

ANNEXURE C:

(Fees)

Fees in respect of Public Bodies

Item	Description	Amount
1.	The request fee payable by every requester	R100
2.	Photocopy of A4-size page	R1.50 per page or part thereof.
3.	Printed copy of A4-size page	R1.50 per page or part thereof.
4.	For a copy in a computer-readable form on: i. Flash drive (to be provided by the requester) ii. Compact disc <ul style="list-style-type: none">• If provided by the requester• If provided to the requester	R40.00 R40.00 R60.00
5.	For a transcription of visual images per A4-size page	Service to be outsourced.
6.	Copy of visual images	Will depend on quotation from service provider.
7.	Transcription of an audio record, per A4-size page	R24.00
8.	Copy of an audio record on: i. Flash drive (to be provided by the requester) ii. Compact disc <ul style="list-style-type: none">• If provided by the requester• If provided to the requester	R40.00 R40.00 R60.00
9.	To search for and prepare the record for disclosure for each hour or part of an hour, excluding the first hour, reasonably required for such search and preparation. To no exceed a total cost of:	R100.00 R300.00
10.	Deposit: If search exceeds 6 hours	One third of amount per request calculated in terms of item 2 to 8.
11.	Postage, email or any other electronic transfer	Actual expense, if any.