(7 October 2016 – to date)

COMMUNITY SCHEMES OMBUD SERVICE ACT 9 OF 2011

(Government Notice 519 in Government Gazette 34368 dated 14 June 2011. Commencement date: 7 October 2016 [Proc. No. 55, Gazette No. 40334 dated 7 October 2016])

COMMUNITY SCHEMES OMBUD SERVICE REGULATIONS: LEVIES AND FEES, 2016

Government Notice R1232 in Government Gazette 40335 dated 7 October 2016. Commencement date: 7 October 2016 (also refer to regulation 5).

In terms of Section 29()[sic] (b), (c), (d) and (e), it is hereby published for general notice that as of date of proclamation of this notice, the Community Schemes Ombud Service, will charge levies and fees as set out in the schedule herein[sic]

(Signed)

Lindiwe Nonceba Sisulu, MP
Minister of Human Settlements

SCHEDULE

ARRANGEMENT OF REGULATIONS

CHAPTER 1 INTERPRETATION

CHAPTER 2 LEVIES AND FEES PAYABLE

- 2. Levies payable by a schemes to the Service in terms of section 29(1)(b) of the Act.
- 3. Application, Adjudication and other fees payable for the use of the Service in terms of section 29(1)(d) of the Act.

CHAPTER 3 DISCOUNT AND WAIVERS

- 4. Discounts and waivers in terms of section 29(1)(c) and (e) of the Act.
- 5. Short Title

Annexures

Form CS 3A - Application of waiver of fees by Community Schemes.

Form CS 3B - Application of waiver of fees by individuals.

Prepared by:



CHAPTER 1

1. Definitions:

In this Schedule: -

"the Act" means the Community Schemes Ombud Service Act no[sic] 9 of 2011;

"the Levy" means a levy payable to the Service as prescribed in this Regulations;

"the Regulations" means the Community Schemes Ombud Service Regulations: Levies and Fees;

CHAPTER 2 SCHEDULE OF LEVIES AND FEES

- 2. Levies payable by schemes to the Service and the interval such levies are payable in terms of section 29(1)(b) of the Act
- (1) The Schemes must collect as follows the prescribed monthly levy from every unit within a community schemes and pay to the Service on quarterly basis: -

The following table gives illustrative values of the prescribed monthly levy payable:

Monthly levy charged by the community schemes	Monthly CSOS Levy Payable
Zero to R 500.00	R 0.00
R 600.00	R 2.00
R 700.00	R 4.00
R 800.00	R 6.00
R 900.00	R 8.00
R 1 000.00	R 10.00
R 1 250.00	R 15.00
R 1 500.00	R 20.00
R 1 750.00	R 25.00
R 2 000.00	R 30.00
R 2 250.00	R 35.00
R 2 500.00 and above	R 40.00



3. Application, Adjudication and other Fees payable for the use of the Service in terms of section 29(1)(d) of the Act

(1) Fee payable at Application R50. 00

(2) Fee payable for Adjudication R100.00

(3) For a copy of any scheme governance documents or any other document obtained electronically or provided as hard copy by the Service R8. 00 per copy

CHAPTER 3 DISCOUNTS AND WAIVERS

- 4. Discounts and Waivers in terms of section 29(1)(c) of the Act
- (1) Individual units within a community scheme for which the monthly levies not exceeding R500.00 are charged by the Scheme are effectively granted a 100% waiver of the CSOS levies.
- (2) Any person or category of persons whose monthly net household (gross income less PAYE) income is below R5 500 are entitled to a 100% waiver of application and adjudication fees.
- (3) Any person or category of persons who may not qualify in terms of the above criteria may lodge an application for discount and/or waiver for consideration by the Chief Ombud by filling a Form CS3A or CS3B depending on the applicant.

5. Short title

These regulations are called Community Schemes Ombud Service Regulations: Levies and Fees, 2016 and will come into operation 90 (ninety) days from date of publication in the Government Gazette.



COMMUNITY SCHEME OMBUD SERVICE ACT, 2011 (ACT NO 09 OF 2011): REGULATION

APPLICATION FOR WAIVER OF FEES FOR INDIVIDUALS

This application	is only to be used if you consider that you do not have the financial capacity to pay for the
prescribed fee a	s set out in the Community Scheme Ombud Service Act, 2011 (Act No 9 of 2011)
PART A	
Applicant's	Name:
Information	
	Physical Address:
	Postal Address:
	Suburb:
	Municipality:
	Province:
	Telephone number:
	Facsimile:
	Email:
	Community Scheme name:
PART B	Basis for application:
The basis for	
application of	
waiver of fee	
(explain why	
you seek this	
waiver. If	
insufficient	
space, attach	
separate A4	
sheet)	

	INCOME AND AC	CETC	EXPENDITURE AND	LIABILITIES
PART C	INCOME AND AS	3E13	EXPENDITURE AND	LIABILITIES
PART C For approval	INCOME AND AS	3513	EXPENDITURE AND	LIABILITIES
		R		R
For approval	INCOME		EXPENDITURE	
For approval for a fee to be	INCOME Salary	R	EXPENDITURE Food	R
For approval for a fee to be waived, you	INCOME Salary Rent received	R R	EXPENDITURE Food Mortgage/rent	R R
For approval for a fee to be waived, you need to show	INCOME Salary Rent received Other income	R R	Food Mortgage/rent Electricity, water, rates,	R R
For approval for a fee to be waived, you need to show that your	INCOME Salary Rent received Other income (include any child support/	R R	Food Mortgage/rent Electricity, water, rates,	R R
For approval for a fee to be waived, you need to show that your income, day-	INCOME Salary Rent received Other income (include any child support/ spouse maintenance	R R	Food Mortgage/rent Electricity, water, rates,	R R
For approval for a fee to be waived, you need to show that your income, day-today living	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.)	R R	Food Mortgage/rent Electricity, water, rates, (municipal)	R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses,	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS	R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses	R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS	R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses	R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and assets are at	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS	R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses (child support, school fees)	R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and assets are at such that	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS Immovable Residence	R R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses (child support, school fees) Other (specify)	R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and assets are at such that level that	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS Immovable	R R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses (child support, school fees) Other (specify) TOTAL	R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and assets are at such that level that payment of a	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS Immovable Residence Other	R R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses (child support, school fees) Other (specify) TOTAL EXPENDITURE	R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and assets are at such that level that payment of a fee would	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS Immovable Residence Other	R R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses (child support, school fees) Other (specify) TOTAL EXPENDITURE LIABILITIES	R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and assets are at such that level that payment of a fee would cause you	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS Immovable Residence Other Movable Vehicle	R R R R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses (child support, school fees) Other (specify) TOTAL EXPENDITURE	R R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and assets are at such that level that payment of a fee would cause you hardship.	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS Immovable Residence Other Movable Vehicle Furniture	R R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses (child support, school fees) Other (specify) TOTAL EXPENDITURE LIABILITIES	R R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and assets are at such that level that payment of a fee would cause you hardship.	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS Immovable Residence Other Wovable Vehicle Furniture Other	R R R R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses (child support, school fees) Other (specify) TOTAL EXPENDITURE LIABILITIES Loans	R R R R R R
For approval for a fee to be waived, you need to show that your income, day-today living expenses, liabilities and assets are at such that level that payment of a fee would cause you hardship. Please complete and	INCOME Salary Rent received Other income (include any child support/ spouse maintenance received etc.) ASSETS Immovable Residence Other Movable Vehicle Furniture	R R R R R	EXPENDITURE Food Mortgage/rent Electricity, water, rates, (municipal) Medical expenses Children's expenses (child support, school fees) Other (specify) TOTAL EXPENDITURE LIABILITIES	R R R R

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page if	Managed investment	R		
necessary.				
(Please note				
that if an				
applicant is				
married in				
community of				
property, the				
spouse				
income,				
assets,				
expenditure				
and liabilities				
must be				
included)				
	TOTAL =		TOTAL =	

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SIGNATURE AND DATE: I hereby certify that the details above are true and correct and undertakes to
immediately inform the Service of any changes. I understand that a false declaration could lead to the
suspension or cancellation of waiver.

Signature of App	plicant:	Date:

COMMUNITY SCHEME OMBUD SERVICE ACT, 2011 (ACT NO 09 OF 2011): REGULATION

APPLICATION FOR WAIVER OF FEES FOR COMMUNITY SCHEMES This application is only to be used if you consider that you do not have the financial capacity to pay for the prescribed fee as set out in the Community Scheme Ombud Service Act, 2011 (Act No 9 of 2011) PART A Applicant's Community Scheme: information Community Scheme Registration number with Service: Monthly levy payable to the Community Scheme: Physical Address: Postal Address: Suburb: Telephone number: Facsimile: PART B **Basis for application:** The basis for application of waiver of fee (explain you seek this waiver. insufficient

space, attach

separate sheet)

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			•••••	
			•••••	
PART C	INCOME AND AS	SSETS	EXPENDITURE AND L	IABILITIES
	INCOME AND AS	SSETS	EXPENDITURE AND L	IABILITIES
For approval				
For approval for a fee to be		R		R
For approval for a fee to be waived, you		R R		R R
For approval for a fee to be waived, you need to show	INCOME	R		R R
For approval for a fee to be waived, you need to show that your	INCOME	R R		R R R
For approval for a fee to be waived, you need to show that your income, day-	INCOME	R R R		R R R R
For approval for a fee to be waived, you need to show that your income, day-today	INCOME	R R R	EXPENDITURE	R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses,	INCOME	R R R		R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and	INCOME	R R R	EXPENDITURE	R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at	INCOME ASSETS Immovable	R R R	EXPENDITURE TOTAL EXPENDITURE	R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that	INCOME ASSETS Immovable	R R R	EXPENDITURE TOTAL EXPENDITURE	R R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at	INCOME ASSETS Immovable	R R R	EXPENDITURE TOTAL EXPENDITURE	R R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that	INCOME ASSETS Immovable Movable	R R R	TOTAL EXPENDITURE LIABILITIES	R R R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that level that	INCOME ASSETS Immovable	R R R R	EXPENDITURE TOTAL EXPENDITURE	R R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that level that payment of a	INCOME ASSETS Immovable Movable	R R R R R	TOTAL EXPENDITURE LIABILITIES	R R R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that level that payment of a fee would	INCOME ASSETS Immovable Movable	R R R R	TOTAL EXPENDITURE LIABILITIES	R R R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that level that payment of a fee would cause you	INCOME ASSETS Immovable Movable	R R R R R	TOTAL EXPENDITURE LIABILITIES	R R R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that level that payment of a fee would cause you hardship.	INCOME ASSETS Immovable Movable	R R R R R	TOTAL EXPENDITURE LIABILITIES	R R R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that level that payment of a fee would cause you hardship. Please complete and	INCOME ASSETS Immovable Movable	R R R R R	TOTAL EXPENDITURE LIABILITIES	R R R R R R
For approval for a fee to be waived, you need to show that your income, day-today expenses, liabilities and assets are at such that level that payment of a fee would cause you hardship.	INCOME ASSETS Immovable Movable	R R R R R	TOTAL EXPENDITURE LIABILITIES	R R R R R R

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page if			
necessary.			
Please attach			
a copy of the			
financial			
statement of			
the			
community			
scheme.			
	TOTAL =	TOTAL =	

PART D
SIGNATURE AND DATE: I hereby certify that the details above are true and correct and undertakes to
immediately inform the Service of any changes. I understand that a false declaration could lead to the
suspension or cancellation of waiver. I declare that I am authorised to sign this form on behalf of the
community scheme by virtue of a Special Resolution attached to this Application.
Signature of Applicant:
Date: