



RATES WATCH

MONITORING AND WATCHING YOUR PROPERTY VALUATIONS AND RATES

Maintenance Plan for Property Portfolio Owners

The complete solution to municipal rates and valuation problems

BACKGROUND

Due to the ever increasing number of Section 78 valuations and Supplementary Valuation Rolls advertised on a regular basis, the need for keeping pace with these amendments have increased substantially.

The **Rates Watch** Maintenance Plan offers the following:

- Monitoring of valuation rolls
- Valuation analysis
- Lodging of valuation queries
- Lodging of objections
- Request & consider reasons of the Municipal Valuer
- Lodging of appeals
- Pre-trial conference wherever possible
- Representation at the appeal board hearings
- Auditing of municipal rates accounts
- Monitoring of annual Rates Policies
- Monitoring of annual Tariff Policies

The unique cost effective plan that allows for accurate budgeting of municipal objection and appeal costs.

Why focus on non-core business?

The Maintenance plan takes away the stress and burden of municipal valuations, objections, appeals and incorrect rates accounts.

MAINTENANCE PLAN SERVICES

Property Register

Rates Watch will create a unique property register including:

- Property deeds information
- Gross lettable areas
- Tenant information
- Rental information
- Expense schedules
- Municipal rates accounts
- Valuation roll information
- Servitudes, rights in land and notarial ties
- Land use and rating category

Valuation Analysis

By referring to the information supplied by the portfolio owner, **RATES WATCH** will compile an initial valuation to test the correctness of the municipal valuation and if incorrect, recommend to lodge an objection or apply for a valuation query.

AN ONGOING PROCESS OF MONITORING

MAINTENANVE PLAN SERVICES

Objections

The Municipal Property Rates Act of 2004 (as amended) sets out the objection, valuation review and appeal procedure. If this process is not correctly followed it could result in costly mistakes.

If the valuation analysis process indicates that objections should be lodged, **RATES WATCH** will undertake the following on your behalf:

- Determine a municipal market value of the property
- Complete the objection form including a motivation
- Lodge the objection
- Obtain proof that the objection was lodged
- Interact with the Municipal Valuer if possible
- Obtain the Municipal Valuer's decision
- Request reasons from the Municipal Valuer
- Consider the written reasons
- Recommend whether an appeal should be lodged

AVOID EXCESSIVE OBJECTION & APPEAL COSTS

Appeals

In the event of an appeal, **RATES WATCH** will:

- Prepare and lodge the appeal
- Recommend whether to appoint experts for assistance
- Brief legal representation if necessary
- Appear and argue the merits at the Appeal Board Hearing
- Obtain the decision of the board
- Request reasons for the decision
- Recommend whether further legal action should be instituted

Valuation Review

If the objection period has already closed, **RATES WATCH** can still prepare and lodge a request for a supplementary valuation in terms of Section 78 of the Municipal Property Rates Act.

If, during the life cycle of a valuation roll (normally 3 to 5 years) it is established that a property has been incorrectly omitted, substantially incorrectly valued, incorrectly categorised, sub-divided, consolidated, proclaimed, rezoned or subject to a change in value since the last general valuation, **RATES WATCH** will submit a query application.

Even if you failed to lodge an objection, you still have the option of a review.

Audit of Municipal Rates Accounts

Even if your municipal valuation is correct, the municipal account could be incorrect.

Possible errors:

- Category
- Journals
- Tariff
- Value
- Property size
- Property description
- Rebates

Rates Watch will ensure that your municipal rates account is correct. **Rates Watch** will take corrective measures on your behalf.



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