

Appendix B - FEES IN RESPECT OF PRIVATE BODIES

Item	Cost per A4-size page or part thereof/item
Photocopy	
Printed copy	
For a copy in a computer-readable form on:	
(i) Flash drive	
• To be provided by requestor	R40.00
(ii) Compact disc	
• If provided by requestor	R40.00
• If provided to the requestor	R60.00
For a transcription of visual images per A4-size page	Service to be outsourced. Will depend on the quotation of the service provider
Copy of visual images	
Transcription of an audio record, per A4-size	R24.00
Copy of an audio record	
(i) Flash drive	
• To be provided by requestor	R40.00
(ii) Compact disc	
• If provided by requestor	R40.00
• If provided to the requestor	R60.00
Postage, e-mail or any other electronic transfer:	Actual costs

The actual postal fee is payable when a copy of a record must be posted to a requester. Exemptions from paying "access fees"

Person or persons exempted from paying access fees:-

- (i) A single person whose annual income does not exceed R14,712.00; or
- (ii) Married persons or a person and his/her life partner whose annual income does not exceed R27,192.00