

**INSTRUCTION TO OPEN A NEW MUNICIPAL ACCOUNT/S FOR A PURCHASER**

I/We, the undersigned:

<b>Name of purchaser/s:</b>	
<b>Identity Nr./s or Registration Nr. (if juristic person)</b>	
<b>Contact Nr./s</b>	
<b>Email Address</b>	
<b>Future Postal Address</b>	
<b>Transferring Attorney Name and File Reference</b>	
<b>Property Description</b>	

hereby instruct and authorize any official of **Mokopi** duly authorized, to do anything necessary to open an electricity and/or water account with the Council on my/our behalf in respect of the property referred to above.

I/we acknowledge that the cost and scope of instruction has been explained to me/us and is limited to **the agreed upon price per property transferred (as per quotation)**.

**Note: Eskom Accounts must be opened by the Purchaser/s via the Eskom Call Centre**

**Note: Mokopi is not able to assist with prepaid meters. This will need to be dealt with by the purchaser**

**I/We understand and accept that the scope of the instruction is limited as follows:**

1. **Mokopi** will do all things necessary to arrange with the Council for the opening of the appropriate account/s on behalf of the Purchaser/s and obtaining copies of any documents which may be required from the transferring attorneys
2. Should the Council request a deposit to be paid prior to the opening of any account/s, **Mokopi** will advise the Purchaser/s who must make payment of such deposit before the account opening can be finalized.
3. **Mokopi** is not involved in the calculation of the deposit calculated and deemed payable by the Council and accepts no responsibility for same.
4. **Mokopi** cannot be held liable for any unforeseen delays in the opening of any account/s if prevented or delayed by the Council.
5. The agreed upon fee is payable to **Mokopi** upon signature hereof.



info@mokopi.co.za | 083 672 6456

<b>Account Name</b>	Mokopi
<b>Bank Name</b>	FNB
<b>Account Number</b>	63136994133
<b>Branch Code</b>	250655

#### **CALCULATION OF THE DEPOSIT PAYABLE**

The General rule is that all new accounts will be charged a deposit equal to the average consumption of three months' services. However, according to the Council's Credit Control and Debt Collection by-law, new accounts are subject to credit checks.

While no person or juristic person will be denied the right to open an account to receive the basic service of water and electricity, billed for rates, the Council can ask for a deposit equal to six months deemed consumption. This will be regulated after six months and the deposit adjusted accordingly and reflected on the account as either a credit or a debit.

Additional guarantees may be requested by Council at their sole election and discretion.

A breakdown of the deposit will be emailed to you.



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### HOW LONG DOES IT TAKE?

To open an account, the City Council must first update the “change of ownership”. A list of all registered matters is provided to City Council by the Deeds Office monthly.

*We are unable to open a new account until the database has been updated.*

- This takes approximately 30 days from date of registration of transfer.
- The earliest we can open an account is approximately 45 days from date of transfer, provided City Council has finalized the Seller/s existing accounts.
- Purchasers are reminded that the account will be backdated to date of registration of transfer and the first account received is generally 2 to 3 months usual billing.

Signed by the Purchaser/s (or the Purchaser/s duly authorized representative) at \_\_\_\_\_.

Date	
Purchaser One	
Purchaser Two	



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### **SPECIAL POWER OF ATTORNEY**

I/we, the undersigned

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Identity Number/s

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Acting on behalf of (if applicable)

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Do hereby nominate, constitute and appoint

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Identity Number

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Of **Mokopi** with power of substitution, as my lawful Agent in my name, place and stead, to act on my behalf in my name, place and stead before any municipal office, council, other public body or wherever else is necessary to, for a period of 6 (six) months from date of signature hereof, in respect of:

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(“the Property”)



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1. To open or close an electricity and/or water account with the Municipality in relation to the Property; and
2. To communicate with any official of any municipality, council or public body in relation to the Property or any account in relation to the Property; and
3. Recover whatever refund is determined by the council as due and owing, **AND GENERALLY**, in effecting the purposes as aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, to all intents and purposes, as I might or could do if personally present and acting herein, ratifying, allowing and confirming, and promising and agreeing to ratify, allow and confirm all and whatsoever my said Agent shall lawfully do or cause to be done by virtue or these presents.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.  
  

Signatures	
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