



MOUNT ROYAL
GOLF & COUNTRY ESTATE

Procedures Prior to Building.

Erf nr.

Building Contractor's Name

Owner's Name

PROCEDURES PRIOR TO BUILDING

BEFORE ANY BUILDING ACTIVITY MAY COMMENCE AND BEFORE ANY MATERIALS MAY BE DELIVERED TO THE SITE, THE FOLLOWING MUST BE IN PLACE :

1. The CONTRACTOR must have been pre-approved by the ESTATE MANAGEMENT before being allowed to build on MOUNT ROYAL
(The required questionnaire is available from the website www.mountroyalestate.co.za).
2. Building contractor have to be in possession of a Swartland Municipality approved building plan.
3. The BUILDING CONDUCT RULES (available from the website) must be completed and signed by the OWNER and CONTRACTOR. (Each page has to be initialed and only the original document will be accepted.)
4. CONTRACTORS and SUB-CONTRACTORS must be registered with the ESTATE MANAGEMENT and the BUILDING CONDUCT RULES duly completed and submitted.
5. Enrolment with the NHBRC is compulsory before commencement of any building work on Mount Royal.
6. Application for a water meter from the MALMESBURY MUNICIPALITY must be done well in advance.
7. Where CONTRACTORS wish to apply for permission to encroach on the neighbouring erf, they can obtain contact details from the Home Owner's Association. A standard form on the Mount Royal web site is available for signature by the OWNER of such erf.
8. When all documents are ready, a meeting with the Estate Building Controller may be arranged.
9. During this meeting the documentation will be checked and fees/charges determined.
Fees and charges:

Deposit – Damage to estate property	R 5 000.00
Building Inspection fee (Monthly)	R 500.00 excl. Vat *
Building Inspection and road maintenance fund (Monthly)	R 200.00 excl. Vat *
Contractor Board	R 900.00 excl. Vat
Temporary fence around erf.	R 20.00/meter excl. Vat
Employee Deposit (R200 refundable upon deregistration of employee)	R 250.00 per employee.

* Will be deducted from the owners levy account every month for the duration of the construction period.
10. Once payments have been made, the building contractor will be allowed on site.
11. All employees have to be registered with security in terms of BUILDING CONDUCT RULES before they will be allowed on site.
12. Once on site, the following have to be attended to without delay:
 - i) Site pegs to be determined and pointed out to the building inspector.
 - ii) Toilet to be brought on site.
 - iii) Water meter and connection.
13. Once the site pegs have been determined, a temporary fence will be erected around the site by the ESTATE MANAGEMENT.

14. The contractor's board will be supplied and delivered by the ESTATE MANAGEMENT to site. Boards have to be installed on the right front side of the erf facing the street. It is the responsibility of the CONTRACTOR timeously to supply the correct information that is to appear on the board.
15. Only Shipping Containers painted green to match the street signage will be allowed for the storage of building material.
16. Suitable welded mesh or similar bins for waste other than builders rubble have to be provided within 7 days of moving on site.
17. Weekly inspection by the Estate Building Inspector will be carried out. Site foreman are obliged to sign for receipt of the inspection form.

MOUNT ROYAL HOME OWNERS ASSOCIATION Bank Details:

Bank: First National Bank.
 Cheque Account name: Mount Royal Golf and Country Estate.
 Account number: 62128231397
 Branch: 200-507 (Malmesbury)

Architecture and Building related enquiries:

Frans Wium	or	Building Inspector	or	Mount Royal
Cell 0832610880		Cell 0735141448		Tel: 0224828811
e-mail: frans@mountroualestate.co.za				Fax: 0224828822
Mount Royal – Building Control				

Quotation:

Erf nr:.....ERF.....

Builders Deposit.....R 5000.00

Builders Board.....R 1026.00

Temporary Fence....R20.00/meter x (.....).....R.....

Total R