

Client Details	
Company name:	
Contact person name and surname:	
Contact person telephone number:	
Contact person email address:	
Secondary Contact Person (Optional)	
Purpose of Data (intended use)	
Description of Data Requested:	
We acknowledge KZN COGTA for providing the data and the copyright of the data shall remain vested in the Department of Local Government and Traditional Affairs (COGTA) or the source organisation who owns the data if different from the COGTA and shall not be copied or reproduced for any other use than for my own or for the organisation by which I am employed.	Yes <input type="checkbox"/> No <input type="checkbox"/>
We acknowledge that this data will not be provided to a 3rd party without prior written permission of the GIS Manager of KZN COGTA	Yes <input type="checkbox"/> No <input type="checkbox"/>
We will acknowledge KZN COGTA in all products or publications arising from this data.	Yes <input type="checkbox"/> No <input type="checkbox"/>
We acknowledge that KZN COGTA may reject the request and or refer you to Data Custodian should COGTA not be the data custodian for the requested data. The KZN COGTA will only supply in digital format on datasets of which they are custodians (See the Data Schema).	Yes <input type="checkbox"/> No <input type="checkbox"/>
The data will only be used for its intended purpose as stated in this document.	Yes <input type="checkbox"/> No <input type="checkbox"/>
We acknowledge that KZN COGTA accepts no responsibility for any damage, loss or injury arising directly or indirectly from the acquisition or use of the supplied data or the accuracy of it.	

**Print Name:**

**Signature:**

**Date:**

Priority	
Person handling the request:	
Is this request part of an existing project?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Comments	
Date Requested	

Date completed	
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**Office Use:**