

## ANNEXURE B: Prescribed Fees

### Request fees:

Where a requester submits a request for access to information held by EFT Corporation on a person other than the requester himself/herself, a request fee in the amount of R140.00 is payable up-front before EFT Corporation will further process the request received.

### Access fees:

An access fee is payable in all instances where a request for access to information is granted, except in those instances where payment of an access fee is specially excluded in terms of the Act or an exclusion is determined by the Minister in terms of Section 54 (8).

THE APPLICABLE FEES FOR REPRODUCTION AS REFERRED TO ABOVE ARE:

Item	Description	Amount
1.	Request fee payable by every requester	R140.00
2.	Photocopy/printed black & white copy of A4-size page or part thereof	R2.00
3.	Printed copy of an A4-size page or part thereof	R2.00
4.	For a copy in a computer-readable form on: <ul style="list-style-type: none"> <li>- Flash drive (to be provided by the requester)</li> <li>- Compact disc               <ul style="list-style-type: none"> <li>• Provided by requestor</li> <li>• Provided to requestor</li> </ul> </li> </ul>	R40.00 R40.00 R60.00
5.	For a transcription of visual images per A4-sized page	Service to be outsourced – as per service provider quotation
6.	Copy of visual images	
7.	Transcription of audio record per A4-size page	R24.00
8.	Copy of an audio record on:	

	<ul style="list-style-type: none"> <li>- Flash drive (provided by requestor)</li> <li>- Compact disc               <ul style="list-style-type: none"> <li>• Provided by requestor</li> <li>• Provided to requestor</li> </ul> </li> </ul>	R40.00  R40.00  R60.00
9.	To search for and prepare the record for disclosure for each hour or part of an hour, excluding the first hour, reasonably required for such search a preparation.  Do not exceed the total cost of:	R145.00   R435.00
10.	Deposit: if search exceeds 6 hours	One third of the amount per request calculated in terms of 2 to 8
11.	Postage, email or any other electronic transfer	Actual expense, if any

**Deposits:**

Where EFT Corporation receives a request for access to information held on a person other than the requester himself/herself and the Information Officer upon receipt of the request is of the opinion that the preparation of the required record of disclosure will take more than 6 (six) hours, a deposit is payable by the requester.

The amount of the deposit is equal to  $\frac{1}{3}$  (one third) of the amount of the applicable access fee.

Note: In terms of Regulation 8, Value Added Tax (VAT) must be added to all fees prescribed in terms of the Regulation.