


**BELANGRIKE INLIGTING****Betalings:**

**Diensure:** Kassiere: Maandae – Donderdae: 08:00 – 13:00; 13:45 – 16:00  
Vrydae: 08:00 – 13:00; 13:45 – 15:00

- Rekenings is BETAALBAAR BY DIE MUNISIPALE KANTORE voor of op die betaaldatum, dit is die laaste werksdag van die maand waarop die Munisipale Kantore oop is. Betalings per pos moet die Hoofkantoor voor/oor betaaldatum bereik en moet geadresseer word aan: Munisipale Bestuurder: Privaatsak X52 Malmesbury 7299
- Tjeks is **slegs** betaalbaar aan Swartland Munisipaliteit. U betalingsadvies moet aan u tjekbetaling aangeheg word.
- VISA EN MASTERCARD DEBIET- EN KREDIETKAART FASILITEIT IS BESKIKBAAR VANAF 1 OKTOBER 2015 BY MALMESBURY HOOFKANTOOR EN MALMESBURY VERKEERSAFDELING**

- Betalings d.m.v. 'n  - betaalpunt moet asseblief **2 werksdae voor die laaste betaaldag** inbetaal word.
- Bankbetalings per **Internet** moet gemaak word **2 werksdae voor laaste betaaldatum soos aangedui op maandelikse rekeningstaat.**
- Bankbetalings per Internet gemaak op Saterdag/Sonday of openbare vakansiedae sal teen middernag die 1ste daaropvolgende werksdag gekrediteer word.

- Betalings ten opsigte van Munisipale rekening deur middel van Internet of Direkte bankbetalings:** maak gebruik van metode 1 of 2

- Direkte bankbetalings:**
  - U Swartland Munisipale Rekeningnummer (12 syfers) moet u betaling vergesel.
  - Kliënte wat betaling by wyse van **elektroniese bank- en Internet oordragte** maak in bankrekening, Naam: Munisipaliteit Swartland; **Standard Bank**, Rekeningnr.: **372865119**; Takkode: **051001** verstrek asb. u Munisipale Rekeningnummer met koppeltekens, as verwysing. Let asb. op die tydsvlerop tussen die datum waarop 'n betaling geïnisieer word en die datum waarop gelde in die Munisipaliteit se bankrekening gekrediteer word, dit is 2/3 dae. Indien 'n betaling eers op die betaaldatum geïnisieer word kan die laat betaling meebring dat elektrisiteitsvoorsiening na die betrokke perseel beëindig word.
  - Deposit strokies moet gefaks word na **086 555 1118** OF per epos na [swartlandmun@swartland.org.za](mailto:swartlandmun@swartland.org.za)

- Direkte bank betalings**  
Direkte deponering van gelde in die Munisipaliteit se bankrekening;  
Naam: Munisipaliteit Swartland; **Standard Bank**, Rekeningnr. **372865119**; Takkode: **051001** - verstrek asb. u Munisipale Rekeningnummer met koppeltekens, as verwysing. Enige ander betalings vir **Diverse transaksies** per internet en/of direkte bankbetalings moet die verwysingsnommer verkry word by die amptenaar wat die bedrag aan u voorsien het.  
**Verkeersboete betalings:** Maak gebruik van die bankbesonderhede wat op boete keersy voorkom, naamlik **Standard Bank**, Rekeningnaam: Swartland Munisipaliteit; Rekeningnummer: **372865127**; Takkode **051001** en verwysing: verskaf verwysingsnommer in deel "A".

- Alternatiewe betaalmetodes**  
Elektroniese bankoorplasing: "ACB"-stelsel (op aanvraag by munisipale kantore);  
**Internet-oorplasing:** Deur die webtuiste van 'n kliënt se bank, soos deur hom/haar gereël – **verstrek asb. u munisipale rekeningnummer met koppeltekens, as verwysing.**  
Betalings by die volgende besighede: Saverite Malmesbury, Superspar Malmesbury, Pick 'n Pay Malmesbury, Piet Kemp Motors Malmesbury, Nazrana's Superette Malmesbury; The Bank Spar Malmesbury, Mike Nzongana llinge Lethu, Dinkie's Kafee Darling, Nicky's Shop (Thomas) Darling, A'J Houseshop Darling-Oos, Swartland Motors Moorreesburg, Achmed Cash & Carry Moorreesburg, Hester Cloete Moorreesburg, KwikSpar Yzerfontein, Abby's Tuckshop Abbotsdale, Highway Café Riverlands, M Strauss Chatsworth, V Henkerman Kalbaskraal en Koringberg Agentskap.

- Betalings by enige besighedsgroep wat oor 'n  -fasiliteit beskik vir die betaling van rekening vanaf 1 Oktober 2019.

- Agterstallige rekening**  
Rente bereken teen die standaard rentekoers + 1% sal gehê word op alle agterstallige bedrae wat aan die Munisipaliteit verskuldig is, vir elke maand wat sodanige bedrae onbetaald bly. (Uitstaande bedrag x rentekoers / 12 maande)

- Alle gelde ontvang word aangewend om die rente asook agterstallige skuld eers te vereffen.
- Alle betalings word aanvaar sonder benadeling van die Munisipaliteit se rege.

- Beëindiging van dienste weens laatbetaling**  
Indien 'n rekening nie ten volle betaal is op betaaldatum nie, sal die **elektrisiteitstoever** sonder verdere kennisgewing beëindig word, uitgesonder die landbousektor.

- KENNISGEWING NA-URE BYSTAND**  
Neem asseblief kennis dat ingevolge 'n Raadsbesluit, Swartland Munisipaliteit met ingang van 1 Oktober 2006 **GEEN VERDERE NA-URE (Maandag - Vrydag 17h00 tot 08h00 en vanaf Vrydag 15:45 - Maandag 08h00)** bystand sal verleen vir die volgende dienste:

- Aanskakel van konvensionele elektrisiteit wat weens wanbetaling afgeskakel was en/of
- Verwydering van blokke vir verkoop van voorafbetaalde elektrisiteit wat weens wanbetaling aangebring was.

- Oordrag van onroerende eiendom**  
**EIENAARS** van verhuurde eiendom moet daarop let dat aanspreeklikheid vir die betaling van verskuldigde munisipale dienste gelde by hulle berus indien die huurder versium om dit te betaal. Dit volg dus dat die uitreiking van 'n uitklaringsertifikaat deur die Munisipaliteit, alvorens die oordrag van die eiendom geregistreer kan word, ingevolge **artikel 118 van die Wet op Plaaslike Regering: Munisipale Stelsels, Wet 32 van 2000**, onderhewig is aan die vooraf ten volle vereffening van sodanige gelde en toeslagheffings daarop.

- Waterbeperkings**  
*Ingevolge die **Vlak 3 waterbeperkings** wat vanaf **14 Desember 2018** geld, moet kliënte hul daaglikse verbruik tot **105 liter per dag per persoon** beperk. Gebruik hierdie syfer om u huishoudelike verbruik te bestuur. Alternatiewelik, lees u eie meter en hou tred met u verbruik.*


- VERSKAFFING VAN E-POS ADRES EN SELFOONNUMMER:**  
Voorsien asseblief die Kredietbeheerafdeling van u selfoonnummer en/of e-pos adres sodat u elektronies van noodsituasies in kennis gestel kan word.

- KANTOORURE VIR INDIENING/ONTVANGS VAN BOUPLANNE**  
Vanaf 1 Februarie 2011 slegs gedurende die volgende ure:  
Maandae tot Donderdae **08:00 tot 15:30**  
Vrydae **08:00 tot 14:30**

**IMPORTANT INFORMATION****Payments**

**Service Hours:** Cashiers: Monday - Thursday: 08:00 – 13:00; 13:45 – 16:00  
Friday: 08:00 – 13:00; 13:45 – 15:00


- Accounts are payable AT ANY OF THE MUNICIPAL OFFICES on or before the due date, that is the last working day of the month on which the Municipal Offices are open. Payments by post must reach the Municipality's Head Office on or before such due date and be addressed to the Municipal Manager: Private Bag X52 Malmesbury 7299.
- Cheques must be made payable to Swartland Municipality **only**. The payment advice needs to accompany payments.
- VISA AND MASTERCARD DEBIT- AND CREDITCARD FACILITIES ARE AVAILABLE FROM 1 OCTOBER 2015 AT MALMESBURY HEAD OFFICE AS WELL AS MALMESBURY TRAFFIC DEPARTMENT**

- Payments at a  - paypoint must be made **2 working days prior to the month end**.
- Bank payments by **Internet** must be made **2 working days prior to the last payment date as reflected on the monthly statement.**
- Bank payments by Internet made on a Saturday/Sunday or public holiday will be credited at midnight the first following week day.

**Payments for service accounts via Internet and/or the Municipality's Bank account: make use of method 1 or 2**

- Internet payments**
  - Your Swartland Municipality account number (12 digits) must accompany such payment.
  - Clients effecting payment by way of **electronic bank, as well as Internet transfer to bank account: Account name: Swartland Municipality; Standard Bank. Account number: 372865119; Branch code: 051001 – use your Municipal account number with hyphens, as reference.** Please be aware of the time lapse between the date a transaction is initiated and the date the relevant amount is credited to the Municipality's bank account, that is **2/3** days. If payment is initiated only on due date the supply of electricity to the relevant property, as a consequence of late payment, may be terminated.
  - Deposit slips **must be faxed to 086 555 1118** OR emailed to [swartlandmun@swartland.org.za](mailto:swartlandmun@swartland.org.za)
- Direct depositing**
  - Direct depositing** of Municipal Account monies in the Municipality's bank account; **Account name: Swartland Municipality; Standard Bank, Account Number: 372865119; Branch code: 051001 – use your Municipal account number with the hyphens, as reference.**
  - For any other payments for **Sundry transactions** via Internet and/or direct bank deposit, the correct bank reference number must be obtained from the official that provided the amount to you.
  - Traffic fines payments:** When fine payments are made in Standard bank: Account Name: Swartland Municipality; **Standard Bank**, Account number: 372865127, Branch Code: **051001**, please quote reference number in Section "A".

- Alternative payment facilities**  
Electronic bank transfers: "ACB"-system (upon request at municipal offices);  
**Internet transfers:** Through the website of a client's personal bank as arranged by him/her – **use your municipal account number with hyphens, as reference.**  
Payment at the following businesses: Saverite Malmesbury, Superspar Malmesbury, Pick a Pay Malmesbury, Piet Kemp Motors Malmesbury, Nazrana's Superette Malmesbury; The Bank Spar Malmesbury, Mike Nzongana llinge Lethu; Dinkie's Kafee Darling, Nicky's Shop (Thomas) Darling, A'J Houseshop Darling East, Swartland Motors Moorreesburg, Achmed Cash & Carry Moorreesburg, Hester Cloete Moorreesburg KwikSpar Yzerfontein, Abby's Tuckshop Abbotsdale, Highway Café Riverlands, M Strauss Chatsworth, V Henkerman Kalbaskraal and Koringberg Agencies

- Payment as from 1 October 2019 at any business group linked to the  -facility for the payment of accounts.

- Arrear Accounts**  
Interest calculated at the standard rate + 1% of interest applicable will be levied on all arrear amounts payable to the Municipality, for each month the said amounts are outstanding. (Outstanding amount x Interest rate / 12 months). Payments received will be applied first to liquidate interest as well as arrears.  
All payments are accepted without prejudice to any rights of the Municipality.

- Termination of Services Due To Late Payment**  
Kindly note that all accounts must be paid in full on or before the **due date**. Should an account be unpaid on the due date, the **electricity supply** will be terminated without further notice, excluding farmers.

- NOTICE AFTER HOURS SERVICES**  
Kindly note that according to a Council resolution **NO FURTHER AFTER-HOURS (Monday – Thursday 17h00 till 08h00 and from Friday 15:45 – Monday 08h00)** service will be rendered by Swartland Municipality as from 1 October 2006 in respect of:

- Reconnection of conventional electricity which has been disconnected due to non-payment of accounts and/or
  - Removal of flags for the purchasing for pre-paid electricity on accounts that were flagged due to non payment.
- Transfer of Immoveable Property OWNERS** of leased properties should take note that they remain liable for the payment of municipal service fees due in respect of such properties, should their tenants fail to redeem the amounts due. It follows that the issuing of a clearance certificate by the Municipality in terms of **section 118 of the Municipal Systems Act No 32 of 2000** for the transfer of property, is subject to the prior payment in full of amounts due in connection with that property for service fees and surcharges levied in respect thereof.

- Water Restrictions**  
*In terms of the **Level 3 water restrictions effective 14 December 2018**, consumers are to limit daily consumption to **105 litres per day per person**. Use this figure to guide your household consumption. Alternatively, read your own meter and keep track of your consumption.*

- NOTICE E-MAIL ADDRESS AND CELLPHONE NUMBER:**  
Kindly supply the Credit Control section with your cell number and/or e-mail address enabling us to inform you electronically of emergencies.

- OFFICE HOURS FOR THE SUBMISSION/RECEIPT OF BUILDING PLANS**  
With effect from 1 February 2011, only during the following office hours:  
Mondays to Thursdays **08:00 until 15:30**  
Fridays **08:00 until 14:30**