

POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

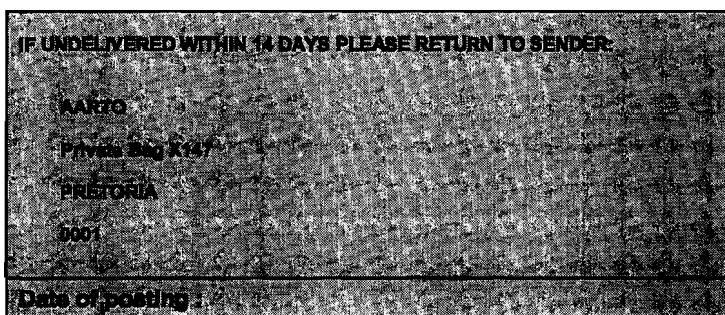
«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»



OTHER INFORMATION: ADDRESS OR PARTICULARS OF A PERSON OR ORGANISATION TO WHOM THE MAIL IS TO BE DELIVERED												
Surname:						First names:						
Type of identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:				Gender:	Male	Female	
Identification number:									Tel (home):			
Initials:			Date of birth:			Tel (work):						
Driving licence code(s):			PrDP code(s):			Cell:						
Operator card no:						Fax:						
Residential address and code:												
Postal address and code:												
Employer's name, address and code:												
Email address:												
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.												
Signature:						Date:						

2010/11/11

AARTO 05d - ACKNOWLEDGEMENT OF RECEIPT ELECTION TO BE TRIED IN COURT

Issued in terms of sections 18 and 19(2)(b)(i) of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS	
«Surname»/«Name of organisation» «First_names»/«Representative name and surname» «Initials» «ID_type» «ID_number» Country of issue: «Country_of_issue» Licence code: «Driving_lic_codes» PrDP code: «PrDP_codes» Operator card number: «Operator_Card_number» «Street_address_line_1» «Street_address_line_2» «Street_address_line_3» «Street_address_line_4» «Street_address_line_5» «Street_address_code» «Post_address_line_1» «Post_address_line_2» «Post_address_line_3» «Post_address_line_4» «Post_address_line_5» «Post_address_code» «Emp_name» «Emp_address_line_1» «Emp_address_line_2» «Emp_address_line_3» «Emp_address_line_4» «Emp_address_line_5» «Emp_address_code»	«Gender»/«Type of organisation» «Date_of_birth» Tel (home): «Home_phone» Tel (work): «Business_phone» Fax: «Fax_number» Cell: «Cellular» «E_mail»
MOTOR VEHICLE PARTICULARS	
«Vehicle_lic_number» Licence disc no: «veh_lic_disc_no» «Vehicle_desc» «Vehicle_GVM» «Make» «Series» «Colour»	
INFRINGEMENT PARTICULARS	
Infringement Notice number: «Inf_notice_nr» Date of infringement: «Date» Issuing Authority: « Issuing Authority » Charge Code: «Main_charge_code» «Main_descrip» Charge type: «Class_1» Penalty: R «Penalty_1» Demerit Points: «Demerit»	
ACKNOWLEDGEMENT OF RECEIPT	
Receipt of your election to be tried in court is herewith acknowledged.	Date received : «App_Date»
<ol style="list-style-type: none"> 1. A summons to appear in court will be issued in terms of section 54 of the Criminal Procedure Act (Act 51 of 1977) and served at the abovementioned residential/business street address by the Issuing Authority. The designated court and the date of that hearing will be stated in that summons. 2. Should you fail to appear in court on the designated date, the case will revert back to the Road Traffic Infringement Agency and an Enforcement Order will be issued to you in terms of section 20(1) of Act 46 of 1998. 3. All enquiries regarding the AARTO Act may be made: <ol style="list-style-type: none"> (a) By post to: AARTO Enquiries, Private Bag X147, Pretoria, 0001. (b) By telephone: Tel. no: 086 122 7861 (0861AARTO1) (c) By fax: Fax no: 086 662 8861 4. Enquiries on the number of Demerit Points accumulated, for which an additional fee will be payable, may be made: <ol style="list-style-type: none"> (a) On the following AARTO Internet website: www.aarto.gov.za or www.aartosa.co.za; or (b) By completing form AARTO 27 in person at any: <ol style="list-style-type: none"> (i) Vehicle registration and licensing office; or (ii) Driving licence testing centre; or (iii) Issuing Authority. 5. General information on AARTO and traffic infringement statistics are available on the AARTO Internet website. 6. Depending on the classification of the infringement or offence, or on failure to comply with the provisions of the Act, Demerit Points ranging from 1 to 6 will be allocated to the Infringer as follows: <ol style="list-style-type: none"> (a) On receipt and recording of payments; or (b) On application to pay in instalments; or (c) If found guilty in court of an offence; or (d) On issuing of an Enforcement Order. 7. A juristic person who is not an operator receives no demerit points but pays three times the penalty amount. 8. Demerit Points will be reduced by one (1) point for every continuous (3) months during which no demerit points were allocated. 9. An infringer will be disqualified from driving a motor vehicle for the period of months that equals the number of points by which twelve (12) is exceeded, multiplied by three (3). 	
To expedite the processing of your submission, please complete the reverse side of this notification if any of your particulars have changed and send it to the Agency.	
Certificate number: «Cert_no»	Creation date: «Cr_Date» «User Group»

POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

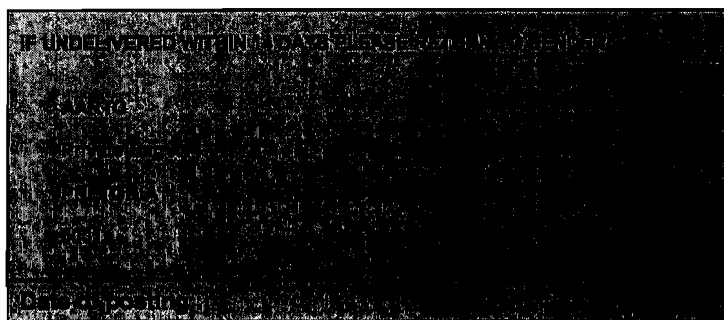
«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»



NOTIFICATION OF CHANGE OF ADDRESSES OR PARTICULARS OR VEHICLE REGISTRATION											
Surname:						First names:					
Type of Identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:				Gender:	Male	Female
Identification number:						Tel (home):					
Initials:		Date of birth:				Tel (work):					
Driving licence code(s):		PrDP code(s):				Cell:					
Operator card no:						Fax:					
Residential address and code:											
Postal address and code:											
Employer's name, address and code:											
Email address:											
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.											
Signature:						Date:					

2010/11/11

AARTO 05e - ACKNOWLEDGEMENT OF RECEIPT
APPLICATION FOR REVOCATION OF ENFORCEMENT ORDER
 Issued in terms of section 20(9) of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS	
«Surname»/«Name of organisation» «First_names»/«Representative name and surname» «Initials» «ID_type» «ID_number» Country of issue: «Country_of_issue» Licence code: «Driving_lic_codes» PrDP code: «PrDP_codes» Operator card number: «Operator_Card_number» «Street_address_line_1» «Street_address_line_2» «Street_address_line_3» «Street_address_line_4» «Street_address_line_5» «Street_address_code» «Post_address_line_1» «Post_address_line_2» «Post_address_line_3» «Post_address_line_4» «Post_address_line_5» «Post_address_code» «Emp_name» «Emp_address_line_1» «Emp_address_line_2» «Emp_address_line_3» «Emp_address_line_4» «Emp_address_line_5» «Emp_address_code»	«Gender»/«Type of organisation» «Date_of_birth» Tel (home): «Home_phone» Tel (work): «Business_phone» Fax: «Fax_number» Cell: «Cellular» «E_mail»
MOTOR VEHICLE PARTICULARS	
«Vehicle_lic_number» Licence disc no: «veh_lic_disc_no» «Vehicle_desc» «Vehicle_GVM» «Make» «Series» «Colour»	
ENFORCEMENT ORDER PARTICULARS	
Enforcement Order reference number: «Enf_order_nr» Date of Enforcement Order: «Enf_date» Infringement Notice number: «Inf_notice_nr» Date of infringement: «Date» Issuing Authority: « Issuing Authority » Charge code: «Main_charge_code» «Main_descrip» Charge type: «Class 1» Penalty : R «Penalty 1» Demerit Points: «Demerit»	
ACKNOWLEDGEMENT OF RECEIPT	
Receipt of your application for the revocation of the above mentioned Enforcement Order is herewith acknowledged. 1. Your application will be duly considered by the Road Traffic Infringement Agency, where after you will be notified of the decision. Note that your application may be rejected, in which case you will be liable to pay all outstanding penalties and fees to the Agency. 2. All enquiries regarding the AARTO Act may be made: (a) By post to: AARTO Enquiries, Private Bag X147, Pretoria, 0001. (b) By telephone: Tel. no: 086 122 7861 (0861AARTO1) (c) By fax: Fax no: 086 662 8861 3. Enquiries on the number of Demerit Points accumulated, for which an additional fee will be payable, may be made: (a) On the following AARTO Internet website : www.aarto.gov.za or www.aartosa.co.za ; or (b) By completing form AARTO 27 in person at any: (i) Vehicle registration and licensing office; or (ii) Driver testing and licensing centre; or (iii) Issuing Authority. 4. General information on AARTO and traffic infringement statistics are available on the AARTO Internet website 5. Depending on the classification of the infringement or offence, or on failure to comply with the provisions of the Act, Demerit Points ranging from 1 to 6 will be allocated to the infringer as follows: (a) On receipt and recording of payments; or (b) On application to pay in instalments; or (c) If found guilty in court of an offence; or (d) On issuing of an Enforcement Order. 6. A juristic person who is not an operator receives no demerit points but pays three times the penalty amount. 7. Demerit Points will be reduced by one (1) point for every continuous (3) months during which no demerit points were allocated.. 8. An infringer will be disqualified from driving a motor vehicle for the period of months that equals the number of points by which twelve (12) is exceeded, multiplied by three (3). To expedite the processing of your Application, please complete the reverse side of this notification if any of your particulars have changed and send it to the Agency.	
Certificate number: «Cert_no»	Creation date: «Cr_Date» «User Group»

POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»

IF UNDELIVERED WITHIN 14 DAYS PLEASE RETURN TO SENDER:

AARTO
Private Bag X147
PRETORIA
0001

Date of posting :

NOTIFICATION OF CHANGE OF ADDRESS OR PARTICULARS OF A PERSON (ORGANISATIONS MUST USE FORMING)											
Surname:						First names:					
Type of Identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:				Gender:	Male	Female
Identification number:									Tel (home):		
Initials:			Date of birth:			Tel (work):					
Driving licence code(s):			PrDP code(s):			Cell:					
Operator card no:						Fax:					
Residential address and code:											
Postal address and code:											
Employer's name, address and code:											
Email address :											
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.											
Signature:						Date:					

2010/1/11

**AARTO 05f - ACKNOWLEDGEMENT OF RECEIPT
APPLICATION FOR A REFUND**
Issued in terms of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS		
«Surname»/«Name of organisation» «First_names»/«Representative name and surname» «Initials» «ID_type» «ID_number» Country of issue: «Country_of_issue» Licence code: «Driving_lic_codes» PrDP code: «PrDP_codes» Operator card number: «Operator_card_number» «Street_address_line_1» «Street_address_line_2» «Street_address_line_3» «Street_address_line_4» «Street_address_line_5» «Street_address_code» «Post_address_line_1» «Post_address_line_2» «Post_address_line_3» «Post_address_line_4» «Post_address_line_5» «Post_address_code» «Emp_name» «Emp_address_line_1» «Emp_address_line_2» «Emp_address_line_3» «Emp_address_line_4» «Emp_address_line_5» «Emp_address_code»	«Gender»/«Type of organisation» «Date_of_birth» Tel (home): «Home_phone» Tel (work): «Business_phone» Fax: «Fax_number» Cell: «Cellular» «E_mail»	
VEHICLE PARTICULARS		
«Vehicle_lic_number» Licence disc no: «veh_lic_disc_no» «Vehicle_desc» «Vehicle_GVM» «Make» «Series» «Colour»		
INFRINGEMENT PARTICULARS		
Infringement Notice number: «Inf_notice_nr» Date of Infringement: «Date» Issuing Authority: «Issuing Authority» Charge Code: «Main_charge_code» «Main_descrip»		
Charge type: «Class_1» Penalty : R «Penalty_1» Demerit Points: «Demerit»		
ACKNOWLEDGEMENT OF RECEIPT	Date received	«App_Date»
<p>Receipt of application for a refund is herewith acknowledged.</p> <p>1) Your application will be duly considered, where after you will be notified of the decision in this regard within a period not exceeding 21 days.</p> <p>2) Please note that your application may be rejected.</p> <p>To expedite the processing of your application, please complete the reverse side of this notification if any of your particulars have changed and send it to the Agency.</p>		

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LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

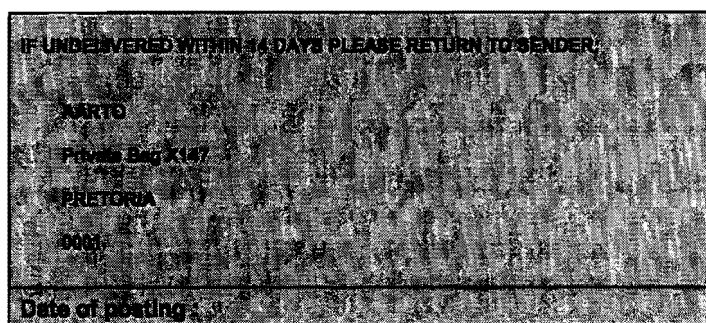
«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»



NOTIFICATION OF CHANGE OF ADDRESSES OR PARTICULARS OF A PERSON (ORGANISATIONS MUST USE FORM NCP)											
Surname:						First names:					
Type of Identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:				Gender:	Male	Female
Identification number:									Tel (home):		
Initials:			Date of birth:			Tel (work):					
Driving licence code(s):			PrDP code(s):			Cell:					
Operator card no:						Fax:					
Residential address and code:											
Postal address and code:											
Employer's name, address and code:											
Email address :											
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.											
Signature:						Date:					

2010/11/11

**AARTO 05g - ACKNOWLEDGEMENT OF RECEIPT
CHANGE OF PARTICULARS**
Issued in terms of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS		
<p>«Surname»/«Name of organisation»</p> <p>«First_names»/«Representative name and surname»</p> <p>«Initials»</p> <p>«ID_type»</p> <p>«ID_number»</p> <p>Country of issue: «Country_of_issue»</p> <p>Licence code: «Driving_lic_codes»</p> <p>PrDP code: «PrDP_codes»</p> <p>Operator card number: «Operator_card_number»</p> <p>«Street_address_line_1»</p> <p>«Street_address_line_2»</p> <p>«Street_address_line_3»</p> <p>«Street_address_line_4»</p> <p>«Street_address_line_5» «Street_address_code»</p> <p>«Post_address_line_1»</p> <p>«Post_address_line_2»</p> <p>«Post_address_line_3»</p> <p>«Post_address_line_4»</p> <p>«Post_address_line_5» «Post_address_code»</p> <p>«Emp_name»</p> <p>«Emp_address_line_1» «Emp_address_line_2»</p> <p>«Emp_address_line_3» «Emp_address_line_4»</p> <p>«Emp_address_line_5» «Emp_address_code»</p>	<p>«Gender»/«Type of organisation»</p> <p>«Date_of_birth»</p> <p>Tel (home): «Home_phone»</p> <p>Tel (work): «Business_phone»</p> <p>Fax: «Fax_number»</p> <p>Cell: «Cellular»</p> <p>«E_mail»</p>	
VEHICLE PARTICULARS		
<p>«Vehicle_lic_number»</p> <p>Licence disc no: «veh_lic_disc_no»</p> <p>«Vehicle_desc»</p> <p>«Vehicle_GVM»</p> <p>«Make»</p> <p>«Series»</p> <p>«Colour»</p>		
ACKNOWLEDGEMENT OF RECEIPT		Date received:
<p>Receipt of your change of particulars is herewith acknowledged.</p>		«App_Date»

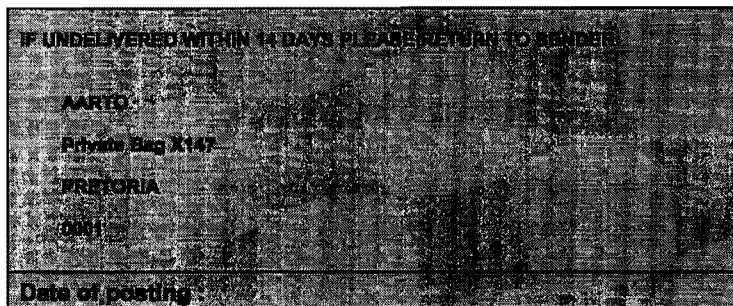
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REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»
 «Post_address_line_1»
 «Post_address_line_2»
 «Post_address_line_3»
 «Post_address_line_4»
 «Post_address_line_5»
 «Post_address_code»



NOTIFICATION OF CHANGE OF ADDRESSES OR PARTICULARS OF A PERSON (NOTIFICATIONS MUST BE FORWARDED)											
Surname:						First names:					
Type of Identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:	Gender:	Male	Female			
Identification number:											
Initials:			Date of birth:			Tel (home):					
Driving licence code(s):			PrDP code(s):			Tel (work):					
Operator card no:						Cell:					
Residential address and code:			Fax:								
Postal address and code:											
Employer's name, address and code:											
Email address :											
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.											
Signature:						Date:					

2010/11/10

AARTO 06 – CONFIRMATION OF INSTALMENT ARRANGEMENT

Issued in terms of section 17(1)(f)(iii) of Act No 46 of 1998

INFRINGEMENTER AND MOTOR VEHICLE PARTICULARS																																	
«Surname»/«Name of organisation» «First_names»/«Representative name and surname» «Initials» «ID_type» «ID_number» Country of issue: «Country_of_issue» Licence code: «Driving_lic_codes» PrDP code: «PrDP_codes» Operator card number: «Operator_card_number» «Street_address_line_1» «Street_address_line_2» «Street_address_line_3» «Street_address_line_4» «Street_address_line_5» «Street_address_code» «Post_address_line_1» «Post_address_line_2» «Post_address_line_3» «Post_address_line_4» «Post_address_line_5» «Post_address_code» «Emp_name» «Emp_address_line_1» «Emp_address_line_2» «Emp_address_line_3» «Emp_address_line_4» «Emp_address_line_5» «Emp_address_code»	«Gender»/«Type of organisation» «Date_of_birth» Tel (home): «Home_phone» Tel (work): «Business_phone» Fax: «Fax_number» Cell: «Cellular» «E_mail»																																
MOTOR VEHICLE PARTICULARS																																	
«Vehicle_lic_number» Licence disc no: «veh_lic_disc_no» «Vehicle_desc» «Vehicle_GVM» «Make» «Series» «Colour»																																	
INFRINGEMENT PARTICULARS																																	
Infringement Notice number: «Inf_notice_nr» Date of infringement: «Date» Issuing Authority: « Issuing Authority » Charge Code: «Main_charge_code» «Main_descrip» Charge type: «Class_1» Penalty: R «Penalty_1» Demerit Points: «Demerit»																																	
INSTALMENT APPLICATION RESULT																																	
(a) The monthly instalment must be paid into the bank account below by the chosen and approved method as indicated on this form. (b) Note should be taken that, in accordance with section 19B(2) of the Act, failure to pay the monthly instalments agreed to, or if an insufficient payment is made on an instalment, a notice will be served on the infringer informing him or her that if: (i) the outstanding balance of the instalment, plus the fee for the notice has not been paid within 7 days, or (ii) arrangements have not been made within 7 days for the payment thereof, a Warrant will be issued in terms of section 21 of the Act. (c) Other than paying by debit order, only cash, a bank guaranteed cheque deposit or electronic funds transfer directly into the AARTO bank account will be accepted for payment of monthly instalments. Please record your infringement notice number on the deposit slip. (d) If the application result indicates that the application was unsuccessful you are liable to pay all outstanding penalties and fees, as indicated on this notice, within 32 days.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Application result:</td> <td>«Result»</td> </tr> <tr> <td>Date of result:</td> <td>«Date_res»</td> </tr> <tr> <td>Penalty payable:</td> <td>R«Penalty»</td> </tr> <tr> <td>Total amount of fees:</td> <td>R«Fees»</td> </tr> <tr> <td>Total amount due:</td> <td>R«Total»</td> </tr> <tr> <td>Number of monthly instalments:</td> <td>«Number_in»</td> </tr> <tr> <td>Monthly instalment amount:</td> <td>R«Amount_1»</td> </tr> <tr> <td>Date of first instalment:</td> <td>«Date_inst»</td> </tr> <tr> <td>Approved method of payment:</td> <td>«Method»</td> </tr> <tr> <td>Demerit Points allocated:</td> <td>«Demerit»</td> </tr> <tr> <td colspan="2" style="text-align: center; background-color: #f2f2f2;">AARTO bank account:</td> </tr> <tr> <td>Bank:</td> <td>«Bank name»</td> </tr> <tr> <td>Branch:</td> <td>«Branch Name»</td> </tr> <tr> <td>Branch no:</td> <td>«Branch Code»</td> </tr> <tr> <td>Account no:</td> <td>«Account number»</td> </tr> <tr> <td colspan="2" style="text-align: center; background-color: #f2f2f2;">Use the Infringement Notice number as reference number on all payments</td> </tr> </table>	Application result:	«Result»	Date of result:	«Date_res»	Penalty payable:	R«Penalty»	Total amount of fees:	R«Fees»	Total amount due:	R«Total»	Number of monthly instalments:	«Number_in»	Monthly instalment amount:	R«Amount_1»	Date of first instalment:	«Date_inst»	Approved method of payment:	«Method»	Demerit Points allocated:	«Demerit»	AARTO bank account:		Bank:	«Bank name»	Branch:	«Branch Name»	Branch no:	«Branch Code»	Account no:	«Account number»	Use the Infringement Notice number as reference number on all payments	
Application result:	«Result»																																
Date of result:	«Date_res»																																
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Monthly instalment amount:	R«Amount_1»																																
Date of first instalment:	«Date_inst»																																
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Demerit Points allocated:	«Demerit»																																
AARTO bank account:																																	
Bank:	«Bank name»																																
Branch:	«Branch Name»																																
Branch no:	«Branch Code»																																
Account no:	«Account number»																																
Use the Infringement Notice number as reference number on all payments																																	

Certificate number: «Cert_no»

Creation date: «Cr_Date»

«User Group»

POSTAGE
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REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

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«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»

IF UNDELIVERED WITHIN 14 DAYS PLEASE RETURN TO SENDER:

AARTO

Private Bag X147

PRETORIA

0001

Date of posting :

NOTIFICATION OF CHANGE OF ADDRESSES OR PARTICULARS OF A PERSON (ORGANISATIONS MUST USE FORM NCP)

Surname:					First names:							
Type of identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:					Gender:	Male	Female
Identification number:										Tel (home):		
Initials:			Date of birth:			Tel (work):						
Driving licence code(s):			PrDP code(s):			Cell:						
Operator card no:						Fax:						
Residential address and code:												
Postal address and code:												
Employer's name, address and code:												
Email address :												
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.												
Signature:					Date:							

AARTO 07 - NOMINATION OF DRIVER OR PERSON IN CONTROL																					
INSTRUCTIONS FOR COMPLETION OF THE FORM																					
Important information and instructions for the completion and processing of this form are provided on the back of the form																					
PART A – NOTIFICATION																					
(a) An Infringement Notice, the particulars of which are provided under Part B below, was issued to me.																					
(b) I, the particulars of whom are provided under Part C below, hereby declare in terms of section 17(1)(f)(v) of Act 46 of 1998, that I was not the driver or in control of the motor vehicle at the time the infringement(s), as stated in the infringement notice issued to me, was committed.																					
(c) I hereby further nominate the driver who was in control of the identified vehicle at the place on the date and at the time that the infringement(s) was committed, as stipulated in the infringement notice referred to, by providing his/her particulars under Part D below.																					
PART B – PARTICULARS OF INFRINGEMENT NOTICE																					
Infringement Notice number: - - - - - - - - - - - - - -																					
Date of infringement: YYYY / MM / DD Name of Issuing Authority:																					
PART C – PERSONAL PARTICULARS (Person to whom original infringement notice was issued)																					
Name of organisation:										Company number:											
Type of organisation: Company CC Partnership										Other:											
Surname:										Gender:		Female		Male							
First names:										Tel (home): ()											
Initials:					Date of birth:					YYYY / MM / DD					Tel (work): ()						
ID type:	RSA ID	Passport ID	Driving licence ID	Foreign ID	Fax: ()																
ID number:																			Cell:		
Country of issue:										Email:											
Street address & code:										MOTOR VEHICLE PARTICULARS											
										Vehicle licence no:											
										Licence disc no:											
Postal address & code:										Operator card no:											
										Vehicle description (type):											
										Vehicle GVM:											
Employer name:										Make:											
Employer address & code:										Series (model):											
										Colour:											
PART D – PARTICULARS OF NOMINATED DRIVER/PERSON IN CONTROL																					
Surname:										Gender:		Female		Male							
First names:										Initials:					Date of birth: YYYY / MM / DD						
ID type:	RSA ID	Passport	Driving licence ID	Foreign ID	Tel (home): ()																
ID number:																			Tel (work): ()		
Country of issue:										Fax: ()											
Licence code:	A1	A	B	C1	C	EB	EC1	EC	Cell:												
PrDP code:	Goods			Dangerous			Passengers			Email:											
Leamer code:	1	2	3	Operator card/Driving licence number:																	
Street address & code:																					
										()											
Postal address & code:																					
										()											
Employer name:																					
Employer address & code:																					
										()											

Full signature of person in Part C:

PART E – AFFIRMATION OR OATH BY PERSON IN PART C			
(a)*	I solemnly affirm the content of the declaration and nomination of the person on the reverse hereof as the truth, the whole truth and nothing but the truth. I realise that a false affirmation is punishable with a fine or one year imprisonment or both; or		
(b)*	I know and understand the content of the declaration and nomination of the person on the reverse hereof and do not have any objection in taking the prescribed oath and consider the prescribed oath to be binding on my conscience. I realise that a false declaration is punishable with a fine or one year imprisonment or both.		
(c)	I further declare that I understand that this nomination may be rejected, upon which I will be liable for all penalties and fees as described in the original Infringement Notice.		
* delete whichever is not applicable.			
Full signature of person in Part C:		Place:	Date: YYYY / MM / DD
PART F – CERTIFICATE OF THE COMMISSIONER OF OATHS			
As a Commissioner of Oaths, I hereby certify that the infringer:			
(a)	solemnly affirms the content of this declaration as the truth, the whole truth and nothing but the truth; or		
(b)	has no objection in taking the prescribed oath and that he/she considers the prescribed oath to be binding on his/her conscience.		
Signature of Commissioner of Oaths:		Place:	Date: YYYY / MM / DD
PART G – PARTICULARS OF THE COMMISSIONER OF OATHS			
Surname of Commissioner:		First names:	
Identification number:		Tel (work): ()	
Designation:		Cell:	
Office held:			
Business address and postal code:		PART H – OFFICIAL STAMP OF COMMISSIONER OF OATHS	
Infringement Notice number:			

AARTO 07 - NOMINATION OF DRIVER OR PERSON IN CONTROL	
IMPORTANT INFORMATION AND INSTRUCTIONS FOR COMPLETION AND PROCESSING OF THE FORM	
(a)	This option is not available after an Enforcement Order has been issued. If an Enforcement Order has been issued, you may apply for the revocation of the Enforcement Order on form AARTO 14.
(b)	If you do not have the full particulars of the person who drove or operated the vehicle at the time of the infringement, you may be charged with a further infringement in terms of section 17(5) of the Act. If the vehicle was stolen, you may apply for a representation on form AARTO 08.
(c)	This form must be properly completed in full and in black ink.
(d)	The completed form must be submitted to and signed before a commissioner of oaths on presentation of the original Infringement Notice that was issued.
(e)	Individuals need not complete the first two lines of Part C. Organisations must provide the details of the registration number of the organisation (eg CC, company or trust registration number) and the details of a representative (Surname, First names, ID number, cell, email, etc.) on the reverse hereof who must sign the form on its behalf.
(f)	The duly completed form and attachments, if any, may: <ul style="list-style-type: none"> (i) Be submitted at the following Internet websites: www.aarto.gov.za or www.aartosa.co.za; or (ii) A clearly legible scanned copy of the form may be e-mailed to admin@aartosa.co.za; or (iii) The form may be faxed to 086 662 8861; or (iv) Be handed in at any Issuing Authority for capturing; or (v) Be posted by registered mail to the following address: AARTO – Nomination of Driver, Private Bag X147, Pretoria, 0001.
(g)	A form that has not been completed properly will be rejected and the nomination will be unsuccessful.
(h)	A copy of the completed form as well as any confirmations or acknowledgements received, must be kept for your own records.
(i)	Receipt of the nomination will be acknowledged within 21 days, failing which it must be re-submitted in the manner above.

[illegible]

Full signature of Infringer: _____

PART E – AFFIRMATION OR OATH BY INFRINGER					
(a)*	I solemnly affirm the content of this declaration as the truth, the whole truth and nothing but the truth. I realise that a false affirmation is punishable with a fine or one year imprisonment or both.				
(b)*	I know and understand the content of this declaration and do not have any objection in taking the prescribed oath and consider the prescribed oath to be binding on my conscience. I realise that a false declaration is punishable with a fine or one year imprisonment or both.				
(c)	I further declare that I understand that this Representation may be rejected, upon which I will forfeit the discount and will be liable to pay the full penalty and all outstanding fees that may be applicable.				
* delete whichever is not applicable.					
Signature of Infringer:		Place:		Date:	YYYY / MM / DD
PART F – CERTIFICATE OF THE COMMISSIONER OF OATHS					
As a Commissioner of Oaths, I hereby certify that the infringer:					
(a)	solemnly affirms the content of this declaration as the truth, the whole truth and nothing but the truth; or				
(b)	has no objection in taking the prescribed oath and that he/she considers the prescribed oath to be binding on his/her conscience.				
Signature of Commissioner of Oaths:		Place:		Date:	YYYY / MM / DD
PART G – PARTICULARS OF THE COMMISSIONER OF OATHS					
Surname of Commissioner:			First names:		
Identification number:			Tel (work): ()		
Designation:			Cell:		
Office held:					
Business address and postal code:			PART H – OFFICIAL STAMP OF COMMISSIONER OF OATHS		
Infringement Notice number:			<div style="display: flex; justify-content: space-between;"> - - - </div>		

AARTO 08 - APPLICATION FOR REPRESENTATION	
IMPORTANT INFORMATION AND INSTRUCTIONS FOR COMPLETION AND PROCESSING OF THE FORM	
(a)	This option is not available after an Enforcement Order has been issued. If an Enforcement Order has been issued, you may apply for the revocation of the Enforcement Order on form AARTO 14.
(b)	If the representation is not approved, you will be liable for the amount as shown in Schedule 2(c) of the Regulations.
(c)	Should you have insufficient funds, you may apply to pay the penalty amount in instalments on form AARTO 04. In such case you will not be entitled to the discount but will have to pay the full penalty amount.
(d)	If you did not operate or control the vehicle at the date and time of the infringement, you may nominate the relevant person on form AARTO 07.
(e)	Should you wish to dispute the prosecution, you may elect to go to court on form AARTO 10.
(f)	This form must be properly completed in full and in black ink.
(g)	The completed form must be submitted to and signed before a commissioner of oaths on presentation of the original Infringement Notice that was issued.
(h)	Individuals need not complete the first two lines of Part C. Organisations must provide the details of the registration number of the organisation (eg CC, company or trust registration number) and the details of a representative (Surname, First names, ID number, cell, email, etc.) on the reverse hereof who must sign the form on its behalf.
(i)	The duly completed form and attachments, if any, may: <ul style="list-style-type: none"> (i) Be submitted at the following Internet website: www.aarto.gov.za or www.aartosa.co.za; or (ii) A clearly legible scanned copy of the form may be e-mailed to admin@aartosa.co.za; or (iii) The form may be faxed to 086 662 8861; or (iv) Be handed in at any Issuing Authority for capturing; or (v) Be posted by registered mail to the following address: AARTO – Representations, Private Bag X147, Pretoria, 0001.
(j)	A form that has not been properly completed will be rejected and the representation will be unsuccessful.
(k)	A copy of the completed form as well as any additional attachments, confirmations or acknowledgements received, must be kept for your own records.
(l)	Receipt of the representation will be acknowledged within 21 days, failing which it must be re-submitted in the manner above.

2010/11/11

AARTO 09 - RESULT OF REPRESENTATION

Issued in terms of section 18(6) of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS

«Surname»/«Name of organisation»	«Gender»/«Type of organisation»
«First_names»/«Representative name and surname»	
«Initials»	«Date_of_birth»
«ID_type»	Tel (home): «Home_phone»
«ID_number»	Tel (work): «Business_phone»
Country of issue: «Country_of_issue»	Fax: «Fax_number»
Licence code: «Driving_lic_codes»	Cell: «Cellular»
PrDP code: «PrDP_codes»	«E_mail»
Operator card number: «Operator_card_number»	
«Street_address_line_1»	
«Street_address_line_2»	
«Street_address_line_3»	
«Street_address_line_4»	
«Street_address_line_5» «Street_address_code»	
«Post_address_line_1»	
«Post_address_line_2»	
«Post_address_line_3»	
«Post_address_line_4»	
«Post_address_line_5» «Post_address_code»	
«Emp_name»	
«Emp_address_line_1» «Emp_address_line_2»	
«Emp_address_line_3» «Emp_address_line_4»	
«Emp_address_line_5» «Emp_address_code»	

MOTOR VEHICLE PARTICULARS

«Vehicle_lic_number»
Licence disc no: «veh_lic_disc_no»
«Vehicle_desc»
«Vehicle_GVM»
«Make»
«Series»
«Colour»

INFRINGEMENT PARTICULARS

Infringement Notice number: «Inf_notice_nr»
Date of infringement: «Date» Issuing Authority: « Issuing Authority »
Charge code: «Main_charge_code» «Main_descrip»
Charge type: «Class_1» Penalty: R «Penalty_1» Demerit Points: «Demerit»

REPRESENTATION APPLICATION RESULT

Date of result: «Res_date»

«»	(a) Successful	You are not liable to pay the penalty or fees in respect of the above alleged infringement and you will not incur any Demerit Points on the National Contraventions Register. The Infringement Notice has been cancelled.
«»	(b) Successful on main charge	You are not liable to pay the penalty in respect of the main charge of the above infringement and you will not incur the Demerit Points concerning the main charge. You must pay the penalty and fees in respect of the alternative charge into the bank of the Agency, the particulars of which appear below, not later than 32 days after service of this notice. NOTE: If you fail to comply with this notification, an Enforcement Order will be issued where after you will become liable to pay the penalty and the fees for the Courtesy Letter (if applicable) and Enforcement Order (if applicable) to the Agency.
«»	(c) Rejected	You must pay the penalty and fees into the bank account of the Agency, the particulars of which appear below, not later than 32 days after service of this notice. NOTE: If you fail to comply with this notification, an Enforcement Order will be issued where after you will become liable to pay the penalty and the fees for the Courtesy Letter (if applicable), rejected Representation and Enforcement Order (if applicable) to the Agency.
«»	(d) Rejected – Advised to elect to be tried in court	Within 32 days of the date of service of this notice you must: (i) pay the above penalty and fee for this letter in the bank account of the Agency, the particulars of which appear below; or (ii) elect to be tried in court, by completing form AARTO 10 and submit it by registered mail to the Agency. NOTE: If you fail to comply with this notification, an Enforcement Order will be issued where after you will become liable to pay the penalty and the fees for the Courtesy Letter (if applicable), rejected Representation and Enforcement Order (if applicable) to the Agency.

Grounds of rejection (if applicable): «Grounds_rej»

Penalty:	R«Penalty_1»	(b) By cash deposit or bank guaranteed cheque at any: (i) Post office (ii) Approved pay-point (iii) Motor vehicle registration and licensing office (iv) Driving licence testing centre; or (v) Issuing Authority; or (c) At the following internet website: www.aarto.gov.za The Infringement Notice Number applicable to each of the individual Main Charges must be used as reference with all payments.
Fee for Courtesy Letter:	R«Courtesy_fee»	
Fee for rejected Representation:	R«Rep_fee»	
Total amount payable:	R«Total_due»	
Payments may be made: (a) At the following banks: (i) By cash deposit or bank guaranteed cheque at any ABSA branch. (ii) For ABSA and FNB clients only by ATM, internet or cell phone banking.		

Certificate number: «Cert_no»

Creation date: «Cr_Date»

«User Group»

POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

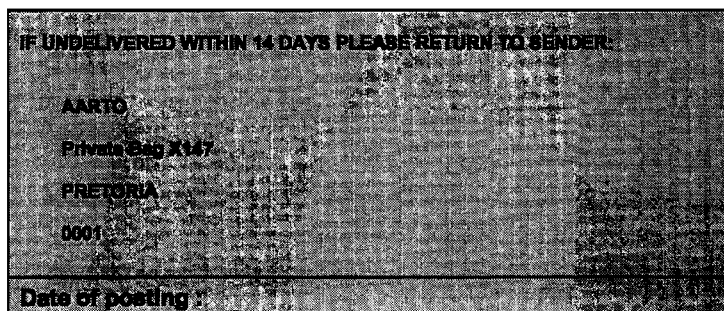
«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»



NOTIFICATION OF CHANGE OF ADDRESSES ON PARTICULARS OF A PERSON (ORDINARY)												
Surname:						First names:						
Type of identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:				Gender:	Male	Female	
Identification number:									Tel (home):			
Initials:			Date of birth:				Tel (work):					
Driving licence code(s):			PrDP code(s):				Cell:					
Operator card no:							Fax:					
Residential address and code:												
Postal address and code:												
Employer's name, address and code:												
Email address :												
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.												
Signature:						Date:						

AARTO 10 - ELECTION TO BE TRIED IN COURT																			
INSTRUCTIONS FOR COMPLETION OF THE FORM																			
Important information and instructions for the completion and processing of this form are provided on the back of the form																			
PART A – NOTIFICATION																			
(a) An Infringement Notice, the particulars of which are provided under Part B below, was issued to me.																			
(b) I, the particulars of whom are provided under Part C below, hereby give notice in terms of section 17(1)(f)(iv) or 18(7) of Act 46 of 1998, that I elect to be tried in court on the charge of having committed the alleged infringement(s) as stated on the Infringement Notice.																			
(c) The declaration in support of this election is given under Part D below																			
PART B – PARTICULARS OF INFRINGEMENT NOTICE																			
Infringement Notice number:					-														
Date of infringement:		YYYY / MM / DD				Name of Issuing Authority:													
PART C – INFRINGER AND MOTOR VEHICLE PARTICULARS																			
Name of organisation:										Company number:									
Type of organisation:		Company		CC		Partnership				Other:									
Surname:										Gender:		Female			Male				
First names:										Tel (home): ()									
Initials:			Date of birth:			YYYY / MM / DD				Tel (work): ()									
ID type:		RSA ID		Passport ID		Driving licence ID				Foreign ID				Fax: ()					
ID number:																Cell:			
Country of issue:										Email:									
Street address & code:										MOTOR VEHICLE PARTICULARS									
										Vehicle licence no:									
										Licence disc no:									
Postal address & code:										Operator card no:									
										Vehicle description (type):									
										Vehicle GVM:									
Employer name:										Make:									
Employer address & Code:										Series (model):									
										Colour:									
PART D – DECLARATION																			
I shall accept service of process, notices or documents in respect of this matter at the following residential or business address:																			
I declare that the above particulars are true and correct and realise that a false declaration is punishable with a fine or one year imprisonment or both. I am aware that I must notify the Agency and the appropriate registering authority of any changes of particulars.																			
Signature of Infringer:						Place:								Date:		YYYY / MM / DD			

AARTO 10 - ELECTION TO BE TRIED IN COURT**IMPORTANT INFORMATION AND INSTRUCTIONS FOR COMPLETION AND PROCESSING OF THE FORM**

- (a) This option is **not** available after an Enforcement Order has been issued. If an Enforcement Order has been issued, you may apply for the revocation of the Enforcement Order on form AARTO 14.
- (b) If the election is successful, the court hearing shall take place in the Court in whose area of jurisdiction the infringement was committed.
- (c) This form must be properly completed in full and in black ink.
- (d) Individuals need not complete the first two lines of Part C. Organisations must provide the details of the registration number of the organisation (eg CC, company or trust registration number) and the details of a representative (Surname, First names, ID number, cell, email, etc.) on the reverse hereof who must sign the form on its behalf.
- (e) The duly completed form and attachments, if any, may:
 - (i) Be submitted at the following Internet website: **www.aarto.gov.za** or **www.aartosa.co.za**; or
 - (ii) A clearly legible scanned copy of the form may be e-mailed to **admin@aartosa.co.za**; or
 - (iii) The form may be faxed to **086 662 8861**; or
 - (iv) Be handed in at any **Issuing Authority** for capturing; or
 - (v) Be posted by **registered mail** to the following address: **AARTO – Election to be tried in Court, Private Bag X147, Pretoria, 0001.**
- (f) A form that has not been properly completed will be rejected and the election will be unsuccessful.
- (g) A copy of the completed form as well as any additional attachments, confirmations or acknowledgements received, must be kept for your own records.
- (h) Receipt of the election will be acknowledged within 21 days, failing which it must be re-submitted in the manner above.

AARTO 11 - NOTIFICATION OF PROSECUTOR WHO DECLINES TO PROSECUTE															Reasons for withdrawal and codes					
Issued in terms of section 22(2)(a) of Act No 48 of 1998 and regulation 9(4)															No intention		1001			
Name of Issuing Authority:					Magistrates' Court address stamp										State of emergency proven		1002			
Postal Address:															Proof received that officer's field of vision was limited		1003			
															Technical reasons (e.g. wrong ID number, outside jurisdiction etc.)		1004			
															Proof received that offender acted in reasonable manner		1005			
															Proof received that applicable road traffic sign was not clearly visible		1006			
															Proof received that equipment was not in good working order		1007			
															Proof received that equipment was not properly calibrated		1008			
															Infringement Notice not properly completed		1009			
															Other reason (please describe briefly against relevant case)		1010			
No prosecuting proceedings were instituted in respect of the following section 54 notices. All issued by the above mentioned Issuing Authority.																				
No.	Offender's surname and initials	Infringement Notice Number												Section 54 notice reference no.	Date of offence	Date of withdrawal	Reason for withdrawal (code) (Use additional lines if required)			
1			-				-								YYYY / MM / DD	YYYY / MM / DD				
2			-				-								YYYY / MM / DD	YYYY / MM / DD				
3			-				-								YYYY / MM / DD	YYYY / MM / DD				
4			-				-								YYYY / MM / DD	YYYY / MM / DD				
5			-				-								YYYY / MM / DD	YYYY / MM / DD				
6			-				-								YYYY / MM / DD	YYYY / MM / DD				
7			-				-								YYYY / MM / DD	YYYY / MM / DD				
8			-				-								YYYY / MM / DD	YYYY / MM / DD				
9			-				-								YYYY / MM / DD	YYYY / MM / DD				
10			-				-								YYYY / MM / DD	YYYY / MM / DD				
11			-				-								YYYY / MM / DD	YYYY / MM / DD				
12			-				-								YYYY / MM / DD	YYYY / MM / DD				
Prosecutor		Name:												Signature:				Date:		YYYY / MM / DD
Senior Prosecutor		Name:												Signature:				Date:		YYYY / MM / DD

For Issuing Authority Records

Name of Issuing Authority :		Notification in terms of section 22(2)(b) of Act No 46 of 1998 by the Clerk of the Court of the outcome of the prosecuting proceedings that were instituted in respect of the section 54 notices as indicated, all of which were issued by the mentioned Issuing Authority.												Magistrates' Court address stamp																																			
Issuing Authority address :																																																	
1	Offender's surname and initials										Sec. 54 notice ref. no.				Offence date : YYYY / MM / DD				Court date : YYYY / MM / DD																														
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
2	Offender's surname and initials										Sec. 54 notice ref. no.				Offence date : YYYY / MM / DD				Court date : YYYY / MM / DD																														
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
3	Offender's surname and initials										Sec. 54 notice ref. no.				Offence date : YYYY / MM / DD				Court date : YYYY / MM / DD																														
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
4	Offender's surname and initials										Sec. 54 notice ref. no.				Offence date : YYYY / MM / DD				Court date : YYYY / MM / DD																														
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
5	Offender's surname and initials										Sec. 54 notice ref. no.				Offence date : YYYY / MM / DD				Court date : YYYY / MM / DD																														
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
6	Offender's surname and initials										Sec. 54 notice ref. no.				Offence date : YYYY / MM / DD				Court date : YYYY / MM / DD																														
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
7	Offender's surname and initials										Sec. 54 notice ref. no.				Offence date : YYYY / MM / DD				Court date : YYYY / MM / DD																														
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
8	Offender's surname and initials										Sec. 54 notice ref. no.				Offence date : YYYY / MM / DD				Court date : YYYY / MM / DD																														
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
	Notice No.										Main Charge				Guilty	Not guilty	Fine	R	Alt. Charge				Guilty	Not guilty	Fine	R																							
Clerk of the Court										Name:										Signature:										Date:										YYYY / MM / DD									
Magistrate										Name:										Signature:										Date:										YYYY / MM / DD									

For Issuing Authority Records

AARTO 11-B - OUTCOME OF COURT CASES - FOLLOWING ARRESTS FOR OFFENCES**Name of Issuing Authority:****Address :**

Notification in terms of section 22(2)(b) of Act No 46 by the Clerk of the Court of 1998 of the outcome of the prosecuting proceedings that were instituted in respect of the section 54 notices as indicated, all of which were issued by the mentioned Issuing Authority.

Magistrates' Court address stamp

Note : The Charge Code below refers to the code in column 1 of Schedule 3 of the AARTO Regulations

No.	SAPS CASE No.	Offender's surname and Initials	ID Number of Offender	Date of offence	Date of court hearing
1		Name of offender		YYYY / MM / DD	YYYY / MM / DD
		Description:		Guilty / Not guilty	Fine: R
		Description:		Guilty / Not guilty	Fine: R
2		Name of offender		YYYY / MM / DD	YYYY / MM / DD
		Description:		Guilty / Not guilty	Fine: R
		Description:		Guilty / Not guilty	Fine: R
3		Name of offender		YYYY / MM / DD	YYYY / MM / DD
		Description:		Guilty / Not guilty	Fine: R
		Description:		Guilty / Not guilty	Fine: R
4		Name of offender		YYYY / MM / DD	YYYY / MM / DD
		Description:		Guilty / Not guilty	Fine: R
		Description:		Guilty / Not guilty	Fine: R
5		Name of offender		YYYY / MM / DD	YYYY / MM / DD
		Description:		Guilty / Not guilty	Fine: R
		Description:		Guilty / Not guilty	Fine: R
6		Name of offender		YYYY / MM / DD	YYYY / MM / DD
		Description:		Guilty / Not guilty	Fine: R
		Description:		Guilty / Not guilty	Fine: R
7		Name of offender		YYYY / MM / DD	YYYY / MM / DD
		Description:		Guilty / Not guilty	Fine: R
		Description:		Guilty / Not guilty	Fine: R
8		Name of offender		YYYY / MM / DD	YYYY / MM / DD
		Description:		Guilty / Not guilty	Fine: R
		Description:		Guilty / Not guilty	Fine: R
Clerk of the Court		Name:	Signature:	Date:	YYYY / MM / DD
Magistrate		Name:	Signature:	Date:	YYYY / MM / DD

For Issuing Authority Records

AARTO 12 - COURTESY LETTER

Issued in terms of section 19 of Act No 46 of 1998

2010/11/11

INFRINGER AND MOTOR VEHICLE PARTICULARS

«Surname»/«Name of organisation»	«Gender»/«Type of organisation»
«First_names»/«Representative name and surname»	
«Initials»	«Date_of_birth»
«ID_type»	Tel (home): «Home_phone»
«ID_number»	Tel (work): «Business_phone»
Country of issue: «Country_of_issue»	Fax: «Fax_number»
Licence code: «Driving_lic_codes»	Cell: «Cellular»
PrDP code: «PrDP_codes»	«E_mail»
Operator card number: «Operator_card_number»	
«Street_address_line_1»	
«Street_address_line_2»	
«Street_address_line_3»	
«Street_address_line_4»	
«Street_address_line_5» «Street address code»	
«Post_address_line_1»	
«Post_address_line_2»	
«Post_address_line_3»	
«Post_address_line_4»	
«Post address line 5» «Post address code»	
«Emp_name»	
«Emp_address_line_1» «Emp_address_line_2»	
«Emp_address_line_3» «Emp_address_line_4»	
«Emp_address_line_5» «Emp_address_code»	

MOTOR VEHICLE PARTICULARS

«Vehicle_lic_number»
Licence disc no: «veh_lic_disc_no»
«Vehicle_desc»
«Vehicle_GVM»
«Make»
«Series»
«Colour»

INFRINGEMENT PARTICULARS

You have failed to comply with the conditions of an Infringement Notice issued to you, the particulars of which are as follows:

Infringement Notice number: «Inf_notice_nr»

Date of infringement: «Date»

Issuing Authority: « Issuing Authority »

Main	Charge Code: «Main_charge_code»				
	Description: «Main_descrip»				
Alternative	Charge type: «Class_1»	Penalty: R «Penalty_1»		Demerit Points: «Demerit»	
	Charge Code: «Alt_charge_code»				
	Description: «Alt_descrip»				
	Charge type: «Class_2»	Penalty: R «Penalty_2»		Demerit Points: «Demerit»	
	Penalty	R«Total»	Fee for Courtesy Letter	R«Fee»	Fee for rejected Representation:
					R«Rep_fee»
	Total amount payable	R«Court_tot»	Demerit Points to be allocated:	«Demerit»	See below for payment and other options

IMPORTANT PROVISIONS AND INFORMATION

A. Payment of penalties within 32 days 1. If the penalty is paid within 32 days from the date of service of this courtesy letter, the Total amount payable for the Main Charge, as shown on this notice, must be paid. 2. Payment may be made: (a) At the following banks: (i) By cash deposit or bank guaranteed cheque at any ABSA bank. (ii) For ABSA and FNB clients only by ATM, internet or cell phone banking. (b) By cash deposit or bank guaranteed cheque at any: (i) Post office (ii) Approved pay-point (iii) Motor vehicle registration and licensing office (iv) Driving licence testing centre; or (v) Issuing Authority; or (c) At the following Internet website: www.aarto.gov.za 3. The Infringement Notice number must be used as reference with all payments.	B-1. Offences which may be accepted without trial 1. Submit an application to pay the penalty in instalments on form AARTO 04; or 2. Only in the case of a minor Infringement, submit on Form AARTO 08 a Representation for consideration, in which case an additional Representations fee may be payable if the Representation is rejected; or 3. Elect to be tried in court on form AARTO 10. If found guilty in court, the Demerit Points applicable to the particular offence will be allocated to the infringer.
C. Enquiries and information Enquiries regarding this notice may be made: 1. By post, to: AARTO Enquiries, Private Bag X147, Pretoria, 0001. 2. By telephone: 086 122 7881 (0861AARTO1) 3. By fax: 086 662 8861 4. By email: enquiries@aartosa.co.za 5. General information is available on the following AARTO Internet website: www.aarto.gov.za 6. Information on demerit points may be obtained from the above website or any Issuing or Registering Authority or Driving Licence Testing Centre.	B-2. Obtaining forms 1. The forms listed above may be downloaded from or electronically completed on the AARTO Internet website; or 2. May be obtained at any: (a) Motor vehicle registration and licensing office; or (b) Driving licence testing centre; or (c) Issuing Authority.
D. Failure to Comply with Provisions within 32 days Failure to comply with the provisions of the Act within 32 days after Issuing of this notice will result in the Issuing of an Enforcement Order, in which case the demerit points will be allocated and an additional fee for the Enforcement Order will be payable.	B-3. Information of home within 32 days If not completed on the above Internet site, completed forms must be posted by registered mail to the following address: AARTO Submissions, Private Bag X147, Pretoria, 0001. Copies of all completed forms must be retained for your own record purposes.
	E. Allocation of Demerit Points Depending on the classification of the infringement or offence, or on failure to comply with the provisions of the Act, Demerit Points ranging from 1 to 8 will be allocated to the infringer as follows: 1. On receipt and recording of payments; or 2. On application to pay in instalments; or 3. If found guilty in court of an offence; or 4. On Issuing of an Enforcement Order. A juristic person who is not an operator receives no Demerit Points but pays three times the penalty amount.

Certificate number: «Cert_no»

Creation date: «Cr_Date»

«User Group»

POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

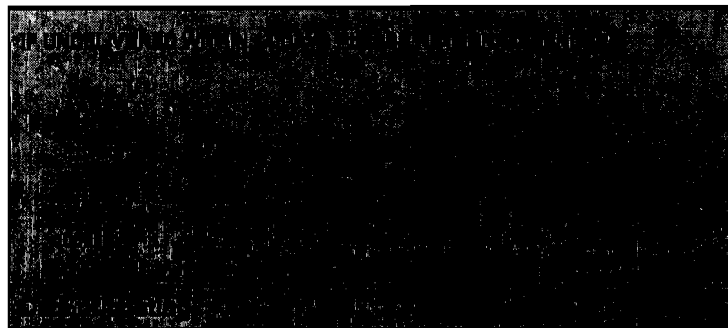
«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»



NOTIFICATION OF PARTICULARS TO BE PROVIDED BY THE HOLDER OF A SOUTH AFRICAN IDENTIFICATION DOCUMENT											
Surname:						First names:					
Type of identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:				Gender:	Male	Female
Identification number:									Tel (home):		
Initials:			Date of birth:				Tel (work):				
Driving licence code(s):			PrDP code(s):				Cell:				
Operator card no:							Fax:				
Residential address and code:											
Postal address and code:											
Employer's name, address and code:											
Email address :											
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.											
Signature:						Date:					

2010/11/11

AARTO 13 - ENFORCEMENT ORDER

Issued in terms of section 20(1) of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS			
«Surname»/«Name of organisation»		«Gender»/«Type of organisation»	
«First_names»/«Representative name and surname»			
«Initials»		«Date_of_birth»	
«ID_type»		Tel (home): «Home_phones»	
«ID_numbers»		Tel (work): «Business_phones»	
Country of issue: «Country_of_issue»		Fax: «Fax_numbers»	
Licence code: «Driving_lic_codes»		Cell: «Cellulars»	
PrDP code: «PrDP_codes»		«E_mail»	
Operator card number: «Operator_card_numbers»			
«Street_address_line_1»		Motor Vehicle Particulars «Vehicle_lic_numbers» Licence disc no: «veh_lic_disc_no» «Vehicle_desc» «Vehicle_GVM» «Make» «Series» «Colour»	
«Street_address_line_2»			
«Street_address_line_3»			
«Street_address_line_4»			
«Street_address_line_5» «Street_address_code»			
«Post_address_line_1»			
«Post_address_line_2»			
«Post_address_line_3»			
«Post_address_line_4»			
«Post_address_line_5» «Post_address_code»			
«Emp_name»			
«Emp_address_line_1» «Emp_address_line_2»			
«Emp_address_line_3» «Emp_address_line_4»			
«Emp_address_line_5» «Emp_address_code»			
INFRINGEMENT PARTICULARS			
You have failed to comply with the conditions of an Infringement Notice and Courtesy Letter served on you, the particulars of which are as follows:			
Infringement Notice number: «Inf_notice_nra»			
Date of Infringement: «Date»		Issuing Authority: «Issuing Authority»	
Charge Code: «Main_charge_code»			
Description: «Main_descrip»			
Type: «Class_1»		Penalty: R «Penalty_1»	Demerit Points: «Points_1»
Enforcement Order issue date: «Enf_date»		Enforcement Order reference number: «Enf_ref»	
The Demerit Points above were recorded against your name in the National Contravention Register. You are ordered to pay the total amount due to the Agency within 32 days from the date of this Enforcement Order.			
Penalty	R«Penalty_1»	Fee for Courtesy Letter	R«Fee»
Fee for rejected Representation	R«Rep fee»	Fee for Enforcement Order	R«Fee_enf»
Total amount payable		R«Enf_tot»	
IMPORTANT PREVIOUS AND INFORMATION			
A. Payment of penalties within 32 days			
1. If the penalty is paid within 32 days from the date of issue, the Total amount payable for the charges, as shown on this order, must be paid. 2. Payments may be made: (a) At the following banks: (i) By cash deposit or bank guaranteed cheque at any ABSA branch. (ii) For ABSA and FNB clients only by ATM, internet or cell phone banking. (b) By cash deposit or bank guaranteed cheque at any: (i) Post office (ii) Motor vehicle registration and licensing offices; (iii) Driving licence testing centre; or (iv) Issuing Authority or (c) The following internet website: www.aarto.gov.za 3. The Infringement Notice Number applicable to each of the individual Main Charges must be used as reference with all payments.			
B. Revocation of Enforcement Order			
1. Failure to comply with this order within 32 days will result in a Warrant being issued for a sheriff to recover the Total amount payable. The sheriff's fees will also be payable by you. 2. In terms of section 20(5) of the Act no vehicle licence disc in respect of any of your vehicles and no driving licence or professional driving permit will be issued to you until this order has been complied with or has been revoked. 3. In terms of section 20(8) of the Act you may apply for the revocation of this order on submission of reasons to the satisfaction of the registrar on why this Enforcement Order must be revoked, on form AARTO 14.			
C. Enquiries and Information			
Enquiries regarding this Enforcement Order may be made: 1. By post: AARTO Enquiries, Private Bag X147, Pretoria, 0001. 2. By telephone: 086 122 7881 (0861AARTO1) 3. By fax: 086 862 8881 General information and traffic infringement statistics are available on the following internet website: www.aarto.gov.za.			
Completed forms must be posted by registered mail to the following address: AARTO Submissions, Private Bag X147, Pretoria, 0001. Copies of all forms completed must be retained for your own record purposes.			

Certificate number: «Cert_no»

Creation date: «Cr_Date»

«User Group»

POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»

IF UNDELIVERED WITHIN 14 DAYS PLEASE RETURN TO SENDER:

AARTO

Private Bag X147

PRETORIA

0001

Date of posting :

NOTIFICATION OF CHANGE OF ADDRESSES OR PARTICULARS OF A PERSON (ORGANISATIONS MUST USE FORM NGP)

Surname:										First names:									
Type of identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:										Gender:	Male	Female		
Identification number:												Tel (home):							
Initials:				Date of birth:						Tel (work):									
Driving licence code(s):				PrDP code(s):						Cell:									
Operator card no:										Fax:									
Residential address and code:																			
Postal address and code:																			
Employer's name, address and code:																			
Email address :																			
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.																			
Signature:								Date:											

2010/12/01

AARTO 14 - APPLICATION FOR REVOCATION OF ENFORCEMENT ORDER											
INSTRUCTIONS FOR COMPLETION OF THE FORM											
Important information and instructions for the completion and processing of this form are provided on the back of the form											
PART A – APPLICATION											
(a) An Infringement Notice, the particulars of which are provided under Part B below, was issued to me. (b) I, the particulars of whom are provided under Part C below, hereby apply in terms of section 20(9)(a) of Act 46 of 1998, for the revocation of the Enforcement Order that was issued against me. (c) The reason(s) in support of this application are given under Part D which is described in more detail under Part E below. (d) Substantiating documents to serve as proof of the grounds for this application are attached hereto.											
PART B – PARTICULARS OF INFRINGEMENT											
Infringement Notice number:											
Date of infringement: YYYY / MM / DD Name of Issuing Authority:											
PART C – INFRINGER AND MOTOR VEHICLE PARTICULARS											
Name of organisation:						Company number:					
Type of organisation:		Company		CC		Partnership		Other:			
Surname:						Gender:		Female		Male	
First names:						Tel (home): ()					
Initials:		Date of birth:		YYYY / MM / DD		Tel (work): ()					
ID type:		RSA ID		Passport ID		Driving licence ID		Foreign ID		Fax: ()	
ID number:										Cell:	
Country of issue:						Email:					
Street address & code:						MOTOR VEHICLE PARTICULARS					
						Vehicle licence no:					
()						Licence disc no:					
Postal address & code:						Operator card co:					
						Vehicle description (type):					
()						Vehicle GVM:					
Employer name:						Make:					
Employer address & code:						Series (model):					
()						Colour:					
PART D – REASONS ON WHICH THIS APPLICATION IS BASED											
The reason(s) on which this application is based is indicated in the relevant tick box below:											
(a) <input type="checkbox"/> I have paid all the applicable penalties and fees due by me in respect of the infringement in question; proof of which is attached hereto. (b) <input type="checkbox"/> I have submitted an application to pay the penalty in instalments and have not yet been notified of the result thereof, proof of the application is attached hereto. (c) <input type="checkbox"/> I have submitted an application for a Representation to be considered and have not yet been notified of the result thereof, proof of the application is attached hereto. (d) <input type="checkbox"/> At the time the infringement was committed I was not the driver, owner or operator of the vehicle as indicated on the Infringement Notice and I have submitted the required notification; proof of which is attached hereto. (e) <input type="checkbox"/> I have submitted a notification that I elected to be tried in court and I have not yet been notified of the result thereof, nor has a summons been served on me; proof of the notification is attached hereto. (f) <input type="checkbox"/> I have submitted a notification that I elected to be tried in court and I have been served with a summons in this regard. I appeared in thecourt on(date); proof of the notification and court appearance is attached hereto. (g) <input type="checkbox"/> Due to reasons beyond my control I was unable to appear in court on the required date. An affidavit describing the circumstances at the time is provided on the reverse side hereof. (h) <input type="checkbox"/> Other reasons, details of which are provided in the affidavit on the reverse side hereof. (All reasonable effort must be made to attach substantiating documents to this application in support of the affidavit).											
PART E – AFFIDAVIT BY INFRINGER											
(Applicable substantiating documents in support of and referred to in the affidavit above must be attached.)											

Full signature of infringer: _____

PART F – AFFIRMATION OR OATH BY INFRINGER				
(a)*	I solemnly affirm the contents of this declaration as the truth, the whole truth and nothing but the truth. I realise that a false affirmation is punishable with a fine or one year imprisonment or both.			
(b)*	I know and understand the contents of this declaration and do not have any objection in taking the prescribed oath and consider the prescribed oath to be binding on my conscience. I realise that a false declaration is punishable with a fine or one year imprisonment or both.			
(c)	I further declare that I understand that this application may be rejected, upon which I will be liable to pay the full penalty and all outstanding fees that may be applicable.			
* delete whichever is not applicable.				
Signature of infringer:		Place:		Date: YYYY / MM / DD
PART G – CERTIFICATE OF THE COMMISSIONER OF OATHS				
As Commissioner of Oaths, I hereby certify that the infringer:				
(a)	solemnly affirms the contents of this declaration as the truth, the whole truth and nothing but the truth; or			
(b)	has no objection in taking the prescribed oath and that he/she considers the prescribed oath to be binding on his/her conscience.			
Signature of Commissioner of Oaths:		Place:		Date: YYYY / MM / DD
PART H – PARTICULARS OF THE COMMISSIONER OF OATHS				
Surname of Commissioner:		First names:		
Identification number:		Tel (work): ()		
Designation:		Cell:		
Office held:				
Business address and postal code:		PART I – OFFICIAL STAMP OF COMMISSIONER OF OATHS		
Infringement Notice number:		<div style="border: 1px solid black; padding: 2px;"> <div style="display: flex; justify-content: space-between;"> - </div> </div>		

AARTO 14 - APPLICATION FOR REVOCATION OF ENFORCEMENT ORDER	
IMPORTANT INFORMATION AND INSTRUCTIONS FOR COMPLETION AND PROCESSING OF THE FORM	
(a)	This option is not available after a Warrant of Execution has been issued. If a Warrant of Execution has been issued, you have to pay the full penalty amount and all outstanding fees that may be applicable.
(b)	This form must be properly completed in full and in black ink
(c)	The completed form must be submitted to and signed before a commissioner of oaths on presentation of the: (i) original Infringement Notice that was issued; and (ii) Courtesy Letter; and (iii) Enforcement Order and (iv) other substantiating documents as may be applicable.
(d)	Individuals need not complete the first two lines of Part C. Organisations must provide the details of the registration number of the organisation (eg CC, company or trust registration number) and the details of a representative (Surname, First names, ID number, cell, email, etc.) on the reverse hereof who must sign the form on its behalf.
(e)	The duly completed form and attachments, if any, may: <ul style="list-style-type: none"> (i) Be submitted at the following Internet website: www.aarto.gov.za or www.aartosa.co.za; or (ii) A clearly legible scanned copy of the form may be e-mailed to admin@aartosa.co.za; or (iii) The form may be faxed to 086 662 8861; or (iv) Be handed in at any Issuing Authority for capturing; or (v) Be posted by registered mail to the following address: AARTO – Application for Revocation of Enforcement Order, Private Bag X147, Pretoria, 0001.
(f)	A form that has not been properly completed will be rejected and the application will be unsuccessful.
(g)	A copy of the completed form as well as any additional attachments, confirmations or acknowledgements received, must be kept for your own records.
(h)	Receipt of the application will be acknowledged within 21 days, failing which it must be re-submitted in the manner above.

2010/10/24

RESULT OF REVOCATION OF ENFORCEMENT ORDER – AARTO 15

Issued in terms of section 20(9) of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS															
«Surname»/«Name of organisation» «First_names»/«Representative name and surname» «Initials» «ID_type» «ID_number» Country of issue: «Country_of_issue» Licence code: «Driving_nic_codes» PrDP code: «PrDP_codes» Operator card number: «Operator_card_number» «Street_address_line_1» «Street_address_line_2» «Street_address_line_3» «Street_address_line_4» «Street_address_line_5» «Street_address_code» «Post_address_line_1» «Post_address_line_2» «Post_address_line_3» «Post_address_line_4» «Post address line 5» «Post address code» «Emp_name» «Emp_address_line_1» «Emp_address_line_2» «Emp_address_line_3» «Emp_address_line_4» «Emp_address_line_5» «Emp_address_code»	«Gender»/«Type of organisation» «Date_of_birth» Tel (home): «Home_phone» Tel (work): «Business_phone» Fax: «Fax_number» Cell: «Cellular» «E_mail»														
MOTOR VEHICLE PARTICULARS															
«Vehicle_lic_number» Licence disc no: «veh_lic_disc_no» «Vehicle_desc» «Vehicle_GVM» «Make» «Series» «Colour»															
INFRINGEMENT PARTICULARS															
Infringement Notice number: «Inf_notice_nr» Date of infringement: «Date» Issuing Authority: « Issuing Authority » Charge Code: «Main_charge_code» «Main_descrip»															
Charge type: «Class_1» Penalty: R «Penalty_1» Demerit Points: «Demerit» Date of order: «Enf_date» Enforcement Order reference number: «Enf_order_nr»															
APPLICATION FOR REVOCATION OF ENFORCEMENT ORDER RESULT															
Your application was successful. The Enforcement Order was revoked.															
«» «» «» «» «» «» «» «» «»	Proof of payment received Instalment application proof received Representation proof received Proof of nomination received Court election notice received Proof of court appearance received Affidavit received Other:														
Proof of the payment of the penalty and all fees applicable to the above Infringement Notice number has been received. You are not liable to pay the fee for the Enforcement Order or the fee for this notice. Proof of the application to pay in instalments which was submitted in respect of the above Infringement Notice number, has been received. You are not liable to pay the fee for the Enforcement Order or the fee for this notice. Proof of the Representation which was submitted in respect of the above Infringement Notice number, has been received. You are not liable to pay the fee for the Enforcement Order or the fee for this notice. Proof of the notification that you were not the driver or person in control of the vehicle in respect of the above Infringement Notice number, has been received. You are not liable to pay the fee for the Enforcement Order or the fee for this notice. Proof of the notification of your election to be tried in court in respect of the above Infringement Notice number has been received. You are not liable to pay the fee for the Enforcement Order or the fee for this notice. Proof of your appearance at the court on the scheduled date in respect of the above Infringement Notice number has been received. You are not liable to pay the fee for the Enforcement Order or the fee for this notice. The affidavit describing the circumstances why you could not appear in court in respect of the above Infringement Notice number has been received. You will be informed of a new trial date. You are not liable to pay the fee for the Enforcement Order or the fee for this notice. << Description / Reason >>															
You are not liable to pay the fee for the Enforcement Order or the fee for this notice															
Your application was unsuccessful. The Enforcement Order was NOT revoked.															
«» Within 32 days of service of this notification, you must pay the penalty and fees into the bank account of the Agency, the particulars of which appear below, or at any registering authority for the licensing of vehicles or at any driving licence testing centre. The Demerit Point(s) indicated above have been recorded against your name in the National Contraventions Register. NOTE: If you fail to comply with this order, a Warrant will be issued against you to recover the penalty and the fees due. The fee for the Warrant and the sheriff's fees will also be payable by you.															
(1) If the penalty is paid within 32 days from the date of issue, the total penalty amount plus applicable fees, as shown on this notice must be paid (2) Payment may be made: (a) At the following banks (i) By cash deposit or bank guaranteed cheque at any ABSA bank. (ii) For ABSA and FNB clients only by ATM, internet or cell phone banking. (b) By cash or bank guaranteed cheque at any: (i) Post office. (ii) Approved pay-point (iii) Motor vehicle registration and licensing office; (iv) Driving licence testing centre; or (v) Issuing Authority (c) At the following Internet website: www.aarto.gov.za	(3) The Infringement Notice Number applicable to each of the individual Main Charges must be used as reference with all payments <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Penalty</th> <th style="text-align: left;">R«Penalty_1»</th> </tr> </thead> <tbody> <tr> <td>Fee for Courtesy Letter</td> <td>R«Courtesy_fee»</td> </tr> <tr> <td>Fee for rejected Representation</td> <td>R«Rep_fee»</td> </tr> <tr> <td>Fee for Enforcement Order</td> <td>R«Enf_fee»</td> </tr> <tr> <td>Fee for this notification</td> <td>R«Enf_fee_fee»</td> </tr> <tr> <td>TOTAL AMOUNT PAYABLE</td> <td>R«Total»</td> </tr> <tr> <td>Demerit Points allocated</td> <td>«Demerit»</td> </tr> </tbody> </table>	Penalty	R«Penalty_1»	Fee for Courtesy Letter	R«Courtesy_fee»	Fee for rejected Representation	R«Rep_fee»	Fee for Enforcement Order	R«Enf_fee»	Fee for this notification	R«Enf_fee_fee»	TOTAL AMOUNT PAYABLE	R«Total»	Demerit Points allocated	«Demerit»
Penalty	R«Penalty_1»														
Fee for Courtesy Letter	R«Courtesy_fee»														
Fee for rejected Representation	R«Rep_fee»														
Fee for Enforcement Order	R«Enf_fee»														
Fee for this notification	R«Enf_fee_fee»														
TOTAL AMOUNT PAYABLE	R«Total»														
Demerit Points allocated	«Demerit»														
Certificate number: «Cert no» Creation date: «Cr Date» «User Group»															

POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»

IF UNDELIVERED WITHIN 14 DAYS PLEASE RETURN TO SENDER:

AARTO

Private Bag X147

PRETORIA

0001

Date of posting :

NOTIFICATION OF CHANGE OF ADDRESSES OR PARTICULARS OF A PERSON (ORGANISATIONS MUST USE FORM NCH)

Surname:										First names:									
Type of identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:					Gender:	Male	Female							
Identification number:										Tel (home):									
Initials:				Date of birth:				Tel (work):											
Driving licence code(s):				PrDP code(s):				Cell:											
Operator card no:										Fax:									
Residential address and code:																			
Postal address and code:																			
Employer's name, address and code:																			
Email address :																			
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.																			
Signature:										Date:									

2010/11/11

AARTO 16 - DISHONoured INSTALMENT

Issued in terms of regulation 15(4) of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS	
«Surname»/«Name of organisation»	«Gender»/«Type of organisation»
«First_names»/«Representative name and surname»	
«Initials»	«Date_of_birth»
«ID_type»	Tel (home): «Home_phone»
«ID_number»	Tel (work): «Business_phone»
Country of issue: «Country_of_issue»	Fax: «Fax_number»
Licence code: «Driving_lic_codes»	Cell: «Cellular»
PrDP code: «PrDP_codes»	«E_mail»
Operator card number: «Operator_card_number»	
«Street_address_line_1»	«Vehicle_lic_number»
«Street_address_line_2»	Licence disc no: «veh_lic_disc_no»
«Street_address_line_3»	«Vehicle_desc»
«Street_address_line_4»	«Vehicle_GVM»
«Street_address_line_5» «Street_address_code»	«Make»
«Post_address_line_1»	«Series»
«Post_address_line_2»	«Colour»
«Post_address_line_3»	
«Post_address_line_4»	
«Post_address_line_5» «Post_address_code»	
«Emp_name»	
«Emp_address_line_1» «Emp_address_line_2»	
«Emp_address_line_3» «Emp_address_line_4»	
«Emp_address_line_5» «Emp_address_code»	
INFRINGEMENT PARTICULARS	
Infringement Notice number: «Inf_notice_nr»	
Date of infringement: «Date»	Issuing Authority: « Issuing Authority »
Charge Code: «Main_charge_code» «Main_descrip»	
Charge type: «Class_1»	Penalty: R «Penalty_1»
Demerit Points: «Demerits»	
DISHONoured INSTALMENT PARTICULARS	OUTSTANDING PENALTIES AND FEES
Date of instalment: «Inst_date»	Penalty: R«Penalty_1»
Bank reference number : «Bank_ref»	Fee for rejected Representation: R«Rep_fee»
Final date for instalment : «Final_date»	Fee for Courtesy Letter: R«Courtesy»
	Fee for Enforcement Order: R«Enf_fee»
	Fee for unsuccessful revocation: R«Rev_fee»
	Fee for Warrant: R«War_fee»
	Fee for this notification: R«Not_fee»
	Total amount payable: R«Total»
IMPORTANT PROVISIONS AND INFORMATION	
<p>Your payment of the above-mentioned instalment has not been honoured or has not been received. You are ordered to pay the amount of the instalment due into the bank account of the Agency, the particulars of which appear below, not later than the date indicated on this notice.</p> <p>Please note:</p> <p>(i) The outstanding balance of such instalment, including the fee for this notice, must be paid within seven days of service of this notice; or</p> <p>(ii) Arrangements must be made within seven days for the payment thereof; and</p> <p>(iii) Any payment referred to in paragraphs (i) or (ii) must be made as arranged and subsequent instalments must be paid as originally arranged; and</p> <p>(iv) Failure to comply with this notice will result in a warrant being issued by the Agency against you in respect of the full amount owed in terms of section 21 of the Act.</p> <p>NOTE: In terms of regulation 14(10) no vehicle licence disc in respect of any of your vehicles and no driving licence or professional driving permit will be issued to you until this notification has been complied with. If you fail to make this or any future payment of instalments, an approved sheriff of the court will be instructed to collect the total amount due from you by seizure and sale of your movable property without any further warning to you, if necessary. You will also be reported to a credit bureau and you may only make cash payments in future.</p>	
AARTO bank account:	
Bank:	Standard Bank
Branch:	FNB
Branch no:	ABSA
Account no:	
Use the Infringement Notice number as reference number on all payments	

Certificate number: «Cert no»

Creation date: «Cr Date»

«User Group»

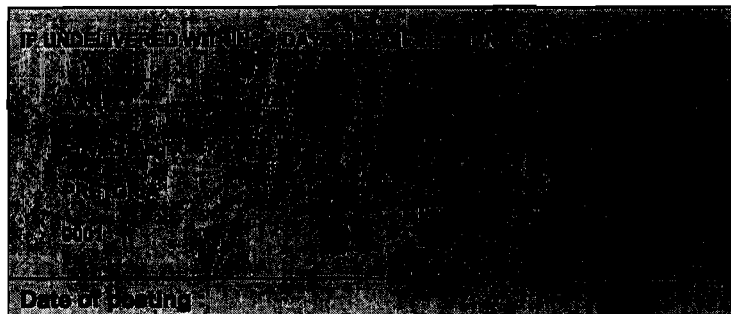
POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»
«Post_address_line_1»
«Post_address_line_2»
«Post_address_line_3»
«Post_address_line_4»
«Post_address_line_5»
«Post_address_code»



NOTIFICATION OF CHANGE OF ADDRESSES OR INFORMATION OF THE REGISTRAR OF THE REPUBLIC OF SOUTH AFRICA											
Surname:						First names:					
Type of Identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:			Gender:	Male	Female	
Identification number:										Tel (home):	
Initials:			Date of birth:			Tel (work):					
Driving licence code(s):			PrDP code(s):			Cell:					
Operator card no:								Fax:			
Residential address and code:											
Postal address and code:											
Employer's name, address and code:											
Email address :											
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.											
Signature:						Date:					

2010/10/24

AARTO 17 - PARTIAL PAYMENT

Issued in terms of regulation 16(3)(b) of Act No 46 of 1998

INFRINGEMENT AND MOTOR VEHICLE PARTICULARS

«Surname»/«Name of organisation»	«Gender»/«Type of organisation»
«First_names»/«Representative name and surname»	
«Initials»	«Date_of_birth»
«ID_type»	Tel (home): «Home_phone»
«ID_number»	Tel (work): «Business_phone»
Country of issue: «Country_of_issue»	Fax: «Fax_number»
Licence code: «Driving_lic_codes»	Cell: «Cellular»
PrDP code: «PrDP_codes»	«E_mail»
Operator card number: «Operator_card_number»	
«Street_address_line_1» «Street_address_line_2» «Street_address_line_3» «Street_address_line_4» «Street_address_line_5» «Street_address_code» «Post_address_line_1» «Post_address_line_2» «Post_address_line_3» «Post_address_line_4» «Post_address_line_5» «Post_address_code» «Emp_name» «Emp_address_line_1» «Emp_address_line_2» «Emp_address_line_3» «Emp_address_line_4» «Emp_address_line_5» «Emp_address_code»	

«Vehicle_lic_number»
Licence disc no: «veh_lic_disc_no»
«Vehicle_desc»
«Vehicle_GVM»
«Make»
«Series»
«Colour»

INFRINGEMENT PARTICULARS

Infringement Notice number: «Inf_notice_nr»

Date of infringement: «Date» Issuing Authority: « Issuing Authority »

Charge Code: «Main_charge_code» «Main_descrip»

Charge type: «Class_1» Penalty: R «Penalty_1» Demerit Points: «Demerit»

PARTIAL PAYMENT PARTICULARS

Total amount payable: R«Total»

Amount paid: R«Paid»

Amount due: R«Due»

Penalty: R«Penalty_1»

Fee for rejected Representation: R«Rep_fee»

Fee for Courtesy Letter: R«Courtesy»

Fee for Enforcement Order: R«Enf_fee»

Fee for unsuccessful revocation: R«Rev_fee»

Fee for Warrant: R«War_fee»

Fee for this notification: R«Not_fee»

Total amount payable: R«Total»

IMPORTANT PROVISIONS AND INFRINGEMENT

You have only paid part of the penalty and/or fees or your payment has been received after the 32 days allowed for payment (in which case you do not qualify for the discount on the penalty). You are liable to pay the Total amount payable as indicated above to the Agency. The payment you have made has been credited to the Total amount payable.

Please note:

- (i) A courtesy letter, notification of the result of representation, notification of dishonoured payment or enforcement order, whichever is applicable, has in the meantime been issued and that you are liable for the balance of the amount due and the fees for issuing the form or forms so served;
 - (ii) no discount will be allowed; and
 - (iii) failure to pay the full amount due will result in a warrant on form AARTO 24 being served on you.
- You must pay the above-mentioned Amount due into the bank account of the Agency, the particulars of which appear below, not later than 32 days after the date of service of this notice.

NOTE: Should you not pay within 32 days, in terms of regulation 14(11) no licence disc in respect of any of your vehicles and no driving licence or professional driving permit will be issued to you, until the outstanding amount has been paid. If you fail to comply with this notification, a Warrant will be issued against you for a sheriff to recover the fees due. The fee for the Warrant and the sheriff's fees will also be payable by you to the Agency.

AARTO bank account:

Bank:	Standard Bank	FNB	ABSA
Branch:			
Branch no:			
Account no:			

Use the Infringement Notice number as reference number on all payments

Certificate number: «Cert_no» Creation date: «Cr_Date» «User Group»

POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»



Surname:										First names:									
Type of identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:					Gender:	Male	Female							
Identification number:										Tel (home):									
Initials:			Date of birth:			Tel (work):													
Driving licence code(s):			PrDP code(s):			Cell:													
Operator card no:			Fax:																
Residential address and code:																			
Postal address and code:																			
Employer's name, address and code:																			
Email address:																			
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.																			
Signature:						Date:													

2010/11/11

AARTO 18 - DISHONoured PAYMENT

Issued in terms of regulation 18(2) of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS

«Surname»/«Name of organisation»	«Gender»/«Type of organisation»
«First_names»/«Representative name and surname»	
«Initials»	«Date_of_birth»
«ID_type»	Tel (home): «Home_phone»
«ID_number»	Tel (work): «Business_phone»
Country of Issue: «Country_of_issue»	Fax: «Fax_number»
Licence code: «Driving_lic_codes»	Cell: «Cellular»
PrDP code: «PrDP_codes»	«E_mail»
Operator card number: «Operator_card_number»	

«Vehicle_lic_number»
Licence disc no: «veh_lic_disc_no»
«Vehicle_desc»
«Vehicle_GVM»
«Make»
«Series»
«Colour»

«Street_address_line_1»
 «Street_address_line_2»
 «Street_address_line_3»
 «Street_address_line_4»
 «Street_address_line_5» «Street_address_code»

«Post_address_line_1»
 «Post_address_line_2»
 «Post_address_line_3»
 «Post_address_line_4»
 «Post_address_line_5» «Post_address_code»

«Emp_name»

«Emp_address_line_1» «Emp_address_line_2»
 «Emp_address_line_3» «Emp_address_line_4»
 «Emp_address_line_5» «Emp_address_code»

INFRINGEMENT PARTICULARS

Infringement Notice number: «Inf_notice_nr»

Date of infringement: «Date» Issuing Authority: «Issuing Authority»

Charge Code: «Main_charge_code» «Main_descrip»

Charge type: «Class_1» Penalty: R «Penalty_1» Demerit Points: «Demerit»

DISHONoured PAYMENT PARTICULARS		OUTSTANDING PENALTIES AND FEES	
Date of dishonoured payment/cheque:	«Dis_date»	Penalty:	R«Penalty_1»
Bank reference/cheque number:	«Bank_ref»	Fee for rejected Representation:	R«Rep_fee»
Final date for payment:	«Fin_date»	Fee for Courtesy Letter:	R«Courtesy»
		Fee for Enforcement Order:	R«Enf_fee»
		Fee for unsuccessful revocation:	R«Rev_fee»
		Fee for Warrant:	R«War_fee»
		Fee for this notification:	R«Not_fee»
		Total amount payable:	R«Total»

IMPORTANT PROVISIONS AND INFORMATION

Your payment of the above-mentioned penalty and fees has been dishonoured. You are ordered to pay the Total amount payable into the bank account of the Agency, the particulars of which appear below, not later than the date indicated on this notice.

PLEASE NOTE:

(i) The payment or the outstanding balance thereof, including the fee for this notice, must be paid within seven days of service of this notice; or

(ii) Arrangements must be made within seven days for the payment thereof; and

(iii) Failure to comply with this notice will result in further action being taken against you in terms of the Act.

NOTE: In terms of regulation 18(2) no licence disc in respect of any of your vehicles and no driving licence or professional driving permit will be issued to you until this notification has been complied with. If you fail to make the payment at the date allowed on this notification, an approved sheriff of the court will be instructed to collect the total amount due from you by seizure and sale of your movable property without any further warning to you, if necessary. You will also be reported to a credit bureau and you may only make cash payments in future.

Payments may be made: (a) At the following banks: (i) By cash deposit or bank guaranteed cheque at any ABSA branch. (ii) For ABSA and FNB clients only by ATM, internet or cell phone banking. (b) By cash deposit or bank guaranteed cheque at any: (i) Post office	(ii) Approved pay-point (iii) Motor vehicle registration and licensing offices; (iv) Driving licence testing centre; or (v) Issuing Authority, or (vi) At the following Internet website: www.aarto.gov.za The Infringement Notice Number applicable to each of the individual Main Charges must be used as reference with all payments.
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Certificate number: «Cert_no»

Creation date: «Cr_Date»

«User Group»

POSTAGE
LOGO

REPUBLIC OF SOUTH AFRICA

TO: The Honourable/Prof/Dr/Rev/Mr/Mrs/Ms/Miss

bar code

«Initials» + «Surname»

«Post_address_line_1»

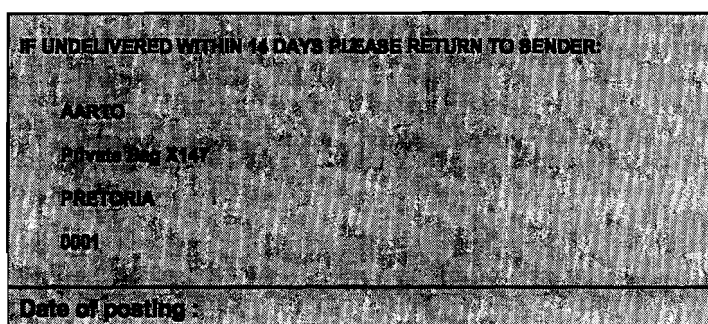
«Post_address_line_2»

«Post_address_line_3»

«Post_address_line_4»

«Post_address_line_5»

«Post_address_code»



NOTIFICATION OF CHANGE OF ADDRESSES OR PARTICULARS OF A PERSON (ORGANISATIONS MUST USE FORM NCP)											
Surname:						First names:					
Type of identification	Driving licence	RSA ID	Foreign ID	Passport	Country of issue:				Gender:	Male	Female
Identification number:									Tel (home):		
Initials:			Date of birth:			Tel (work):					
Driving licence code(s):			PrDP code(s):			Cell:					
Operator card no:						Fax:					
Residential address and code:											
Postal address and code:											
Employer's name, address and code:											
Email address :											
I declare that the particulars provided above are true and correct and realise that a false declaration is punishable by a fine or imprisonment or both.											
Signature:						Date:					

2010/11/10

AARTO 19 - NOTIFICATION OF RECORDING OF ROAD TRAFFIC CONTRAVENTION

Issued in terms of Act No 46 of 1998

INFRINGER AND MOTOR VEHICLE PARTICULARS

«Surname»/«Name of organisation»	«Gender»/«Type of organisation»
«First_names»/«Representative name and surname»	
«Initials»	«Date_of_birth»
«ID_type»	Tel (home): «Home_phone»
«ID_number»	Tel (work): «Business_phone»
Country of Issue: «Country_of_issue»	Fax: «Fax_number»
Licence code: «Driving_lic_codes»	Cell: «Cellular»
PrDP code: «PrDP_codes»	«E_mail»
Operator card number: «Operator_card_number»	
«Street_address_line_1»	«Vehicle_lic_number»
«Street_address_line_2»	Licence disc no: «veh_lic_disc_no»
«Street_address_line_3»	«Vehicle_desc»
«Street_address_line_4»	«Vehicle_GVM»
«Street_address_line_5» «Street_address_code»	«Make»
«Post_address_line_1»	«Series»
«Post_address_line_2»	«Colour»
«Post_address_line_3»	
«Post_address_line_4»	
«Post_address_line_5» «Post_address_code»	
«Emp_name»	
«Emp_address_line_1» «Emp_address_line_2»	
«Emp_address_line_3» «Emp_address_line_4»	
«Emp_address_line_5» «Emp_address_code»	

INFRINGEMENT PARTICULARS

In terms of the Administrative Adjudication of Road Traffic Offences Act (Act No 46 of 1998), you are informed that the following offence as described in Schedule 3 of the Administrative Adjudication of Road Traffic Offences Regulations, 2008, has been recorded in the National Contraventions Register:

Infringement Notice number: «Inf_notice_nr»

Date of infringement: «Date» Issuing Authority: « Issuing Authority »

Charge Code: «Main_charge_code» «Main_descrip»

Charge type: «Class_1»

Penalty: R «Penalty_1»

Demerit Points: «Demerit»

DEMERIT POINTS**OUTSTANDING PENALTIES AND FEES**

In terms of section 24 of the Act, Demerit Points have been recorded against your name for the above infringement.

Date of recording: «Rec_date»
 Number of Demerit Points allocated for above infringement(s): «Demerit»
 Total number of Demerit Points incurred to date: «Tot_demerit»
 Number of Demerit Points less than the maximum of 12: «Re_demerit»
 Projected date when accumulated points are reduced to zero: «DZero_date»

Penalty amount: R«Penalty_1»
 Fee for rejected Representation: R«Rep_fee»
 Fee for Courtesy Letter: R«Courtesy»
 Fee for Enforcement Order: R«Enf_fee»
 Fee for unsuccessful revocation: R«Rev_fee»
 Fee for Warrant: R«War_fee»
Total amount payable: R«Total»

IMPORTANT PROVISIONS AND REMINDERS

Unless the above-mentioned amounts have been fully paid, and an enforcement order has been served, no driving licence, operator card, licence disc or roadworthy certificate will be issued to you or in respect of any of your motor vehicles.

If you fail to make payment of the outstanding amounts forthwith, a sheriff of the court will be instructed to collect the amount due from you by seizure and sale of your movable property, if necessary. The sheriff's cost will also be collected from you.

In terms of section 26(1)(b) of the Act a person is disqualified from driving or operating a motor vehicle should that person's Demerit Points exceed the maximum number of Demerit Points as contemplated in section 29(d) of the Act.

Maximum number of Demerit Points in respect of driver: «MaxD_demerit»

Maximum number of Demerit Points in respect of professional driver: «MaxP_demerit»

Maximum number of Demerit Points in respect of operator: «MaxO_demerit»

Reduction period for 1 demerit point: «Period_demerit»

Certificate number: «Cert_no»

Creation date: «Cr_Date»

«User Group»