



OFFICE OF THE VALUER-GENERAL

RECORD REQUEST FORM

Details of the private body from which you are requesting a record	Name: Office of the Valuer-General Address: 267 Lillian Ngoyi Street Praetor Forum Building Pretoria Email: vg@ovg.org	
Your information (please fill out all details requested) Please provide your identity document. If filling out this form for another person, please provide permission or authority to do so.	Name: Identity or registration number: Contact person (if applicable): Email: Telephone number: Address: Identity document attached? <input type="checkbox"/>	
Description of record being requested*	Category of record	Description and reference numbers

If you need more space, please add a separate page.		
Fees**	<p>The current fee per request/document is R50 for the first 50 pages and thereafter R1.50 per page for private bodies.</p> <p>Exempt <input type="checkbox"/></p> <p>Not exempt <input type="checkbox"/></p> <p>Reason:</p>	
Format in which record is required	Format	Reason (such as disability)
Decision	<p>The decision regarding your request will be made to you in writing at the details provided in this form.</p>	

** Unless exempted, fees may be charged per request or per document requested. Fees may not be charged for accessing your own personal information.