

Site Handover Certificate (SHOC) deliverables:

PDF file name	Document description
SG__ Draken plan app	Drakenstein Plan Approval Letter OR Provisional Starting Letter
SG__ Draken prov start	Provisional Starting Letter (refer to Annexure D if applicable)
SG__ BRR	Building Rules & Regulations (BRR)
SG__ Annex A	BRR Annexure A – Fees
SG__ Annex B	BRR Annexure B – SHOC deliverables
SG__ Annex C	BRR Annexure C – Fine Chart
SG__ Annex D	BRR Annexure D – Indemnity Form (only applicable in case of Starting Letter)
SG__ Annex E	BRR Annexure E – Landscape
SG__ Annex F	BRR Annexure F – Site Information
SG__ Annex G	BRR Annexure G – Services & Infrastructure
SG__ JBCC agree	JBCC Principal Building Agreement (completed & signed)
SG__ JBCC data	JBCC Contract Data CE (completed & signed)
SG__ NHBRC reg	NHBRC Registration
SG__ NHBRC enrol	NHBRC Site Enrolment
SG__ BIBC	BIBC Compliance Certificate in Contractors name (not older than 10 days)
SG__ MBA	MBA Boland Registration
SG__ H&S	Health & Safety Appointment (SG number to be indicated on appointment)
SG__ HOA app plan	HOA Approved Building Plan
SG__ HOA app land plan	HOA Approved Landscape Plan
SG__ Encumbant	Encumbant Letter (if applicable)
SG__ Site plan	Indicating toilets, fencing, container & gate

Please Note:

- Visit www.pearlvalley.co.za / HOA / Documentation to download BRR, Annexures & Builders Panel
- Save all documentation in PDF format as per indicated file names above in **BOLD** / add SG nr
- Only electronic copy required on disc, no hard copy needed
- All documents to be fully signed and completed by all parties indicated
- SG number to be indicated on all documentation
- After the SHOC payment is received by the HOA and all other levies are up to date, then only can the site establishment commence – please send proof of SHOC payment to the Building Office
- After SHOC the penalty levies, if applicable, will stop for 11 months where after it will be reinstated should the project not have Completion

Signed at on 20.....

.....
(Name of Builder/Representative)

.....
(Signature)