



OCCUPANTS INFORMATION FORM

IMPORTANT: Please complete this vital sheet as fully as possible and return this form and a copy of all occupier's I.D.'s via e-mail to bellbuoy@bellbuoy.co.za. Please also ensure that we are advised immediately, in writing, of any changes.

SCHEME NAME: Ellesmere

UNIT NUMBER: 3

OWNER NAME: William Andrew Hofmeyr

LESSEE DETAILS: Occupant 1		(as recorded on the lease agreement)	
Surname:	Potgieter	First Name:	Dewald Mathys
Date of Occupancy:	1 Sep 2024	Emergency No.:	082 267 7556
Cell No.:	072 418 6867	Landline No.:	-
E-mail Address:	dewald@blackhoundenterprises.com	Next of Kin Name & No.:	Thys Potgieter - 082 267 7556

LESSEE DETAILS: Occupant 2		(as recorded on the lease agreement)	
Surname:		First Name:	
Date of Occupancy:		Emergency No.:	
Cell No.:		Landline No.:	
E-mail Address:		Next of Kin Name & No.:	

VEHICLE DETAILS: Occupant 1		VEHICLE DETAILS: Occupant 2	
Brief Description:	White 2019 Toyota Hilux with Canopy	Brief Description:	
Registration No.:	KJD386EC	Registration No.:	
Parking Bay No.:		Parking Bay No.:	

EMPLOYMENT DETAILS: Occupant 1		EMPLOYMENT DETAILS: Occupant 2	
Name of Employer:	Dewald Mathys Potgieter	Name of Employer:	
Contact Person (Name):	Dewald / Hannes	Contact Person (Name):	
Employers Address:	dewald@blackhoundenterprises.com	Employers Address:	
Contact Number:	072 418 68687 / 072 799 9597	Contact Number:	

LETTING AGENTS DETAILS:	
Name of Letting Agent:	E-mail Address:
Contact Person (Name):	Contact Numbers:

OTHER OCCUPANTS RESIDING IN THE UNIT (Including Minors):				
	Occupant 3	Occupant 4	Occupant 5	Occupant 6
Surname:				
First Name:				
Age (Minors)				
Contact No.:				
Email Address				
Vehicle Registration:				

Do you have the following:				
	Yes/No			
A Domestic Worker	NO	If yes	Name:	I.D.:
A Gardener	NO	If yes	Name:	I.D.:
A Pet/s	NO	If yes, has permission been obtained?		Y/N

You hereby declare and confirm that you, as the person/entity/body/individual/company who is providing information, do hereby irrevocably agree and understand that any/all information supplied or given to Bellbuoy herein may be processed and stored in respect of the property management services being rendered/intended to be rendered and only for the purpose of providing those services.

DISCLAIMER		DISCLAIMER	
I hereby confirm that I/my letting agent has provided the relevant rules and legislature applicable to this scheme to the occupant/s.		I hereby confirm that my lessor has provided me/us with the relevant rules and legislature applicable to this scheme as the occupant/s.	
Signature (Owner): _____	Date: _____	Signature (Occupant/s): 	Date: 15-08-2024
Signature (Owner): _____	Date: _____	Signature (Occupant/s): _____	Date: _____

This form has been drafted to comply with the Sectional Titles Schemes Management Act 8 of 2011, with reference to Section 10 (6)(c) which confirms that the body corporate must deliver a copy of the rules to each person who becomes an owner or occupier. This requirement can only be complied with if the owner notifies the body corporate forthwith of any changes of ownership or occupancy in his or her section, refer Section 13 (1)(f).

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