



**RATES CLEARANCE CERTIFICATE AND CERTIFICATE OF DUES REQUEST
FORM**

Name of property owner.....

Property legal description.....

Purpose of the use of rates clearance and/ or certificate of dues (**tick where applicable**)

Registering of Bond

Application for subdivision

Transfer of ownership

Audit purposes

If required to offer transfer of ownership, please provide the following details of new owner;

Name:.....

Postal address:.....

Telephone No.:.....

Cellphone No:.....

Email address:.....

ID number:.....

Name of rates clearance certificate collector:.....

Date of collection:.....

Signature:.....

FOR OFFICE USE ONLY

Date of clearing outstanding rates:..... Certificate No/Ref.....

Date of issue of certificates:..... Issuing officer.....