



**Annexure “C1”**

**Mooikloof Heights Home Owners Association**

**Accreditation Application for Estate Agencies, Estate- and Letting Agents and Auctioneers**

I, the undersigned, \_\_\_\_\_

on behalf of \_\_\_\_\_  
(Estate Agency/Letting Agent/Auctioneer)

Telephone/contact numbers:

Work;

\_\_\_\_\_

Home:

\_\_\_\_\_

Cell:

\_\_\_\_\_

E-mail address: \_\_\_\_\_

Herewith confirm that:

1. I am duly authorized to represent the Agency/Auctioneer and I am fully aware of and familiar with:-
  - 1.1. the Mooikloof Heights Rules and Regulations;
  - 1.2. the existence of the Mooikloof Heights Home Owners Association (NPC);
  - 1.3. the Estate Agents Accreditation Policy for Agents and Auctioneers and hereby undertake to explain the contents thereof to all prospective purchasers and lessees.
2. I undertake to attach a copy of the Mooikloof Heights Rules and Regulations to each and every resale and lease document concluded by the Company, together with a special condition to the sale agreement relating to title deed requirements.

3. I am aware that a clearance certificate is required for lodgement with each transfer, which certificate can be obtained from Pretor, the Managing Agent of the Mooikloof Heights Home Owners Association, or any other appointed agent, who will supply it on request.
4. The managing agent will only issue the clearance certificate if:-
  - 4.1. Levies have been paid for 3 (three) months in advance;
  - 4.2. Full details of the new purchaser have been furnished to the Mooikloof Heights Home Owners Association (a standard form will be provided to agents by the Estate Manager for this purpose).
5. As an accredited agent, I will be required to abide by the following guidelines relating to the erection of advertisements/signboards:-
  - 5.1 No "show house" boards and/or "for sale" boards and/or "to let" boards may be erected on the Estate, except in cases of forced sales (sequestration/liquidation/execution sales) as permitted.
  - 5.2 No door-to-door canvassing, advertisements, flyers or similar material for property transactions may be delivered to properties within the Estate.
  - 5.3 Door-to-door canvassing for property transactions is not permitted and Estate Agents may only operate by appointment.
  - 5.4 Show boards and boards indicating direction may only be erected with prior permission of the Estate Manager and as may be directed by the Estate Manager on the day of the show or auction sale.
  - 5.5 Ignorance of the by-laws/Rules of the Kungwini Town Council in respect of signboards on public roads, be it in the Estate or outside, may result in withdrawal of accreditation. Copies of such by-laws/Rules can be obtained from the Kungwini Town Council.
  - 5.6 No electronic and/or written and/or other advertisement/signboard may claim to represent the HOA and/or ignore and/or attach an interpretation of the HOA's Rules of conduct.
6. Accreditation fees:-
  - 6.1 Application for accreditation must be accompanied by payment of the administrative fee, as may be levied by the BOD from time to time pertaining to attendances, advice, correspondence and copying charges associated with the accreditation process.
  - 6.2 Administrative charges will be charged proportionately from date of accreditation to the end of February of each year.
  - 6.3 The amount of the annual registration fee for a specific year will be communicated (invoiced) to the agency, agent or auctioneer by the BOD towards the end of January each year.
  - 6.4 If an application for registration is not approved for whatever reason, the registration fee will be refunded to the applicant.



6.5 In the event of a termination, cancellation or withdrawal of accreditation, no refund will be made of any accreditation fees paid.

7. Registration Adjudication:-

7.1 Failure to comply with any of the rules of the HOA or to submit all required documentation with an application may lead to disapproval of an application for registration.

7.2 Any continuous breach of the rules of the HOA may result in a withdrawal of accreditation.

8. A maximum of three (3) estate agents per registered estate agency will be allowed to market property on the Mooikloof Heights Estate.

8.1 The agents representing us at the Mooikloof Heights Estate will be:-

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

8. I am aware that if I should fail to comply with these Rules, notwithstanding any mandate I may have from the owner of a property to sell the said property, the Mooikloof Heights Home Owners Association has the right to revoke my registration immediately. If this happens, I will have no right or recourse against the Mooikloof Heights Home Owners Association or any of its members.

9. I acknowledge that these Rules and the Mooikloof Heights Rules and Regulations Manual and the Estate Agents Accreditation Policy, copies of which I have in my possession, are subject to amendment from time to time. I hereby undertake to abide by any reasonable amendment to the Rules, which I acknowledge will always supersede the existing Rules.

I, \_\_\_\_\_, confirm acceptance of the above terms and conditions

on behalf of \_\_\_\_\_  
(Estate Agency/Letting Agent/Auctioneer)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Agent's/Auctioneer's: Witnesses:

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\_\_\_\_\_



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On behalf of the Mooikloof Heights Home Owners Association (NPC)

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Signature

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Date

Witnesses:

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