



## OFFICE OF THE MUNICIPAL MANAGER

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Datum:  
Letlha: 10 November 2025  
Date:

### PUBLIC NOTICE ACCEPTED FICA DOCUMENTS FOR PROOF OF RESIDENCE

Dear Kgatelopele Residents

Kindly be informed that in order for the municipality to issue a proof of residence, residents must provide proof of registration as a voter within the Kgatelopele jurisdiction from the Electoral Commission, South African citizen: Green barcoded ID/Smart ID card or a valid driver's license and one of the following documents. Documents must be original or certified copies and not older than three (3) months:

- Utility Bill: Municipal water, electricity, or rates bill in your name.
- Bank Statement: A statement from a registered financial institution showing your residential address.
- Lease or Rental Agreement: A valid, signed agreement
- Official Government Correspondence: Documents from SARS or Home Affairs.
- Affidavit: A sworn affidavit (declaration of residence form) if utility bills are not in your name or if you live in an informal settlement. This must be signed and stamped by a Commissioner of Oaths.
- Other: [retail account statements or letter from an employer for tied accommodation].

We appreciate your cooperation in this regard.

Adv. Willie Blundin  
Municipal Manager