

**Permit Application Form**



FOR OFFICIAL USE
Date received .....
Application no .....
Permit no .....

To destroy, damage, deface, excavate, alter, remove from its original position, subdivide or change the planning status of a **Provincial Heritage Site or a Provisionally Protected Place**, or to alter or demolish a **Structure 60 years or older**, as protected in terms of the National Heritage Resources Act (Act No. 25 of 1999).

**PLEASE FILL IN ALL SECTIONS RELATING TO YOUR APPLICATION.**

**1. APPLICANT**

Name: .....

Address: .....

Postal Code: .....

Telephone: ..... Fax: .....

Identity Number: ..... E-mail: .....

**2. OWNER OF PROPERTY**

Name: .....

Address: .....

.....

Postal Code: ..... Telephone: ..... Fax: .....

Identity Number: ..... E-mail: .....

Signature:..... Date: .....

**3. SITES** (indicate by means of a cross in the appropriate space(s) below):

Provincial Heritage Site (previously a National Monument) Gazette No:.....

Provisionally Protected Place

Structure older than 60 years

Situated within a Heritage Area (previously Conservation Area)

Current use: .....

Proposed Use: .....

Name of Property : .....

Address: .....

Erf/ Stand/ Farm no:.....

Magisterial District: .....

Address of Local Authority: .....

.....

**4. NAME AND ADDRESS OF PRIMARY RESPONSIBLE AGENT (Architect, Designer, etc.)**

Name: .....

Qualification:.....

Company: .....

Address:.....

.....

Postal code: ..... E-mail: .....

Telephone: ..... Fax: .....

**5. PROPOSED WORK**

- |   |             |             |
|---|-------------|-------------|
| <input type="checkbox"/> Total Demolition | Alteration  | Subdivision |
| Partial demolition                        | Restoration | Rezoning    |
| Excavation                                | Landscaping | Departure   |

Other .....

Drawing Reference Numbers and their Dates:

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.....

**Detail the manner in which the proposed work is to be carried out:**

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**Motivation for Proposed work (please motivate fully, with reference to conservation principles where appropriate. This space may also be used for additional details required above.)**

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**Approximate value of proposed work: R \_\_\_\_\_**

**Old buildings require special treatment in terms of specifications, techniques and planning of alterations:**

What experience does the Primary Agent have in working with historical sites?

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What experience does the contractor working on the site have in working with historical sites?

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**6. APPLICANT**

I, .....  
fully undertake to observe the terms, conditions, restrictions, regulations, guidelines and directions under which the Free State Heritage Resources Authority may issue the permit to me.

**Signature:**.....

**Place:**..... **Date:**.....

**ITEMS TO ACCOMPANY THIS FORM:**

- \* **THREE SETS OF DRAWINGS, ONE OF WHICH MUST BE COLOURED**
- \* **COLOUR PHOTOGRAPHS OF STRUCTURES IN THEIR PRESENT FORM AND IN CONTEXT**
- \* **ANY OTHER INFORMATION REQUESTED BY FSHRA**

**PLEASE NOTE:**

- **The Permit Committee meets every second Tuesday of the month. Therefore, your application should reach us no later than the 25<sup>th</sup> of the previous month.**
- **Unless this form is signed, it will not be processed.**
- **It is an offence in terms of the National Heritage Resources Act to make any false statement or representation in this application.**

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PERMIT COMMITTEE OF FSHRA  
J L DU PREEZ (CHAIRPERSON) C M TWALA B BRITZ C K LEBONA D J MOROKA  
**Tel:** 051-410 4750 **Fax:** 051-410 4751 **E-mail:** nelj@sacr.fs.gov.za  
Room 307 Business Partners Building, cnr East Burger and Henry Street Bloemfontein  
Enquiries: Jeanne Nel

Department of Sport, Arts and Culture