



## DEPARTMENT OF ARTS AND CULTURE

BUREAU OF HERALDRY / BURO VIR HERALDIEK

UMNYANGO WEZIMPAWU ZESIZWE

BIRO YA DITSHEBELETSO TSA DIHIRALDIKI

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## BUREAU OF HERALDRY

THE HERALDRY ACT 1962 (ACT NO. 18 OF 1962)

### TARIFF OF FEES APPLICABLE AS FROM 1 APRIL 2010

Banking Details of the Department of Art and Culture:

**Account Holder:**

Department of Arts and Culture

Bank: ABSA

Branch No.: 632005

Account No.: 4056183858

Account Type: Current Account

Swift Code: ABSAZAJJCT

**The BANK'S Postal Address is:**

ABSA BANK ARCADIA

P.O. Box 7263

Pretoria

0001

SOUTH AFRICA

**The BANK'S Physical Address is:**

ABSA BANK

ARCADIA BRANCH

KINGSLEY CENTRE

CHURCH STREET

PRETORIA

SOUTH AFRICA

**PLEASE NOTE:** under no circumstances must any payment (internet, bank draft, international transfer, cheque etc..) be made in the name of, or to any staff member of the Bureau of Heraldry or the Department of Arts and Culture. If you are an individual please use your initials and surname as our reference. If you are an organization please use the organization's name as our reference. Failure to do so will cause severe delays in the registration process due to our staff struggling to find your payment in the Department of Arts and Culture's bank account.

1. In these tariffs, unless the context otherwise indicates:
  - (i) "the Act" means the Heraldry Act, 1962 (Act No. 18 of 1962), as amended, and
  - (ii) "crest" includes a coronet, helmet and mantling.
2. An application for the registration (or amendment) of a heraldic representation shall be accompanied by an **initial amount** of **R825**
3. After the State Herald has notified an applicant that there has been no objection to the proposed registration, the balance of the fee indicated below shall be payable to the Bureau before the notice of registration is published, the particulars are entered in the register and a certificate of registration is issued. [note: an application is deemed to have lapsed if the applicant has failed to supply the balance of payment within five years of the date of publication of the notice of application]. The initial amount may also

be added to the balance of payment into one amount and this enables applicants to pay the whole amount in full in one payment.

The balance of payments are as follows:

- |    |   |       |
|----|---|-------|
| a. | Registration (or amendment) of –  |       |
|    | a badge, flag, pennant, gonfalon, decoration, medal, seal, insignia of rank, any office or order or other kindred representation, excluding a coat of arms  | R2180 |
| b. | Registration (or amendment) of –  |       |
|    | i. arms consisting of a shield only   | R1991 |
|    | ii. arms with a crest   | R5060 |
|    | iii. arms with a crest and supporters   | R6710 |
|    | iv. arms complete with crest, supporters and special compartment  | R7689 |
| 4. | Registration of the arms, badge or other emblem of a <u>heraldic heir</u> in conformity with the principles and rules of heraldry and the policy of the Council, or where the name of the registered owner has been legally changed (payable by means of a single amount) – |       |
|    | (a). by means of a notification in the <i>Government Gazette</i> and an entry in the register only  | R396  |
|    | (b). where a new certificate is required and for the issue (with the approval of the Heraldry Council), of a duplicate certificate in respect of –  |       |
|    | (i) a badge, etc. as in 3(a) above  | R1450 |
|    | (ii) arms consisting of a shield only   | R1287 |
|    | (iii) arms with a crest   | R2640 |
|    | (iv) arms with a crest and supporters   | R3300 |
|    | (v) arms complete with crest, supporters and special compartment  | R3514 |
| 5. | The registration (amendment) a name, special name, uniform  | R693  |
| 6. | For an appeal to the Council against a decision by the State Herald, or the Heraldry Committee <u>R165</u> provided that if the appeal is upheld, such amount shall be refunded.  |       |

7. Correction of an error in any document submitted in terms of the Act, or of an entry in the register in the Bureau, where the error originated with the applicant R550
8. Additional drawings of a registered –
- |  |       |
|--|-------|
| (i) badge, etc. as in 3(a) above                                   | R924  |
| (ii) arms consisting of a shield only                              | R792  |
| (iii) arms with a crest  | R1864 |
| (iv) arms with a crest and supporters                              | R2475 |
| (v) complete arms (shield, crest, supporters, special compartment) | R2827 |
9. Fees due to the Bureau shall be payable in cash, postal order or by cheque made out to the State Herald. Payments from overseas should be by means of a bank draft drawn on a South African Commercial bank.

## 1. ACCESS TO THE REGISTER OF THE BUREAU

10. Upon payment of R30 for every page consulted, the public shall have access to the register during the week from Monday to Friday, public holidays excepted, during the following hours:
- 08:00 to 12:30; and  
13:30 to 16:00
11. Any person consulting the register shall do so under the supervision of an official appointed by the State Herald and shall observe the following instructions:
- (i) Extreme care must be exercised in handling the register, especially when leaves are turned or a diapositive is placed on a light table.
  - (ii) Leaning on the register or the light table is prohibited.
  - (iii) Only pencils may be used for making notes.
  - (iv) If a page is torn or a diapositive damaged during consultation, the user shall report this forthwith to the supervision officer.
  - (v) No marks may be made on or erased from the register.
  - (vi) No tracing may be made of any part of the register or of any diapositive.