



FEES FOR RECORDS OF A PUBLIC BODY AS STIPULATED BY THE CURRENT REGULATIONS TO PAIA

The fee for reproduction referred to in Regulation 7 (1) is as follows.	
(a) For every photocopy of an A4-size or part thereof.	R0.60
(b) For every printed copy of an A4- size page or part thereof held on a computer or in electronic or machine readable form.	R0.40
(c) For a copy in a computer readable form on: (i) stifty disc. (ii) compact disc.	R5-00 R40-00
(d) (i) For transcription of visual images, or an A4 size or part thereof (ii) for a copy of visual images.	R22-00 R60-00
(e) (i) For a transcription of an audio record, for an A4 size or part thereof (ii) for a copy of an audio record	R12-00 R17-00
The request fee is payable by every requester, other than a personal requester referred to in section 22 (1) of PAIA.	R35-00

The access fees payable by a requester referred to in section 22 (7) of the Act, unless exempted under section 22 (8) of PAIA, are as follows:

(a) For every photocopy of an A4-size page or part thereof.	R0-60
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(b) For every printed copy of an A4 page or part thereof in a computer or in electronic or machine-readable format:	R0-40
(c) For a copy of in a copy computer-readable form- (i) Stiffy disc (ii) Compact disc	R5-00 R40-00
(d) (i) For a transcription of visual images, for an A4 –size page or part thereof (iii) For a copy of visual images	R22-00 R60-00
(e) (i) For a transcription of an audio record, for an A4-size page or part thereof (ii) For a copy of an audio record	R12-00 R17-00
(f) To search for and prepare the record for disclosure, R15-00 for each hour or part hour, excluding the first hour, reasonably required for such search and preparation.	
For purposes of section 22 (1) of the Act, the following applies: (a) Six hours as the hours to be exceeded before a deposit is payable; and (b) One third of the access fee is payable as a deposit by the requester.	
The actual postal fees is payable when a copy of a record must be posted to a requester.	

Form of request

A request for access to a record must be made in the prescribed **FORM A**.