



**NDLAMBE MUNICIPALITY
APPEAL FORM**

(Section 136 of the Ndlambe Municipal Spatial & Land Use Management By-law 2015)

KINDLY NOTE: Please complete this form using BLOCK capitals and ticking the appropriate boxes. Append this form to your letter of appeal.

PART A: APPEAL

Are you appealing against the decision made by the authorised official or Tribunal?	Y	N	If Yes, indicate in Part E if the appeal is lodged against the whole decision or part thereof. If the latter applies provide a description of the part.	
Are you appealing in respect of the failure of the authorised official or Tribunal to make a decision within the period contemplated?	Y	N	If Yes, provide facts that prove the failure in Part E.	
Are you appealing against the condition(s) of approval imposed by the authorised official or Tribunal?	Y	N	If Yes, list relevant condition(s) and provide a description in Part E.	
Is your appeal based on and primarily concerned with the process followed prior to the authorised official or Tribunal decision?	Y	N	If Yes, specify in Part E.	
Is your appeal based on and primarily concerned with the merits of the land development or land use application on which it is believed that the authorised official or Tribunal erred in coming to the conclusion?	Y	N	If Yes, specify in Part E.	
Date of decision	DD/MM/YYYY	Date receiving notice of decision	DD/MM/YYYY	
Who took the original decision?	√	Authorised employee	√	Tribunal

PART B: APPELLANT'S DETAILS

First name(s)			
Surname			
Company or legal person's name (if applicable)			
Postal address			Postal Code

Email					
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Tel		Fax		Cell	
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PART C: APPELLANT'S PROPERTY DESCRIPTION *(Property that is affected by proposed development)*

Number(s) of Erf/Erven/Portion(s) or Farm(s), allotment area.	
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Physical Address	
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Town/City	
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PART D: PROPERTY DESCRIPTION OF PROPOSED LAND DEVELOPMENT

Number(s) of Erf/Erven/Portion(s) or Farm(s), allotment area.	
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Physical Address	
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Town/City	
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PART E: APPEAL MOTIVATION AND REASONS*

* Appeal motivation, information and reasons **MUST** be attached.

PART F: APPEAL FEE *(for completion and use by official)*

Appeal	R
TOTAL APPEAL FEES*	R

* Appeal fees that are paid to the Municipality are non-refundable and proof of payment of the application fees must accompany the application.

PART G: ATTACHMENTS AND SUPPORTING INFORMATION AND DOCUMENTATION

Complete the following checklist and attach all the information and documentation relevant to the appeal.

Y	N	Proof of payment of appeal fees (applicant)	Y	N	Proof of serving notice of appeal (applicant)
Y	N	Copy of decision and proof of notification	Y	N	Copy of conditions of approval

Y	N	Motivation and reasons for appeal		Y	N	Other (specify)
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SECTION H: DECLARATION

I hereby wish to confirm the following :

1. That the information contained in this appeal form and accompanying documentation is complete and correct.
2. I'm aware that it is an offense to supply particulars, information or answers knowing the particulars, information or answers to be false, incorrect or misleading or not believing them to be correct.

Appellant's signature: _____ Date: _____

Full name: _____

FOR OFFICE USE ONLY

Date received:

Received by:

MunicipalStamp