



APPLICATION FOR A SPAZA SHOP IN PREVIOUSLY ANNEXURE “F” AREAS

Before completing this application form, please read the attached information piece – Annexure “A”.

Completed application forms must be mailed to:

The Manager: Development Applications
Directorate: Planning
P.O Box 3704
Bloemfontein
9300

or

may be handed in at the Town and Regional Planning Division on the 10th floor of the Bram Fischer Building (Civic Centre), Room 1001, Bloemfontein.

(Please use annexures if space is insufficient.)

Name of applicant: _____

Telephone number: _____ Cell phone number: _____

Email address: _____

Registered owner of the site/building of application: _____

Postal address of applicant: _____

Street address of site of application: _____

Complete description of the nature of the venture:

Area that the venture will comprise (m²): _____

Number of non-residing employees involved: _____

Complete motivation regarding desirability of the proposed venture:

Note:

The following must accompany this application:

- Consent of the owner if the applicant is not the owner.
- A sketch plan or building plan that indicates the location and area of the proposed venture.
- Proof of payment.
- Certified I.D copy of the owner of the property.
- Copy of Title Deed or Permission to Occupy (PTO).
- Original Copy of Asylum Document issued by the South African Department of Home Affairs, if he/she is a foreign national.
- Concluded Lease Agreement in cases where the site owner is not the tuck shop operator.
- Internal and external photos of the building/structure where the operation will take place.

APPLICATION FEE: R 512.00
ACCOUNT NAME: Mangaung Metropolitan Municipality
BANK: First National Bank
ACCOUNT NUMBER: 63162512694
REFERENCE NUMBER: 6221 1424 61 429 ZZZZZ 11

Signature of applicant

Date

CONDITIONS FOR A SPAZA SHOP IN PREVIOUSLY ANNEXURE "F" AREAS:

A Spaza Shop means part of a dwelling house or dwelling unit used by the owner or occupant for small-scale retail trade incidental to the needs of the community. This includes trade commonly known as spaza shops and tuck shops, supplying essential pre-packed and/or pre-wrapped items and/or foodstuff.

- a) The use may only be permitted with the consent of the municipality and a site development plan or site plan may be required at the discretion of the municipality.
- b) The use is only permitted as a primary right on erven that previously resorted under Annexure F of Section 57B of the Black Communities Development Act 4 of 1984 (repealed).
- c) The floor area is limited to 25% of the dwelling house or 50 m², whichever is the smallest.
- d) The sale of meat and liquor are prohibited.
- e) The spaza shop shall be conducted from a fixed structure for which building plans have been approved (this may include a container/s).
- f) Taverns and shebeens are prohibited.
- g) Street trade and street hawking are prohibited.
- h) Not more than two additional employees, not residing permanently on the property may be employed.
- i) Signage shall be to the satisfaction of the municipality.
- j) The use shall not interfere with the amenity of the surrounding properties by virtue of noise, appearance, smell or any other activities whatsoever or cause a public nuisance.
- k) The residential character of the building shall be retained, and the immediate residential environment shall not be detrimentally affected.
- l) The use shall not:
 - (i) involve the public display of goods whether in a window or otherwise.
 - (ii) the use of a vehicle that exceeds 3,500 kg gross weight.

PUBLIC PARTICIPATION FORM

DECLARATION

I residing at intend on conducting a spaza shop.

Site Description

Erf No:.....

Street Address:.....

Make oath and say that:

I hand delivered a consent form to inform the owner/s and or occupants of the intention to apply to Council for a consent to operate a spaza shop on the premises with the above details.

.....
Applicant signature

Signed and sworn to, before me at

(Name of town/city) this.....**Day of**.....**20**.....

I certify that the Deponent has acknowledged that he/she knows and understands the contents of the affidavit.

.....
Commissioner of Oaths

CONSENT OF THE SURROUNDING LANDOWNERS:

NAME & SURNAME	STAND NUMBER	CELL PHONE	SUPPORTED/NOT SUPPORTED	SIGNATURE