

FEES FOR REQUEST AND REPRODUCTION OF RECORDS

Section 22

(Promotion of Access to Information Act, 2000 (Act No 2 of 2000))

[Regulation 7]

Fees

#	Description	Amount (R)
_____	Request fee (*where required)	35,00
(a)	For every photocopy of an A4-size page or part thereof	0,60
(b)	For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form	0,40
(c)	For a copy in a computer-readable form on—	_____
	(i) stiffy disc	5,00
	(ii) compact disc	40,00
(d)	(i) for a transcription of visual images, for an A4-size page or part thereof	22,00
	(ii) for a copy of visual images	60,00
(e)	(i) for a transcription of audio record, for an A4-size page or part thereof	12,00
	(ii) for a copy of audio record	17,00
_____	Search and preparation of records (for each hour or part thereof)	15,00
_____	Deposit (where required) for access fee	$\frac{1}{3}$
_____	Postage	Actual postage

*Exemptions in terms of section 22(8) of PAIA:

Category	Fee(s) exempt
Personal requester (person requesting records about him/herself).	Request fee
Single person with annual income, after deductions, not exceeding R14,712.00.	Access fee
Married persons/life partners with annual income, after deductions, not exceeding R27,192.00.	Access fee
Where costs of collecting any fee exceeds the amount charged.	Request & Access fee