

## ANNEXURE B

### FEES

**All prices listed below are exclusive of value added tax as set out in the Value Added Tax Act, No. 89 of 1991.**

#### A. SECTION 54(7) OF THE ACT

The request fee payable by a requester, other than a personal requester (i.e. a person seeking access to records that contain their personal information), is R50.00.

The fee for a copy of the manual is R1.10 for every photocopy of an A4-size page or part thereof.

a) For every photocopy of an A4-size page or part thereof	R1.10
b) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form	R0.75
c) For a copy in a computer-readable form on compact disc	R70.00
d) (i) For a transcription of visual images, for an A4-size page or part thereof (ii) For a copy of visual images	R40.00 R60.00
e) (i) For a transcription of an audio record, for an A6-size page or part thereof (ii) For a copy of an audio record	R20.00 R30.00
f) To search for and prepare the record for disclosure, for each hour or part of an hour reasonably required for such search and preparation	R30.00
g) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form	R0.75
h) For a copy in a computer-readable form on compact disc	R70.00
i) (i) For a transcription of visual images, for an A4-size page or part thereof (ii) For a copy of visual images	R40.00 R60.00
j) (i) For a transcription of an audio record, for an A6-size page or part thereof (ii) For a copy of an audio record	R20.00 R30.00

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

**B. SECTION 54(2) OF THE ACT**

Six hours as the hours to be exceeded before a deposit is payable.

One third of the access fee is payable as a deposit by the requester.