir die aanheg van 'n afskrif van die verkopingskennisgewing op die kennisgewingbord of deur van die hofgebou of ander openbare gebou en by so naby as moontlik aan die plek waar die genoemde verkoping werklik gaan plaasvind bedoel in reël 41(19)(*b*): **[R33,00]** R35,00 en reiskoste, in item 5(*a*) bedoel.

26. Vir die opstel en uitreiking van 'n tussenpleitsdagvaarding in Landdroshofreël 44 bedoel…… **[R245,00]** R256,00.

27. Benewens die gelde in hierde Tabel voorgeskryf, is die balju geregtig op die bedrag werklik uitbetaal vir posgeld en telefoonoproepe.

28. Vir die skryf van elke nodige brief, faks of e-pos, met uitsondering van formele briewe wat prosesstukke of relase vergesel: **[R24,00]** R25,00**[;]**.

29. Elke nodige bywoning per telefoon: **[R23,00]** R24,00**[;]**.

30. Stuur en ontvangs van elke nodige faks of e-pos per bladsy (benewens telefoonkoste): **[R9,00]** R10,00.

31. …

32. Vir die maak van alle noodige afskrifte van dokumente: **[R7,00]** R8,00, per A4-grootte bladsy.

33. *(a)* 'n Versoek om 'n rekening van 'n balju te takseer, moet binne 20 dae na die datum waarop die rekening waarvan die gelde betwis word, gelewer is, gedoen word.
(b) Vir die opstel van die rekening vir taksasie en bywoning van die taksasie deur die balju: **[R90,00]** R95,00.

34. Bankkoste: Werklike koste aangegaan in verband met bankkoste en tjekvorms.

35. *(a)* Opstel van kennisgewing aan die vonnisskuldenaar ingevolge artikel 65A(8)(*b*) van die Wet: **[R24,00]** R25,00**[;]**.
(b) Betekening van die kennisgewing in paragraaf (*a*) bedoel: Tarief soos in item 1B(*a*) voorgeskryf.
(c) Gepoogde betekening van die kennisgewing in paragraaf (*a*) bedoel: Tarief soos in item 1B(*b*) bedoel.
(d) Die tarief, soos in item 4 voorgeskryf, is op paragrawe (*b*) en (*c*) van toepassing.

36. *(a)* Vir die inhegtenisname of gepoogde inhegtenisname van 'n vonnisskuldenaar ingevolge artikel 65A(6) van die Wet:
(i) Die tarief soos in item 2(*a*) of item 2(*b*), na gelang van die geval, voorgeskryf.
(ii) Die tarief, soos in item 4 voorgeskryf, is op hierdie item van toepassing.
(b) Vir die oorhandiging van die vonnisskuldenaar aan die Suid-Afrikaanse Polisiediens, gevangenevriend of hofklerk of ander wettige plek van aanhouding:
(i) Die tarief, soos in item 2(*a*) voorgeskryf.
(ii) Reiskoste van plek van arres na plek van oorhandiging aan die tersaaklike owerheid, in paragraaf (*b*) bedoel, per kilometer of deel daarvan: **[R7,50]** R8,00.
(iii) Wagtydperk rakende oorhandiging van die vonnisskuldenaar aan die tersaaklike owerheid in paragraaf (*b*) bedoel: **[R48,00]** R51,00, per halfuur of deel daarvan, met 'n maksimum van **[R177,00]** R188,00."

AANHANGSEL

"**No. 61– Davaarding in strafregtelike verrigtinge**

***Vir gebruik in die distrikshof**

In die Landdroshof vir die Distrik van .....

Gehou te .....

Hofsaalnommer: .....

Datum van verhoor:..... Tyd: .....

Fisiese adres van die Hof: .....

Saaknommer: ..... URN: .....

Polisiestasie: ..... CAS Nommer: .....

1. Aan enige polisie beampte, balju of ander persoon wat gemagtig is om prosesstukke te beteken.

Jy word hierby, in die naam van die Staat, beveel om—

(a) in die volgende wyse 'n ware afskrif van hierdie dagvaarding, op die persoon wie se besonderhede hieronder verskyn, te beteken—

(i) in persoon; of

(ii) by hul woon-, besigheids-, of werksplek deur dit af te lewer aan 'n persoon wat klaarblyklik nie jonger as 16 jaar is nie en wat klaarblyklik by daardie woonplek bly of by die besigheid werk; of

(iii) deur dit op die hoof- of buitedeur van sodanige persoon se woonplek of besigheidsplek aan te bring;

(b) sodanige persoon te dagvaar om voor die bogenoemde hof op die vermelde datum, tyd en plek te verskyn om in hierdie saak te getuig en om te verklaar dat sodanige persoon bewus is van die klagte(s) hieronder genoem; en

(c) aan hierdie hof vermeld wat jy daarmee gedoen het.

Naam van die beskuldigde: .....

Misdryf waarmee ten laste gelê word: .....

_____

Naam van getuie: .....

Ouderdom van getuie: .....

Naam van voog/ paslike volwassene (waar die getuie 'n kind is): ……....
……
Getuie se woon- of werksadres: …….....
……
Getuie se selfoon nommer: ……....
Getuie se e-posadres: ……....

2. Aan die persoon wie hierby as getuie gedagvaar word:

*(a) Jy word hierby as getuie gedagvaar om in persoon op die bogenoemde datum, tyd en plek die hofverrigtinge by te woon en om voor die hof te verskyn, om in hierdie saak te getuig deur alles wat jy weet rakende die klagte(s) hierbo genoem, te verklaar

*(b) Die hof het bepaal dat jy deur oudiovisuele fasiliteite mag getuig op die bogenoemde datum en tyd. Jy moet dus—

(i) die hofbestuurder kontak voor die verhoordatum, om reëlings te tref om deur oudiovisuele fasiliteite te getuig;
(ii) teenwoordig bly om in hierdie saak te getuig; en
(iii) alles wat jy weet rakende die klagte(s) hierbo genoem, verklaar.

*(c) Kragtens artikel 158 van die Strafproseswet, 1977 (Wet No. 51 van 1997), mag jy tot die hof aansoek doen om deur die gebruik van geslotekringtelevisie of soortgelyke elektroniese media by die hof te getuig, indien beskikbaar, met inbegrip van die gebruik van oudiovisuele fasiliteite, ongeag of jy binne of buite die land is, indien sodanige getuigmetode vertragings sal voorkom, gerieflik is, kostes spaar, of in die belang van geregtigheid is of die waarskynlikheid vir vooroordeling of skade aan jou te voorkom. Jy kan die aanklaer hieronder genoem kontak om jou opsies te bespreek.

Skrap wat nie van toepassing is nie.

Naam van die aanklaer: ……..……..
Telefoon/ selfoon nommer van die aanklaer: …….....
E-posadres van die aanklaer: ……..……..…….....

Naam van die hofbestuurder: ……..……..…….....
Telefoon/ selfoon nommer van die hofbestuurder: …….....
E-posadres van die hofbestuurder: ……..……..…….....

3. *Daar word ook van jou verlang om die volgende boeke, stukke, dokumente of voorwerpe, beskikbaar te stel:

……..……..……..……

……..……..……..…

……..

Skrap indien nie van toepassing.

4. Let wel:

(a) Enige persoon wie strafregtelike verrigtinge as getuie bywoon, is geregtig op getuiegelde soos voorgeskryf. Verdere inligting kan by die hofbestuurder verkry word.

(b) Indien jou adresse of kontakbesonderhede verander voor die verrigtinge finaal afgehandel is, of voor jy amptelik in kennis gestel is dat jy nie meer as getuie benodig word nie, moet jy die ondersoekbeampte in kennis stel van die verandering van jou adres en/ of kontakbesonderhede en die opgedateerde adres en/ of kontakbesonderhede verskaf:

Ondersoekbeampte: …..……....
Telfoon nommer van die ondersoekbeampte: ……..…....
E-posadres van die ondersoekbeampte: ……...……...

(c) Daar word kragtens artikel 183 van die Strafproseswet, 1997 (Wet No. 51 van 1977), van jou verlang om die ondersoekbeampte in kennis te stel van enige verandering in jou adres of kontak besonderhede. Jy kan, indien jy nalaat om dit te doen, aanspreeklik gehou word vir die volgende:

(i) 'n boete, of
(ii) 'n periode van gevangenisstraf nie langer as drie maande nie.

(d) Daar word van jou verlang om die hof by te woon en om as getuie teenwoordig te bly by die strafregtelike verrigtinge todat die hof verdaag soos vereis word deur artikel 187 en 188 saamgelees met artikel 170(2) van die Strafproseswet, 1977 (Wet No. 51 van 1977). Indien jy nalaat om dit te doen:

(i) kan dit lei tot die uitreiking van 'n lasbrief tot jou arres; en
(ii) kan dit jou aanspreeklik hou tot 'n boete of gevangenisstraf vir 'n periode nie langer as drie maande nie.

5. Die aard en dringendheid van hierdie dagvaarding is aan die ontvanger daarvan verduidelik.

Ja	Nee

Tyd ..... Dag ……. Maand ……. Jaar ……..…..

Plek .....

Handtekening van gemagdigde amptenaar …….. Volle Name …….....

Hoedanigheid …….....

Kontakbesonderhede: selfoon nommer: ……..…. E-posadres: .....

Hantekening van ontvanger …….....Volle name …….....

Hoedanigheid…….....

Kontakbesonderhede: selfoon nommer: …… E-posadres: ……..…....

(Sien rugkant.)

[Druk op rugkant, bepalings van artikel 158 van die Wet]

SLEGS VIR AMPTELIKE GEBRUIK:

(1)	Ek, die ondergetekende, verklaar hiermee dat ek hierdie dagvaarding aan die persoon hierin genoem beteken het deur—
*(a)	'n ware afskrif PERSOONLIK afgelewer het op ……..…. (datum & tyd) te ……..……..... ……..……..…… (plek)
*(b)	Aangesien die getuie nie gevind kon word nie deur: (i) 'n ware afskrif af te lewer aan .....…….…..…….(naam) te ……..……..……..... (adres) op ……..……..... (datum & tyd) wat blykbaar 'n persoon oor die ouderdom van 16 jaar is en blykbaar by die getuie se *WOONPLEK/ *WERKSPLEK/ *SAKEPLEK woon of werk as ……..... ……..…..... (verhouding/ posisie/ amp)
	(ii) Op die hoof- of buitedeur van die *WOON-/ *BESIGHEIDSPLEK aanbring by .....…..... (adres) op ..... (datum & tyd) omdat ……..... ……..……..…… ……..... (verskaf rede/s) Ek het voorheen gepoog om hierdie dagvaarding aan die getuie af te lewer op..... .....…..…….....(datum/s) by .....……..……..……..... (adres/se) en was onsuksesvol omdat …….....……..……..……..…… (rede)
*(c)	Soos die getuie ingestem het, deur 'n geskandeerde ware afskrif deur e-pos na..... .....…… (e-posadres) te stuur op ……..……..... (datum & tyd) *Sien aangeheg die e-pos afleweringskennisgewing.*
*(d)	Soos die getuie ingestem het, deur 'n geskandeerde ware afskrif per selfoon na..... ……..……..…….. (Selfoon nommer) te stuur op ……..……..... (datum & tyd) *Sien skermgreep van sodanige kommunikasie hierby aangeheg.*
(2)	Ek, die ondergetekende, verklaar hiermee dat die skakel vir die oudiovisuele getuienis in die volgende wyse gestuur is: ……..……..……..……..... ……..... ……..... *Sien aangeheg die bewys dat die skakel gestuur is sowel as enige antwoord wat ontvang is.*

Skrap wat nie van toepassing is nie.

"No. 61– Davaarding in strafregtelike verrigtinge

***Vir gebruik in die streekhof**

In die Streekhof vir die Streekafdeling van .....

Gehou te .....

Hofsaalnommer: .....

Datum van verhoor:..... Tyd: .....

Fisiese adres van die Hof: .....

Saaknommer: ..... URN: .....

Polisiestasie: ..... CAS Nommer: .....

1. Aan enige polisie beampte, balju of ander persoon wat gemagtig is om prosesstukke te beteken.

Jy word hierby, in die naam van die Staat, beveel om—

(a) in die volgende wyse 'n ware afskrif van hierdie dagvaarding, op die persoon wie se besonderhede hieronder verskyn, te beteken—

(i) in persoon; of

(ii) by hul woon-, besigheids-, of werksplek deur dit af te lewer aan 'n persoon wat klaarblyklik nie jonger as 16 jaar is nie en wat klaarblyklik by daardie woonplek bly of by die besigheid werk; of

(iii) deur dit op die hoof- of buitedeur van sodanige persoon se woonplek of besigheidsplek aan te bring;

(b) sodanige persoon te dagvaar om voor die bogenoemde hof op die vermelde datum, tyd en plek te verskyn om in hierdie saak te getuig en om te verklaar dat sodanige persoon bewus is van die klagte(s) hieronder genoem; en

(c) aan hierdie hof vermeld wat jy daarmee gedoen het.

Naam van die beskuldigde: .....

Misdryf waarmee ten laste gelê word: .....

Naam van getuie: .....

Ouderdom van getuie: .....

Naam van voog/ paslike volwassene (waar die getuie 'n kind is): .....

.....

Getuie se woon- of werksadres: ……..

……..…

……..…

Getuie se selfoon nommer: ……..

Getuie se e-posadres: ……..

2. Aan die persoon wie hierby as getuie gedagvaar word:

*(a) Jy word hierby as getuie gedagvaar om in persoon op die bogenoemde datum, tyd en plek die hofverrigtinge by te woon en teenwoordig te bly om voor die hof te verskyn, om in hierdie saak te getuig deur alles wat jy weet rakende die klagte(s) hierbo genoem, te verklaar

*(b) Die hof het bepaal dat jy deur oudiovisuele fasiliteite mag getuig op die bogenoemde datum en tyd. Jy moet dus—

(i) die hofbestuurder kontak voor die verhoordatum, om reëlings te tref om deur oudiovisuele fasiliteite te getuig;
(ii) teenwoordig bly om in hierdie saak te getuig; en
(iii) alles wat jy weet rakende die klagte(s) hierbo genoem, verklaar.

*(c) Kragtens artikel 158 van die Strafproseswet, 1977 (Wet No. 51 van 1997), mag jy tot die hof aansoek doen om deur die gebruik van geslotekringtelevisie of soortgelyke elektroniese media by die hof te getuig, indien beskikbaar, met inbegrip van die gebruik van oudiovisuele fasiliteite, ongeag of jy binne of buie die land is, indien sodanige getuigmetode vertragings sal voorkom, gerieflik is, kostes spaar, of in die belang van geregtigheid is of die waarskynlikheid vir vooroordeling of skade aan jou te voorkom. Jy kan die aanklaer hieronder genoem kontak om jou opsies te bespreek.

***Skrap wat nie van toepassing is nie.**

Naam van die aanklaer: ……..

Telefoon/ selfoon nommer van die aanklaer: ……..….....

E-posadres van die aanklaer: ……..…….....

Naam van die hofbestuurder: ……..……..

Telefoon/ selfoon nommer van die hofbestuurder: ……..…….....

E-posadres van die hofbestuurder: ……..…….....

3. *Daar word ook van jou verlang om die volgende boeke, stukke, dokumente of voorwerpe, beskikbaar te stel:

……

……

……

Skrap indien nie van toepassing.

4. Let wel:

(a) Enige persoon wie strafregtelike verrigtinge as getuie bywoon, is geregtig op getuiegelde soos voorgeskryf. Verdere inligting kan by die hofbestuurder verkry word.

(b) Indien jou adresse of kontakbesonderhede verander voor die verrigtinge finaal afgehandel is of voor jy amptelik in kennis gestel is dat jy nie meer as getuie benodig word nie, moet jy die ondersoekbeampte in kennis stel van die verandering van jou adres en/ of kontakbesonderhede en die opgedateerde adres en/ of kontakbesonderhede verskaf:

Ondersoekbeampte: …..……..……....
Telfoon nommer van die ondersoekbeampte: ……....
E-posadres van die ondersoekbeampte: ……...……...

(c) Daar word kragtens artikel 183 van die Strafproseswet, 1997 (Wet No. 51 van 1977), van jou verlang om die ondersoekbeampte in kennis te stel van enige verandering in jou adres of kontak besonderhede. Jy kan, indien jy nalaat om dit te doen, aanspreeklik gehou word vir die volgende:

(i) 'n boete, of
(ii) 'n periode van gevangenisstraf nie langer as drie maande nie.

(d) Daar word van jou verlang om die hof by te woon en om as getuie teenwoordig te bly by die strafregtelike verrigtinge todat die hof verdaag soos vereis word deur artikel 187 en 188 saamgelees met artikel 170(2) van die Strafproseswet, 1977 (Wet No. 51 van 1977). Indien jy nalaat om dit te doen:

CONTINUES ON PAGE 130 OF BOOK 2

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(i) kan dit lei tot die uitreiking van 'n lasbrief tot jou arres; en

(ii) kan dit jou aanspreeklik hou tot 'n boete of gevangenisstraf vir 'n periode nie langer as drie maande nie.

5. Die aard en dringendheid van hierdie dagvaarding is aan die ontvanger daarvan verduidelik.

Ja	Nee

Tyd: ..... Dag …….. Maand ……..... Jaar ……..…

Plek .....

Handtekening van gemagdigde amptenaar …… Volle name ……..……

Hoedanigheid ……..

Kontakbesonderhede: selfoon nommer: ……..…. E-posadres: .....

Hantekening van ontvanger ……..... Volle name ……..……

Hoedanigheid…….....

Kontakbesonderhede: selfoon nommer: …….... E-posadres:……..……..…

(Sien rugkant.)

[Druk op rugkant, bepalings van artikel 158 van die Wet]

SLEGS VIR AMPTELIKE GEBRUIK:

(1)	Ek, die ondergetekende, verklaar hiermee dat ek hierdie dagvaarding aan die persoon hierin genoem beteken het deur—
*(a)	'n ware afskrif PERSOONLIK afgelewer het op ..... (datum & tyd) te .... (plek)
*(b)	aangesien die getuie nie gevind kon word nie deur: (i) aflewering van 'n ware afskrif aan ……..…….....……(naam) te ……..……..……..…… (adres) op ……..……..……..... (datum & tyd) blykbaar 'n persoon oor die ouderdom van 16 jaar is en blykbaar by die getuie se *WOONPLEK, *WERKSPLEK of *SAKEPLEK woon of werk as ……..…..……. ……..……..……..…….. (verhouding/ posisie/ amp)
	(ii) Op die hoof- of buitedeur van die *WOON- of *BESIGHEIDSPLEK aanbring by …… .....……... (adres) op ……..……..……..... (datum & tyd) omdat ……... ……..……..…… ……..... (verskaf rede/s) Ek het voorheen gepoog om hierdie dagvaarding aan die getuie af te lewer op…….…..... (datum/s) by……..... (adres/se) en was onsuksesvol omdat ……..……..……..... (rede)
*(c)	Soos die getuie ingestem het, deur 'n geskandeerde ware afskrif deur e-pos na .....…. (e-posadres) te stuur op ……..……..……..... (datum & tyd) *Sien aangeheg die e-pos afleweringskennisgewing.*
*(d)	Soos die getuie ingestem het, deur 'n geskandeerde ware afskrif per selfoon na ……..…….... ……..……..……(Selfoonnommer) te stuur op ……..……..……..…….... (datum & tyd) *Sien skermgreep van sodanige kommunikasie hierby aangeheg.*
(2)	Ek, die ondergetekende, verklaar hiermee dat die skakel vir die oudiovisuele getuienis in die volgende wyse gestuur is: ……..……..…….. ……..……..…….. ……..……..…… *Sien aangeheg die bewys dat die skakel gestuur is sowel as enige antwoord wat ontvang is.*

Skrap wat nie van toepassing is nie.".

Inwerkingtreding

21. Hierdie Reëls tree in werking op **28 November 2025**.

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. R. 6753 **24 October 2025**

RULES BOARD FOR COURTS OF LAW ACT, 1985 (ACT NO. 107 OF 1985)

AMENDMENT OF THE RULES REGULATING THE CONDUCT OF THE PROCEEDINGS OF THE PROVINCIAL AND LOCAL DIVISIONS OF THE HIGH COURT OF SOUTH AFRICA

The Rules Board for Courts of Law has under section 6 of the Rules Board for Courts of Law Act, 1985 (Act No. 107 of 1985), with the approval of the Minister of Justice and Constitutional Development, made the rules in the Schedule.

SCHEDULE

GENERAL: EXPLANATORY NOTE:

[ ] Words or expressions in bold type in square brackets represent omissions from the existing rules.

_____ Words or expressions underlined with a solid line represent insertions into the existing rules.

Definition

1. In this Schedule the “Rules" means the Rules Regulating the Conduct of the Proceedings of the Provincial and Local Divisions of the High Court of South Africa published under Government Notice No. R. 48 of 12 January 1965, as amended by Government Notice Nos. R. 235 of 18 February 1966, R. 2004 of 15 December 1967, R. 3553 of 17 October 1969, R. 2021 of 5 November 1971, R. 1985 of 3 November 1972, R. 480 of 30 March 1973, R. 639 of 4 April 1975, R. 1816 of 8 October 1976, R. 1975 of 29 October 1976, R. 2477 of 17 December

1976, R. 2365 of 18 November 1977, R. 1546 of 28 July 1978, R. 1577 of 20 July 1979, R. 1535 of 25 July 1980, R. 2527 of 5 December 1980, R. 500 of 12 March 1982, R. 773 of 23 April 1982, R. 775 of 23 April 1982, R. 1873 of 3 September 1982, R. 2171 of 6 October 1982, R. 645 of 25 March 1983, R. 841 of 22 April 1983, R. 1077 of 20 May 1983, R. 1996 of 7 September 1984, R. 2094 of 13 September 1985, R. 810 of 2 May 1986, R. 2164 of 2 October 1987, R. 2642 of 27 November 1987, R. 1421 of 15 July 1988, R. 210 of 10 February 1989, R. 608 of 31 March 1989, R. 2628 of 1 December 1989, R. 185 of 2 February 1990, R. 1929 of 10 August 1990, R. 1262 of 30 May 1991, R. 2410 of 30 September 1991, R. 2845 of 29 November 1991, R. 406 of 7 February 1992, R. 1883 of 3 July 1992, R. 109 of 22 January 1993, R. 960 of 28 May 1993, R. 974 of 1 June 1993, R. 1356 of 30 July 1993, R. 1843 of 1 October 1993, R. 2365 of 10 December 1993, R. 2529 of 31 December 1993, R. 181 of 28 January 1994, R. 411 of 11 March 1994, R. 873 of 31 May 1996, R. 1063 of 28 June 1996, R. 1557 of 20 September 1996, R. 1746 of 25 October 1996, R. 2047 of 13 December 1996, R. 417 of 14 March 1997, R. 491 of 27 March 1997, R. 700 of 16 May 1997, R. 798 of 13 June 1997, R. 1352 of 10 October 1997, R. 785 of 5 June 1998, R. 881 of 26 June 1998, R. 1024 of 7 August 1998, R. 1723 of 30 December 1998, R. 315 of 12 March 1999, R. 568 of 30 April 1999, R. 1084 of 10 September 1999, R. 1299 of 29 October 1999, R. 502 of 19 May 2000, R. 849 of 25 August 2000, R. 373 of 30 April 2001, R. 1088 of 26 October 2001, R. 1755 of 5 December 2003, R. 229 of 20 February 2004, R. 1343 of 12 December 2008, R. 1345 of 12 December 2008, R. 516 of 8 May 2009, R. 518 of 8 May 2009, R. 86 of 12 February 2010, R. 87 of 12 February 2010, R. 88 of 12 February 2010, R. 89 of 12 February 2010, R. 90 of 12 February 2010, R. 500 of 11 June 2010, R. 591 of 09 July 2010, R. 980 of 19 November 2010, R. 981 of 19 November 2010, R. 464 of 22 June 2012, R. 992 of 7 December 2012, R. 114 of 15 February 2013, R. 262 of 12 April 2013, R. 471 of 12 July 2013, R. 472 of 12 July 2013, R. 759 of 11 October 2013, R. 212 of 28 March 2014, R. 213 of 28 March 2014, R. 214 of 28 March 2014, R. 30 of 23 January 2015, R. 31 of 23 January 2015, R. 317 of 17 April 2015, R. 781 of 31 August 2015, R. 3 of 19 February 2016, R. 678 of 3 June 2016, R. 1055 of 29 September 2017, R. 1272 of 17 November 2017, R. 1318 of 30 November 2018, R. 61 of 25 January 2019, R. 842 of 31 May 2019, R. 1343 of 18 October 2019, R. 107 of 7 February 2020, R. 858 of 7 August 2020, R. 1157 of 30 October 2020, R. 1603 of 17 December 2021, R. 2133 of 3 June 2022, R. 2413 of 26 August 2022, R. 3397 of 12 May 2023, R. 4477 of 8 March 2024 and R. 5124 of 16 August 2024, R. 5560 of 22 November 2024, R. 6230 of 30 May 2025 and R 6504 of 15 August 2025.

Amendment of rule 68 of the Rules

2. Rule 68 of the Rules is hereby amended by the substitution for the Tariff of the following Tariff:

"**TARIFF**

Item	R c
1. For registration of any document for service or execution, upon receipt thereof.	**[16,00]** 17,00
2 . *(a)* For service of summonses, notices of motion, other notices, orders or any other documents, each	**[99,00]** 105,00
Provided that–	
(i) Whenever any document to be served with any such process is mentioned in the process or forms an annexure thereto, no additional fee shall be charged for the service of such document, but otherwise a fee of **[R16,00]** R17,00 may be charged in respect of each separate document served;	
(ii) No fee for the service of a separate document shall be charged in respect of the service of process in criminal cases.	
(b) Attempted service of summonses, notices of motion, other notices, orders and any other documents: Provided that an attempted service of more than one document on the same person shall be treated as an attempted service of one document only.	**[74,00]** 78,00
3. Travelling allowance:	
(a) For the distance actually and necessarily travelled by the sheriff or his or her officer, reckoned, subject to item 3(c) and (d), from the office of the sheriff, both on the forward and the return journey, per kilometre or part thereof.	**[R7,50]** R8,00
(b) When two or more summonses or other process, whether at the instance of the same party or of different parties, are capable of being served on one and the same journey, the travelling allowance for performing the round of service shall be fairly and equitably apportioned among the several cases, regard being had to the distance at which the parties against whom such process is directed respectively reside from the office of the sheriff, but the fee for service shall be payable for each service made or attempted to be made.	
(c) The travelling allowance mentioned in item 3(a) and (b) shall be calculated on the distance reckoned from the office of the sheriff if— (i) the sheriff's office is situated within the area of jurisdiction allocated to the sheriff by the Minister; and (ii) the distance from the sheriff's office is less than the distance reckoned from the court-house closest to the address for service.	
(d) If the requirement in item 3(c) is not met, then the travelling allowance mentioned in item 3(a) and (b) shall be calculated on the distance reckoned from the court-house closest to the address for service.	
4. *(a)* Postage in civil matters, as per postal tariff.	
(b) Postage in criminal matters, free.	
NOTE: The sheriff may take any postal matter to the registrar of the High Court, or if there is no registrar in that sheriff's town or city, to the clerk of the court, who shall frank the envelope with the official franking stamp, if available.	
5. For the execution of any writ—	
(a) (i) of personal arrest, including the conveyance of the person concerned to court, to an attorney's office or to a prison, per person	**[124,00]** 132,00
(ii) for conveying the person concerned to court from a place of custody on a day subsequent to the day of arrest and attending at court, per hour or part thereof	**[148,00]** 157,00
(iii) for attachment of property *ad fundandam jurisdictionem* or *ad confirmandam jurisdictionem*	**[124,00]** 132,00
(iv) where an attachment in terms of item 5*(a)*(iii) is withdrawn or suspended;	**[35,00]** 37,00

(b) of ejectment: **[R342,00]** R362,00 for the first hour or part thereof, and thereafter **[R158,00]** R167,00 per every half hour or part thereof (in addition to reasonable expenses necessarily incurred);	
(c) against immovable property—	
(i) for execution, including service of notice of attachment upon the owner of the immovable property and upon the registrar of deeds or other officer charged with the registration of such property, and if the property is in occupation of some person other than the owner, also upon such occupier	**[293,00]** 310,00
(ii) for notice of attachment to a single lessee or occupier (identical notices where there are several lessees, occupiers or owners, for each after the first)	**[27,00]** 29,00 **[10,00]** 11,00
(iii) for making valuation report for purposes of sale per half hour or part thereof	**[74,00]** 78,00
(iv) when— *(aa)* a sheriff has been authorised to sell property and the property is not sold by reason of the fact that the attachment is withdrawn or stayed, all the necessary notice for the withdrawal or stay of the attachment *(bb)* upliftment of judicial attachment on immovable property occurs	**[293,00]** 310,00 **[293,00]** 310,00
(v) for ascertaining and recording what bonds or other encumbrances are registered against the property, together with the names and addresses of the persons in whose favour such bonds and encumbrances are so registered, including any correspondence in connection therewith (in addition to reasonable expenses necessarily incurred)	**[148,00]** 157,00
(vi) for notifying the execution creditor of such bonds or other encumbrances and of the names and addresses of the persons in whose favour such bonds or other encumbrances are registered	**[27,00]** 29,00
(vii) for consideration of proof that a preferent creditor has complied with the requirements of rule 46(5)*(a)*	**[16,00]** 17,00
(viii) for the notice referred to in rule 46(6)	**[27,00]** 29,00
(ix) for consideration of notice of sale prepared by the execution creditor in consultation with the sheriff; and	
(x) for verifying that notice of sale has been published in the newspapers indicated and in the *Gazette* inclusive fee for (ix) and (x)	**[148,00]** 157,00
(xi) for forwarding a copy of the notice of sale to every judgment creditor who had caused the immovable property to be attached and to every mortgagee thereof whose address is known, for each copy	**[27,00]** 29,00
(xii) for affixing a copy of the notice of sale to the notice board of the magistrate's court referred to in rule 46(7)*(e)* and at or as near as may be to the place where the sale is actually to take place, an inclusive fee of **[R62,00]** R66,00 and travelling costs referred to in item 3	
(xiii) for— *(aa)* considering the conditions of sale prepared by the execution creditor *(bb)* considering further or amended conditions of sale submitted by an interested party	**[148,00]** 157,00 **[148,00]** 157,00

(*cc*) settling of conditions of sale	**[148,00]** 157,00
(dd) all necessary attendances prescribed by any law related to auctions, in particular the Consumer Protection Act, 2008 (Act No. 68 of 2008)	**[445,00]** 471,00
(ee) the conducting of an auction, save that this fee may not be charged if commission is claimed in terms of item (xiv)	**[293,00]** 310,00
(xiv) on the sale of immovable property by the sheriff as auctioneer, 6 per cent on the first R100 000,00, 3,5 per cent on R100 001,00 to R400 000,00 and 1,5 per cent on the balance of the proceeds of the sale, subject to a maximum commission of R40 000,00 in total and a minimum of R3 000,00 (inclusive in all instances of the sheriff's bank charges and other expenses incurred in paying the proceeds into the sheriff's trust account), which commission shall be paid by the purchaser;	
(xv) for —	
(aa) written notice to the purchaser who has failed to comply with the conditions of sale	**[74,00]** 78,00
(bb) any report referred to in rule 46(11)	**[74,00]** 78,00
(cc) informing judgment debtor of the cancellation referred to in rule 46(11)(a)(iii)	**[27,00]** 29,00
(dd) giving notice referred to in rule 46(11)(c)	**[27,00]** 29,00
(xvi) for giving transfer to the purchaser	**[35,00]** 37,00
(xvii) for—	**[27,00]**
(aa) receipt of certificate referred to in rule 46(14)*(a)*	29,00
(bb) preparing a plan of distribution of the proceeds (including the necessary copies) and for forwarding a copy to the registrar	**[148,00]** 157,00
(xviii) for giving notice to all parties who have lodged writs and to the execution debtor that the plan of distribution will lie for inspection, for every notice	**[27,00]** 29,00
(xix) for the report referred to in rule 46A(9)*(d)*	**[74,00]** 78,00
(d) against movable property—	
(i) when a writ is paid on presentation, 9 per cent on the amount so paid, with a minimum fee of **[R100,00]**R106,00 and a maximum of	**[974,00]** 1032,00
(ii) for any abortive attempt at attachment, including one hour's search and enquiry	**[100,00]** 106,00
(iii) when a writ is withdrawn or stayed before any property is attached	**[32,00]** 34,00
(iv) for making an attachment, including one hour's search and enquiry	**[223,00]** 236,00
(v) notice of attachment, if necessary, to a single person (identical notices, when there is more than one person to be given notice, for each after the first)	**[26,00]** 28,00 **[16,00]** 17,00

(vi) when an attachment is withdrawn by a judgment creditor or stayed before sale, 3 per cent on the value of the property attached or the amount of the writ, whichever is the lesser, but subject to a maximum of	**[672,00]** 712,00
(vii) when a writ is paid by the debtor to the sheriff after attachment but before sale, 9 per cent on the amount so paid, with a minimum fee of **[R100,00]**R106,00 and a maximum of	**[974,00]** 1032,00
(viii) when moneys are taken in execution, 9 per cent of the amount so taken, but subject to a maximum of	**[974,00]** 1032,00
(ix) for drawing up advertisements of sale of goods attached	**[100,00]** 106,00
(x) for selling in execution, including distribution of the proceeds, on the first R15 000,00 or part thereof, 9 per cent, and thereafter, 6 per cent, with a maximum of	**[13634,00]** 14444,00
(xi)	
(xii) commission shall not be chargeable against a judgment debtor on the value of movable property attached and subsequently claimed by a person other than the judgment debtor and released in consequence of such claim, unless such property has been attached at the express direction of the judgment creditor, in writing, in which event the judgment creditor shall be liable to the sheriff for the commission;	
(xiii) for insuring movable property attached when it is considered necessary and when the sheriff is directed thereto in writing by the judgment creditor, in addition to the amount of premium paid, an inclusive fee of	**[53,00]** 56,00
(e) for keeping possession of property (money excluded)—	
(i) for each officer necessarily left in possession, a reasonableinclusive fee per officer per day not exceeding	**[185,00]** 196,00
NOTE: 'Possession' means the continuous and necessary presence on the premises for the period in respect of which possession is reckoned, of a person employed and paid by the sheriff for the sole purpose of retaining possession	
(ii) for removal and storage, the reasonable and necessary expenses for such removal and storage, and if an animal is to be stabled or fed, the reasonable charges for such stabling and feeding;	
(iii) for tending livestock, the necessary expenses for tending such stock;	
(iv) when no officer is left in possession and no security bond is taken, but movable property attached remains under the supervision of the sheriff, per day	**[8,00]** 9,00
6. *(a)* For making an inventory, including all necessary copies and time spent in stocktaking, per hour or part thereof	**[185,00]** 196,00
(b) For assistance, where necessary, in taking inventory, a reasonable and inclusive fee per day, not exceeding	**[185,00]** 196,00
7. *(a)* For making return of service or execution, including drawing up and typing of original for court, limited to one person upon each original process; and	
(b) copy thereof for party desiring service or execution.	**[61,00]** 64,00
8. Drawing and completing of bail bond, deed of suretyship or indemnity bond.	**[36,00]** 38,00
9. For the making of all necessary copies of documents per A4 size page.	**[8,00]** 9,00
10.	

11. Attending any criminal session of a superior court or any circuit court, **[R148,00]**R157,00 per hour or part thereof, with a maximum per day of	**[672,00]** 712,00
12. For the writing of each necessary letter, facsimile or electronic mail excluding formal letters accompanying process or returns	**[27,00]** 29,00
13. Each necessary attendance by telephone	**[24,00]** 25,00
14. Sending and receiving of each necessary facsimile or electronic mail per page (in addition to telephone charges)	**[10,00]** 11,00
15. Bank charges: Actual costs incurred regarding bank charges	
16. For interpleaders referred to in rule 58.	**[937,00]** 993,00
17. (a) Where the mandator instructs the sheriff, in writing, to serve or execute a document referred to in item 2 or 5 on an urgent basis or after hours, the sheriff shall charge an additional fee, irrespective of whether the service or execution was successful, and such additional fee shall be paid by the mandator, save where the court orders otherwise. (b) For the purpose of paragraph *(a)*— (i) "urgent" means on the same day or within twenty-four hours of the written instruction; and (ii) "after hours" means any time— (aa) before 7h00 or after 19h00 on Mondays to Fridays; or (bb) on a Saturday, Sunday or public holiday."	**[330,00]** 350,00

Amendment of rule 70 of the Rules

3. Rule 70 of the Rules is hereby amended by the substitution for the Tariff of Fees of Attorneys of the following Tariff of Fees of Attorneys:

"TARIFF OF FEES OF ATTORNEYS

A – CONSULTATIONS, APPEARANCES, CONFERENCES AND INSPECTIONS

1. Consultation with a client and witnesses to institute or to defend an action, for advice on evidence or advice on commission, for obtaining an opinion or an advocate's guidance in preparing pleadings, including exceptions, and to draft an affidavit, per quarter of an hour or part thereof—
   (a) by an attorney……..……**[R417,00]**R440,00
   (b) by a candidate attorney……..….**[R130,00]**R137,00

2. Consultation to note, prosecute or defend an appeal, per quarter of an hour or part thereof—

(a) by an attorney ……..……..……..……..…**[R417,00]**R440,00

(b) by a candidate attorney ……**[R130,00]**R137,00

3. Attendance by an attorney in court at proceedings in terms of rule 37 of these Rules, per quarter of an hour or part thereof …… **[R417,00]**R440,00

4. **[(a) Attendance by an attorney, where necessary, to assist at a contested proceeding, per quarter of an hour or part thereof.....R417,00**
(b) Attendance by a candidate attorney, where necessary, to assist at a contested proceeding, per quarter of an hour or part thereof .....R130,00]
Attendance where necessary, to assist at a contested proceeding, per quarter of an hour or part thereof—

(a) by an attorney ……..……..……..……..……R440,00

(b) by a candidate attorney ……..…R137,00

5. Any conference with an advocate, with or without witnesses, on pleadings, including exceptions and particulars to pleadings, applications, affidavits and testimony, and on any other matter which the taxing officer may consider necessary, per quarter of an hour or part thereof—

(a) by an attorney……..……..…**[R417,00]**R440,00

(b) by a candidate attorney……..……..…**[R130,00]**R137,00

6. Any other conference which the taxing master may consider necessary, per quarter of an hour or part thereof—

(a) by an attorney ……..……..…**[R417,00]**R440,00

(b) by a candidate attorney ……..……**[R130,00]**R137,00

7. Any inspection *in loco, in situ,* or otherwise, per quarter of an hour or part thereof—

(a) by an attorney……..…**[R417,00]**R440,00

(b) by a candidate attorney ……..……..…**[R130,00]**R137,00

8. Attending to give or take disclosure, per quarter of an hour or part thereof—

(a) by an attorney ……..……..…**[R417,00]**R440,00

(b) by a candidate attorney ……..…**[R130,00]**R137,00

9. Inclusive fee for necessary consultations and discussions with a client, witness, other party or advocate not otherwise provided for, per quarter of an hour or part thereof—

(a) by an attorney…… ……..…**[R417,00]**R440,00

(b) by a candidate attorney …….....**[R130,00]**R137,00

10. Appearance by an attorney in court or the performance by an attorney of any of the other functions of an advocate, in terms of the Legal Practice Act, 2014 (Act No. 28 of 2014). The tariff under rule 69 shall apply.

11. The rates of remuneration in items 1 to 9 do not include time spent travelling or waiting and the taxing master may, in respect of time necessarily so spent, allow such additional remuneration as is considered within the taxing master's discretion to be fair and reasonable, but not exceeding **[R417,00]**R440,00 per quarter of an hour or part thereof in the case of an attorney and **[R130,00]** R137,00 per quarter of an hour or part thereof in the case of a candidate attorney plus a reasonable amount for necessary conveyance.

B - DRAFTING AND DRAWING

1. The drawing up of a formal statement in a matrimonial matter, verifying affidavits, affidavits of service or other formal affidavits, index to brief, short brief, statements of witnesses, powers of attorney to sue or defend, as well as other formal documents and summonses, including all documents such as the prescribed forms in the First Schedule to these Rules, but not the particulars of claim in an annexure to the summons: an inclusive tariff - drawing up, checking, typing, printing, scanning, delivery and filing thereof, per page of the original only …….....**[R168,00]**R177,00

2. The drawing up of other necessary documents, including—

(a) instructions for an opinion, for an advocate's guidance in preparing pleadings, including further particulars and requests for same, including exceptions;

(b) instructions to advocate in respect of all classes of pleadings;

(c) an exception or affidavit, any notice (except a formal notice), particulars of claim or an annexure to the summons, opinion by an attorney or any other important document not otherwise provided for,

an inclusive tariff — drawing up, checking, typing, printing, scanning, delivery and filing thereof, per page of the original only ……..**[R417,00]**R440,00

3. Letters, facsimiles and electronic mail: Inclusive tariff for drawing up, checking, typing, printing, scanning, delivery, postage, posting and transmission thereof, per page……**[R168,00]**R177,00

NOTE 1: Particulars of dispatched letters including letters electronically transmitted

need not be specified in a bill of costs. The number of letters written must be specified, as well as the total amount charged. The opposing party, as well as the taxing master, is entitled to inspect the papers should the correctness of the item be disputed.

NOTE 2: Whenever an attorney performs any of the work listed in this section, the fees set out herein in respect of such work shall apply and not any fees which would be applicable in terms of the tariff under rule 69 if an advocate had performed the work in question.

C - ATTENDANCE AND PERUSAL

1. Attending the receipt, entry, perusing, considering and filing of—

(a) any summons, affidavit, pleading, advocate's advice and drafts, report, important letter, notice or document;

(b) any formal letter, record stock sheets in voluntary surrenders, judgments or any other material document not elsewhere specified;

(c) any plan or exhibit or other material document which was necessary for the conduct of the action, per page……..……..…**[R84,00]**R89,00

2. Sorting, arranging and paginating papers for pleadings, advice on evidence or brief on trial or appeal, per quarter of an hour or part thereof—

(a) by an attorney…….....**[R417,00]**R440,00

(b) by a candidate attorney.…….…….……....**[R130,00]**R137,00

NOTE: Particulars of received papers need not be specified in bills of costs. The number of papers and pages received, as well as the total amount charged therefor, must be specified. The opposing party as well as the taxing master is entitled to inspect the papers received if the correctness of the item is disputed.

D – MISCELLANEOUS

1. For necessary copies, including photocopies and scanning, of any document or papers not already provided for in this tariff, per A4 size page: Provided that the tariff fee for scanning shall only be allowed where the document exists in paper form only ……..……..**[R7,00]**R8,00

2. Attending to arrange translation and thereafter to procure same, per quarter of an hour or part thereof—

(a) by an attorney…….....…**[R417,00]**R440,00

(b) by a candidate attorney…….……..……..…**[R130,00]**R137,00

3. Necessary telephone calls: The actual cost thereof, plus for every five minutes or part thereof—

(a) by an attorney…….....**[R140,00]**R148,00

(b) by a candidate attorney ……..……...**[R43,00]**R45,00

4. …

5. Testimony: Fair and reasonable charges and expenses which in the opinion of the taxing officer were duly incurred in the procurement of the evidence and the attendance of witnesses whose witness fees have been allowed on taxation: Provided that the preparation fees of a witness shall not be allowed without an order of the court or the consent of all interested parties.

6 The fees in sections A, B, C and D shall be increased by 15% in accordance with any costs order made in terms of rule 67A(4)*(a)* and as allowed at taxation.

7. For uploading documents onto an online court portal: an inclusive tariff – checking, verifying and description thereof, per page ……..……...R2,00

E - BILL OF COSTS

In connection with a bill of costs for services rendered by an attorney, the attorney shall be entitled to charge:

1. For drawing the bill of costs, making the necessary copies and attending settlement, 11 per cent of the attorney's fees, either as charged in the bill, if not taxed, or as allowed on taxation.

2. In addition to the fees charged under item 1, if recourse is had to taxation for arranging and attending taxation and obtaining consent to taxation, 11 per cent on the first R10 000,00 or portion thereof, 6 percent on the next R10 000,00 or portion thereof and 3 per cent on the balance of the total amount of the bill.

3. (a) Whenever an attorney employs the services of another person to draft the attorney's bill of costs, a certificate shall accompany that bill of costs in which that attorney certifies that—

(i) the bill of costs thus drafted was properly perused by the attorney and found to be correct; and

(ii) every description in such bill with reference to work, time and figures is consistent with what was necessarily done by the attorney.

(b) The taxing master may—

(i) if satisfied that one or more of the requirements referred to in item 3*(a)* has not been complied with, refuse to tax such bill;

(ii) if satisfied that fees are being charged in a party-and-party bill of costs —

(aa) for work not done;

(bb) for work for which fees are to be charged in an attorney-and-client bill of costs; or

(cc) which are excessively high,

deny the attorney the remuneration referred to in items 1 and 2 of this section, if more than 20 per cent of the number of items in the bill of costs, including expenses, or of the total amount of the bill of costs, including expenses, is taxed off.

NOTE: The minimum fees under items 1 and 2 shall be **[R332,00]**R350,00 for each item.

F - EXECUTION

1. Drafting, issue and execution of a warrant of execution and attendances in connection therewith, excluding sheriffs fees (if not taxed)…… **[R828,00]**R874,00
2. Reissue…….....….....……..…….…….....**[R208,00]**R219,00".

Commencement

4. These Rules come into operation on 28 November 2025.

DEPARTEMENT VAN JUSTISIE EN STAATKUNDIGE ONTWIKKELING

NO. R. 6753 **24 Oktober 2025**

WET OP DIE REËLSRAAD VIR GEREGSHOWE, 1985 (WET NO. 107 VAN 1985)

WYSIGING VAN DIE REËLS WAARBY DIE VOER VAN DIE VERRIGTINGE VAN DIE PROVINSIALE EN PLAASLIKE AFDELINGS VAN DIE HOOGGEREGSHOF VAN SUID-AFRIKA GEREËL WORD

Die Reëlsraad vir Gesregshowe het kragtens artikel 6 van die Wet op die Reëlsraad vir Geregshowe, 1985 (Wet No. 107 van 1985), en met die goedkeuring van die Minister van Justisie en Staatkundige Ontwikkeling, die reëls in die Bylae gemaak.

BYLAE

ALGEMENE VERDUIDELIKENDE NOTA:

[ ]	Woorde of uitdrukkings in vetdruk in vierkantige hakies dui op weglatings uit die bestaande reëls.
_____	Woorde of uitdrukkings met ’n volstreep daaronder dui op invoegings in die bestaande reëls.

Woordomskrywings

1. In hierdie Bylae beteken die “reëls”, die Reëls waarby die verrigtinge van die Provinsiale en Plaaslike Afdelings van die Hoë Hof van Suid-Afrika gereël word soos gepubliseer in Goewermentskennisgewing No. R. 48 van 12 Januarie 1965, en soos gewysig deur Goewermentskennisgewing No's. R. 235 van 18 Februarie 1966, R. 2004 van 15 Desember 1967, R. 3553 van 17 Oktober 1969, R. 2021 van 5 November 1971, R. 1985 van 3 November 1972, R. 480 van 30 Maart 1973, R. 639 van 4 April 1975, R. 1816 van 8 Oktober 1976, R. 1975 van 29 Oktober 1976, R. 2477 van 17 Desember 1976, R. 2365 van 18 November 1977, R. 1546 van 28 Julie 1978, R. 1577 van 20 Julie 1979, R. 1535 van 25 Julie 1980, R. 2527 van 5 Desember 1980, R. 500 van 12 Maart 1982, R. 773 van 23 April 1982, R. 775 van 23 April 1982, R. 1873

van 3 September 1982, R. 2171 van 6 Oktober 1982, R. 645 van 25 Maart 1983, R. 841 van 22 April 1983, R. 1077 van 20 Mei 1983, R. 1996 van 7 September 1984, R. 2094 van 13 September 1985, R. 810 van 2 Mei 1986, R. 2164 van 2 Oktober 1987, R. 2642 van 27 November 1987, R. 1421 van 15 Julie 1988, R. 210 van 10 Februarie 1989, R. 608 van 31 Maart 1989, R. 2628 van 1 Desember 1989, R. 185 van 2 Februarie 1990, R. 1929 van 10 Augustus 1990, R. 1262 van 30 Mei 1991, R. 2410 van 30 September 1991, R. 2845 van 29 November 1991, R. 406 van 7 Februarie 1992, R. 1883 van 3 Julie 1992, R. 109 van 22 Januarie 1993, R. 960 van 28 Mei 1993, R. 974 van 1 Junie 1993, R. 1356 van 30 Julie 1993, R. 1843 van 1 Oktober 1993, R. 2365 van 10 Desember 1993, R. 2529 van 31 Desember 1993, R. 181 van 28 Januarie 1994, R. 411 van 11 Maart 1994, R. 873 van 31 Mei 1996, R. 1063 van 28 Junie 1996, R. 1557 van 20 September 1996, R. 1746 van 25 Oktober 1996, R. 2047 van 13 Desember 1996, R. 417 van 14 Maart 1997, R. 491 van 27 Maart 1997, R. 700 van 16 Mei 1997, R. 798 van 13 Junie 1997, R. 1352 van 10 Oktober 1997, R. 785 van 5 Junie 1998, R. 881 van 26 Junie 1998, R. 1024 van 7 Augustus 1998, R. 1723 van 30 Desember 1998, R. 315 van 12 Maart 1999, R. 568 van 30 April 1999, R. 1084 van 10 September 1999, R. 1299 van 29 Oktober 1999, R. 502 van 19 Mei 2000, R. 849 van 25 Augustus 2000, R. 373 van 30 April 2001, R. 1088 van 26 Oktober 2001, R. 1755 van 5 Desember 2003, R. 229 van 20 Februarie 2004, R. 1343 van 12 Desember 2008, R. 1345 van 12 Desember 2008, R. 516 van 8 Mei 2009, R. 518 van 8 Mei 2009, R. 86 van 12 Februarie 2010, R. 87 van 12 Februarie 2010, R. 88 van 12 Februarie 2010, R. 89 van 12 Februarie 2010, R. 90 van 12 Februarie 2010, R. 500 van 11 Junie 2010, R. 591 van 09 Julie 2010, R. 980 van 19 November 2010, R. 981 van 19 November 2010, R. 464 van 22 Junie 2012, R. 992 van 7 Desember 2012, R. 114 van 15 Februarie 2013, R. 262 van 12 April 2013, R. 471 van 12 Julie 2013, R. 472 van 12 Julie 2013, R. 759 van 11 Oktober 2013, R. 212 van 28 Maart 2014, R. 213 van 28 Maart 2014, R. 214 van 28 Maart 2014, R. 30 van 23 Januarie 2015, R. 31 van 23 Januarie 2015, R. 317 van 17 April 2015, R. 781 van 31 Augustus 2015, R. 3 van 19 Februarie 2016, R. 678 van 3 Junie 2016, R. 1055 van 29 September 2017, R. 1272 van 17 November 2017, R. 1318 van 30 November 2018, R. 61 van 25 Januarie 2019, R. 842 van 31 Mei 2019, R. 1343 van 18 Oktober 2019, R. 107 van 7 Februarie 2020, R. 858 van 7 Augustus 2020, R. 1157 van 30 Oktober 2020, R. 1603 van 17 Desember 2021, R. 2133 van 3 Junie 2022, R. 2413 van 26 Augustus 2022, R. 3397 van 12 Mei 2023, R. 4477 van 8 Maart 2024, R. 5124 van 16 Augustus 2024, R. 5560 van 22 November 2024, R. 6230 van 30 Mei 2025 en R. 6504 van 15 Augustus 2025.

Wysiging van reël 68 van die Reëls

2. Reël 68 van die Reëls word hierby gewysig deur die Tarief deur die volgende Tarief te vervang:

"TARIEF

Item	**R s**
1. Vir registrasie van 'n dokument vir betekening of tenuitvoerlegging, by ontvangs daarvan.	**[16,00]** 17,00
2. (a) Betekening van dagvaardings, kennisgewing van mosie, ander kennisgewings, bevele of enige ander dokumente, elk	**[99,00]** 105,00
Met dien verstande dat—	
(ii) Wanneer 'n dokument saam met 'n prosesstuk beteken moet word en in die prosesstuk genoem word of 'n aanhangsel daarvan is, geen addisionele gelde gevorder mag word vir betekening van die dokument nie. Origens mag **[R16,00]** R17,00 gevorder word vir elke afsonderlike dokument wat beteken word;	
(ii) Geen geld vir 'n aparte dokument gevorder word vir die betekening van prosesstukke in strafsake nie.	
(b) Gepoogde betekening van dagvaardings, kennisgewings van mosie, ander kennisgewings, bevele en enige ander dokumente: Met dien verstande dat 'n gepoogde betekening van meer as een dokument aan dieselfde persoon as 'n gepoogde betekening van slegs een dokument beskou word.	**[74,00]** 78,00
3. Reistoelae:	
(a) Vir die afstand werklik en noodsaaklikerwys deur die balju of sy of haar verteenwoordiger afgelê, behoudens paragraaf 3*(c)* en *(d)* bereken, van die kantoor van die balju af vir die heen- en terugreis, per kilometer of deel van 'n kilometer of gedeelte daarvan.	**[R7,50]** R8,00
(b) Wanneer twee of meer dagvaardings of ander prosesstukke, in opdrag van dieselfde partye, met een en dieselfde reis beteken kan word, moet die reistoelae redelik en billik verdeel word tussen die verskillende sake met inagneming van die afstand wat die onderskeie partye aan wie die prosesstukke gerig is van die kantoor van die balju af woon, maar die gelde is betaalbaar vir elke betekening of gepoogde betekening.	
(c) Die reistoelae soos in paragraaf 3*(a)* en *(b)* beoog, moet bereken word volgens die afstand van die kantoor van die balju af indien— (i) die balju se kantoor geleë is binne die regsgebied wat deur die Minister aan die balju toegewys is; en (ii) die afstand van die balju se kantoor af minder is as die afstand bereken vanaf die hofgebou naaste aan die adres van betekening.	
(d) Indien daar nie aan die vereiste in paragraaf 3*(c)* voldoen word nie, moet die reistoelaag soos beoog in paragraaf 3*(a)* en *(b)* bereken word volgens die afstand vanaf die hofgebou naaste aan die adres van betekening.	
4. *(a)* Posgeld in siviele sake, volgens die postarief.	
(b) Posgeld in strafsake, gratis.	
LET WEL: Die balju kan enige posstuk na die griffier van die Hoë Hof neem of, as daar geen griffier in die balju se dorp of stad is nie, na die klerk van die hof, wat die koevert met die amptelike frankeerstempel moet merk, indien beskikbaar.	
5. Ter tenuitvoerlegging van enige lasbrief—	

(a) (i) vir die arres van 'n persoon, insluitende sy of haar vervoer na die hof, na 'n prokureur se kantoor of na die gevangenis, per persoon	**[124,00]** 132,00
(ii) vir vervoer van die betrokke persoon na die hof van die plek van aanhouding op 'n dag na die dag van arres, en bywoning van die hof per uur of gedeelte daarvan	**[148,00]** 157,00
(iii) vir beslaglegging op goed *ad fundandam jurisdictionem* of *ad confirmandam jurisdictionem*	**[124,00]** 132,00
(iv) waar 'n beslaglegging ingevolge artikel 5*(a)*(iii) teruggetrek of opgeskort word;	**[35,00]** 37,00
(b) vir uitsetting, **[R342,00]** R362,00 vir die eerste uur of gedeelte daarvan, en daarna **[R158,00]** R167,00 per elke halfuur of gedeelte daarvan (benewens redelike uitgawes noodsaaklikerwys aangegaan);	
(c) teen onroerende goed-	
(i) vir tenuitvoerlegging, insluitende betekening van kennisgewing van beslaglegging aan die eienaar van die onroerende goed en die registrateur van aktes of ander beampte belas met registrasie van sodanige goed, en as die onroerende goed deur iemand anders as die eienaar geokkupeer word, ook aan die okkupant	**[293,00]** 310,00
(ii) vir kennisgewing van beslaglegging aan ’n enkele huurder of okkupant identiese kennisgewings waar daar meer as een huurder, okkupant of eienaar is, vir elkeen na die eerste)	**[27,00]** 29,00 **[10,00]** 11,00
(iii) vir waardasie of verslag vir die doel van 'n verkoping, per uur of gedeelte daarvan	**[74,00]** 78,00
(iv) waar— *(aa)* 'n balju gemagtig is om eiendom te verkoop en die eiendom nie verkoop nie, omdat die beslaglegging teruggetrek, opgeskort, gestaak, of gestuit word, en al die nodige kennisgewing van terugtrekking of opskorting van die beslaglegging *(bb)* geregtelike beslaglegging op onroerende goed opgehef word	**[293,00]** 310,00 **[293,00]** 310,00
(v) vir die vasstelling en aantekening van watter verband of ander beswarings teen die eiendom geregistreer is, asook die name en adresse van die persone in wie se guns dit geregistreer is, insluitende enige briefwisseling in verband daarmee (benewens redelike uitgawes noodsaaklikerwys aangegaan)	**[148,00]** 157,00
(vi) om die vonnisskuldeiser in kennis te stel van sodanige verbande of beswarings en van die name en adresse van die persone in wie se guns dit geregistreer is	**[27,00]** 29,00
(vii) vir oorweging van bewys dat 'n preferente skuldeiser aan die vereistes van reël 46(5)*(a)* voldoen	**[16,00]** 17,00
(viii) vir die kennisgewing in reël 46(6) bedoel	**[27,00]** 29,00
(ix) vir oorweging van kennisgewing van verkoping wat deur die vonnisskuldeiser in oorleg met die balju opgestel word; en	
(x) vir die nagaan van aangeduide koerante en die Staatskoerant om seker te maak dat kennisgewing van verkoping geplaas is, insluitend geld vir (ix) en (x)	**[148,00]** 157,00
(xi) vir die stuur van 'n eksemplaar van die kennisgewing van verkoping aan elke vonnisskuldeiser wat op die onroerende goed beslag laat lê het en aan elke verbandhouer wie se adres bekend is, vir elke eksemplaar,	**[27,00]** 29,00

(xii) vir die aanbring van 'n eksemplaar van die kennisgewing van verkoping op die kennisgewingbord van die landdroshof bedoel in reël 46(7)*(e)* en op of so na moontlik aan die plek waar díe verkoping sal plaasvind, 'n allesinsluitende bedrag van **[R62,00]** R66,00 en reiskoste in item 3 bedoel	
(xiii) vir—	
(aa) oorweging van die verkoopvoorwaardes deur die uitwinnende skuldeiser voorberei;	**[148,00]** 157,00
(bb) oorweging van verdere of gewysigde verkoopvoorwaardes deur 'n belanghebbende party voorberei;	**[148,00]** 157,00
(cc) skikking van verkoopsvoorwaardes;	**[148,00]** 157,00
(dd) alle nodige bywoning by wet voorgeskryf in verband met vendusies, in die besonder die 'Consumer Protection Act', 2008 (Wet 68 van 2008);	**[445,00]** 471,00
(ee) die voer van 'n vendusie, met die uitsondering dat hierdie geld nie gehef mag word nie indien kommissie ingevolge item (xiv) geëis word nie.	**[293,00]** 310,00
(xiv) by die verkoop van onroerende goed deur die balju as afslaer, 6 persent op die eerste R100 000,00, en 3.5 persent op R100 001,00 tot R400 000,00 en 1.5 persent op die balans van die opbrengs van die verkoping, onderhewig aan 'n maksimum kommissie van R40 000,00 in totaal en 'n minimum van R3 000,00 (insluitende in alle gevalle die balju se bankkoste en ander uitgawes aangegaan om die opbrengs in die balju se trustrekening in te betaal), welke kommissie deur die koper betaalbaar is;	
(xv) vir —	
(aa) skriftelike kennisgewing aan die koper wat versuim het om aan die verkoopsvoorwaardes te voldoen;	**[74,00]** 78,00
(bb) 'n verslag in reël 46(11) bedoel;	**[74,00]** 78,00
(cc) kennisgewing aan vonnisskuldenaar van die intrekking in reël 46(11)*(a)*(*iii*)	**[27,00]** 29,00
(dd) kennisgewing ingevolge reël 46(11)*(c)*	**[27,00]** 29,00
(xvi) die gee van oordrag aan die koper	**[35,00]** 37,00
(xvii) vir—	**[27,00]**
(aa) ontvangs van sertifikaat in reël 46(14)*(a)* bedoel	29,00
(bb) vir die opstel van 'n distrubisieplan van die opbrengs (insluitende die nodige afskrifte) en afsending van 'n afskrif aan die griffier	**[148,00]** 157,00
(xviii) vir kennisgewing aan alle partye wat lasbriewe ingedien het en aan die vonnisskuldenaar dat die distribusieplan ter insae sal lê, vir elke kennisgewing	**[27,00]** 29,00
(xix) vir die verslag in reël 46A(9)*(d)* bedoel	**[74,00]** 78,00
(d) teen roerende goed-	

(i) wanneer 'n lasbrief by aanbieding betaal word, 9 persent van die bedrag aldus betaal, met 'n minimum van **[R100,00]**R106,00 en 'n maksimum van	**[974,00]** 1032,00
(ii) vir 'n onsuksesvolle poging om beslag te lê, insluitende opsporing vir een uur en navraag	**[100,00]** 106,00
(iii) waar 'n lasbrief teruggetrek, opgeskort, gestaak of gestuit word voordat daar op enige goed beslag gelê is	**[32,00]** 34,00
(iv) vir die doen van 'n beslaglegging, met inbegrip van een uur se soek en ondersoek	**[223,00]** 236,00
(v) kennisgewing van beslaglegging, indien nodig, aan een persoon (identiese kennisgewings waar daar meer as een persoon is wat kennis moet kry, vir elkeen na die eerste)	**[26,00]** 28,00 **[16,00]** 17,00
(vi) waar beslaglegging deur die vonnisskuldeiser teruggetrek word of opgeskort, gestaak of gestuit word voor die verkoping, 3 persent van die waarde van die inbeslaggenome goed of die bedrag van die lasbrief, watter ook al die minste is, maar met 'n maksimum van	**[672,00]** 712,00
(vii) waar die lasbrief aan die balju betaal word deur die skuldenaar na beslaglegging, maar voor verkoping, 9 persent van die bedrag betaal, met 'n minimum fooi van **[R100,00]**R106,00 en 'n maksimum van	**[974,00]** 1032,00
(viii) waar beslag op geld gelê word, 9 persent van die betrokke bedrag, maar met 'n maksimum van	**[974,00]** 1032,00
(ix) vir die opstel van 'n advertensie van verkoping van inbeslaggenome goed	**[100,00]** 106,00
(x) vir die verkoping vir uitwinning, insluitende verdeling van die opbrengs, vir die eerste R15 000,00 of deel daarvan, 9 persent, en daarna 6 persent, met 'n maksimum van:	**[13634,00]** 14444,00
(xi)	
(xii) kommissie is nie op 'n vonnisskuldenaar verhaalbaar op die waarde van inbeslaggenome roerende goed wat daarna deur 'n derde opgeëis en gevolglik vrygegee is nie, tensy die goed in beslag geneem is op die uitdruklike skriftelike versoek van die vonnisskuldeiser, in welke geval die vonnisskuldeiser teenoor die balju aanspreeklik is vir die kommissie;	
(xiii) vir die versekering van inbeslaggenome roerende goed wanneer dit nodig geag word en in skriftelike opdrag van die vonnisskuldeiser aan die balju is, benewens die premie wat betaal word, 'n allesinsluitende bedrag van	**[53,00]** 56,00
(e) vir bewaring van goed (geld uitgesluit)-	
(i) vir elke beampte wat noodsaaklikerwys in besit gelaat is, 'n redelike allesinsluitende bedrag per beampte per dag van hoogstens	**[185,00]** 196,00
LET WEL: 'Bewaring' beteken die voortdurende en noodsaaklike teenwoordigheid op die perseel vir die tydperk waarvoor bewaring bereken word, van iemand in diens van en betaal deur die balju, vir die uitsluitlike doel om besit te behou	
(ii) vir verwydering en opberging, die redelike en noodsaaklike uitgawes daaraan verbonde en, as 'n dier op stal geplaas of gevoer moet word, die redelike uitgawes daaraan verbonde;	
(iii) vir die oppas van lewende hawe, die nodige uitgawes daaraan verbonde;	

(iv) waar geen beampte in besit gelaat word en geen akte van sekerheidstelling verkry is nie, maar die inbeslaggenome roerende goed onder toesig van die balju bly, per dag	**[8,00]** 9,00
6. (a) Vir die opstel van 'n inventaris, insluitende die maak van alle nodige afskrifte en tyd bestee an voorraadopname, per uur of gedeelte daarvan thereof	**[185,00]** 196,00
(b) Vir bystand, waar nodig, by die opstel van 'n inventaris, 'n redelike allesinsluitende bedrag per dag van hoogstens	**[185,00]** 196,00
7. (a) Vir opstel van relaas van betekening of tenuitvoerlegging, insluitende opstel en tik van die oorspronklike vir die hof, beperk tot een persoon op elke oorspronklike prosesstuk; en	
(b) afskrif daarvan vir die party wat betekening of tenuitvoerlegging verlang	**[61,00]** 64,00
8. Opstel en voltooiing van 'n akte van borgstelling, sekerheidstelling of vrywaring	**[36,00]** 38,00
9. Vir die maak van alle noodsaaklike afskrifte van dokumente per A4-grootte bladsy	**[8,00]** 9,00
10.	
11. Bywoning van strafsittings van 'n hoër hof of 'n rondgaande hof, **[R148,00]**R157,00 per uur of gedeelte daarvan met 'n maksimum per dag van	**[672,00]** 712,00
12. Vir die skryf van elke noodsaaklike brief, faks of e-pos behalwe formele briewe wat prosesstukke of relase vergesel	**[27,00]** 29,00
13. Maak of beantwoording van elke noodsaaklike telefoonoproep	**[24,00]** 25,00
14. Afstuur en ontvangs van elke noodsaaklike faksimilee of e-pos per bladsy (benewens telefoongelde)	**[10,00]** 11,00
15. Bankkoste: Werklike koste aangegaan in verband met bankkostes	
16. Vir die opstel en uitreik van 'n tussenpleitdagvaarding in reël 58 bedoel	**[937,00]** 993,00
17. (a) Waar die lasgewer die balju skriftelik opdrag gee om 'n dokument in item 2 of 5 bedoel dringend of na-ure te beteken of ten uitvoer te lê, hef die balju 'n bykomende tarief, ongeag of die betekening of tenuitvoerlegging suksesvol was, en sodanige bykomende gelde word deur die lasgewer betaal, behalwe waar die hof anders gelas. (b) By die toepassing van paragraaf *(a)* beteken— (i) "dringend" op dieselfde dag of binne vier-en-twintig-uur van die skriftelike opdrag; en (ii) "na-ure" enige tyd— (aa) voor 7:00 of ná 19:00 van Maandae tot Vrydae; of (bb) op 'n Saterdag, Sondag of openbare vakansiedag.	**[330,00]** 350,00

Wysiging van reël 70 van die Reëls

3. Reël 70 van die reëls word hierby gewysig deur die Tarief van Gelde vir Prokureurs deur die volgende Tarief van Gelde van Prokureurs te vervang:

"TARIEF VAN GELDE VAN PROKUREURS

A – KONSULTASIES, BYWONINGS,

SAMESPREKINGS EN ONDERSOEKE

1. Konsultasie met 'n kliënt en getuies om 'n geding in te stel of te verdedig, vir advies oor getuienis of advies op kommissie, vir die verkryging van opinie of die leiding van 'n advokaat by die voorbereiding van pleitstukke, insluitende eksepsies, en om 'n beëdigde verklaring op te stel, per kwartier of gedeelte daarvan—
   (a) deur ’n prokureur …….…… **[R417,00]**R440,00
   (b) deur ’n kandidaatprokureur ……..…. **[R130,00]**R137,00

2. Konsultasie om appèl aan te teken, voort te sit of te verdedig, per kwartier of gedeelte daarvan—
   (a) deur ’n prokureur ……..…….. **[R417,00]**R440,00
   (b) deur ’n kandidaatprokureur ……..…. **[R130,00]**R137,00

3. Bywoning deur 'n prokureur in die hof by verrigtinge ingevolge reël 37 van hierdie Reëls, per kwartier of gedeelte daarvan……..... **[R417,00]**R440,00

4. **[(a) Bywoning deur 'n prokureur, waar noodsaaklik, om by bestrede verrigtinge te help, per kwartier of gedeelte daarvan.....R417,00**
   (b) Bywoning deur 'n kandidaatprokureur om, waar noodsaaklik, by bestrede verrigtinge te help, per kwartier of gedeelte daarvan .....R130,00]
   Bywoning, waar noodsaaklik, om by bestrede verrigtinge te help, per kwartier of deel daarvan—
   (a) deur ’n prokureur ……..…….....R440,00
   (b) deur ’n kandidaatprokureur ……..…….....R137,00

5. Enige samespreking met 'n advokaat, met of sonder getuies, ten opsigte van pleidstukke, met inbegrip van eksepsies en besonderhede by pleitstukke, aansoeke, beëdigde verklarings en getuienis, en ten opsigte van enige ander aangeleenthede wat die takseermeester noodsaaklik ag, per kwartuur of gedeelte daarvan —
   (a) deur ’n prokureur ……..……..... **[R417,00]**R440,00
   (b) deur ’n kandidaatprokureur ……..…..... **[R130,00]**R137,00

6. Enige ander samespreking wat die takseermeester noodsaaklik mag ag, per kwartier of gedeelte daarvan—
   (a) deur ’n prokureur ……..……..... **[R417,00]**R440,00
   (b) deur ’n kandidaatprokureur ……..…..... **[R130,00]**R137,00

7. Enige inspeksie ter plaatse, in die oorspronklike ligging of elders, per kwartier of gedeelte daarvan—
   (a) deur ’n prokureur…….…..... **[R417,00]**R440,00
   (b) deur ’n kandidaatprokureur …….…..... **[R130,00]**R137,00

8. Opwagting by blootlegging of insae, per kwartier of gedeelte daarvan—
   (a) deur ’n prokureur ……..…….... **[R417,00]**R440,00
   (b) deur ’n kandidaatprokureur …….…..... **[R130,00]**R137,00

9. Allesinsluitende gelde vir noodsaaklike konsultasies en samesprekings met 'n kliënt, getuie, ander party of advokaat waarvoor nie andersins voorsiening gemaak is nie, per kwartier of deel daarvan—
   (a) deur ’n prokureur ……..……..... **[R417,00]**R440,00
   (b) deur ’n kandidaatprokureur …….…..... **[R130,00]**R137,00

10. Verskyning deur 'n prokureur in die hof of die verrigting deur 'n prokureur van enige van die ander werksaamhede van 'n advokaat kragtens die bepalings van die 'Legal Practice Act, 2014' (Wet 28 van 2014). Die tarief ingevolge reël 69 is van toepassing.

11. Die skale van vergoeding in items 1 tot 9 sluit nie reis- en wagtyd in nie en die takseermeester kan ten opsigte van tyd noodsaaklikerwys daaraan bestee, na goeddunke soveel addisionele vergoeding toestaan as wat deur die takseermeester billik en redelik geag word, maar hoogstens **[R417,00]**R440,00 per kwartier of gedeelte daarvan in die geval van 'n prokureur en **[R130,00]**R137,00 per kwartier of gedeelte daarvan in die geval van 'n kandidaatprokureur, plus 'n redelike bedrag vir noodsaakllke vervoerkoste.

B - OPSTEL VAN DOKUMENTE

1. Die opstel van 'n formele verklaring in 'n huweliksgeding, bevestigende beëdigde verklarings, beëdigde verklarings, beëdigde verklarings te opsigte van betekening of ander formele beëdigde verklarings, inhoudsopgawe vir advokaatsopdrag, kort opdrag, getuieverklarings, prokurasie om te dagvaar of te verdedig, asook ander formele dokumente en dagvaardings, insluitende alle dokumente soos die voorgeskrewe vorms in die Eerste Bylae van hierdie Reëls, maar nie die besonderheid van 'n vordering in 'n aanhangsel by die dagvaarding nie: 'n allesinsluitende tarief vir opstel, nasien, tik,

uitdruk, skandering, afskrifte, aflewering en indiening daarvan, per bladsy van slegs die oorspronklike…….…….…….... **[R168,00]**R177,00

2. Die opstel van ander noodsaaklike dokumente, insluitende—

(a) instruksies vir die opinie, vir die leiding van 'n advokaat by die voorbereiding van pleitstukke, insluitende verdere besonderhede en versoeke daarom, insluitende eksepsies;

(b) instruksies aan 'n advokaat ten opsigte van alle klasse pleitstukke;

(c) 'n eksepsie of beëdigde verklaring, enige kennisgewing (uitgesonderd 'n formele kennisgewing), besonderhede van vordering of 'n aanhangsel by dagvaarding, 'n opinie deur 'n prokureur of enige ander belangrike dokument waarvoor andersins nie voorsiening gemaak is nie,

'n allesinsluitende tarief vir die opstel, nasien tik, uitdruk, skandering, afskrifte, aflewering en indiening daarvan, per bladsy van slegs die oorspronklike ....……**[R417,00]**R440,00

3. Briewe, faksimilees en elektroniese pos; 'n allesinsluitende tarief vir die opstel, nasien, tik, uitdruk, aflewering, afskrifte, posgeld en pos daarvan, per bladsy.…….…….…….... **[R168,00]**R177,00

OPMERKING 1: Besonderhede van briewe wat afgestuur is, hoef nie in 'n kosterekening gespesifiseer te word nie. Die aantal briewe wat geskryf is, moet vermeld word, asook die totale bedrag wat daarvoor gehef word. Die teenparty sowel as die takseermeester is daarop geregtig om die stukke in te dien indien die korrektheid van die item betwis word.

OPMERKING 2: Wanneer 'n prokureur ook al enige van die werk gelys in hierdie afdeling verrig, is die gelde hierin uiteengesit ten opsigte van sodanige werk van toepassing en nie enige gelde wat van toepassing sou wees kragtens die tarrief ingevolge Reël 69 indien 'n advokaat die betrokke werk verrig het nie.

C - OPWAGTING EN DEURLESING

1. Ontvangs, inskrywing, deurlesing, oorweging en liassering van—

(a) enige dagvaarding, beëdigde verklaring, pleitstuk, advokaat se advies en konsep, verslag, belangrike brief, kennisgewing of dokument;

(b) enige formele brief, oorkonde, voorraadlyste by vrywillige oorgawe, uitsprake of enige ander belangrike dokument nie elders vermeld nie;

(c) enige plan of bewysstuk of ander belangrike dokument wat noodsaaklik vir die voer van die geding was…….……..... **[R84,00]**R89,00

2. Sortering, rangskikking en paginering van stukke vir die opstel van pleitstukke, advies oor getuienis of opdrag vir 'n verhoor of appèl, per kwartier of gedeelte daarvan—
   (a) deur ’n prokureur …….……..... **[R417,00]**R440,00
   (b) deur ’n kandidaatprokureur …….…..... **[R130,00]**R137,00

OPMERKING: Besonderhede van stukke wat ontvang word, hoef nie in kosterekenings gespesifiseer te word nie. Die aantal stukke en bladsye wat ontvang is, asook die totale bedrag wat daarvoor gehef word, moet vermeld word. Die teenparty sowel as die takseermeester is daarop geregtig om die stukke in te sien, indien die korrektheid van die item betwis word.

D – DIVERSE

1. Vir die nodige afskrifte, met inbegrip van fotostate en skandering, van enige dokument of stukke waarvoor nie reeds in hierdie tarief voorsiening gemaak word nie, per A4-grootte bladsy: Met dien verstande dat die tariefgelde vir skandering slegs toegelaat moet word waar die dokument slegs in papiervorm bestaan .....……..... **[R7,00]**R8,00

2. Opwagting om vertaling te reël en daarna te verkry, per kwartier of gedeelte daarvan —
   (a) deur ’n prokureur …….……..... **[R417,00]**R440,00
   (b) deur ’n kandidaatprokureur …….…..... **[R130,00]**R137,00

3. Noodsaaklike telefoonoproepe: Die werklike koste daarvan plus per vyf minute of gedeelte daarvan—
   (a) deur ’n prokureur……..... **[R140,00]**R148,00
   (b) deur ’n kandidaatprokureur …….…..... **[R43,00]**R45,00

4. …

5. Getuienis: Billike en redelike vorderings en uitgawes wat volgens die mening van die takseermeester behoorlik aangegaan is vir die verkryging van die getuienis en die bywoning van getuies wie se getuiegelde by taksasie toegestaan is: Met dien verstande dat die voorbereidingsgelde van 'n getuie nie sonder 'n bevel van die hof of die toestemming van alle belanghebbende partye toegestaan word nie.

6 Die gelde in afdelings A, B, C en D word met 15% verhoog ooreenkomstig enige kostebevel wat ingevolge reël 67A(4)(a) gemaak is en soos by taksasie toegelaat.

7. Vir die laai van dokumente op 'n aanlyn hofportaal: 'n allesinsluitende tarief vir die nasien, verifiëring en beskrywing daarvan, per bladsy.....R2,00.

E - KOSTEREKENING

In verband met 'n kosterekening vir dienste gelewer deur 'n prokureur, is die prokureur daarop geregtig om te vorder:

1. Vir die opstel van die kosterekening, die maak van die nodige afskrifte en opwagting by afrekening, 11 persent van die prokureursgelde, hetsy soos gevra in die kosterekening indien nie getakseer nie, of soos toegestaan by taksasie.

2. Benewens die gelde kragtens paragraaf 1 gehef, indien tot taksasie oorgegaan word vir reëling en behartiging van taksasie, en verkryging van toestemming tot taksasie, 11 persent op die eerste R10 000,00 of gedeelte daarvan, 6 persent op die volgende R10 000,00 of gedeelte daarvan en 3 persent op die balans van die totale bedrag van die rekening.

3. (a) Wanneer 'n prokureur van die dienste van 'n ander persoon gebruik maak om die prokureur se kosterekening op te stel, moet daardie kosterekening van 'n sertifikaat vergesel gaan waarin daardie prokureur sertifiseer dat—

(iii) die kosterekening aldus opgestel, behoorlik deur die prokureur nagegaan en korrek bevind is; en
(iv) elke beskrywing in sodanige rekening met betrekking tot werk, tye en syfers in ooreenstemming is met dit wat noodsaaklikerwys deur die prokureur verrig is.

(b) Die takseermeester kan—

(i) wanneer oortuig is dat aan een of meer vereistes bedoel in item 3(a) nie voldoen is nie, weier om so 'n rekening te takseer;
(ii) wanneer oortuig is dat gelde in 'n party-en-partykosterekening gevorder word —
(aa) vir werk wat nie gedoen is nie;
(bb) vir werk waarvoor gelde in 'n prokureur-en-kliëntekosterekening gevorder moet word; of
(cc) wat buitensporig hoog is,

die prokureur die vergoeding bedoel in items 1 en 2 van hierdie afdeling ontsê, indien meer as 20 persent van die aantal items in die kosterekening, insluitend uitgawes, of van die totale bedrag van die kosterekening, insluitend uitgawes, afgetakseer word.

OPMERKING: Die minimum gelde onder items 1 en 2 is **[R332,00]**R350,00 per item.

F - TENUITVOERLEGGING

1. Opstel, uitreiking en uitvoerigng van 'n lasbrief vir eksekusie en alle opwagtinge in verband daarmee, uitgesonderd baljugelde……..... **[R828,00]**R874,00

2. Heruitreiking…….....….....……..... **[R208,00]**R219,00".

Inwerkingtreding

4. Hierdie Reëls tree in werking op 28 November 2025.

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. R. 6754 **24 October 2025**

RULES BOARD FOR COURTS OF LAW ACT, 1985 (ACT NO. 107 OF 1985)

AMENDMENT OF THE RULES REGULATING THE CONDUCT OF THE PROCEEDINGS OF THE SUPREME COURT OF APPEAL OF SOUTH AFRICA

The Rules Board for Courts of Law has, under section 6 of the Rules Board for Courts of Law Act, 1985 (Act No. 107 of 1985), and with the approval of the Minister of Justice and Constitutional Development, made the rules in the Schedule.

SCHEDULE

GENERAL EXPLANATORY NOTE:

[ ] Words or expressions in bold type in square brackets indicate omissions from existing rules.

_____ Words or expressions underlined with a solid line indicate insertions into existing rules.

Definition

1. In this Schedule the "Rules" means the Rules of the Supreme Court of Appeal published under Government Notice No. R. 1523 of 27 November 1998, as amended by Government Notice Nos. R. 979 of 19 November 2010, R. 191 of 11 March 2011, R. 113 of 15 February 2013, R. 1055 of 29 September 2017, R. 1318 of 30 November 2018, R. 842 of 31 May 2019, R. 858 of 7 August 2020, R. 1158 of 30 October 2020, R. 1602 of 17 December 2021, R. 2135 of 3 June 2022, R. 3059 of 17 February 2023, R. 3398 of 12 May 2023, R. 5126 of 16 August 2024 and R. 5561 of 22 November 2024.

Substitution of rule 18 of the Rules

2. The following rule is hereby substituted for rule 18 of the Rules:

"18. Attorneys' fees

The following fees shall be allowed to attorneys conducting appeals or other matters before the Court:

			R.c
A – TAKING INSTRUCTIONS			
1.	(a)	To note an appeal or cross-appeal when leave to appeal is not required per quarter of an hour—	
		(i) by an attorney.....	**[417,00]**440,00
		(ii) by a candidate attorney …..……..	**[130**,**00]**137,00
	(b)	To prosecute or defend an appeal, including continuation of a cross-appeal per quarter of an hour—	
		(i) by an attorney …….....	**[417,00]**440,00
		(ii) by a candidate attorney ….....	**[130,00]**137,00
	(c)	To make or oppose an application per quarter of an hour—	
		(i) by an attorney ……..……...……...	**[417,00]**440,00
		(ii) by a candidate attorney ……..……	**[130,00]**137,00
2.	To draft any application or affidavit per page……...…		**[167,00]**176,00

B – PREPARATION OF RECORDS

R.c

1. Making, for the purpose of preparing copies of the record on appeal (except where a charge is made under paragraph 5 hereof), a copy of such particulars of the record as were not in the possession of the appellant or his or her attorney at the time when the order appealed from was made, per page…….……. **[7,00]**8,00

2. Arranging record for printing or typing, excluding unnecessary documents therefrom, and preparing an index and list of documents not included in the record on appeal, per quarter of an hour or part thereof—

(i) by an attorney ……..... **[417,00]**440,00

(ii)	by a candidate attorney ……	**[130,00]**137,00
3.	Correcting typed copy, per quarter of an hour or part thereof—	
(i)	by an attorney ……..……...	**[417,00]**440,00
(ii)	by a candidate attorney …….....	**[130,00]**137,00
4.	Attending at the office of the registrar or officer of the court appealed from to peruse or authenticate the record, per quarter of an hour or part thereof—	
(i)	by an attorney …..…….……	**[417,00]**440,00
(ii)	by a candidate attorney…..……...	**[130,00]**137,00
5.	Making typed copies of record on appeal and heads of arguments, per page…….	**[7,00]**8,00

C – PERUSAL

			R.c
1.	(a)	Perusing judgment of court *a quo* when taking instructions for the continuation of an appeal or cross-appeal, where leave to appeal is not required, per page…….	**[84,00]**89,00
	(b)	Perusing record of appeal, for each page……..	**[10,00]**11,00
	(c)	Perusing judgment of court *a quo* by which leave to appeal was denied, when taking instructions to apply for leave to appeal to the Court, per page……...	
2.		Perusing any plan, diagram, photograph or other annexure to the record to which the remuneration hereinbefore set out cannot be applied per page……..	**[10,00]**11,00
3.	(a)	Attendance on and perusal of any application or affidavit or any other document not elsewhere provided for, per page…….	**[84,00]**89,00
	(b)	Attendance on and perusal of any annexure to an application and answering affidavit, per page……..	**[84,00]**89,00
	(c)	Attendance on and perusal of an application or affidavit composed or corrected by counsel, per page…….	**[10,00]**11,00

4. Attendance on and perusal of heads of argument, excluding annexures for example unreported judgments of court or copies of publications attached as confirmation of heads of arguments, per page…….	**[22,00]**24,00
	[84,00]89,00

D – ATTENDANCE

			R.c
1.		Any formal attendance on an acknowledgement, receipt, etc……..	**[84,00]**89,00
2.	(a)	Attendance on any letter or document……....	**[84,00]**89,00
	(b)	Necessary telephone calls made, the actual costs thereof, plus for every five minutes or part thereof—	
		(i) by an attorney……	**[140,00]**148,00
		(ii) by a candidate attorney……	**[43,00]**46,00
	(c)	Attendance on telephone calls, the actual costs thereof, plus for every five minutes or part thereof—	
		(i) by an attorney……	**[140,00]**148,00
		(ii) by a candidate attorney……	**[43,00]**46,00
3.	(a)	Attendance at office of registrar to deliver a letter or document, or to uplift an order, etc, per quarter of an hour or part thereof—	
		(i) by an attorney……	**[417,00]**440,00
		(ii) by a candidate attorney……	**[130,00]**137,00
	(b)	Attendance on business other than formal business, per quarter of an hour or part thereof—	
		(i) by an attorney……	**[417,00]**440,00
		(ii) by a candidate attorney……	**[130,00]**137,00
4.	(a)	Attendance at any consultation with counsel or client, per quarter of an hour or part thereof—	
		(i) by an attorney……	**[417,00]**440,00
		(ii) by a candidate attorney……	**[130,00]**137,00
	(b)	A comprehensive fee for attendance, obtaining and payment of counsel for noting of judgment per quarter of an hour—	
		(i) by an attorney……	**[417,00]**440,00
		(ii) by a candidate attorney……	**[130,00]**137,00
5.		Attendance at court to note judgment per quarter of an hour—	

(a)	by an attorney……	**[417,00]**440,00
(b)	by a candidate attorney……	**[130,00]**137,00

6. Attendance at court on hearing of appeal or application, per quarter of an hour or part thereof—

(a)	by an attorney……	**[417,00]**440,00
(b)	by a candidate attorney……	**[130,00]**137,00

E - DRAWING UP OF DOCUMENTS

		R.c
1.	Any application or affidavit, per page……	**[167,00]**176,00
2.	Instructions to counsel—	
(a)	on appeal per page……...	**[167,00]**176,00
(b)	on application per page……	**[167,00]**176,00
(c)	in justifiable cases, for the drawing up or correcting of application or affidavit for an application for leave to appeal or disputing thereof per page…….	**[167,00]**176,00
3.	Drawing up of notice of appeal or other necessary notices, per page…….	**[167,00]**176,00
4.	Letters per page, including copy to keep…….	**[167,00]**176,00
5.	Drawing up power of attorney, per page……..	**[167,00]**176,00
6.	Drawing up short brief to counsel per page……	**[167,00]**176,00
7.	Drawing up bond of security, per page…….	**[167,00]**176,00

F – COPYING

	R.c
Other documents not specially provided for, per page……	**[7,00]**8,00

G - BILLS OF COSTS

In connection with a bill of costs for work done or services rendered by an attorney, such attorney shall be entitled to charge the following:

1. For drawing up the bill of costs, making the necessary copies and attending settlement, 11 per cent of the attorney's fees, either as charged in the bill, if not taxed or as allowed on taxation.

2. In addition to the fees charged under paragraph 1, if recourse is had to taxation for arranging and attending taxation, and obtaining consent to taxation, 11 per cent on the first R10 000,00 or portion thereof, 6 per cent on the next R10 000,00 or portion thereof and 3 per cent on the balance of the total amount of the bill.".

Commencement

3. These Rules come into operation on 28 November 2025.

DEPARTEMENT VAN JUSTISIE EN STAATKUNDIGE ONTWIKKELING

NO. R. 6754 **24 Oktober 2025**

WET OP DIE REËLSRAAD VIR GEREGSHOWE, 1985 (WET NR. 107 VAN 1985)

WYSIGING VAN DIE REËLS WAARBY DIE VOER VAN DIE VERRIGTINGE VAN DIE HOOGSTE HOF VAN APPÈL VAN SUID-AFRIKA GEREËL WORD

Die Reëlsraad vir Gesregshowe het kragtens artikel 6 van die Wet op die Reëlsraad vir Geregshowe, 1985 (Wet Nr. 107 van 1985), en met die goedkeuring van die Minister van Justisie en Staatkundige Ontwikkeling, die reëls in die Bylae gemaak.

BYLAE

ALGEMENE VERDUIDELIKENDE NOTA:

[ ] Woorde of uitdrukkings in vetdruk in vierkantige hakies dui op weglatings uit bestaande reëls.

_____ Woorde of uitdrukkings met ’n volstreep daaronder dui op invoegings in bestaande reëls.

Woordomskrywings

1. In hierdie Bylae beteken “Reëls”, die Reëls waarby die verrigtinge van die Hoogste hof van Appèl van Suid-Afrika gereël word, afgekondig in Goewermentskennisgewing No. R. 1523 van 27 November 1998, soos gewysig deur Goewermentskennisgewing No’s. R. 979 van 19 November 2010, R 191 van 11 Maart 2011, R. 113 van 15 Februarie 2013, R 1055 van 29 September 2017, R. 1318 van 30 November 2018, R. 842 van 31 Mei 2019, R. 858 van 7 Augustus 2020, R. 1158 van 30 Oktober 2020, R. 1602 van 17 Desember 2021, R. 2135 van 3 Junie 2022, R. 3059 van 17 Februarie 2023, R. 3398 van 12 Mei 2023 en R. 5126 van 16 Augustus 2024 en R. 5561 van 22 November 2024.

Vervanging van reël 18 van die Reëls

2. Reël 18 van die reëls word hierby deur die volgende reël vervang:

"18. "Prokureursgelde

Die volgende gelde word toegelaat vir prokureurs wat appèlle of ander aangeleenthede voor die Hof voer:

A – NEEM VAN INSTRUKSIES

1.	(a)	Om 'n appèl of teenappèl te noteer wanneer verlof om te appelleer nie 'n vereiste is nie per kwartier van 'n uur—	
		(i) deur 'n prokureur…….....	**[417,00]**440,00
		(ii) deur 'n kandidaatprokureur ……	**[130,00]**137,00
	(b)	Om 'n appèl voort te sit of te verdedig, insluitende voortsetting van 'n teenappèl per kwartier van 'n uur—	
		(i) deur 'n prokureur…….....	**[417,00]**440,00
		(ii) deur 'n kandidaatprokureur ……	**[130,00]**137,00
	(c)	Om 'n aansoek te doen of dit te bestry per kwartier van 'n uur—	
		(i) deur 'n prokureur……...	**[417,00]**440,00
		(ii) deur 'n kandidaatprokureur ……	**[130,00]**137,00
2.		Om enige aansoek of beëdigde verklaring op te stel per bladsy	**[167,00]**176,00

B – VOORBEREIDING VAN STUKKE

	R.s
1. Die maak van 'n afskrif van besonderhede van die stukke wat nie in besit van die appellant of sy of haar prokureur was toe die bevel waarteen geappeller word, uitgevaardig is nie, met die doel om afskrifte van die oorkonde van appèl (behalwe waar 'n bedrag kragtens paragraaf 5 hiervan gevorder word) voor te berei, per bladsy…….	**[7,00]**8,00
2. Rangskikking van stukke vir druk of tik, met uitsluiting van onnodige dokumente, en voorbereiding van 'n inhoudsopgawe en lys van dokumente nie ingesluit in die oorkonde van appèl nie, per kwartier van 'n uur of gedeelte daarvan—	
(i) deur 'n prokureur…….....	**[417,00]**440,00
(ii) deur 'n kandidaatprokureur ……	**[130,00]**137,00

3. Nasien van getikte afskrif, per kwartier van 'n uur of gedeelte daarvan— **[417,00]**440,00 **[130,00]**137,00

(i) deur ’n prokureur……...

(ii) deur ’n kandidaatprokureur ……

4. Opwagting by die kantoor van die griffier of beampte van die hof waarvandaan geappelleer word, om die oorkonde na te gaan of te laat waarmerk, per kwartier van 'n uur of gedeelte daarvan—

(i) deur ’n prokureur……... **[417,00]**440,00

(ii) deur ’n kandidaatprokureur …… **[130,00]**137,00

5. Maak van getikte afskrifte van oorkonde van appèl en betoogpunte, per bladsy **[7,00]**8,00

C – NAGAAN

R.s

1. (a) Nagaan van die hofuitspraak *a quo* wanneer instruksies geneem word vir die voortsetting van 'n appèl of teenappèl, waar verlof om te appelleer nie 'n vereiste is nie, per bladsy……. **[84,00]**89,00

(b) Nagaan van die oorkonde van appèl vir elke bladsy…….. **[10,00]**11,00

(c) Nagaan van die hofuitspraak *a quo* waarby verlof om te appelleer geweier word, wanneer instruksies geneem word om aansoek te doen om verlof na die Hof te appelleer, per bladsy……... **[10,00]**11,00

2. Nagaan van enige plan, skets, foto of enige ander aanhangsel aan die stukke waarop die vergoeding hierbo uiteengesit, nie toegepas kan word nie, per bladsy…….. **[84,00]**89,00

3. (a) Aandag gee aan en nagaan van enige aansoek of beëdigde verklaring of enige ander dokument waarvoor nie elders voorsiening gemaak word nie, per bladsy……. **[84,00]**89,00

(b) Aandag gee aan en nagaan van enige aanhangsel van 'n aansoek en antwoordende verklaring, per bladsy…….. **[10,00]**11,00

(c) Aandag gee aan en nagaan van 'n aansoek of beëdigde verklaring wat deur 'n advokaat opgestel of nagesien is, per bladsy……. **[22,00]**24,00

4. Aandag gee aan en nagaan van betoogpunte met uitsluiting van aanhangsels soos byvoorbeeld ongerapporteerde hofuitsprake of

afskrifte van publikasies wat ter stawing van betoogpunte aangeheg is, per bladsy……. **[84,00]**89,00

D – BEHARTIGING

R.s

1. Enige formele behartiging van 'n erkenning, ontvangs, ens. …….. **[84,00]**89,00
2. (a) Behartiging van enige brief of dokument…….. **[84,00]**89,00
   (b) Nodige telefoonoproepe gemaak, die werklike koste daarvan, plus vir elke vyf minute of gedeelte daarvan—
      (i) deur 'n prokureur……... **[140,00]**148,00
      (ii) deur 'n kandidaatprokureur …… **[43,00]**46,00
   (c) Behartiging van telefoonoproepe, die werklike koste daarvan, plus vir elke vyf minute of gedeelte daarvan—
      (i) deur 'n prokureur……... **[140,00]**148,00
      (ii) deur 'n kandidaatprokureur …… **[43,00]**46,00
3. (a) Opwagting by kantoor van griffier om 'n brief of dokument af te lewer of om 'n bevel af te haal, ens., per kwartier van 'n uur of gedeelte daarvan—
      (i) deur 'n prokureur……... **[417,00]**440,00
      (ii) deur 'n kandidaatprokureur …… **[130,00]**137,00
   (b) Behartiging van besigheid wat nie formeel is nie, per kwartier van 'n uur of gedeelte daarvan—
      (i) deur 'n prokureur……... **[417,00]**440,00
      (ii) deur 'n kandidaatprokureur …… **[130,00]**137,00
4. (a) Opwagting by enige samesprekings met 'n advokaat of kliënt per kwartier van 'n uur of gedeelte daarvan—
      (i) deur 'n prokureur……... **[417,00]**440,00
      (ii) deur 'n kandidaatprokureur …… **[130,00]**137,00
   (b) 'n Allesinsluitende bedrag vir opwagtings, verkryging en betaling van 'n advokaat om 'n uitspraak te noteer per kwartier van 'n uur —
      (i) deur 'n prokureur……..…… **[417,00]**440,00
      (ii) deur 'n kandidaatprokureur ……..…… **[130,00]**137,00
5. Opwagting by hof om vonnis te noteer per kwartier van 'n uur —
   (a) deur 'n prokureur……... **[417,00]**440,00
   (b) deur 'n kandidaatprokureur …… **[130,00]**137,00

6. Opwagting by hof by verhoor van appèl of aansoek, per kwartier van 'n uur of gedeelte daarvan—

(a) deur ’n prokureur……...

(b) deur ’n kandidaatprokureur …….…… **[417,00]**440,00

[130,00]137,00

E - OPSTEL VAN DOKUMENTE

		R.s
1.	Enige aansoek of beëdigde verklaring, per bladsy……	**[167,00]**176,00
2.	Instruksies aan advokaat—	
	(a) op appèl per bladsy……...	**[167,00]**176,00
	(b) op aansoek per bladsy……	**[167,00]**176,00
	(c) in geregverdigde gevalle, vir die opstel of nasien van 'n aansoek of beëdigde verklaring vir 'n aansoek om verlof om te appelleer of bestryding daarvan per bladsy…….	**[167,00]**176,00
3.	Opstel van kennisgewing van appèl of ander nodige kennisgewings, per bladsy…….	**[167,00]**176,00
4.	Briewe, per bladsy, insluitede afskrif om te hou…….	**[167,00]**176,00
5.	Opstel van volmag, per bladsy……..	**[167,00]**176,00
6.	Opstel van kort opdrag aan advokaat, per bladsy…….	**[167,00]**176,00
7.	Opstel van borgakte, per bladsy…….	**[167,00]**176,00

F – MAAK VAN AFSKRIFTE

	R.s
Ander dokumente waarvoor nie spesiale voorsiening nie gemaak is nie, per bladsy……	**[7,00]**8,00

G - KOSTEREKENINGE

In verband met 'n kosterekening vir werk gedoen of dienste gelewer deur 'n prokureur, is sodanige prokureur daarop geregtig om die volgende te vorder:

1. Vir die opstel van die kosterekening, die maak van die nodige afskrifte en opwagting by afrekening, 11 persent van die prokureursgelde, hetsy soos in die rekening gehef indien nie getakseer nie of soos by taksasie toegelaat.

2. Benewens die gelde kragtens paragraaf 1 gehef, indien tot taksasie oorgegaan word vir reëling en behartiging van taksasie, en verkryging van toestemming tot taksasie, 11 persent op

die eerste R10 000.00 of gedeelte daarvan, 6 persent op die volgende R10 000.00 of gedeelte daarvan, 3 persent op die balans van die totale bedrag van die rekening.".

Inwerkingtreding

3. Hierdie reëls tree in werking op 28 November 2025.

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

NO. R. 6755 **24 October 2025**

RULES BOARD FOR COURTS OF LAW ACT, 1985 (ACT NO. 107 OF 1985)

AMENDMENT OF RULES REGULATING MATTERS IN RESPECT OF THE SMALL CLAIMS COURT

The Rules Board for Courts of Law has, under section 6 of the Rules Board for Courts of Law Act, 1985 (Act No. 107 of 1985), read with section 25 of the Small Claims Courts Act, 1984 (Act No. 61 of 1984), and with the approval of the Minister of Justice and Constitutional Development, made the rules in the Schedule.

SCHEDULE

GENERAL EXPLANATORY NOTE:

[ ] Words or expressions in bold type in square brackets indicate omissions from the existing rules.
_____Words or expressions underlined with a solid line indicate insertions into the existing rules.

Definition

1. In this Schedule the "Rules" means the Rules Regulating Matters in Respect of the Small Claims Court published under Government Notice No. R. 2573 of 7 October 2022, R. 3058 of 17 February 2023 and R. 5125 of 16 August 2024.

Amendment of Annexure 2 to the Rules

2. Annexure 2 to the Rules is hereby amended by the substitution for Part I of the following Part:

"**PART I**
Court fees

For a copy of a record made by the clerk of the court—
for every photocopy of an A4 size page or part thereof: **[R2,00]** R3,00.".

Amendment of Annexure 2 to the Rules

3. Annexure 2 to the Rules is hereby amended by the substitution for Part II of the following Part:

"**PART II**
Fees and travelling expenses of sheriffs

1. *(a)* For the service of a summons, including the registration of the summons on receipt thereof for service: **[R75,00]** R79,00.

(b) For the attempted service of a summons, including the registration of the summons on receipt thereof for service: **[R48,00]** R51,00.

2. *(a)* For the execution of a warrant, including the registration of the warrant on receipt thereof for execution: **[R94**,**00]** R100,00.

(b) For the attempted execution of the warrant, including the registration of the warrant on receipt thereof for execution: **[R68,00]** R72,00.

(c) Where the warrant is one for ejectment, a further fee of **[R27,00]** R29,00 shall be paid after the execution thereof for each person over and above the person named or referred to in the warrant of ejectment in fact ejected from separate premises: Provided that where service on any person other than the judgment debtor is necessary in order to complete the execution, the fee mentioned in item 1*(a)* may be charged for each such service.

3. *(a)* The sheriff shall, in addition to the fees mentioned in items 1*(a)*, 1(b), 2(a) and 2(b) but subject to paragraph (b) and (c), be allowed a travelling allowance of R7,50 per kilometre, or part thereof, for the shortest possible forward and return journey from the office of the sheriff to the place of service or execution and back.

(b) The travelling allowance mentioned in items 3 and 4 shall be calculated on the distance reckoned from the office of the sheriff if—

(i) the sheriff's office is situated within the area of jurisdiction allocated to the sheriff by the Minister; and

(ii) the distance from the sheriff's office is less than the distance reckoned from the court-house closest to the address for service.

(c) If the requirement in item 3*(b)* is not met, then the travelling allowance mentioned in items 3*(a)* and 4*(a)* shall be calculated on the distance reckoned from the court-house closest to the address for service.

4. *(a)* In respect of the discharge of any official duty other than those mentioned in items 1 and 2, but subject to item 3*(b)* and *(c)*, a travelling allowance of R7,50 per kilometre, or part thereof, shall be payable to the sheriff for going and returning.

(b) A travelling allowance shall include all the expenses incurred in travelling, including train fares.

(c) A travelling allowance shall be calculated in respect of each separate service, except that—

(i) where more services than one can be done on the same journey, the distance from the sheriff's office to the first place of service may be taken into account

only once, and shall be apportioned equally to the respective services, and the distance from the first place of service to the remaining places of service shall similarly be apportioned equally to the remaining services; and

(ii) where service of the same process has to be effected by a sheriff on more than one person at the same service address, only one charge for travelling shall be allowed.

5. For the ejectment of a defendant from the premises mentioned in the warrant of ejectment: **[R24,00]** R25,00 for the first 30 minutes and thereafter **[R72,00]** R76,00 per hour or part thereof.

6. In addition to the fees prescribed, the sheriff shall be entitled to charge the amount paid by him or her for telephone calls.

7. For the writing of a necessary letter, facsimile or electronic mail, excluding formal letters accompanying process or returns to an interested party in the matter: **[R12,00]** R13,00.

8. For the copying of the necessary documents relevant to a process handled by the sheriff: **[R6,00]** R7,00 per A4 size copy.

9. If it is necessary for the sheriff to return to the mandator a process received by him or her for service or execution because—

(a) the address of service which appears on the process does not fall within his or her jurisdiction;

(b) the mandator requests, before an attempted service or execution of the process, that it be returned to him or her: an amount of **[R12,00]** R13,00.

10. *(a)* Sending and receiving of each necessary facsimile or electronic mail: **[R7,00]** R8,00.

(b) In addition to the fees prescribed, the sheriff shall be entitled to the amount actually disbursed for postage, transmission of facsimiles and sending of electronic communications.".

Commencement

4. These Rules come into operation on 28 November 2025.

IBHODI LEMITHETHO LOMTHETHO WEZINKANTOLO ZOMTHETHO, WE-1985 (UMTHETHO 107 WE-1985)

UKUCHITSHIYELWA KWEMITHETHO ELAWULA IZINDABA MAYELANA NENKANTOLO YEZIMANGALO EZINCANE

Ibhodi Lemithetho Yezinkantolo Zomthetho, ngaphansi kwesigaba sesi-6 soMthetho Webhodi Lemithetho LoMthetho Wezinkantolo Zomthetho, we-1985 (uMthetho 107 we-1985), ofundwe nesigaba sama-25 soMthetho Wezinkantolo Zezimangalo Ezincane, we-1984 (uMthetho 61 we-1984), kanye nangemvume kaNgqongqoshe Wezobulungiswa Nokuthuthukiswa Komthethosisekelo, lenza imithetho kuSheduli.

ISHEDULI

INCAZELO EFINGQIWE EJWAYELEKILE:

[ ] Amagama akubakaki abayisikwele abagqamile amele okukhishiwe emithethweni esebenzayo

_____Amagama adwetshelwe ngomugqa ogqamile amele okufakiwe emithethweni esebenzayo.

Izincazelo

1. Kule Sheduli “Imithetho” isho Imithetho Elawula Izindaba Eziphathelene Nenkantolo Yezimangalo Ezincane eshicilelwe ngaphansi kweSaziso Sikahulumeni R. 2573 somhla ziyisi-7 kuMfumfu wezi-2022, nesaziso-R. 3058 somhla ziyi-17 kuNhlolanja wezi-2023 kanye nesaziso-R. 5125 somhla ziyi-16 kuNcwaba wezi-2024.,

Ukuchitshiyelwa kweSithasiselo 2 seMithetho

2. Ngakho-ke isithasiselo sesi-2 seMithetho siyachitshiyelwa ngokufaka esikhundleni seNgxenye I le ngxenye elandelayo:

“**INGXENYE I**
Izimali zenkantolo

Ngekhophi yerekhodi elenziwe umabhalane wenkantolo —
ngekhophi ngayinye yekhasi elingusayizi we-A4 noma ingxenye yalo: **[R2,00]** R3,00.”.

Ukuchitshiyelwa kweSithasiselo 2 seMithetho

3. Ngakho-ke isithasiselo 2 seMithetho siyachitshiyelwa ngokufaka esikhundleni seNgxenye II le Ngxenye elandelayo:

“**INGXENYE II**
Izimali kanye nezindleko zokuhamba zosherifu

1. *(a)* Ukuze kuhanjiswe amasamanisi, okuhlanganisa nokubhaliswa kwamasamanisi lapho etholwa ukuze ahanjiswe: **[R75,00]** R79,00.

(b) Ngomzamo wokuhambisa amasamanisi, okuhlanganisa nokubhaliswa kwamasamanisi lapho etholwa ukuze ahanjiswe: **[R48,00]** R51,00.

2. *(a)* Ukuze kukhishwe incwadi yemvume, okuhlanganisa nokubhaliswa kwencwadi yemvume lapho itholwa ukuze isetshenziswe: **[R94**,**00]** R100,00.

(b) Ngomzamo wokusetshenziswa kwencwadi yemvume, okuhlanganisa nokubhaliswa kwencwadi yemvume lapho itholwa ukuze isetshenziswe: **[R68,00]** R72,00.

(c) Lapho incwadi yemvume ingeyokuxosha, enye imali engango **[R27,00]** R29,00 iyokhokhwa ngemva kokusetshenziswa kwayo kumuntu ngamunye ngaphezu kwalowo oshiwo noma okukhulunywe ngaye encwadini egunyaza ukukhishwa ezakhiweni ezihlukene: Kuncike ekutheni lapho isevisi kunoma yimuphi omunye umuntu ngaphandle komkweleti idingekile ukuze kuqedwe umsebenzi wokuxosha, imali eshiwo ephuzwini 1*(a)* ingakhokhiswa ngesevisi ngayinye enjalo.

3. *(a)* Usherifu, ngaphezu kwezimali ezishiwo emaphuzwini 1(a), 1(b), 2(a) kanye no 2(b) kodwa ngokuncika endimeni (b) kanye no (c), uzovunyelwa imali yokuhamba engu-R7,50 ikhilomitha ngalinye, noma ingxenye yalokho, ohambweni olufushane olungenzeka lokuya nokubuya esuka ehhovisi likasherifu eya endaweni yesevisi kanye nokubuya.

(b) Imali yokuhamba esibalulwe emaphuzwini 3 no-4 sizobalwa ngebanga elibalwe nehhovisi likasherifu uma —

(i) ihhovisi likasherifu lisendaweni engaphansi kwegunya elinikezwe usherifu nguNgqongqoshe; futhi

(ii) ibanga ukusuka ehhovisi likasherifu lingaphansi kwebanga elibalwe ukusuka endlini yenkantolo eseduze nekheli lalapho kufanele kwenziwe khona isevisi.

(c) Uma imfuneko ephuzwini 3(b) ingafinyelelwanga, imali yokuhamba eshiwo emaphuzwini 3(a) kanye no-4(a) izobalwa ngebanga elibalwe ukusuka endlini yenkantolo eseduze nekheli lalapho kufanele kwenziwe khona isevisi.

4. *(a)* Maqondana nokukhishwa kwanoma yimuphi umsebenzi osemthethweni ngaphandle kwalowo oshiwo emaphuzwini 1 no-2, kodwa kuncike

ephuzwini 3(b) no (c), imali yokuhamba engu-R7,50 ikhilomitha ngalinye, noma ingxenye yayo, iyokhokhwa kusherifu yokuhamba nokubuya.

(b) Imali yokuhamba izobandakanya zonke izindleko ezikhona ekuhambeni, okuhlanganisa nemali yokugibela isitimela.

(c) Imali yokuhamba izobalwa maqondana nesevisi ngayinye ehlukene, ngaphandle—

(i) kwalapho othola ukuthi ohambweni olulodwa kungenziwa amasevisi angaphezu kweyodwa, ibanga elisuka ehhovisi likasherifu ukuya endaweni yokuqala yesevisi lingabalwa kanye kuphela, futhi lizokwabelwa ngokulinganayo kumasevisi afanele, futhi ibanga elisuka endaweni yokuqala yesevisi liye ezindaweni ezisele zesevisi ngokufanayo liyokwabelwa ngokulinganayo kumasevisi asele; futhi

(ii) kwalapho okuwukuthi isevisi yenqubo efanayo kufanele yenziwe ngusherifu kubantu abangaphezu koyedwa ekhelini lesevisi elifanayo, yinye kuphela imali yokuhamba eyovunyelwa.

5. Ekukhishweni kommangalelwa ezakhiweni ezishiwo encwadini egunyaza ukuthi akhishwe: **[R24,00]** R25,00 kumizuzu yokuqala engama-30 bese ngemva kwalokho kuyobe sekuba u-**[R72,00]** R76,00 ihora ngalinye noma ingxenye yalo.

6. Ukwengeza ezinkokhelweni ezinqunyiwe, usherifu uzoba nelungelo lokucela ukukhokhelwa imali ayisebenzisile ukushaya izingcingo.

7. Ukubhalwa kwencwadi edingekayo, ifeksi noma i-imeyili, ngaphandle kwezincwadi ezisemthethweni ezihambisana nenqubo noma ubufakazi kumuntu onentshisekelo kulolu daba: **[R12,00]** R13,00.

8. Ukuze kukopishwe imibhalo edingekayo ehambisana nenqubo esingathwa ngusherifu: **[R6,00]** R7,00 ikhophi ngayinye kasayizi we-A4.

9. Uma kudingekile ukuthi usherifu abuyisele kumgunyazi inqubo ayithole ukuze enze isevisi ngoba —

(a) ikheli lesevisi elivela ohlelweni alingeni ngaphansi kwamandla akhe;

(b) umgunyazi ucela, ngaphambi kokuzama ukwenza isevisi noma ukwenziwa kwenqubo, ukuthi kubuyiselwe kuye: imali engango- **[R12,00]** R13,00.

10. *(a)* Ukuthumela nokwamukela ifeksi ngayinye edingekayo noma i-imeyili: **[R7,00]** R8,00.

(b) Ukwengeza ezindlekweni ezinqunyiwe, usherifu uzoba nelungelo lemali ekhishelwe ukuposa, ukuhanjiswa kwamafeksi kanye nokuthunyelwa kwezokuxhumana ngogesi.”.

Ukuqalisa

4. Le Mithetho iqala ukusebenza ngomhla zingama- 28 kuLwezi 2025.

SOUTH AFRICAN REVENUE SERVICE

NO. R. 6756 **24 October 2025**

CUSTOMS AND EXCISE ACT, 1964. AMENDMENT OF SCHEDULE NO. 1 (NO. 1/1963)

In terms of section 48 of the Customs and Excise Act, 1964, Schedule No. 1 to the said Act is hereby amended, **with retrospective effect from 14 August 2025**, to the extent set out in the Schedule hereto.

ENOCH GODONGWANA
MINISTER OF FINANCE

SCHEDULE

By the insertion of the following in General Note(s) 0.1 of the following:

Ethiopia	14 August 2025

SUID-AFRIKAANSE INKOMSTEDIENS

NO. R. 6756 **24 Oktober 2025**

DOEANE- EN AKSYNSWET, 1964.
WYSIGING VAN BYLAE NO. 1 (NO. 1/1963)

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ENOCH GODONGWANA
MINISTER VAN FINANSIES

BYLAE

Deur die invoeging van die volgende in Algemene Opmerking(s) 0.1 O by Bylae No 1:

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