

Annexure B – Fees in respect of private bodies

1. The fee for a copy of the manual as contemplated in regulation 9(2) (c) is R1.10 for every photocopy of an A4-size page or part thereof.	
2. The fees for reproduction referred to in regulation 11(1) are as follows:	R0.00
a. For every photocopy of an A4-size page or part thereof	1.10
b. For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form	0.75
c. For a copy in a computer-readable form on:	
i. Stiffy disc	7.50
ii. Compact disc	70.00
d. For a transcription of visual images:	
i. A4 size page or part thereof	40.00
ii. A copy of visual images	60.00
e. For a transcription of an audio record:	
i. A4 size page or part thereof	20.00
ii. A copy of an audio record	30.00
3. The request fee payable by a requester, other than a personal requester, referred to in regulation 11(2) is R50.00.	
4. The access fees payable by a requester referred to in regulation 11(3) are as follows:	R0.00
a. For every photocopy of an A4-size page or part thereof	1.10
b. For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form	0.75
c. For a copy in a computer-readable form on:	
i. Stiffy disc	7.50
ii. Compact disc	70.00
d. For a transcription of visual images:	
i. A4 size page or part thereof	40.00
ii. A copy of visual images	60.00
e. For a transcription of an audio record:	
i. A4 size page or part thereof	20.00
ii. A copy of an audio record	30.00
For purposes of section 54(2) of the Act, the following applies:	
(a) Six hours as the hours to be exceeded before a deposit is payable; and	
(b) One third of the access fee is payable as a deposit by the requester.	
The actual postage is payable when a copy of a record must be posted to a requester.	