



OTJOZONDJUPA REGIONAL COUNCIL

**P.O.BOX 1682
OTJIWARONGO**

**TEL (067)303702
FAX (067)302760**

APPLICATION FOR ERF/ERVEN

Please take note: The following documents (certified copies) must be submitted together with the application form.

1. Identity Documents (for the applicant and the spouse)
2. Marriage Certificate (where applicable)
3. Companies or Close Corporation Registration Certificate
4. A Business Plan (in case of a business ERF)
5. A Building Plan
6. Proof of development funding/income

SETTLEMENT AREA NAME									
KALKFELD		OKATJORUU		OKONDJATU		TSUMKWE		GAM	
OKANDJIRA		COBLENZ		OKAMATAPATI		KOMBAT			

SECTION A – NATURAL PERSON	
APPLICANT DETAILS	SPOUSE'S/NEXT OF KIN DETAILS
SURNAME:	SURNAME:
FIRST NAME(S):	FIRST NAME(S):
ID NO:	ID NO:
RESIDENTIAL ADDRESS:	RESIDENTIAL ADDRESS:
POSTAL ADDRESS	POSTAL ADDRESS
TEL NO:	TEL NO:
EMAIL ADDRESS:	EMAIL ADDRESS:
OCCUPATION:	OCCUPATION:

EMPLOYER	EMPLOYER
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SECTION A – JURISTIC PERSON

APPLICANT DETAILS

COMPANY NAME	
COMPANY REG NO	
RESIDENTIAL ADDRESS	
POSTAL ADDRESS	
NATURE OF BUSINESS	

PROXY DETAILS

NAME	
ID NO	
RESIDENTIAL ADDRESS	
POSTAL ADDRESS	
TEL NO	
EMAIL ADDRESS	
OCCUPATION	
EMPLOYER	

SECTION B: DESCRIPTION OF THE ERF/ERVEN REQUIRED
Please indicate the type of erf/erven you are applying for by ticking in the appropriate box

RESIDENTIAL	<input type="checkbox"/>	GENERAL RESIDENT	<input type="checkbox"/>
BUSINESS	<input type="checkbox"/>	OFFICE/INSTITUTIONAL	<input type="checkbox"/>
OTHERS <i>(please specify below)</i>	<input type="checkbox"/>	INDUSTRIAL	<input type="checkbox"/>

APPROXIMATELY ERF SIZE REQUIRED

AVERAGE ERF SIZE	INCOME BRACKET	TICK YOUR CHOICE
300 – 600 m2	Low Income <i>(Less than N\$250,000)</i>	
	Middle Income <i>(N\$250,001 – N\$500,000)</i>	
	High Income <i>(More than N\$500,000)</i>	
600 – 1,000 m2	Low Income <i>(Less than N\$250,000)</i>	
	Middle Income <i>(N\$250,001 – N\$500,000)</i>	
	High Income <i>(More than N\$500,000)</i>	
Above 1,000 m2	Low Income <i>(Less than N\$250,000)</i>	
	Middle Income <i>(N\$250,001 – N\$500,000)</i>	
	High Income <i>(More than N\$500,000)</i>	

SECTION C: DESCRIPTION OF CURRENT ERF OWNED

This part is only applicable if the applicant already have an ERF in the Settlement Area or applying for the ERF already occupied

EFF NO:	MUNICIPAL ACCOUNT NO:
ERF SIZE:	ZONING:
Is the ERF developed <i>(please tick)</i> YES <input type="checkbox"/> NO <input type="checkbox"/>	AMOUNT DUE TO COUNCIL: <i>(please attach the clearance certificate)</i> <input type="text"/>

SECTION D: FINANCING *(Please attach proof of income)*

ESTIMATED COST OF CONSTRUCTION: <input type="text"/>	HOW WILL THE CONSTRUCTION BE FUNDED?	BANK LOAN	
		OWN SAVING	
		MONTHLY EARNING	
		OTHERS	

SECTION E: DECLARATION

I, the undersigned hereby declare that the information supplied in this form is correct. I am aware that the applied plot will be allocated on a leasehold agreement and I shall adhere to its terms and conditions, as well as to abide to the Council's building standard regulations and that the requested erf/erven shall only be utilized for the purpose it has been applied for unless otherwise consented to by the Council.

I further declare that I understand that this application, whether approved or not, does not constitute a valid agreement between the Otjozondjupa Regional Council and the applicant and that the Council reserves the right not to approve any application that is not fully completed or supported by the documents as required and that should it at any stage transpire that any of the information supplied is incorrect or false, Otjozondjupa Regional Council reserves the right to reverse such approval.

SIGNED AT-----ON THIS ----- DAY OF-----20.....

SIGNATURE OF APPLICANT

SIGNATURE OF SPOUSE (where applicable)