

ANNEXURE A: FORM 2 – REQUEST FOR ACCESS TO RECORD (PAIA)

(As prescribed in the Regulations Relating to the Promotion of Access to Information, 2021)

PART A: PARTICULARS OF PUBLIC BODY

Name of Public Body: C P Nel Museum

Information Officer: Carol Jeal

Email: office@cpnelmuseum.org.za

Deputy Information Officer: Nozibele Maseti

Email: nozi@cpnelmuseum.org.za

PART B: PARTICULARS OF REQUESTER

Full Names and Surname:

Identity Number / Registration Number:

Postal Address:

Email Address:

Telephone Number:

If request is made on behalf of another person, proof of capacity must be attached.

PART C: PARTICULARS OF PERSON ON WHOSE BEHALF REQUEST IS MADE (if applicable)

Full Names and Surname:

Identity Number:

PART D: DESCRIPTION OF RECORD REQUESTED

Provide full particulars of the record to which access is requested, including reference number if known:

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PART E: FORM OF ACCESS TO RECORD

☐	Inspection of record
☐	Copy of record
☐	Electronic copy
☐	Other (specify):

PART F: FEES

A request fee of R50.00 is payable where applicable. The request will be processed only once proof of payment has been received.

PART G: SIGNATURE

Signature of Requester:

Date:
