



APPLICATION TO PURCHASE A SERVICED RESIDENTIAL PLOT IN

Note: This form is not for sale, any inaccurate or false information supplied will lead to immediate disqualification.

SECTION A: PERSONAL INFORMATION OF APPLICANT

Name																				
Surname						Maiden name														
Cell number						Email address														
Identity number												Date of birth	D	D	M	M	Y	Y	Y	Y
What is your marital status?	Single	<input type="checkbox"/>	Married	<input type="checkbox"/>	Living together	<input type="checkbox"/>	Divorced	<input type="checkbox"/>	Separated/deserted	<input type="checkbox"/>	Widowed	<input type="checkbox"/>								

Spouse/partner's personal information

Name																				
Surname						Maiden name														
Identity number												Date of birth	D	D	M	M	Y	Y	Y	Y
Cell number						Email address														

SECTION B: PROPERTY INFORMATION

Home address											
Suburb						Postal code					
Postal address if different from the above						Postal code					

SECTION C: LIST OF DOCUMENTS REQUIRED

If all the required document have not been submitted your application can not be considered.

<input type="checkbox"/> Identity document of applicant and/or partner/spouse	<input type="checkbox"/> Pre-approved bond or proof of financial ability to purchase and develop the property
<input type="checkbox"/> Marriage certificate or divorce decree	<input type="checkbox"/> Proof of City of Cape Town lease (if applicable)
<input type="checkbox"/> Proof of income	<input type="checkbox"/> SARS IRP 5 or latest tax submission form

SECTION D: DECLARATION (to be completed by the applicant or spouse / partner)

Provide the registration number if you or your spouse/partner are registered on the housing database.

Have you or your spouse/partner purchased a property from the City before? ☐ Y ☐ N If yes, provide these details below.

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Do you or your spouse/partner own a property or plot? ☐ Y ☐ N If yes, provide these details below.

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Are you or your spouse/partner currently renting a property from the City or social housing scheme? ☐ Y ☐ N

If yes, provide a copy of the first page of the lease agreement.

I/we hereby declare that all of the above information given is complete and correct to the best of my/our knowledge, and I/we accept that the City of Cape Town has the right to cancel any contract arising from this document in the event of innocent or fraudulent material misstatement of fact appearing herein or in any other document submitted in connection with this application.

Applicant's name and surname											Signature	
Date	D	D	M	M	Y	Y	Y	Y				
Spouse/partner's name and surname											Signature	
Date	D	D	M	M	Y	Y	Y	Y				

SECTION E: FINANCIAL INFORMATION

Employment status of the applicant

- ☐ Employed/Self-employed
☐ Unemployed
☐ Pensioner
☐ Grant recipient, type of grant

Employment status of your spouse/partner

- ☐ Employed/Self-employed
☐ Unemployed
☐ Pensioner
☐ Grant recipient, type of grant

Note: (a) If you are employed please ask your employer to complete section F below.
(b) If you are self-employed, submit a six month basic certified income and expenditure statement with supporting documents.
(c) If your spouse / partner is employed, please include a recent payslip and ask their employer to complete section F below.
(d) If either you or your spouse/partner receives a pension or grant, please submit proof that clearly indicate the reference number and amount.

SECTION F: EMPLOYER(S) REPORT IN SUPPORT OF THE APPLICATION (CONFIDENTIAL)

	Applicant's employer	Spouse/partner of applicant's employer
Business name	<input type="text"/>	<input type="text"/>
Business address	<input type="text"/>	<input type="text"/>
Business contact number	<input type="text"/>	<input type="text"/>
Supervisor's name and surname	<input type="text"/>	<input type="text"/>
Employee's name and surname	<input type="text"/>	<input type="text"/>
Occupation	<input type="text"/>	<input type="text"/>
Staff number	<input type="text"/>	<input type="text"/>
Commencement date of employment	<input type="text"/>	<input type="text"/>
Nature of employment	Permanent <input type="checkbox"/> Temporary <input type="checkbox"/>	Permanent <input type="checkbox"/> Temporary <input type="checkbox"/>
Gross wage/salary* (per day, week or month)	<input type="text"/>	<input type="text"/>
Payment intervals	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/>	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/>
Will the business assist the employee in any way to purchase and/or develop the erf?**	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N

Note: *Allowances and additional earnings of a permanent nature must be taken into account, but income which is not of a regular nature, such as a Christmas or holiday bonus which may be arbitrarily withdrawn and sporadic overtime remuneration, should not be taken into consideration.

** If you will be providing assistance, provide a detailed explanation of the nature and extent of support that will be given to the employee on a letterhead to be attached as an annexure to the application.

Applicant's employer

I hereby certify that the above information is true and correct.

Employer's name

Signature of employer

Date

Contact number of employer

Spouse/partner of applicant's employer

I hereby certify that the above information is true and correct.

Employer's name

Signature of employer

Date

Contact number of employer

AFFORDABLE (GAP) HOUSING PLOTS ALLOCATION CRITERIA

To qualify (step 1)

1. First time property owner.
2. Must be earning between R9 000 to R22 000 pm.
3. South African citizen with a valid identity document or permanent resident with a permanent resident permit.
4. May not have received a government housing subsidy before.
5. Bank-approved housing loan/bond.
6. SARS clearance certificate.

Will receive priority (step 2) (weighting % and total allocation of the sales)

1. Proof of employer housing subsidy or assistance.
2. Previously registered on the housing data base for the area. (20%)
3. Married or couples living together. (20%)
4. Existing City or social housing tenant. (20%)
5. Clear credit record. (20%)
6. Single with financial dependents. (10%)
7. Disabled individuals and/or couples. (10%)