

## URGENT NOTICE

Dear Sir / Madam / Occupier

### **RE: MUNICIPALITY'S RIGHT OF ACCESS TO PREMISES**

Your attention is drawn to Section **101** of **LOCAL GOVERNMENT - MUNICIPAL SYSTEMS ACT, 2000** .

“The occupier of premises in a municipality must give an authorised representative of the municipality or of a service provider access at all reasonable hours to the premises in order to read, inspect, install or repair any meter or service connection for reticulation, or to disconnect, stop or restrict the provision of any service”

I hereby advise you that the following procedure will be applied in the event that the authorised representative of the municipality or of a service provider, is unable to no access to premises.

#### **First Attempt**

The authorised representative of the municipality or of a service provider will leave a letter notifying the customer of the failed attempt to access the premises. The customer will be requested to provide access to the premises within seven **(7)** days from the date of the first attempt notice. The customer must call the Municipality and make the appointment that will suit both parties.

#### **Second Attempt**

The authorised representative of the municipality or of a service provider will leave a letter notifying the customer of the failed second attempt to gain access, this letter will request access to the premises, at a mutually agreed reasonable time, that the customer will provide access to the premises.

The customer will be given five **(5)** days from the date of the second attempt notice to provide access to the premises.

#### **Third Attempt**

If the Municipality continues to be unsuccessful in obtaining access to the premises after the second attempt notice period has lapsed, a service provider will be appointed to gain access to the property.

All costs associated with gaining access to the premises, will be for the account of the customer.

Regards,  
**MADODA KHATHIDE**  
**CITY MANAGER**