

ANNEXURE B
PRESCRIBED FEE TARIFF

No.	Description	Amount
1	The request fee payable by every requestor	R140.00
2	Photocopy printed black/white copy of A4 size page	R2.00 per page or part thereof
3	Printed copy of A4-size page	R2.00 per page or part thereof
4	For a copy in a computer-readable form on – (i) Flash Drive (to be provided by the requestor) (ii) Compact Disc - If provided by the requestor - If provided to the requestor	R40.00 R40.00 R60.00
5	For a transcription of visual images per A4-size page	Service to be outsourced.
6	Copy of visual images	Will depend on quotation from service provider.
7	Transcription of an audio record per A4-size page	R24,00
8	For a copy of an audio record on – (i) Flash Drive (to be provided by the requestor) (ii) Compact Disc - If provided by the requestor - If provided to the requestor	R40.00 R40.00 R60.00
9	To search and prepare the record for disclosure for each hour or part of an hour, excluding the first hour, reasonably required for such search and preparation. To not exceed the total cost of	R145.00 R435.00
10	Deposit: If search exceeds 6 hours	One third of amount per request calculated in terms of 2 and 8
11	Postage, e-mail or any other electronic transfer	Actual expense, if any.