



HOMEOWNERS ASSOCIATION NPC  
(REGISTRATION NO: 2002/029403/08)

ESTATE MANAGER  
TEL: 012 649 0720  
CELL: 082 666 8259  
EMAIL: [estatemanager@thatchfield.co.za](mailto:estatemanager@thatchfield.co.za)

P O BOX 12406, CLUBVIEW, 0014  
TEL: 012 644 1010  
FAX: 012 644 1007  
C/O JM VENTER PROPERTY SERVICES CC  
FUTURUM OFFICE BUILDING, BLOCK C, 251 LENCHEN AVE, DIE HOEWES

## ***APPLICATION TO REGISTER OF A DOMESTIC WORKER, GARDENER OR TEMPORARY WORKER***

### **RESIDENT DETAILS**

(PLEASE TICK (✓) THE APPROPRIATE BOXES)

NAME & SURNAME: \_\_\_\_\_

STAND NUMBER: \_\_\_\_\_  
(Mark with an X)

A

or

B

OWNER

RENTING

DATE RENTAL AGREEMENT EXPIRES: \_\_\_\_\_

THATCHFIELD:

CRESCENT

MANOR

GLEN

GARDENS

CLOSE

HILLS

STREET ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

### **DOMESTIC/GARDENER/TEMPORARY WORKER DETAILS**

FULL NAMES & SURNAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

IDENTITY/PASSPORT/ASSYLUM SEEKER NUMBER: \_\_\_\_\_

I HEREBY GIVE PERMISSION FOR ACCESS TO BE GRANTED TO THE ABOVE PERSON AS FOLLOWS:

MON

TUE

WED

THU

FRI

SAT

SUN

DAILY

24 HOURS A DAY

**CARD RECEIVED BY**

NAME

SIGNATURE

DATE

**Please note that you as the employer are directly responsible for the actions of your employees while they are within the estate. Please ensure that they know and abide by the estate rules.**

***As the resident, you are responsible to remove of all garden rubble /refuse, and ensure it is not placed on the sidewalk.***

EMPLOYER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

# DOCUMENTS REQUIRED FOR REGISTRATION OF DOMESTIC & GARDEN OR TEMPORARY WORKERS FOR ACCESS INTO THE ESTATE:

*Mark when completed.*



1. Complete and attach the '**Application to Register a Domestic Worker or Gardener or Temporary Worker**' form. ☐
2. Please attach a valid, **clear, color copy** of the South African ID document, passport or workers permit for the worker who will work at your property. ☐
3. If the worker has a foreign passport, he or she must have a valid work permit. Please attach a copy. ☐
4. For foreign workers we also accept a **valid, clear, color copy** of the workers' Asylum Seeker Document. ☐

5. Cost per access card is R20.

*A laminated access cards will be issued, not the normal biometrics access card.*

- *Access cards for South African citizens are valid for 1 year from date of issue.*
- *Access cards for foreigners are valid according to the expiry date on the work*

*permit, not exceeding 1 year.*

Kindly deposit the amount of the number of access cards you require into the following bank account:

**FNB, A/c 620 991 99351** (JM Venter Property Services cc),

Branch Code 251 145 (Eldoraigine)

**Payment reference:** **Dom/card + (stand number of the property)**

(For Example: **Dom/card 4\*\*\***)

6. Attach the proof of payment for access cards. ☐
7. Email all the above documents to [admin3@thatchfield.co.za](mailto:admin3@thatchfield.co.za). ☐

8. Once we have received all the above documents, you will be contacted by our office to collect the access card from the estate office.