



KNYSNA
Municipality
Munisipaliteit
uMasipala

Department Planning and Development

Planning@knysna.gov.za

Tell: 044 302 6319

Fax: 044 302 6333

TRANSFER CERTIFICATE REQUEST (in terms of section 28(1) of the Knysna Municipality Planning By-Law, 2016)

Please complete this form by using block letters and tick the appropriate boxes

SECTION A: PROPERTY DETAILS

Parent Erf No / Farm portion			
Allotment / Farm No.			
Grandparent Erf no.			
Parent Erf Approved Subdivision case no.			
Property Extent		m ² /ha	Development name
GP/Diagram No.		Approved Phase No.	
Developer's Name			
Parent Erf owner			

SECTION B: CONVEYANCER DETAILS

Conveyancer ref no.		VAT no.	
Name			
Business address			
		Postal code	
E-mail address			
Contact number:	Tel:	Cell:	Fax:

SECTION C: LAND UNITS / SUBDIVISION TO BE CREATED

List	
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SECTION D: SUBMISSION DOCUMENTATION

Departmental clearance required

☐	Roads and storm water
☐	Water and sanitation
☐	Electricity
☐	Planning (land use management)

Attached proof of compliance in terms of section 28(3)

☐	Yes	☐	No
☐	Yes	☐	No
☐	Yes	☐	No
☐	Yes	☐	No
☐	Yes	☐	No

☐ Planning (geographic information system)

☐ Environmental Resources

Yes

No

☐ Community Services

☐ Yes

☐ No

☐ Building Development management

☐ Yes

☐ No

☐ Valuation

☐ Yes

☐ No

☐ Other (please specify)

☐ Yes

☐ No

Has an administrator penalty been imposed in terms of Section 66(2)(z) of the Knysna Municipal Planning By-Law then proof of payment must be attached.

☐ Y ☐ N

If yes,

Has a directive been issued in terms of Section 77(2)(i) of Municipal Planning By-Law? directive has been complied with must be attached.

☐ Y ☐ N

If yes, then proof that the

SECTION E: DECLARATION

I hereby certify the information supplied in this application to be complete and correct, and that I am properly authorised to make this request.

Conveyancer/Developer's
Signature

Date

DD / MM / YYYY

Full Name: