

		<b>BBR Addendum B</b> <b>Site Hand Over Certificate Deliverables</b>	
CAF POA ver. 3	August 2017	Approved by: CAFPOA	Pages: 1

ERF number:	Address:
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Site Handover Certificate (SHOC) deliverables:
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1. City of Cape Town (Kraaifontein Office) Plan Approval Letter
2. Clara Anna Fontein POA, CCT Approved Building Plan – Full set in A3
3. Clara Anna Fontein POA Approved Landscape Plan
4. Clara Anna Fontein Building Rules & Regulations (BRR) (completed and signed)
5. Clara Anna Fontein BRR Addendum A – Fees (completed and signed)
6. Clara Anna Fontein BRR Addendum B – SHOC deliverables (completed and signed)
7. Clara Anna Fontein BRR Addendum C – Fine Chart (completed and signed)
8. Clara Anna Fontein BRR Addendum D – Landscape (completed and signed)
9. Clara Anna Fontein BRR Addendum E – OHS (completed and signed)
10. Clara Anna Fontein BRR Addendum F - Building Site Information (completed and signed)
11. Clara Anna Fontein BBR Addendum G – Contractors Registration Details (completed and signed)
12. NHBRC Registration
13. NHBRC Site Enrolment
14. BIBC Compliance Certificate in Contractors name (not older than 10 days)
15. Health & Safety Appointment (ERF number to be indicated on appointment)
16. Builder Information form BBR Addendum H (completed and sent to Mandy du Toit at [mandy@rabie.co.za](mailto:mandy@rabie.co.za))
17. Proof of Payment of Builders Deposit and 1<sup>st</sup> months Builder Levy payable in advance

**Please Note:**

- Visit [www.claraannafontein.co.za](http://www.claraannafontein.co.za) / POA / Documentation to download BRR & Addenda
- Save all documentation in PDF format as per indicated names, add ERF numbers
- Electronic copy required on disc, plus original hard copy needed
- All documents to be fully signed and completed by all parties indicated
- ERF number to be indicated on all documentation
- After the SHOC payment is received by the POA and all other levies are up to date, the CAF POA will issue permission to start, then only can the site establishment commence
- Please send proof of SHOC payment to the Building Office

Signed at ..... on.....20.....

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 (Name of Builder/Representative) (Signature)