



UMASIPALA WASEMSUNDUZI

UKUFAKWA KWESICELO SOKUBHALISWA NJENGOMUNTU OHLWEMPU NGO 2019/2020

YAZI UKUTHI:

- UKUFAKWA KWALESI SICELO KUFANELE KUGCWALISWE UMUNTU OKHOKHELA I-AKHAWUNTI KAMASIPALA, UMENZI WEFA, OGUNYAZWE INKANTOLO.
- UKUFAKWA KWESICELO SOMUNTU OHLWEMPU SIVUSELELWA NJALO NGONYAKA, SIQALA NMHLA LULUNYE KU NHLANGULANA SIPHELE ZINGAMASHUMI AMATHATHU KU NTULIKAZI.

1. USUKU LOKUFAKWA KWESICELO:
2. ISIBONGO:
3. AMAGAMA:
4. INOMBOLO KAMAZISI:
5. USUKU LOKUZALWA:(IMINYAKA YOBUDALA).....
6. IKHELI LENDAWO OHLALA KUYO:
7. INOMBOLO YOCINGO: (YASEKHAYA)(KAMAKHALEKHUKHWINI)
8. I-IMEYILI:
9. INOMBOLO YEWADI:
10. INOMBOLO YE-AKHAWUNTI KAMASIPALA YENTELA :
11. IGAMA LOMNIKAZI WE-AKHAWUNTI YENTELA :
12. INOMBOLO YE-AKHAWUNTI KAMASIPALA YEZINSIZA:
13. IGAMA LOMNIKAZI WE-AKHAWUNTI YEZINSIZA:
14. INOMBOLO YEMITHA LIKAGESI:
15. INOMBOLO YE KHADI LIKGESI:
16. INOMBOLO YE-AKHAWUNTI YAKWA-ESKOM:
17. INOMBOLO YEKHADI LAKA ESKOM:

Ifomu leSicelo seZaphulelo kuMasipala waseMsunduzi 2019/2020

18. ISIMO SOFAKE ISICELO:

UHOLA IMPESHENI		UHOLA ISIBONELELO	
UYASEBENZA		AKASEBENZI	
IKHAYA ELIHLALA IZINGANE ZODWA		SISEBENZELA UHULUMENI KANYE UMASIPALA	

19. ISIMO SAKHO SOMSHADO:

USHADILE		USHADE NGOKWESINTU	
AKASHADILE		UMFELWA/ UMFelokazi	
UHLUKANISILE		NIHLALISENE	
SIHLALA NGOKU HLUKANA			

20. UKUBUMBEKA KOMNDENI KANYE NESIMO SEZEMALI

* Inani labahlala ekhaya kanye neminingwane yenzuzo yomuntu ngamunye

	IZINHLAMVU ZOKUQALA ZAMAGAMA AKHO NESIBONGO	UBUDLELWANO(umfaki sicelo,oshade naye ingane , umzukulu)	IMINYAKA YOBUDALA	ISIMO SOSIZO LWESIBONELELO SIKAHULUMENI(SASA) / IMPESHENI KAHULUMENI (GEPF),ESOKUSEBENZA/ AWUSEBENZI/ ESOKUFUNDA	INZUZO YANYANGAZONKE
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
INZUZO YOMNDENI WONKE ISIHLANGANISIWE					

Ifomu leSicelo seZaphulelo kuMasipala waseMsunduzi 2019/2020

ISIFUNGO

MINA

OSAYINE NGEZANSI NGIYAQINISEKISA UKUTHI YONKE IMININGWANE ENIKEZELWE KULOKHU KUFAKWA KWESICELO SOKUBHALISWA NJENGOMUNTU OHLWEMPU, NGOKOLWAZI ENGINALO IYIQINISO FUTHI IQONDILE. KANTI. NGIYALAMUKELA IQINISO LOKUTHI:

1. UKUFAKWA KWALESI SICELo SOKUBHALISWA NJENGOMUNTU OHLWEMPU SINCIKE EKUTHOLENI IMVUME YOMKHANDLU KANYE/ NOMA UBANI OGUNYAZWE UKUTHI ENZE KANJALO.
2. KUNESAMBA SEMALI ESELE ENGIYIKWELETA UMASIPALA KWINOMBOLO YE-AKHAWUNTI YENTELA ENGUKANYE NENOMBOLO YE-AKHAWUNTI YEZINSIZA ENGU.....FUTHI NGIYAKWAMUKELA UKUTHI SIZOSALA SIYISIBOPHO OKUMELE SIKHOKHELWE UMASIPALA WASEMSUNDUZI.
3. UMA ISIKWELETU SAMI SE-AKHAWUNTI SENYANGA SIDLULA ISIBONELELO ESIVUNYELWE UKUBA SITHOLWE OHLWEMPU, KUNGUMTHWALO WAMI UKUKHOKHA LESO SAMBA ESISALAYO KANTI,UMA NGIHLULEKA UKWENZA KANJALO, KUYOSEBENZA INQUBOMGOMO YOKULAWULWA KWEZIKWELETI KANYE NOKUQOQWA KWEZIKWELETI EYEJWAYELEKILE.
4. NGIYAVUMA UKUTHI UMA KUNGASE KUTHOLAKALE UKUTHI, LESI ISICELo SIQUKETHE ULWAZI OLUNOMGUNYATHI, UZISO LUYOHOXISWA FUTHI ANGEKE NGIKWAZI UKUFAKA ISICELo SESIMO SOKUBAHLWEMPU, KUZE KUBE UNYAKAZIMALI OLANDELAYO.
5. LOLU LWAZI LUNGOLWABANTU BONKE FUTHI LUNGANIKEZWA ZONKE IZINHLAKA EZINENTSHISEKELO EMKHAKHENI EZIMELE KANYE NEKAHULUMENI OKUHLANGANISA NOHULUMENI WESIFUNDAZWE NOMA OKAZWELONKE, FUTHI LUTHUNYELWE UKUBA LUYOQINISEKISWA ABAQOQELA ULWAZI NGEZIKWELETI ZABANTU BONKE(CREDIT BUREAU)
6. NGIYAQINISEKISA UKUTHI MINA NENGISHADE OKANYE ENGIHLALA NAYE SISEBENZELA UHULUMENI NGIYAQINISEKISA UKUTHI UMHLOMULO ESIWUTHOLAYO UNGAPHYANSI KWE MALALI EDINGEKAYO OHLELWENI LWEZAPHULELO

.....
UKUSAYINA KOFAKE ISICELo

.....
USUKU

FOR OFFICIAL USE ONLY:

ISICELo SESAYINWE	UBUFAKAZI BEMALI OYITHOLA NGENYANGA	UKUSEKELA IMIBHALO	
ISIGABA	INOMBOLO YE- AKHAWUNTI	INANI ELILINDELEKILE ELIFANELE	AOD
IZINSIZA			
AMAZINGA			

.....
NAME AND SIGNATURE OF OFFICIAL

.....
DATE

.....
INDIGENT RECEIPT NUMBER

Ifomu leSicelo seZaphulelo kuMasipala waseMsunduzi 2019/2020

1. Lesi sicelo esifakwayo kumele sigcwaliswe ngokuphelele, futhi kunanyathiselwe **NAMAKHOPHI ASETHIFAYIWE** alamaphepha alandelayo:
 - ❖ Imibhalo yesazisi, amakhophi wesitifiketi sokuzalwa kuwo wonke amalungu omndeni, kubandakanya zonke izingane.
 - ❖ Esimweni lapho umnikazi oshinile khona, sicela unike amakhophi, okukodwa:
 - Ikhophi yencwadi yamafa
 - Incwadi yokuphatha (Letter of executorship)
 - Incwadi yeGunya (Letter of Authority)
 - Ikhophi yesitifiketi sokufa ne- afidavithi
 - Incwadi yomshado kanye nesitifiketi sokushona (uma ubushade nalowo oshonile)
 - ❖ Igunya elinikezwayo Kanye nekhophi yesazisi somnikazi (uma umnikazi engahlali ngendawo)
 - ❖ Ikhophi yemiphumela lesikole kanye nobufakazi bokuthi ubhalisiwe
 - ❖ Ubufakazi besibonelelo sikahulumeni (SASSA) obutholakala nasesitolo kanye namarisidi asebhange awamukelekile
 - ❖ Ubufakazi bokuthola yonke imali engenawo yomndeni
 - ❖ Isitatimende sezinyanga ezi-3 saseBhange Olisebenzisayo
 - ❖ Ubufakazi bokungasebenzi bawo wonke amalunga omndeni angasebenzi obutholakala eMnyangweni wezaBasebenzi
 - ❖ Ikhophi ye-Akhawunti yakwaMasipala
 - ❖ Ikhophi yobufakazi bokuthenga ugesi kulabo abasebenzisa ugesi wekhadi
 - ❖ Ikhophi yeSivumelwano sokuQasha uma ofake isicelo eqashile lapho ahlala khona
 - ❖ I- Affidavithi uma umthengi engenawo ugesi noma imitha yamanzi endaweni
2. Izephulelo ziqoqaliswa ngemuva kwezinsuku ezingama-30 eziyobe zilandela usuku okwamukelwe ngalo wonke amaphepha agcwaliswe ngendlela efanele. Isicelo kuba esonyaka owodwa futhi isaphulela siyophelelwa isikhathi uma singalethwanga isicelo esisha sokuvuselela kanti kuyofuneka imali eyejwayelekile engenasephulelo ikhokhwe ngalesi sikhathi ukufakwa kwesicelo kungakavuselelwa.
3. Isephulelo sitholakala ngaphansi kwemibandela elandelayo:
 - I. Umuntu ofaka isicelo kumele abe umnikazi womuzi noma ahlale kuwona.
 - II. Inzuzo ephela yofake isicelo, abambisene naye kwezothando kanye nabahlala endlini evela kuyo yonke imithombo akumele ibe ngaphezu kwenani eligunyazwe umkhandlu.
 - III. Umuntu ofaka isicelo akumele abe nendawo /umuzi ongaphezulu kowodwa.
 - IV. **IHHOVISI LOMGCINIMAFI KANYE NOHLAHLOMALI** kuyomele laziswe ngokushesha uma kuba **NOSHINTSHO EZIMWENI**.
 - V. Yonke eminye imibandela emayelana neziNqubomgomo zoMkhandlu iyolandelwa.

LOLU HLELO LOPHELELWA ISIKHATHI NGO NHLANGULANA KA 2020