

**AMAFOMU AMISELWEYO OKUCELA  
UKUTHOLA AMABHUKU OMKHAKHA  
WOLUNTU**

Eli fomu limiselwe mgokwesihlomelo B of Notice 187 kwiphephandaba  
likahulumeni le 15 February 2002



## IFOMU A

### ISICELO SOKUTHOLA IMVUME YOKUBONA AMABHUKU OMKHAKHA WOLUNTU

(Isigaba 18(1) soMthetho woKuqhubekisa ukuThola uLwazi, 2 of 2000 (Act No. 2 of 2000))

#### [Ummiselo 8]

**EYOKUSETSHENZISWA NGUMNYANGO** inombolo yokwazisa \_\_\_\_\_

Isiceo senziwe ngu \_\_\_\_\_ (chaza inqanaba , igama nesibongo sesiphathimandla solwazi/isekela siphathimandla solwazi) nge \_\_\_\_\_ (umuhla) e \_\_\_\_\_ (indawo).

Imali enqunyiweyo yesicelo (ukuba ikho): R .....

IDipozithi (ukuba ikho): R .....

Imali enqunyiweyo yokuthola imvume: R .....

UKUSAYINWA KWEGAMA LESIPHATHIMANDLA SOLWAZI

USEKELA SIPHATHIMANDLA SOLWAZI

#### A. imininingwane yomkhakha woluntu

Isiphathimandla solwazi: Usihlalo

Usekela Siphathimandla Solwazi : Umphathi Omkhulu

**IKHOMISHANA YEMALI NEMALI NGENISO**

**PRIVATE BAG X69**

**HALFWAY HOUSE**

**1685**

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#### B. Imininingwane ngomuntu ocela imvume yokubona amabhuku

(a) Imininingwane ngomuntu ocela imvume yokuthola amabhuku mayibhalwe ngaphansi.

(b) nika ikheli kunye/okanye nenombolo ye fekisi kwi Republic apho ulwazi maluthunyelwe khona.

(c) ubungqina ngomuntu ofuna ulwazi yaye ukuthi ulufuna ngani ulwazi,uma oku kuyafuneka ,makunanyathiselwe.

Amagama aphelele  
nesibongo:.....

Inombolo yesazisi: .....

Ikheli leposi: .....

Inombolo yeFekisi  
.....

Inombolo yefoni: .....

Ikheli le-E-mail :.....

Ukuthi senziwa ngani isicelo,nxashana senzelwa omunye  
untu:.....

### **C. Imininingwane yalowo muntu wenzelwa isicelo**

*Esi sigaba masizaliswe uma ngaba isicelo solwazi senzelwa omunye umuntu.*

Amagama athi:.....

Inombolo yesazisi: .....

### **D.Imininingwane yamabhuku**

*(a)faka yonke imininingwane yamabhuku ekucelwa kuwo imvume ,futhi ne nombolo yokwazisa ukuba ngaba iyaziwa, ukulungiselela ukuthi ibhuku likwazi ukutholakala.*

*(b)uma isikhala esinikeziwe asanele qhubeka kwiphepha eliseceleni ukuze ulinamathisele kule fomu. Umenzi sicelo makasayine zonke ifomu ezinanyathiselweyo.*

1. Incazelo yebhuku okanye indawo ephathelene  
nebhuku:.....

2. Inombolo yokukwazisa, ukuba  
ikhona:.....

3. nayiphi eminye imininingwane yamabhuku:  
.....

### **E. imali ezinqunyiweyo**

*(a) Isicelo sokuthola amabhuku ,angengawo amabhuku aphelele ulwazi ngomntu owenza isicelo siyakulolongwa nxashana imali enqunyiweyo yokwenza isicelo ikhokhiwe.*

*(b) uyakwaziswa ngobungakanani bemali emayikhokhwe njengemali enqunyiweyo yesicelo.*

*(c) imali enqunyiweyo yokucela imvumeyokuthola amabhuku ixhomekeke kwifomu ekuthi kucelwe ngayo ukuthola imvume yokufuna nokulungisa lawo mabhuku.*

*(d) uma unelungelo lokukhishwa ekukhokheni imali enqunyiweyo, siza usho izizathu zalokho.*

Izizathu zokukhishwa ekukhokheni imali enqunyiweyo:  
.....

.....

## F. ifomu yokuthola imvume yokuthola amabhuku

Uma uthintelwa bubuthakathaka bezitho zomzimba ukuthi ufunde, ubone okanye ulalele amabhuku ngayona leyo ndlela atholakale ngayo amabhuku ifomu 1 ukuyaku 4 ngaphansi ,yisho ukuthi buyini ubuthakathaka bakho uze uchaze ukuthi yiyiphi ifomu ofuna ngayo ibhuku.

Ubuthakathaka bezitho zomzimba:		Ifomu ekucelwa ngayo ibhuku:	
<p><i>Bonakalisa ibhokisi elilungileyo ngo "X".</i></p> <p><i>amanothi:</i></p> <p><i>(a) ukubonisa ukuthi yiyiphi ifomu efunekayo yokwenza isicelo kuxhomekeke ekuthini ibhuku elifunekayo likuyiphi fomu.</i></p> <p><i>(b)kungaliwa nokutholwa kwamabhuku ngezinye izikhathi kwifomu elisetshenzisiweyo. Uyakutshelwa ukuthi uzakuwathola ngenye ifomu.</i></p> <p><i>(c) imali enqunyiweyo iyakuboniswa yifomu ekucelwe ngayo ukutholwa kwamabhuku.</i></p>			
<b>1. uma ibhuku libhaliwe okanye lilotshiwe -</b>			
	Ikhopi lebhuku*		Ukuhlolwa kwamabhuku
<b>2. uma amabhuku enezinto ezibonakalayo -</b>			
(oku kuhlenganisa ifoto amaslides, amarekodi amavideo , imibukiso eyenziwe ngeKompyutha nezithombe njalonjalo.)			
	Ukubona imibukiso	Ukufota imibukiso	Ukubhala imibukiso
<b>3. uma ibhuku linamagama okanye ulwazi arekhodiweyo anokuphinda akhutshwe ngezwi-</b>			
	Lalela izwi (ikhasethi elikhulumayo)	Bhala inkulumo* (ibhuku elibhaliweyo okanye elilotshiweyo)	
<b>4.uma ibhuku ligcinwe kwikompyutha okanye kwisimo sikagesi okanye kumashini ofundekayo -</b>			
	Ikhopi lebhuku elilotshiweyo*	Ikhopi lolwazi olulotshiweyo oluphuma kwirekhodi*	Ikhopi eliphuma kwikompyutha elifundekayo*  (istiffy okanye icompact disc)

*uma ucela ikhopi okanye umbhalo yebhuku ngaba ubawela ukuthi ikhopi okanye umbhalo lowo iposelwe kuwe? <b>Imali yokuposa iyakhokhwa.</b>	YEBO	CHA
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*Qaphela uma ibhuku ligekho ngolimi olukhethayo ungathola ibhuku ngaloelo limi ibhuku elokho ngalo.*

Ungathanda ukuthi ibhuku libe ngoluphi ulimi?

**G. isaziso sesinqumo malunga nesicelo sokuthola amabhuku**

*Uza kubikelwa ngencwadi ebhaliweyo ukuthi ngaba isicelo sakho sivunyiwe noma cha.uma ufuna ukwaziswa ngenye indlela siza yisho leyo ndlela yaye unike imininingwane yaleyo ndlela ukuze kuphunyezwe leso sicelo.*

Ungathanda ukwaziswa ngaluphi uhlobo ngeisinqumo sokuthola amabhuku?

Isayinwe e .....ngalo muhla  
.....we.....(nyanga).....(nyaka) 200.....

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UKUSAYINWA KWEGAMA LOMUNTU  
OWENZA ISICELO / UMUNTU OMELE  
UMUNTU OWENZA ISICELO



## IFOMU B

### ISAZISO SOKUDLULISELA ISINQUMO SANGAPHAKATHI

(isigaba 75 soMthetho woKuqhubekisa ukuThola uLwazi, 2 of 2000 (uMthetho No. 2 ka 2000))

#### [Ummiselo 8]

**YISHO INOMBOLO YAKHO  
YOKUZAZISA:**

#### A. Imininingwane yomkhakha wabantu:

Isiphathimandla soLwazi: uSihlalo

Usekela Siphathimandla Solwazi: UMphathi osiSiphathimandla

Ikhomishana yeMali neMaliNgeniso  
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#### B. imininingwane yomuntu ocelayo/ umuntu wesithathu odlulisa isinqumo sangaphakathi

- (a) *imininingwane yomuntu odlulisa isinqumo sangaphakathi mayibhalwe ngaphansi.*  
(b) *isiqinisekiso sokuthi udlulisa ngani isinqumo ,uma ingena,mayinanyathiselwe.*  
(c) *uma umuntu odlulisa isinqumo ingumuntu wesithathu yaye ingasinguye umuntu owayecele ulwazi, imininingwane yomuntu owenza isicelo mayifakwe phansi kwaC.*

Amagama aphelele nesibongo:

inombolo yesazisi;

Ikheli leposi:

inombolo yefekisi:

Inombolo yefoni:

Ikheli leE-mail :

Amandla afanele adlulise ngawo isinqumo sangaphakathi endaweni yomunye umuntu:

### C. imininingwane yomuntu owenza isicelo

*Esi sigaba masizaliswe nxashana umuntu wesithathu (ingasinguye umuntu owenza isicelo) edlulisa isinqumo sangaphakathi.*

Amagama aphele nesibongo:

inombolo yesazisi:

### D. isinqumo sangaphakathi esidluliswayo

<i>Bonisa isinqumo sangaphakathi esidluliswayo ngombhalo Xkwibhokisi elifanele:</i>	
	Ukwaliwa nokuthola
	Isinqumo malunga nemali enqunyiweyo ngokwesigaba 22 soMthetho
	Isinqumo malunga nokwandiswa kwesikhathi sokulolonga isicelo ngokwesigaba 26(1) soMthetho
	Isinqumo ngokwesigaba 29(3) soMthetho sokwala ukuthola ulwazi ngendlela ekucelwe ngayo ngumuntu owenza isicelo
	Isinqumo sokunika imvume yokuthola ulwazi

### E. izizathu zokudlulisa isinqumo

*Uma isikhala esinikiweyo singanele, siza qhubeka kwiphepha eliseceleni uze ulinamathisele kweli uze usayinde onke amanye amaphepha aseceleni.*

Yisho izizathu zokudlulisa isinqumo:

Yisho nayiphi imininingwane ephathele ekulolongweni kokudluliswa kwesinqumo:

### F. iNothisi yokudlulisa isinqumo

*Uyakwaziswa ngenothisi ebhaliweyo ngesinqumo esithatshathiweyo malunga nokudluliswa kwesinqumo.uma ungathanda ukwaziswa ngandlela thize, siza yisho indlela ongathanda ukwaziswa ngayo, uze usho imininingwane efanele ukuze kwenziwe isicelo sakho.*

Yisho indlela:

imininingwane yendlela:

Isayinwe e \_\_\_\_\_ ngalo \_\_\_\_\_ muhla we \_\_\_\_\_ (nyaka 200....

**UKUSAYINWA KWEGAMA YOMUNTU ODLULISA ISIQUMO**

**EYOKUSETSHENZISWA NGUMNYANGO:**

**IREKHODI LOKUDLULISWA KWESINQUMO SANGAPHAKATHI:**

Ukudluliswa kwesinqumo kufunyenwe ngomuhla we \_\_\_\_\_ (umuhla) ngu \_\_\_\_\_

(yisho ibanga lasemsebenzini, igama nesibongo lesiphathimandla solwazi).

Ukudluliswa kwesinqumo nezizathu zeSiphathimandla soLwazi/sekela Siphathimandla Solwazi,apho kufanele, imininingwane yomuntu wesithathu abhekisele kuye amabhuku efakwe siSiphathimandla soLwazi /uSekela Siphathimandla soLwazi ngomuhla we (umuhla) isikhulu esifanele.

**ISIPHUMO SOKUDLULISWA KWESINQUMO:**

ISINQUMO SESIPHATHIMANDLA SOLWAZI/USEKELA SIPHATHIMANDLA

SOLWAZI/ISINQUMO ESISHA SIBEKWA ENDAWENI YESIDALA

ISINQUMO ESISHA:

\_\_\_\_\_ UMUHLA  
ISIPHATHIMANDLA ESIFANELEKILEYO

SIFUNYENWE SISPETHIMANDLA SOLWAZI/ USEKELA SIPHATHIMANDLA WOLWAZI  
KWISIPHATHI MANDLA ESIFANELEKILEYO(umuhla):