

Legal Obligation Phase 2 (LOP2) (page 1)

OUR REF: DATE:

TITLE: INITIALS: SURNAME:

JURISDICTION:

POSTAL ADDRESS:

FAX: EMAIL1:

CELL: EMAIL 2:

Dear Mr Makgale

YOUR UNIQUE REFERENCE NUMBER(S):

APPLICATION FOR FIDELITY FUND CERTIFICATE FOR 2ND PHASE OF COMPLIANCE WITH YOUR LEGAL OBLIGATIONS

Please be reminded that the **2nd phase** of the legal obligations is now due and payable to the **Fidelity Fund for Sheriffs**.

Please be advised that the Board is required in terms of the VAT Act, to charge VAT on all its supplies. VAT on the Fidelity Fund Certificate will be charged as followed:

Sheriff	R500 + 15% VAT = R575;
Deputy	R300 + 15% VAT = R345; and
Existing Acting Sheriffs	R500 + 15% VAT = R575

Your invoice will be issued on receipt of your completed form and payment. The amount due will be based on the number of deputies that you have in your employ as at the end of September 2018.

88 Loop Street, Cape Town. PO Box 15223, Vlaeberg 8018
Tel: 021 426 0577, Fax: 021 426 2598, E-mail: contact@sheriffs.org.za
www.sheriffs.org.za

South African Board for Sheriffs - *Established Act 90 of 1986*
Mrs C Mabuza (Chairperson), Adv H Mohamed, Mr A Murugan, Mr P Mogale, Mr L Mashapa,
Ms A Ralehlaka, Mr M Magida, Ms M Lephadi, Mr I Klynsmith, Ms K Sigenu, Mr A Nkhumise

Legal Obligation Phase 2 (LOP2) (continued)

Please note that your forms must be submitted and reach us on or before **31 October 2018** as per the table below:

Type of Obligation	Form to be used	Due date	Payee
1. Application for the Fidelity Fund Certificate	<p>Completion of Form 4, Form 4 Annexure and the payment for the FFC of R500.00 plus 15% VAT.</p> <p>R500 plus VAT for the extra FFC for Acting Sheriffs.</p> <p>Regulation 3 of the Regulations relating to Sheriffs of 1990 is amended by Regulation 7 of Regulation No: 31658 of 05 December 2008 and Regulation 34605 of 2011.</p>	Due and payable on or before 31 October 2018 .	<p>Transfer to:</p> <p>Fidelity Fund for Sheriffs, (Acc No: 070614407, Branch: Thibault Square,</p> <p>Code: 020909, Bankers: Standard Bank), <i>Correct reference details is your unique reference number: unique ref</i></p>
2. Payment for the Deputy Sheriffs	<p>To accompany the Application for the FFC and payment of R300.00 plus 15% VAT per deputy.</p> <p>Regulation 3 of the Regulations relating to Sheriffs of 1990 is amended by Regulation 7 of Regulation No: 31658 of 05 December 2008 and Regulation 34605 of 2011.</p>	Due and payable on or before 31 October 2018 .	<p>Transfer to:</p> <p>Fidelity Fund for Sheriffs, (Acc No: 070614407, Branch: Thibault Square, Code: 020909, Bankers: Standard Bank) <i>Correct reference details is your unique reference number: unique ref</i></p>
3. Professional Indemnity Insurance & Third Party Liability Cover	Attached are the new standard format certificates for Professional Indemnity Insurance & Third Party Liability Cover which needs to be filled out and sent to your insurance broker.	Due and payable on or before 30 November 2018 .	Payable to the Insurer.
4. Update for Sheriffs, Deputies, Trust & Business Account	<p>These updates are for our record purposes.</p> <p>We request the update of trust and business accounts for verification of separate accounts only.</p>		

Please ensure that all completed forms are duly signed as failure to do so will render them invalid and that only the above-mentioned prescribed forms are used. Further ensure that the above-mentioned forms are **sent to the SABFS via the following Email: legalobligations@sheriffs.org.za or Fax: 086 531 6180 only.**

Failure to comply with your legal obligations on or before the due date constitutes an offence in terms of Regulation 16(1) and 16(2) of the Regulations to the Sheriffs Act 90/1986, and it will result in a fine.

Should you require any further assistance or require clarity, please contact our office on 021 426 0577 and ask to speak to: Mr Matthew Compton ext. 54 or Mr Clement Heugh ext.45.

Yours Sincerely,



P Roodt
Acting Executive Manager
South African Board for Sheriffs Page: 2