agriculture, land reform
& rural development
Department:
Agriculture, Land Reform and Rural Development
REPUBLIC OF SOUTH AFRICA

OFFICE OF THE REGISTRAR OF DEEDS: JOHANNESBURG
P O Box 61873, Marshalltown, 2107; Tel: 011 843 8300; Fax: 011 843 8428

NOTICE NO. 2/2021
TO ALL DEEDS OFFICE CLIENTS
RE: RECTIFICATION SECTION ARRANGEMENTS

As per notice Registrar Notice No.1/2021 clients are not allowed to enter into section including rectification. The following arrangements has been implemented to ensure that service delivery is not affected in the section:

1. **Client must drop all rectification request or queries in a box to be place near Lodgement Section counter from 08H00 to 11:00am.**

2. **The request for rectification must be in letter with the firms full details (Firm Number and Name/reference, telephone email). Rectification section will record the query in the register, investigate and implements finding.**

3. **Clients are further encouraged to make use of the electronic way of serving the request together with all supporting documents to the bellow email addresses.**

4. **Should there be a need for consultation, same can be done telephonically, by email or in person upon confirmed appointment.**

5. **Once the query is resolved the documents will be signed off the register and be places in the firms delivery box for collection this includes all queries received to-date. Any follow-up must be done via email or telephonically.**

6. **Rectification section details:**

   Email address
   - johanna.mncwabe@drdlr.gov.za
   - rudenesia.olivier@drdlr.gov.za
   - madaniya.bantham@drdlr.gov.za

   Telephone numbers
   - 011 843 -8357
   - 011 843-8341

   Managers in charge to be copied in all correspondence:
   - rorisang.majela@drdlr.gov.za

7. This notice will be effective from **Monday**, **18th January 2021**.

ACTING REGISTRAR OF DEEDS: JHB
Date: *15/01/2020*