



BLACKHOUND

ARCHITECTURE & RENDERING

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Client:

Kyle

083 325 1506

vonkyle1@gmail.com

Date: 12 Jan 2026

SCOPE OF WORKS:

Measure, Design, and Municipal Submission of residential building on **11 Prospect Rd, Walmer (Erf 888, Walmer)**.

1) Project brief:

- a. Measure and drawing up existing, which is required for submission:
 - o Size: +-225sqm (coverage)
- b. New design
 - o New outbuilding design:
 - Size +-60 sqm (coverage)
- c. Complete & submit municipal plans to NMBM.
 - o Size: +-285 sqm (coverage)
 - o Drawings to complete:
 - Site plan
 - Drainage sections
 - Basic floor plans
 - Sections
 - Elevations
 - SANS XA Calculations (Fenestrations, Lights, Roofs, etc)

PROFESSIONAL FEES CALCULATION:

PHASE 1

- 1. Measure & Drawing as-built (2D)** **R 2 600,00**
 - Measure on-site
 - Drawing up existing, which is required for submission.
- 2. New Outbuilding design** **R 2 340,00**
 - 2D – Design
- 3. Municipal Submission (Drawing process)** **R 10 400,00**
 - New outbuilding (1 x flatlet)
- 4. Administrative (Submission process)** **R 2 600,00**
 - Documentation & Travel

TOTAL FOR PHASE 1: **(VAT not applicable) R 17 940,00**

PHASE 2

- 1. Convert approved plans to existing** **R 2 600,00**
 - Last approved plans to be convert to existing
- 2. Municipal Submission (Drawing process)** **R 1 300,00**
 - a. Add the additional unit (Second Flatlet)
- 3. Administrative (Submission process)** **R 2 600,00**

TOTAL FOR PHASE 2: **(VAT not applicable) R 6 500,00**

KINDLY NOTE:

*Should our scope of work increase, our fees will be adjusted to accommodate the extra scope. This will be discussed before the work commences.

*This quote is only valid for 30 Days after the date of issue.

*We can only proceed with the submission for Phase 2, once the occupation certificate was received for Phase 1.

Excluded from the fees:

- Hard copy prints, if required.
- No other applications to the local authorities are included (e.g., Heritage applications, Occupation applications, etc.)
- No municipal or related fees are included (e.g. Council and municipal related fees/Levies/Estate/NHBRC)
- Other Professional consultancy fees that may be required (e.g. Structural Engineer, Quantity and Site Surveyors, Health & Safety, Professional Town planner, etc.)
- Execution of the works and testing of materials to ensure compliance with drawings and specifications remains the responsibility of the contractor.



PAYMENT TERMS:

- | | |
|---|---------------|
| 1) Deposit payable upon acceptance of quotation. | (R 17 940.00) |
| 2) Fees payable upon commencement of Phase 2. | (R 6 500.00) |

TERMS AND CONDITIONS:

BLACKHOUND ENTERPRISES PTY LTD will be appointed to measure and draw the existing residential building and to design a new layout for two flatlets. The first flatlet will be submitted as a second dwelling for municipal approval. Once construction has been completed, the client will be responsible for obtaining the occupation certificate. Thereafter, the client will be required to appoint a professional town planner to obtain approval for an additional dwelling unit, in accordance with the NMBM Zoning Scheme. Once approval has been granted by NMBM in response to the town planner's application, Blackhound will proceed with the next submission to obtain municipal approval for the second flatlet as an additional unit. Upon receipt of municipal approval, Blackhound's scope of work will be deemed complete.

1.1) SITE VISITS:

If additional Site Visits are requested, it be charged at **R 650.00** per Site Visit. This will be invoiced at the end of each month for the duration of the project or when Site visits are requested.

1.2) DEVIATIONS:

Any on-site deviations requiring updated plans will be billed at an hourly rate of **R 650.00**. A separate quotation for revising and, if necessary, resubmitting the drawings to council will be provided to the client for their approval.

1.3) PRINTS:

Our fees are exclusive of any hard copy prints. If we must make hard copy prints for any reasons not attributed to BLACKHOUND ENTERPRISES PTY LTD, the client will be notified beforehand and will be invoiced separately or added to the client's final invoice.

Revision drawings will be emailed to the site management team or the client where hard copy revision drawings will be the responsibility of the contractor / client / site manager.

1.4) TERMINATION:

If the agreement between the parties is terminated by either party for reasons not caused by BLACKHOUND ENTERPRISES PTY LTD, the fee for the work in progress and the completed work will be due for payment.

1.5) SUSPENSION:

BLACKHOUND ENTERPRISES PTY LTD retains the right to suspend all service until the settlement of any outstanding account.

1.6) OTHER PROFESSIONALS:

BLACKHOUND ENTERPRISES PTY LTD is not responsible for the performance of other professionals (such as Town Planners and Engineers), nor for the quality of drawings and documents provided by them, tender prices, the actions of Homeowner Associations, Municipalities, or Municipal Services. We are also not responsible for the performance of the Contractor or any of their Sub-Contractors, Suppliers, or employees.



1.7) COPYRIGHT:

BLACKHOUND ENTERPRISES PTY LTD retains the ownership of copyright to all its intellectual property. No designs, drawings or documents may be used and shared with other parties without our express permission.

1.8) FEE OFFSET:

The Client is not entitled to 'set-off' or withhold payment for any alleged claim against either BLACKHOUND ENTERPRISES PTY LTD or any other party involved in the building contract. The claim is to be dealt with on its own merits.

1.9) VAT:

BLACKHOUND ENTERPRISES PTY LTD. Is not a VAT vendor. All architectural fees presented are exclusive of VAT until further notice. If the client requires a VAT number, we can make the necessary arrangements.

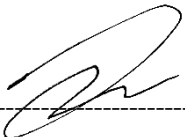
ACCEPTANCE:

The Terms and Conditions presented here may be modified or amended as necessary only by written instrument signed by both parties.

By submitting the non-refundable deposit payment, you are agreeing to the terms and conditions detailed in this document. This proposal is agreed upon in full, signed and dated.

By signing this document, I indicate that I understand, agree to, and accept the terms and conditions as contained herein, dated **13 January 2026**.

I, _____ hereby agree to the Terms and Conditions laid out in this document.



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Phone: 072 418 6867

Client: Kyle
Date: 2026/01/13

