

**Annexure B**

**Promotion of Access to Information Act  
Fees Payable in respect of Private Bodies**

1.1. The fee for a copy of the manual as contemplated in regulation 9(2)(c) is R1,10 for every photocopy of an A4-size page or part thereof.

1.2. The fees for reproduction referred to in regulation 11(1) are as follows:

(a) For every photocopy of an A4-size page or part thereof	R1,10
(b) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine-readable form	R0,75
(c) For a copy in a computer-readable form on -	
(i) compact disc	R70,00
(d) For a transcription of visual images,	
(i) for an A4-size page or part thereof	R40,00
(ii) for a copy of visual images	R60,00
(e) For a transcription of an audio record,	
(i) for an A4-size page or part thereof	R20,00
(ii) for a copy of an audio record	R30,00

1.3. The request fee payable by a requester, other than a personal requester, referred to in regulation 11(2) is R50,00

1.4. The access fees payable by a requester referred to in regulation 11(3) are as follows:

1.4.1. (a) For every photocopy of an A4-size page or part thereof	R1,10
(b) For every printed copy of an A4-size page or part thereof held on a computer or in electronic or machine readable form	R1,10
(c) For a copy in a computer-readable form on -	
(i) compact disc	R70,00
(d) For a transcription of visual images,	
(i) for an A4-size page or part thereof	R40,00
(ii) for a copy of visual images	R60,00
(e) For a transcription of an audio record,	
(i) for an A4-size page or part thereof	R20,00
(ii) for a copy of an audio record	R30,00

1.4.2. For purposes of section 54(2) of the Act, the following applies:

- (a) Six hours as the hours to be exceeded before a deposit is payable; and
- (b) one third of the access fee is payable as a deposit by the requester.

1.4.3. The actual postage is payable when a copy of a record must be posted to a requester.

This document was last updated: February 2016.