



SIMBITHI ECO-ESTATE SHORT TERM ACCESS FORM

1. OWNER: _____ ADDRESS: _____

SEEHOA REG NO.

INDIVIDUAL TO BE REGISTERED AS PRINCIPAL GUEST (1 required per property)							
Visitor:		Relative:		Extended Family:		Holiday Tenant	
Name		Surname		ID number		Cell number	
Vehicle		Vehicle reg		No of passengers		No of vehicles	
Date in		Date out		Letting Agency		Letting Property Practitioner	

All Persons Requiring Access: Short term orientation fee is R400.00 and access fee is R130.00 which includes (1) access, additional access is charged at R 130.00 per person. ATTACH COPIES OF ID'S FOR PERSONS REQUIRING ACCESS. ONLY COPIES OF IDENTITY DOCUMENTS, PASSPORTS OR THE NEW ID CARDS WILL BE

ADDITIONAL GUESTS / OCCUPANTS (18 YEARS & OLDER) REQUIRING ACCESS:				
NAME	SURNAME	ID NO.	CELL NO.	REG. No.

Occupant details (only required for Short term tenants): Please list all occupants who will be in the above-mentioned property during the short-term access period. Simbithi strictly enforces a 2 occupants per room rule, contravening this rule will result in eviction.

ADDITIONAL OCCUPANTS NOT MENTIONED ABOVE:			
NAME & SURNAME		ID NO.	
NAME & SURNAME		ID NO.	
NAME & SURNAME		ID NO.	
NAME & SURNAME		ID NO.	
NAME & SURNAME		ID NO.	

Acknowledgement

I hereby give consent to Simbithi Eco-Estate, Simbithi Country Clubhouse and Commercial Zone Management Association, Security personnel to randomly search myself, as a condition of entry to and exit from the premises. Such rights shall extend to both persons and property including, but not limited to, handbags, luggage, vehicles, and the like.



I will not abuse my biometric access in anyway.

I will not handover my access card to anyone for use.

I will register my access when accessing through the security gates as a driver or pedestrian.

Maximum number of occupants residing shall not exceed the number of bedrooms multiplied by 2.

Failure to adhere will result in a breach of the Estate Security protocol.

The Simbithi Eco-Estate Home Owners Association (SEEHOA) is committed to the enhancement of safety and security on the Estate. As security is of paramount importance Short term tenants, resident's family members and visitors must at all times assist and comply with the security systems and procedures implemented on the Estate, particularly with regard to access control. Homeowners and accredited letting Property Practitioners are responsible to manage the issuing of visitor's access codes for their guests. Homeowners that are not able to issue their guests with visitor access codes are to submit a motivational letter to the security access office (controlroom@simbithi.com) requesting for the security control room to issue their guests with a limited number of access codes. The security manager will facilitate the approval.

All must respect the security personnel's role. Security guards may under no circumstances be abused or obstructed from performing their functions.

I, _____ (Principal Applicant) hereby consent to sharing all particulars on this application to the trustees of the Body Corporate should the property be on a Sectional Title Scheme.

Sign: _____ Date: _____

HOMEOWNERS DECLARATION, TERMS OF BOOKING AND SIGNATURE

I the Owner of the above-mentioned property hereby declare the above information to be accurate and further acknowledge & agree that should I or my short-term tenant / visitor /family member break any of the Rules or Regulations listed on the attached orientation document, I will be held liable and agree to pay any penalties issued by the Estate. All & any costs associated with the administration of this Orientation / Lease will be billed to my Levy account, including but not limited to Orientation Fee, Access fee's & Penalties relating to the abovementioned occupants & their families.

All bookings should reach the Estate Office 3 working days in advance for processing.

Disclaimer of Responsibility

The Simbithi Homeowners Association and/or Property Practitioners shall not be liable to any Member or any of the Member's lessees, or their respective employees, Property Practitioners, visitors, invitees or customers of any Member of the public dealing with the Member or any lessee for any injury or loss or damage of any description which the Member or any such other person aforesaid may suffer or sustain whether directly or indirectly in or about the Estate, regardless of the cause thereof.

CONSENT IN TERMS OF THE PROTECTION OF PERSONAL INFORMATION ACT, 2013 ("POPI")

I acknowledge that Simbithi Eco-Estate, Simbithi Country Club and Commercial Zone Management Association and their governing bodies and management from time to time (collectively, "Users") will collect my personal information and that of my family, including but not limited to name(s), identity number(s) or passport number(s), birth date(s), age(s), gender, race, nationality, title, language preferences, photograph(s), email address(es), physical address(es), postal address(es), telephone number(s), geographic location(s), employment information, vehicle registration number(s), vehicle licence(s), drivers licence(s), correspondence which is private or confidential, biometric information (including, if applicable fingerprints and/or retinal scanning), billing information and bank statements, the other categories of personal information included in the definition of "personal Information" in POPI and such other information as is reasonably required by us to engage with you and/or provide services to you or otherwise voluntarily disclosed by you to us.



I acknowledge that the Users will use the Personal Information for, inter alia, the following purposes: to verify your identity; to enable you to enter Simbithi Eco-Estate, Simbithi Country Club and Commercial Zone Management Association (together, the Estate) and their facilities; to provide services to you; to undertake adequate security and monitoring measures; to comply with our legal and contractual obligations, including those recorded in our relevant governance documents and rules; to contact you with information relevant to you as a resident of the Estate; to keep you informed about our activities and updates; to respond to any queries and requests; to manage and resolve any commercial or legal complaints or issues; to carry out planning and forecasting activities; otherwise for our legitimate interests or those of a third party, together, the “Described Uses”.

I consent to the Users processing the Personal Information, including but not limited to collecting, recording, organising, disseminating and making the Personal Information available, for the Described Uses.

I consent to the Users processing the Personal Information of any of my children.

I consent to the Users collecting the Personal Information directly from me, and from any other source.

I consent to the Users, disclosing the Personal Information (depending on the circumstances) to the following categories of persons: auditors, legal and other professional advisers or third parties who help the Users deliver their services; information technology and other service providers who help the Users run the Estate or otherwise manage or store the Personal Information; Government and law enforcement authorities; financial institutions; other third parties where disclosure is required by law or otherwise required to enable us to perform our services or to comply with our legal and contractual obligations; and to any other person with your consent to the disclosure.

I consent to the Users retaining records of the Personal Information for so long as the Users deem it necessary in their sole discretion.

I accept the contents of this Consent as adequate notification of the collection and processing of the Personal Information by the Users and consent to the Users failing to provide full notification in terms of section 18 of the Protection of Personal Information Act 4 of 2013, which consent is permitted in terms of section 18(4) of that Act.

I acknowledge that certain Personal Information of mine may be automatically available to members and third parties in accordance with the Association’s PAIA Manual (including but not limited to personal information recorded in the Association’s members’ register). I acknowledge that the Association is accordingly under an obligation to make such information available upon request.

Signed at _____ on this _____ day of _____ 20_____

Name & Surname: (Homeowner / Letting Property Practitioner)	Signature	Date

Name & Surname: (Principle Applicant)	Signature	Date



Name & Surname:
 (Additional Guest over 18 years)

Signature

Date

Name & Surname:
 (Additional Guest over 18 years)

Signature

Date

Name & Surname:
 (Additional Guest over 18 years)

Signature

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 (Additional Guest over 18 years)

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 (Additional Guest over 18 years)

Signature

Date

Name & Surname:
 (Additional Guest over 18 years)

Signature

Date

SEEHOA Rep		Date		Cash <input type="checkbox"/> Card <input type="checkbox"/> Levy <input type="checkbox"/>
Payment	R	Receipt No.		