

POVICOM NPC

Property Management

Appendix 9: Information Booklet



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Who is Povicom NPC?

POVICOM is a non-profit company lead by a dynamic, experienced and efficient team established for the purpose of responding to the huge housing shortage for vulnerable members of South African Society. The vulnerable include those who have been affected by Pre-1994 political, economic and social structures as well as those affected by a current housing market that favours the needs of higher-income earners. As a result, a large part of the population is living under overcrowded and inadequate living conditions.

Vision

“We build communities and good neighbourhoods by providing well designed and managed social housing.”

Mission Statement

“To invest in quality properties and tenancies by providing affordable and subsidised housing. As a company that is committed in delivering a quality of life for society’s most vulnerable.”

- **Povicom** NPC is a Social Housing institution.
- **Povicom** is a Non-Profit Company. We are a Private Company and NOT a Government Agency.
- **Primary Target:** People earning between R1 850 and R6 700 pm.
- **Secondary Target:** People earning between R6 701 and R22 000 pm.

About Social Housing

What is Social Housing?

- Social Housing aims to contribute towards restructuring South African society through economic, social, and functional housing opportunities.
- It provides rental accommodation to lower income families but is managed the same as properties for middle income families.
- Social Housing targets areas that are well located and close to the schools, transport and work opportunities.
- Although Social housing receives a once off capital grant from Government – **IT IS NOT MANAGED OR OWNED BY GOVERNMENT.**

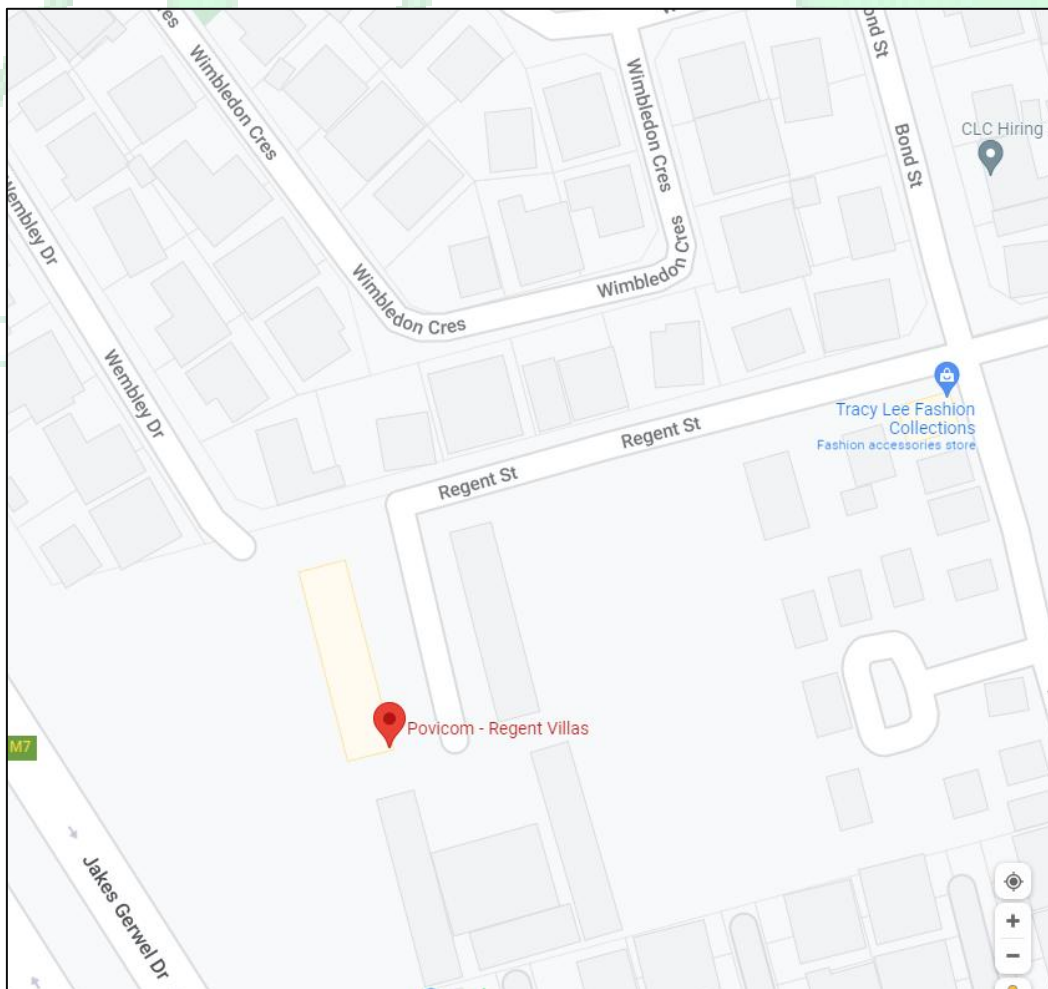
What is an Institutional Subsidy?

- Institutional Subsidy is a once off Capital Grant given to a Social Housing Institution to lower the cost of the construction of buildings for rental accommodation. This means that we can provide lower rentals than the Private sector.
- There are NO monthly rental subsidies received from Government.
- The Social Housing Institution such as Povicom will then provide rental accommodation to people from lower income groups.
- The Capital Grant (institutional subsidy) is in the name of Povicom. Therefore, you can still apply for a BNG house when you move out of the rental unit.



Povicom Developments

- **Povicom Developments** are part of the larger integrated Mitchells Plain development.
- In Weltevreden Valley there are different types of housing opportunities.
- This project only contains rental housing.
 - Povicom is the owner of these social housing **rental** units consisting of:
 - Bachelor Flats
 - One Bedroom Flats
 - Two Bedroom Flats
 - Three Bedroom Flats



Qualifying Criteria & Application Process

Basic Criteria

The Applicant MUST:

- Be a South African Citizen.
- Be 18 years or older.
- Never owned a house before.
- Household income between R1 850 – R22 000
- NOT be blacklisted.

Ensure that you qualify to apply

Each unit size has it's own criteria

Please view the table below to determine which unit you may apply for.

Complete our Online Application

Applications can only be done online

Applications are available to fill in on our website. Please ensure that you complete all sections of the application and that your information is correct.

The response time can differ depending on the availability of the units you qualify for.

Supporting Documents

The required documents are listed on the application form

If your application qualifies to apply for an available unit, we can only further assess your application once we receive your required supporting documents.

The Vetting Department

Is your application successful?

This is where the result of your application will be determined. Once it has been thoroughly assessed, you will receive further instructions from the Client Services/Property Manager.

You will also be required to pay a R100.00 (non-refundable) credit check fee.

These units are **STRICTLY FOR RENTAL AND NO OWNERSHIP** can be claimed by tenants regardless of how long they have been staying in them.

What if my application is successful?

- Povicom will require 1 month to go through all the applications.
- We will contact you to tell you if your application was successful or not.
- If your application is approved by the Client Services/Property Manager, to be allocated a unit you will need to bring the following to the Lease Workshop:
 - Lease Fee = R 250.00 (NON-REFUNDABLE)
- At the LEASE Workshop you will receive a Lease Agreement and a copy of this Information Booklet.
- You will take the lease agreement home, read through it and then sign the agreement and bring it back in a period of 2 weeks.

Type of units and average rental amount

	<u>Unit type Maximum number of tenants</u>
<u>Bachelor Flats</u> Average Rental Per month: R722.00 Qualifying Salary Range: R1 850.00 – R3 500.00	
<u>Bachelor & 1 Bedroom Flats</u> Average Rental per month: R1 479.00 Qualifying Salary Range: R3 501.00 – R6 700.00	<ul style="list-style-type: none">• Bachelor: 2 people
<u>2 Bedroom Flats (small)</u> Average Rental per month: R2 790.00 Qualifying Salary Range: R6 701.00 – R11 300.00	<ul style="list-style-type: none">• 1 bedroom: 2/3 people
<u>2 Bedroom Flats (medium)</u> Average Rental per month: R4 340-R4 950.00 Qualifying Salary Range: R11 301.00 – R15 000.00	<ul style="list-style-type: none">• 2 bedroom: 3/4 people
<u>2 Bedroom Flats (large)</u> Average Rental per month: R6 475.00 Qualifying Salary Range: R15 001.00 – R22 000.00	<ul style="list-style-type: none">• 3 bedroom: 5/6 people
<u>3 Bedroom Flats</u> Average Rental per month: R6 475.00 Qualifying Salary Range: R15 001.00 – R22 000.00	

Please note that the average rental is a guideline and it can differ based on individual income.

Deposit and Rental

Once you have had the opportunity to take the Lease Agreement home, you will need to return to the office with:

- Your signed lease agreement
- Signed Debit order form
- Proof of payment of the following:
 - Deposit/Breakage fee = 2 x monthly rental (REFUNDABLE) on termination of lease when all outstanding payments have been made and the property has been inspected by Povicom and is in a similar state as when you first moved in.
 - First month's paid via EFT and thereafter debit order.
 - Key Deposit = R 30.00 (REFUNDABLE) on termination of lease if it is returned.

You will also have the opportunity to view your allocated unit and you will be invited to a Tenant Training Session where the House Rules will be read to you and you will receive:



- Appendix 3: Tenant Information & Training Material
- Appendix 4: Tenant House Rules

General Information for Prospective Tenants

- Detailed statements of rent are issued on monthly basis
- Utilities (water, electricity, sewer, refuse removal) are paid over and above rental.
- Hot water is provided through a centralized Heat Pump System, each unit will be charged a base fee of R80. This will give a saving of 60% on electricity.
- Water is NOT prepaid, only Electricity is prepaid. Water will be metered and charged separately as per usage/consumption.
- A fibre connection is available in each unit.
- Rental will increase annually as per the Lease Agreement.
- There are limited numbers of parking spaces therefore parking will be allocated on first come first serve basis from:
Open Parking (R150 pm) / Undercover Parking (R200pm).
- Any blockages or damages caused by tenants will be billed directly to the tenants.
- Washing lines to hang the laundry will be provided therefore no laundry should be hanging out from the windows.

Additional Information

- A Tenant Liaisons Officer/Housing Supervisor will manage the day to day operations of the building.
- Quarterly inspections will be conducted by the Tenant Liaisons Officer/Housing Supervisor and regular visits will be done by the Client Services/Property Manager.
- There is 24-hour security on site 7 days a week.
- Disorderly conduct will not be tolerated. All tenants are expected to abide by the House Rules.

Additional Complex features

Regent Villas:

- The Friendly Shop (on site shop for tenants)
- Creche: the creche is independently owned and fees can be queried with the creche supervisor.
- Conference venue for hire: costs can be queried with the Tenant Liaisons Officer/Housing Supervisor.
- Braai Area
- Soccer Court
- Conference Room for hire.

1. Regent Villas



**THESE UNITS ARE STRICTLY FOR
RENTAL ONLY.**

**NO OWNERSHIP CAN BE CLAIMED BY
TENANTS REGARDLESS OF HOW LONG
THEY HAVE BEEN STAYING IN THEM.**

Thank You / Dankie

POVICOM

Community Housing Solutions