***Date***……………….

*Title, name and surname*

*Post tile*

*Name of Muncipality*

*Area*

BY HAND

Dear *Name*

**DECLARATION OF A DISPUTE i.t.o. ACT 32 OF 2000, SECTION 102 FOR ACCOUNT NUMBER 1086214395**

Attachments: A. Account for the month of April

B ………………………….

C ………………………….

D ………………………….

E ………………………….

I, *name and surname,* hereby declare a dispute in respect of the rates raised by the municipality under the abovementioned account number in the current financial year for the place where I reside, which is at *address of property* for the specific amount demanded by the municipality regarding (rates, property taxes, wrong reading of electricity and/or water meters, services, VAT, fees, totals, etc.)………………………………. at R……………..

I believe that my reasonable account should be R……………

The reason for the mentioned dispute is as follows:

1. On accounts received from January 2020 – August 2020, the municipality levied R20 530,00 miscellaneous charges on our account. No explanation for these charges were given. We believe that these charges are unreasonable.

Kindly take note that no credit control measures may be implemented until the dispute has been resolved. (Act 32 of 2000, section 102).

Furthermore, section 95(f) of the Municipal System Act stipulates that:

*“In relation to the levying of rates and other taxes by a municipality and the charging of fees for municipal services, a municipality must, within its financial and administrative capacity –*

*(f) provide accessible mechanisms for those persons to query or verify accounts and metered consumption, and appeal procedures which allow such persons to receive prompt redress for inaccurate accounts.”*

Kindly give feedback within 10 days of the steps to be taken to resolve this dispute (Act 32 of 2000, section 5 (1)(a)(ii) an (b)).

Kindly acknowledge receipt.

………………………………………………

Name and surname

………………………………………………

Signature

**Cell: …………………………..**

**Email: …………………………**