



BUILDING GUIDELINES

Revised

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**for HOMEOWNERS
and their
ARCHITECTS
BUILDING CONTRACTORS
SUB-CONTRACTORS**

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1. DEFINITIONS

In these Building Guidelines, unless inconsistent with or otherwise indicated by the context –

- 1.1 **“the Act”** means the Occupational Health & Safety Act 85 of 1993, including all regulations made in terms thereof;
- 1.2 **“Arabella”** means Arabella Country Estate, registration number 83/03653/07, a company with limited liability duly incorporated in accordance with the laws of the Republic of South Africa;
- 1.3 **“the Association”** means Arabella Country Estate Home Owners’ Association (Association incorporated under Section 21) (previously known as the Hermanus River Golf and Country Estate Home Owners’ Association), registration number: 99/05542/08, a company duly incorporated in accordance with the laws of the Republic of South Africa;
- 1.4 **“the directors”** means the directors for the time being of the association or their alternates, as the case may be;
- 1.5 **“the premises”** means the extent of the Arabella Country Estate;
- 1.6 **“owner”** means the owner of an erf forming part of the premises who contracts the Contractor to undertake building work;
- 1.7 **“the Guidelines”** means the Building Guidelines contained in this document;
- 1.8 **“the Regulations”** means the General Safety Regulations made in terms of the Act;
- 1.9 **“responsible person”** means the person appointed by the Contractor in terms of the Act under whose general supervision all building work is to be undertaken
- 1.10 **“the WCA”** means the Workmen’s Compensation Act 30 of 1941, including all regulations made in terms thereof;
- 1.11 **“the Contractor”** means the NHBRC registered Contractor signing the Building Contractor’s Acknowledgment and Acceptance
- 1.12 **“the site”** means the immediate area within the four pegs of the erf upon which the Contractor is undertaking any building work;
- 1.13 **“building work”** means building work as defined in the Act, meaning any work in connection with –
 - 1.13.1 the erection, maintenance, alteration, renovation, repair, demolition or dismantling of or addition to a building;
 - 1.13.2 the installation, erection or dismantling of machinery;
 - 1.13.3 the construction, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, street, runway, sewer or water reticulation system or work on any similar project; or
 - 1.13.4 the moving of earth, clearing of land or making of an excavation or work on any similar project;

- 1.14 **“materials”** means those materials utilised by the contractor in carrying out building work;
- 1.15 **“equipment”** means those tools and machinery needed by the Contractor to perform its duties;
- 1.16 **“designated area”** means those areas designated by Arabella as areas in which personal protective equipment is to be worn;
- 1.17 **“the deposit”** means the deposit paid in terms of the Schedule of Prices hereto;
- 1.18 **“management”** means
- 1.18.1 The Estate Manager;
 - 1.18.2 The Estate Site Controller;
 - 1.18.3 The Estate Security Manager;
 - 1.18.4 The Maintenance Manager;
 - 1.18.5 The Estate Landscaper.

2 INTRODUCTION

- 2.1 These Guidelines are applicable to all contractors and sub-contractors who are appointed by an owner to undertake building work at the premises of Arabella.
- 2.2 In the interests of safety and the avoidance of health risk incidents, emphasis is placed on safety and accident prevention procedures.

3 DEPOSIT, CONNECTION AND SCRUTINY FEE PAYMENTS

The owner must pay a deposit, electricity and water connection and plan scrutiny fees, to the association before any building work shall be allowed to commence on the premises. **See 29... Methods of payment** and **30... Schedule of prices**.

4 PROJECT PLAN

A Contractor shall not commence building work before submitting detailed building plans to the Estate Site Controller, which must include –

- 4.1 details of building work to be undertaken; and
- 4.2 the commencement and anticipated finishing dates of the building contract.

5 ENTERING ARABELLA

- 5.1 A Contractor shall not commence building work before –
- 5.1.1 reporting to the Estate Site Controller for the pre-building interview;

- 5.1.2 being issued with a copy of these Guidelines and completing the items specified therein;
- 5.1.3 supplying the Estate Security Manager with a complete list (and copies of their ID documents) of employees who will require access to the premises;
- 5.2 A pre-building inspection of the site is held to record its condition for future comparison.
- 5.3 On entering the premises, every contractor must report to the security personnel at the main entrance to the premises.

6 SUB-CONTRACTORS

- 6.1 Contractors shall ensure that sub-contractors and suppliers –
 - 6.1.1 receive copies of and comply with the Guidelines;
 - 6.1.2 are introduced to the Estate Site Controller;
- 6.2 The main contractor will at all times be responsible for all sub-contractors and suppliers and their actions
- 6.3 The provisions of the Guidelines shall apply, with necessary changes, to all sub-contractors.

7 SAFETY REGULATIONS COMPLIANCE

- 7.1 All building work undertaken on the premises is governed by the Act and the Guidelines, and accordingly, all Contractors, Contractor's employees and sub-contractors are to observe the provisions thereof. Failure to do so may result in –
 - 7.1.1 the suspension of building work on the premises; and/or
 - 7.1.2 legal action.
- 7.2 Every Contractor shall ensure that –
 - 7.2.1 the Contractor, the Contractor's employees and sub-contractors observe the provisions of the Act and these Guidelines;
 - 7.2.2 the Contractor complies with the provisions of the WCA. Contractors must prove that they have been assessed in terms of the WCA and have paid the relevant fee for the current year.

8 PERSONAL PROTECTIVE EQUIPMENT

- 8.1 The personal protective equipment required in any designated area must at all times be worn by all personnel and visitors when inside such designated areas.
- 8.2 It is the Contractor's responsibility to supply its personnel and visitors with the personal protective equipment required to perform their work safely and to comply with notices and signboards as well as with the Act.

9 ELECTRICAL CONNECTIONS AND EQUIPMENT

- 9.1 The Estate makes available single-phase electricity, but provision is also made for the Homeowner to apply for a three-phase electrical supply. The Arabella Standard Conditions of Electrical Supply is available on request.
- 9.2 Arabella will supply 1 x 16mm x 2 core armoured cable plus 1 x 10mm bare copper earth wire to the boundary line of each private property. This is equivalent to a 1 x 60 amp single-phase connection.
- 9.3 A tamper proof, water proof temporary electrical kiosk that is in full compliance with the electrical contracting board of South African Regulations will be supplied by the estate at a nominal rental of R250.00 (two hundred and fifty rand) per month during the construction period of a dwelling and returned to the estate when permanent electricity is switched on.
- 9.4 Before permanent connection of power to the house, Arabella will conduct a visual inspection of the main board.
- 9.5 All boundary cable joints will also be inspected before being closed to ensure that the 10mm earth has been connected and that the electrical contractor has used a 16mm x 2 core armoured cable from the erf boundary to the house distribution board. No other type of cable will be allowed. All cabling must be buried to at least 600 millimetres below the finished property level.
- 9.6 No power will be allowed until all the plugs, lights and any other electrical points are isolated or terminated according to the code of practice SABS 0142/1993, as inspected by the nominated electrician.
- 9.7 Before the electrical connection may be undertaken, the Estate Site Controller must give his/her approval, which approval shall not be given until –
- 9.7.1 the connection has been authorised as compliant with estate requirements;
- 9.7.2 Arabella has been supplied with a certificate of compliance from the electrical contractor (as required by the Electrical Contracting Board of South Africa).
- 9.7.3 all fees owing to the Estate have been paid by the owner. **See 29... Methods of payment and 30... Schedule of prices.**
- 9.8 The Contractor must ensure that ducting pipes are installed under paved or driveway areas, for future upgrade of the electrical supply system, to the standard as specified. The Estate Site Controller will sign the ducting compliance certificate together with the Contractor as verification that compliance is per the standard.
- 9.9 All electrical equipment must be in good condition as determined by the Estate Site Controller or a person duly authorised by him/her. No sub-standard equipment is permitted on the premises.
- 9.10 All movable electrical equipment and extension cords are classed as portable electrical equipment and the safety of those persons working with such tools must be ensured. The Contractor must –
- 9.10.1 ensure all equipment is checked for –
- 9.10.1.1 earth continuity;
- 9.10.1.2 correct polarity;

- 9.10.1.3 loose connections;
 - 9.10.1.4 open electrical wires; and
 - 9.10.1.5 compliance with the Regulations.
- 9.10.2 ensure no unqualified employee is allowed to change an electrical plug-top or otherwise interfere with electrical equipment, including machinery, on any Contractor's site. Only authorised qualified electricians are allowed to work on electrical equipment;
- 9.10.3 make arrangements with the Superintendent of Works in the event that building work is to be performed on, or in the vicinity of, live equipment or equipment that has the potential to become live during the course of Arabella's operations.
- 9.11 Arabella reserves the right to terminate the power supply at their discretion.

10 EXCAVATION

- 10.1 A Contractor shall –
- 10.1.1 make the necessary arrangements before commencement of excavation work to ensure that no live electrical cables are buried in the vicinity and the safety of any irrigation lines, water, gas, drainpipes and/or telephone lines are assured;
 - 10.1.2 report any damage to cables, pipes and other services to the Estate Site Controller without delay;
 - 10.1.3 provide adequate protection around excavation sites through the erection of safety barriers, fences or red lights at night;
 - 10.1.4 where necessary, provide a safe means of access for persons and vehicles to cross over or gain access to the excavation;
 - 10.1.5 ensure that the excavation is inspected at the start of every shift and before the commencement of work after rain, in order to ensure the safety of persons working on the excavation site;
 - 10.1.6 not allow any person to work under unsupported overhanging material or in an excavation of more than 1.5m (one point five metres) deep which has not been adequately shored or braced;
 - 10.1.7 where the possibility exists that the safety of a building, structure or road is likely to be affected, take such steps as may be necessary to ensure the stability of such building, structure or road and the safety of persons in the immediate area;
 - 10.1.8 during excavation work, maintain the surrounding areas in a safe, orderly and tidy condition. Loose material of any kind may not be left in or allowed to obstruct gangways or working places.
- 10.2 All excavation work must be in compliance with the Regulations and any additional provisions as specified by the Estate Manager.

11 CRANES, VEHICLES AND LIFTING EQUIPMENT

- 11.1 The Contractor shall not –
 - 11.1.1 allow anyone to walk under a suspended load;
 - 11.1.2 allow loads to be left suspended from unattended lifting devices;
 - 11.1.3 use unsuitable ropes, wire-slings or hooks; and
 - 11.1.4 lift unbalanced loads.
- 11.2 The Contractor shall only permit suitably trained and qualified personnel to perform rigging and lifting operations (including suppliers).
- 11.3 In the event of any crane or other lifting machine having to enter the premises, the Contractor shall supply a load test certificate or other appropriate form showing the record of the last examination of such crane or lifting machine.
- 11.4 At all times only authorised workers shall be permitted to control cranes, lifts, tractors or any other vehicle and all road signs must be obeyed.
- 11.5 The Contractor shall ensure that safety helmets are at all times worn in the vicinity of any building work that is being carried out with the assistance of a crane, notwithstanding the fact that the Contractor's site may not be a safety helmet designated area.

12 MACHINE GUARDS AND GENERAL MACHINE PROTECTION

Machinery or plants may not be operated without machine guards.

13 SCAFFOLDING, LADDERS AND TOOLS

- 13.1 Scaffolding, ladders and tools must be –
 - 13.1.1 of good construction, sound material, adequate strength and suitable for the purpose for which they are intended;
 - 13.1.2 fitted with non-skid devices at the bottom extremities and stiles and hooks or similar devices at the top extremities; and
 - 13.1.3 so lashed, held or secured whilst in use to ensure its stability under all conditions.
- 13.2 The tying together of 2 (two) or more ladders or the use of ladders that are more than 6 (six) metres long is forbidden on the premises.
- 13.3 Ladders that do not comply with the Act or that are in any way deemed unsafe by the Estate Site Controller shall not be permitted on the premises.
- 13.4 In all cases Contractors must ensure that proper receptacles for tools are fitted and used on all ladders.

14 WELDING EQUIPMENT

- 14.1 All welding sets are to be accompanied by fully charged SABS approved 4.5 kg (four point five kilograms) dry chemical powder fire extinguishers filled with multipurpose powder.
- 14.2 All gas cylinders must be kept in a vertical position on wheeled trolleys specifically designed for cylinder transportation. Cylinder valve keys must be fixed to each trolley by a light chain.
- 14.3 No damaged or leaking cylinders, pressure gauges, regulators, hoses or gas-using equipment may be brought onto the premises. All oxygen/acetylene sets must be fitted with approved flame arrestors and only approved hose connectors may be used.
- 14.4 No cylinders may be left inside any building outside of working hours.

15 FIRE PREVENTION RULES AND FLAMMABLE LIQUIDS

- 15.1 Before welding, oxy-acetylene cutting of metals, burning of paint and the laying of asphalt on floors or roofs is undertaken, a contractor or a contractor's supervisory personnel shall familiarise themselves with the position of fire-fighting equipment.
- 15.2 A contractor –
 - 15.2.1 shall ensure that appropriate fire fighting equipment in good working order is clearly indicated and accessible on-site;
 - 15.2.2 shall not store or allow to be stored any flammable liquid in any structures on the premises not designed for that purpose;
 - 15.2.3 who handles or uses any flammable liquids on the premises shall not cause or allow any act that is likely to result in a fire or explosion;
 - 15.2.4 shall not cause or allow flammable liquid to enter sewers, inlets or surface-water drains;
 - 15.2.5 shall not allow a flammable liquid container to be filled to more than 90% (ninety percent) of its capacity;
 - 15.2.6 shall keep every container, whether full or empty, closed in order to prevent the spreading of flammable vapour;
 - 15.2.7 shall not carry out any repairs or welding operations on any container of flammable liquids unless all vapours have been effectively purged from the container; and
 - 15.2.8 shall before abandoning any receptacle used for the storage of flammable liquids fill such receptacle with sand or liquid concrete or dispose of in a proper manner.

16 FIRES AND SMOKING

- 16.1 Under no circumstances will smoking be allowed in "no smoking" zones and any person contravening this rule will be removed from the premises.
- 16.2 Fire shall only be allowed with written permission from the Estate Manager.

17 INTOXICATED OR UNDER THE INFLUENCE OF DRUGS

- 17.1 No alcoholic beverages will be allowed onto the premises.
- 17.2 Any person who is, or appears to be, intoxicated or under the influence of drugs or any other condition that may render, or be likely to render, him incapable of taking care of himself, or of persons under his charge, shall not enter, or be allowed to enter the premises.
- 17.3 The Contractor shall ensure that any employee under the influence of alcohol or drugs is excluded from the premises and shall report the incident to the security officer on duty as soon as possible.

18 ENTERING UNAUTHORISED AREAS

- 18.1 **A contractor shall only enter those parts of the premises to which authorisation has been obtained. It must be emphasised that building work may only take place inside the four boundary pegs.**
- 18.2 Subject to **18.1**, a contractor is restricted to the contractor's site and no contractor or that contractor's employees will be allowed to sit, walk or wander about the premises, including the golf course.
- 18.3 Notwithstanding the provisions under **23... Contraventions and penalties**, if an employee of a contractor is found outside the contractor's site, the employee and/or the contractor and/or the contractor's foreman shall be issued with a verbal warning from management. Should the employee not adhere to the verbal warning and again be found outside the contractor's site, the management shall be entitled (at its entire discretion) to –
 - 18.3.1 remove the employee from the premises and deny any further access to such employee; and/or
 - 18.3.2 invoke the penalty procedure referred to under **23... Contraventions and penalties**.
- 18.4 A contractor shall not without an owner's prior written consent (other than the owner contracting with the contractor) use any property belonging to an owner to unload or store any equipment, materials or for drive-through access to the contractor's site.

19 DRIVING, PARKING AND DELIVERIES INSIDE THE PREMISES

- 19.1 Only recognised roads and aisles may be used, unless permission is obtained from the Estate Site Controller. Parking will only be permitted in allocated areas.
- 19.2 The contractor shall ensure that drivers drive carefully and obey traffic rules and signs when driving on Arabella's property. All drivers must be in possession of a valid driver's licence. Failure to adhere to this will result in access to the premises being denied to the driver. The main contractor is responsible for all sub-contractors and their actions.
- 19.3 Suppliers to the site must know the plot number for delivery or access will be denied. The Contractor must supply Estate Security with a list of expected suppliers the day before delivery.
- 19.4 Inter-link trucks are not permitted onto the premises and contractors and/or their suppliers must use smaller and lighter trucks for deliveries of materials.

20 SITE HOUSE KEEPING

- 20.1 The Contractor shall maintain the site in a clean and tidy condition as far as is practically possible. All building sites must be cleaned and all rubble removed before Friday 16h00
- 20.2 The Site Controller shall regularly inspect the site house-keeping to ensure the best possible appearance of the Estate.
- 20.3 Any security officer patrolling the Estate has the authority to ask the contractor to clean the contractor's site.
- 20.4 The Contractor shall for on-site storage make use of a steel container that is lockable and white in colour. This container must be removed from the premises on completion of the building work.
- 20.5 All building sites must be screened by means of –
 - 20.5.1 Properly secured green shade cloth on the Golf course side and the side boundaries (the side of the property facing the road servitude remains open).
 - 20.5.2 The overall height of the screen must be 1.5 metres from natural ground level and at least 80% shade cloth. The fencing posts must be 110mm – 150mm treated poles with 38x38mm battens to keep shade cloth in place wooden fence posts of diameter greater than 100 millimetres. All posts are to be uniform in length with no intermediate post being of a thinner or lighter material. Corner posts must be stayed to prevent collapse.
 - 20.5.3 The fence must be periodically maintained. If any difficulties arise in complying with this requirement, the Contractor and the Site Controller may in consultation with each other reach an agreeable solution.

21 SCRAP AND BUILDING RUBBLE

- 21.1 It is the contractor's responsibility to ensure that all scrap and building rubble originating from building work performed is removed from the premises to a suitable dump. No dumping.
- 21.2 Should the contractor not fulfil this obligation after receipt of written notice from Arabella requesting the contractor to remove the scrap and building rubble, Arabella may proceed to clean the premises to their satisfaction and account to the contractor and/or the owner for costs incurred.

22 SITE EVACUATION ON COMPLETION OF CONTRACT

- 22.1 The premises may not be vacated before the Estate Site Controller has cleared all applicable matters outstanding (including but not restricted to certificates, other documentation, fees and fines) to have been resolved.

23 CONTRAVENTION OF THE GUIDELINES, BAD BEHAVIOUR AND PENALTIES

- 23.1 Any practice undertaken by a contractor on the premises likely to cause injury or loss of life will not be tolerated by the management.

- 23.2 Should a Contractor or any of its sub-contractors on the premises not comply with the safety standards, the Guidelines and/or the Act –
- 23.2.1 Tampering with electrical and/or water metres: such metres are sealed and if any tampering is detected will result in an immediate fine of **R1000.00** (ten thousand Rand) per offence.
- 23.2.2 Unmet site maintenance standards (house cleaning etc.) transgressions will result in one written warning, and subsequent offences will result in a fine of **R500.00** (five hundred Rand) per offence;
- 23.2.3 For reasons of security, it is the responsibility of the Contractor to ensure that workers do not walk between sites and/or loiter off their sites. Transgressions will result in one written warning, any subsequent offences will result in a fine of **R500.00** (five hundred Rand) per offence;
- 23.2.4 The Contractor shall be liable for any damage caused to any rubbish bins as a result of building work undertaken by the Contractor or its sub-contractors, at an amount of **R650.00** (six hundred and fifty Rand) in respect of each rubbish bin damaged.
- 23.3 If a written warning is ignored or the Contractor does not make adequate arrangements with Management to rectify the defect, Management (at its discretion) may suspend building work without further notice.
- 23.4 Any fine imposed on the Contractor shall be deemed to be a debt due and payable by the Contractor or Owner concerned to the association forthwith on demand.
- The fine shall be deducted from the building deposit and once the deposit is exhausted, Arabella shall instruct its attorneys to recover all outstanding amounts.
- 23.5 Arabella shall not tolerate any verbal or physical abuse on the premises and the Contractor shall ensure that any employee or sub-contractor guilty of verbal or physical abuse is excluded from the premises and shall report the incident to the security officer on duty as soon as possible.

24 DAMAGE TO THE PREMISES

- 24.1 Any damage caused to the premises as a result of building work will be repaired at the instance of Arabella who shall be entitled to claim all costs of any such repairs from the Owner.
- 24.2 If delivery vehicles or any building materials damage and/or dirty the surface of any area of the premises or road within the premises, Arabella will repair and clean any such area and/or road and shall be entitled to claim all costs of any such repairs and/or cleaning from the Owner.

25 INDEMNITY BY CONTRACTOR

- 25.1 The Contractor shall be liable for and hereby indemnifies Arabella in respect of loss of or damage to property and the death of or injury to any person and any consequential loss or damage sustained, and against all actions, claims, demands, costs, charges and expenses arising from the negligence, breach of statutory duty or default of the Contractor or the Contractor's employees.

- 25.2 All plant, equipment, lifting and other tackle, scaffolding, ladders, tools, materials, protective clothing, eye protection (which list shall not be exhaustive) loaned by Arabella to the Contractor or the Contractor's employees in the execution of any building work shall be used by the Contractor or the Contractor's employees entirely at the Contractor's own risk. The Contractor hereby indemnifies Arabella against any claims arising out of such use.

26 GENERAL

- 26.1 A contractor shall –

- 26.1.1 report any theft, accident or unusual occurrence to Security without delay;
- 26.1.2 report any fire, gas or acid spillage to the Estate Site Controller or Security office;
- 26.1.3 not use any equipment, tools or facilities belonging to Arabella without the written permission of the Estate Manager or one of his/her delegated officials;
- 26.1.4 only utilise flush toilets and must connect these toilets to the sewerage system (no chemical toilets are to be used);
- 26.1.5 not erect any signage or advertising on the Estate
- 26.1.6 ensure that no golf balls are removed by its employees from the premises.
- 26.1.7 not be allowed or any of a contractor's employees or sub-contractor shall not be allowed to bring any firearms or traditional weapons onto the premises without the prior written approval of the Estate Manager;
- 26.1.8 telephone piping from a house to the mainline kiosk; as required
- 26.1.9 abide with the Safety, Health and Environment Policy of Arabella Country Estate at all times.
- 26.1.10 If any provisions of these Building Guidelines are vague and/or incomplete in any respect and/or if any dispute arises with regard to the interpretation of these Building Guidelines, the matter shall be determined by GAPP Architects (acting through any of its directors whose authority and/or appointment it shall not be necessary to prove) and failing them for any reason, by such other architects as may be nominated by the directors.
- 26.1.11 DSTV dishes must be pre-approved by the Estate Manager before installation.

27 WORKING HOURS

- 27.1 Building activity and building-related deliveries may only take place during the following hours (summer and winter dates are specified each year according to the industry, obtainable from the Estate Site Controller), Mondays to Fridays:

During the summer: 06h00 to 18h00

During the winter: 07h00 to 18h00

Please note that the normal Estate office hours are:

Mondays to Thursdays: 08h00 to 17h00

Fridays: 08h00 to 16h30

- 27.2 No building work and building-related deliveries are allowed during weekends and public holidays. This is to ensure that homeowners in residence experience peace when visiting the Estate during these times.
- 27.3 No building work of any kind is permitted on the Estate during the official builders holiday as prescribed by the Industrial Council, over the December - January period. Any electrical, DSTV and water connection must be arranged before the holiday, and the site house-cleaned, or it will be cleaned by the Estate and the costs recovered from the building deposit.

28 ARABELLA OFFICE AND PERSONNEL CONTACT DETAILS

28.1 Physical Address of Arabella Country Estate:

On the R44 Road to Kleinmond (just after the R44 intersects with the road to Hermanus), Caledon District, Western Cape Province.

28.2 Postal Address of Arabella Country Estate:

P.O. Box 788
Kleinmond
7195
South Africa

28.3 Administration Office of Arabella Country Estate:

Telephone: (028) 284 0046 or (028) 284 0122
Facsimile: (028) 284 0124

- 28.4 Any unforeseen contact that may be necessary after hours and cannot be prearranged must be directed to the security officer on duty who will either assist or contact the relevant authorised official - (028 284 0226)

- 28.5 Estate Manager - Dirk Uys (071 239 2010)
- 28.6 Estate Site Controller - William Lane (082 600 7265)
- 28.7 Estate Security Manager - Johan vd Westhuizen (076 569 4768)
- 28.8 Maintenance Manager - William Lane (082 600 7265)
- 28.9 Estate Landscaper - Jan Vermeulen (084 509 1809)

29. METHODS OF PAYMENT

- 29.1 Payments must be made to Arabella Country Estate Home Owners Association. Payments can be made either by cheque at the Estate office or by bank deposit. Cash will not be accepted at the Estate office.

29.1.2 The **water and electrical connection fees** (as well as all fines issued to the Contractor) must be paid into the following account:

Bank:	First National Bank
Account name:	Arabella Country Estate Home Owners Association
Type of account:	Call Account
Account number:	62045844041
Branch code:	200212
Branch name:	Caledon

29.2 **Please note:**

- If paid by cheque, the client will be liable for the **administration fee**;
- The erf number must be used as a **reference**;
- The **deposit slip** must be faxed to the Estate office at Fax no: (028) 284 0124

30 SCHEDULE OF PRICES

30.1 These prices are –

30.1.1 subject to change;

30.1.2 not affected by VAT (value added tax) as the Association is a Section 21 company that may not charge VAT.

30.2 BUILDING DEPOSIT

R10 000,00 (ten thousand Rand), of which R5000.00 (five thousand Rand) is not refundable, must be paid by the Owner to the Association before any building work shall be allowed to commence on the premises.

30.2.1 Building deposit (Renovations, Alternations and Additions

A refundable building deposit of R5 000.00 (five thousand rand must be paid to the Home Owners Association before any renovations, alternation or addition work commences on a standing completed dwelling, all rules, regulations and codes of the estate apply.

30.3 ELECTRICAL CONNECTIONS

30.3.1 **R500.00** (five hundred Rand) must be paid to Arabella for a temporary electrical connection;

30.3.2 R3 000 (three thousand rand) must be paid to Arabella for a pre-paid meter and permanent electrical connection.

30.4 WATER AND SEWERAGE CONNECTION

R2 000 (two thousand rand) must be paid to Arabella for a water and sewerage system connection.

- 30.5 BUILDING PLANS SCRUTINY by the architect appointed as Arabella's agent in this regard:
- 30.5.1 **R7,500.00** (seven thousand five hundred Rand) to be paid to Arabella for scrutiny of new plans;
 - 30.5.2 **R1,500.00 to 2,500.00** (between one thousand five hundred and two thousand five hundred Rand), depending on the complexity of the plans, to be paid to Arabella for scrutiny of rider plans;
 - 30.5.3 **R1,500.00 to 2,500.00** (between one thousand five hundred and two thousand five hundred Rand), depending on the complexity of the plans, to be paid to Arabella for scrutiny of as built plans;
 - 30.5.4 **R1,500.00 to 2,500.00** (between one thousand five hundred and two thousand five hundred Rand), depending on the complexity of the plans, to be paid to Arabella for scrutiny of alterations plans;
 - 30.5.5 **R800.00** (eight hundred rand) to be paid to Arabella for scrutiny of swimming pool plan