

TYPE OF APPLICATION: NOTARIAL DEED OF SERVITUDE TO BE REGISTERED IN FAVOUR OF THE COUNCIL (EXCLUDING SERVITUDES REQUIRED AS PART OF A NEW TOWNSHIP OR SUBDIVISION OF A PROPERTY)

The e-mail must contain the correct description of the property/ies over which the servitude is to be registered and the following documents must be attached to the e-mail:

1. A duly signed and initialled Power of Attorney authorising the applicant to act on behalf of the registered owner/s of the property/ies.
2. A duly signed and initialled resolution of the company/partnership/close corporation/joint owners/other legal entity [if applicable].
3. The latest Title Deed/s of the property/ies.
4. The memorandum/letter from the applicable Municipal Entity (Johannesburg Roads Agency, Johannesburg Water or City Power) in terms of which the registration of the servitude is required.
5. The approved S.G. servitude diagram/s.
6. Proof of payment of the applicable administrative fee.
7. A conveyancer's certificate in terms of which an undertaking is given to the Council, that the original Notarial Deed/s of Servitude will be submitted to Johannesburg Property Company for safekeeping, after registration and as soon as the documents have been released from the Deeds Office, **without the Council requesting the submission thereof.**

NOTE: The standard Notarial Deed of Servitude to be utilized for registration purposes will be e-mailed to you by the Legal Administrator to whom the application has been allocated to.
