VAN RIEBEECKSHOF
HOME OWNERS ASSOCIATION

VAN RIEBEECKSHOF MASTER HOMEOWNERS ASSOCIATION

GENERAL BUILDING AND ALTERATIONS PROCEDURES GUIDE

1. Plans to be submitted via e-mail, in pdf format, to CAPECORE PROPERTY MANAGEMENT (PTY) LTD (Managing Agent) for approval.
   CapeCore Property Management will forward your plans to the MANAGING ARCHITECT, Danie de Wet.

2. Once approved, your plans will be emailed by the Managing Architect to CapeCore Property Management, after which CapeCore will email the owner the necessary fee details for payment before forwarding the approved plan.

3. A copy of the plans approved by Danie de Wet and the local authority must then be e-mailed to CapeCore Property Managment before any building may commence.

4. Once the building process is complete kindly request a final inspection via e-mail.

5. Please note that a copy of your Occupation Certificate must be e-mailed to CapeCore Property Management before your building deposit will be refunded.

Plan Approval Fees:
Plan Approval (Alterations) : R1 650.00 (paid to CapeCore)
Plan Approval (New home) : R2 250.00 (paid to CapeCore)
Bank: First National Bank
Account name: CapeCore Property Management
Branch code: 250655
Account number: 62899937076

Refundable Building Deposit:
Alterations : R5 000.00 (paid to VRH Building deposit account)
New Home : R15 000.00 (paid to VRH Building deposit account)
Bank: ABSA
Account name: Van Riebeeckshof
Branch code: 632005
Account number: 9262861394