



COVID-19 SOCIO-ECONOMIC BUSINESS RELIEF PACKAGE

(B n' Bs /Guest Houses) – Reclassification to Residential for a period of six months

FORM 2

1. APPLICANT DETAILS (OWNER)

TITLE.....INITIALS

FULL NAME & SURNAME:

IDENTITY NUMBER:.....

GENDER

MALE

FEMALE

COMPANY NAME/CC/ TRUST

CIPC/MASTERS COURT REG NO

PHYSICAL ADDRESS:

..... CODE

WEBSITE

CONTACT NUMBER

EMAIL ADDRESS:

RATES ACCOUNT NO:

.....ERF NUMBER.....

2. For the APPLICANT (Kindly and honestly answer the following questions):

2.1. Did you operate your establishment between 26 of March 2020 and 30 June 2020?

Please tick:

YES

NO

If yes, please provide details below and supporting documents.

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2.2. Is your accommodation establishment going to continue to operate as an accommodation from 1 July and beyond?

Please tick:

YES

NO

If NO, please provide reasons of not continuing to operate as accommodation establishment.

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2.3. Do you have any pending KwaDukuza Municipality By-Laws contravention notice/s?

Please tick:

YES

NO

If Yes, please provide details of any remedial action undertaken:

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2.4. Do you have any legal disputes in relation to rates, town planning and building control issues?

Please tick:

YES

NO

If Yes, please provide details:

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2.5. Have you ever been found tempering with electricity?

Please tick:

YES

NO

If Yes, please provide details

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3. DECLARATION

I, the undersigned,....., do hereby declare that the above information supplied is in terms of this document and annexures is true and correct.

DECLARE that the above property is/isn't* my primary property on which I reside permanently.

ACKNOWLEDGE that the Municipality reserves the right to prosecute anyone who willfully provides false information with the intention to benefit unlawfully from the rebates awarded.

ACKNOWLEDGE and agree that the incorrect information would affect the consideration of my application for COVID 19 business relief scheme and that the municipality has a right to cancel my business relief benefit at any stage.

ACKNOWLEDGE that the Municipality may claim a refund or take any other appropriate action as the result of incorrect information relied upon in respect of this application for COVID 19 business relief scheme.

UNDERTAKE to furnish additional documentary proof, if requested.

CONSENT to the processing of the Information, for all purposes associated with the Application hereby made and/or any other purpose compatible with the purpose for which it was initially provided and/or necessary for the legitimate and justifiable interests of the Municipality.

COMMIT to join the yet to be formed KwaDukuza Community Tourism Association.

UNDERTAKE not to provide short-term accommodation services and not to participate on electronic communication platforms that promote short-term accommodation.

ACKNOWLEDGE that KwaDukuza Municipality reserves it's all rights and has a right to use its own discretion not to grant the COVID 19 business relief scheme.

SIGNATURE

DATE:

.....

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CHECKLIST / DOCUMENTS TO ACCOMPANY THIS APPLICATION

No.	REQUIREMENTS	Tick
1.	Copy of Identity Document of applicant (owner)/ Director or Trustee delegated to sign documents	
2	Copy of Special Consent/Zoning approval certificate from the Municipal Town Planning Department	
3	Copy of Municipal Rates Account Statement /Bill (not older than 3 months)	
4	Copy of Business Registration Certificate (CIPC or Trust)	
5	Proof of employment for employees and their proof of registration with the Department of Labour (for UIF purposes).	

QUALIFYING CRITERIA

- a) Legally operating as a tourism establishment.
- b) Adhering to the norms and standards of the tourism industry.
- c) Businesses that were operating on or before the 29th of February 2020.
- d) Businesses with three (3) or more employees registered with the Unemployment Insurance Fund (UIF). The municipal accounts of the Businesses and owners should not be in arrears for a period of more than 90 days before **26th March 2020**.
- e) Business premises must be compliant with KwaDukuza Municipality Land Use Management Scheme, National Building Regulations, and any other municipal bylaw and/or applicable law.
- f) The Business should be without any pending by-law transgression notices.
- g) The Business should be without any legal judgments or disputes concerning rates, town planning, or building control issues.
- h) The applicant should have previously participated in KwaDukuza Approved Debtors Incentive Scheme and met all its obligations.
- i) The applicant should have previously made municipal accounts payment arrangement as per the Credit Control Policy and fulfill its terms and conditions.
- j) The multi-property owners will only be eligible to apply for one (1) business property.
- k) Must not have any record of illegal electrical connections or interfering with electrical meters or supplies.
- l) The business is currently not benefiting from any rate rebates.
- m) Commitment to join the Community Tourism Organization.
- n) Commitment to be part of the post-COVID Tourist Destination Packages that will be designed in consultation with the industry players.

SUBMISSION OF APPLICATIONS FORMS: The applications shall be submitted to KwaDukuza Municipality via this email address: COVID19businessrelief@kwadukuza.gov.za

The email subject shall be **COVID-19 Socio Economic Business Relief – Reclassification to Residential**

CLOSING DATE OF SUBMISSION: 28 JULY 2020. APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL NOT BE CONSIDERED.