

## APPLICATION FOR AN INTENDED GATHERING / FUNRIDE / FUNRUN, ETC.

In terms of The Regulation of Gatherings Act, Act 205 of 1993

**2026 - 2027**

### SUBMISSION DATE

In terms of The Regulation of Gatherings Act (Act 205 of 1993) this application ***must*** reach the Langeberg Municipality (Ashton Office) at least **SEVEN (7) WORKING DAYS** before the date of your gathering to allow the Municipality enough time to make the necessary arrangements.

### PAYMENT

#### FOR ALL TRAFFIC ESCORT SERVICES EXCEPT POLITICAL DEMONSTRATIONS, MARCHES AND PICKETING

Please note the cost of ALL traffic escort services rendered by the Traffic Department with the exception of political demonstrations, marches and picketing. No procession may take place on any municipal road without traffic escort services. The Municipality does not provide traffic escort services for any personal social gathering such as weddings and matric functions except funeral escorts for funerals.

All traffic escort services are rendered at the following tariffs:

**MONDAYS TO THURSDAYS** (07:45 – 16:30)

**FRIDAYS** (07:45 - 15:15)

Per vehicle escorting = R 369.00 per hour + BTW (+ AA tariff per kilometer outside town limits).

**AFTER HOURS** (after office hours and weekends)

Per vehicle escorting = R 715.00 per hour + BTW (+ AA tariff per kilometer outside town limits).

The amount will be calculated by the Manager Traffic Services depending on the information submitted in this application and the amount will be communicated to the convener telephonically. The amount is payable strictly in advance and must be deposited in the bank account of the Municipality. **Banking Details:** Langeberg Municipality, ABSA Current Account No 105 00 00 00 8.

Branch Code No 334 513. As reference, please quote the name of your organisation.

Send your proof of payment to 023 – 615 1563 (fax) or [admin@langeberg.gov.za](mailto:admin@langeberg.gov.za).

**NB:** Should payment not be received, approval for the activity will lapse and it will be an illegal gathering / procession.

AS CONVENER OF THIS INTENDED GATHERING, I AM AWARE OF THE PROVISIONS OF THE REGULATIONS OF GATHERING ACT, 1993 (ACT 205 OF 1993). IN TERMS OF SECTION 3 OF THE ACT, I HEREWITH WISH TO NOTIFY YOU OF AN INTENDED GATHERING. THE PARTICULARS ARE AS FOLLOWS:

1. **CONVENER** (Please supply all possible contact numbers, as the Municipality must frequently contact the convener).

|                                            |                  |            |
|--------------------------------------------|------------------|------------|
| <b>1. CONVENER : Name + Surname</b>        | <b>Telephone</b> | <b>Fax</b> |
|                                            |                  |            |
| <b>Cellphone No + Email Address:</b>       |                  |            |
|                                            |                  |            |
| <b>2. DEPUTY CONVENER : Name + Surname</b> | <b>Telephone</b> | <b>Fax</b> |
|                                            |                  |            |
| <b>Cellphone No + Email Address:</b>       |                  |            |
|                                            |                  |            |

## 2. ORGANIZATION

The convener is acting on behalf of: *(State name and address of your organization)*

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## 3. THE GATHERING: The purpose of the gathering is to:

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|  |
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The gathering will be held at:

| <u>Town</u> | <u>Date</u> | <u>Time</u>             |
|-------------|-------------|-------------------------|
|             |             | <u>From:</u> <u>To:</u> |

The venue for the gathering is:

|  |
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|  |
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We anticipate *(number)* \_\_\_\_\_ participants to attend the gathering.

We have appointed *(number)* \_\_\_\_\_ marshals (10 marshals per 100 participants).

**\* ATTACH A NAME LIST OF YOUR MARSHALLS to this form, otherwise your application will not be considered.\***

The marshals will be identifiable by the following clothing: *(State eye-catching clothing such as yellow hats, red shirts, etc)*

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## 4. ROUTE:

If there is a procession, a march a fun run, etc, state the route on a separate page and attach to this application form, e.g.

*Depart Anderson Street from the church, left in Reitz Street, left in Wolhuter Street,  
Right in Main Road, to the Plain where the procession will end.*

The participants will assemble at *(time)* \_\_\_\_\_ at \_\_\_\_\_ *(venue)*

The procession will start at *(time)* \_\_\_\_\_ at \_\_\_\_\_ *(venue)*

The procession will end at *(time)* \_\_\_\_\_ at \_\_\_\_\_ *(venue)*

The participants will disperse at *(time)* \_\_\_\_\_ at \_\_\_\_\_ *(venue)*

The participants will be transported to the assembly point by \_\_\_\_\_ *(e.g. busses, own transport)*  
and from the point of dispersal by: \_\_\_\_\_

The number and types of vehicles to form part of the procession are \_\_\_\_\_

If procession should pass within a radius of 100 metres from a court building, **attach the written permission from the magistrate to this application**

5. TIME OF NOTICE (Complete only if applicable)

If notice is given less than 7 days before the gathering / happening, state reasons why notice was not given timeously:

6. PETITIONS (Complete only if applicable)

**We wish to hand over a petition / grievance / memorandum to:**

*(State name and designation of person who is receiving the memorandum).*

**State the place and time when petition will be handed over:**

**I DECLARE:** The person receiving the petition, was notified by me on \_\_\_\_\_ (date)  
at (place / town) \_\_\_\_\_ that a petition will be handed to him.

**\* THE PROOF THAT THE PERSON HAS AGREED TO ACCEPT THE PETITION / GRIEVANCES / MEMORANDUM,  
IS ATTACHED HERETO \***

7. OTHER FACTS PERTAINING TO THE GATHERING: State what arrangements have been made for:

1. PARKING:

2. TOILETS / WATER POINTS:

3. RESTING PLACES:

I have taken note of the fact that:

1. I have to pay for traffic escorting, as explained on Pg. 1 of this application form.
2. The Act binds me in respect of the management of the gathering/ procession and that I can be held jointly and separately liable for any riot damage arising from these activities.

Signed on \_\_\_\_\_ (Date) at \_\_\_\_\_ (Place)

SIGNATURE: CONVENER

**PLEASE SEND YOUR COMPLETED FORM IMMEDIATELY TO:**

Email: [admin@langeberg.gov.za](mailto:admin@langeberg.gov.za)

Ms Sammy Jansen  
Langeberg Municipality  
Private Bag X2  
ASHTON, 6715

Fax 023 - 615 1563  
Tel 023 - 615 8000 (Switchboard)

## FOR YOUR INFORMATION

### REGULATIONS OF GATHERINGS ACT

#### ACT 205 of 1993 (as amended)

#### CHAPTER 3

### 8. Conduct of gatherings and demonstrations

The following provisions shall apply to the conduct of gatherings and, where so indicated, to the conduct of demonstrations:

- (1) The convener shall appoint the number of marshals mentioned in the notice or, if it was amended in terms of section 4, in the amended notice, to control the participants in the gathering, and to take the necessary steps to ensure that the gathering at all times proceeds peacefully and that the provisions of this section and the applicable notice and conditions, if any, are complied with, and such marshals shall be clearly distinguishable.
- (2) The convener shall take all reasonable steps to ensure that all marshals of the gathering and participants in the gathering or demonstration, as the case may be, are informed timeously and properly of the conditions to which the holding of the gathering or demonstration is subject.
- (3) The gathering shall proceed and take place at the locality or on the route and in the manner and during the times specified in the notice or, if it was amended, in the amended notice, and in accordance with the contents, of such notice and the conditions, if any, imposed under section 4 (4) (b), 6 (1) or 6 (5).
- (4) No participant at a gathering or demonstration may have in his or her possession:
  - (a) any airgun, firearm, imitation firearm or any muzzle loading firearm, as defined in section 1 of the Firearms Control Act, 2000 (Act No 60 of 2000) or any object which resembles a firearm and that is likely to be mistaken for a firearm; or
  - (b) any dangerous weapon, as defined in the Dangerous Weapons Act, 2013 and the convener and marshals, if any, shall take the reasonable steps to ensure that this section is complied with.
- (5) No person present, at or participating in a gathering or demonstration shall by way of a banner, placard, speech or singing or in any other manner incite hatred of other persons or any group of other persons on account of differences in culture, race, sex, language or religion.
- (6) No person present at or participating in a gathering or demonstration shall perform any act or utter any words which are calculated or likely to cause or encourage violence against any person or group of persons.
- (7) No person shall at any gathering or demonstration wear a disguise or mask or any other apparel or item which obscures his facial features and prevents his identification.
- (8) No person shall at any gathering or demonstration wear any form of apparel that resembles any of the uniforms worn by members of the security forces, including the Police and the SA Defence Force.
- (9) The marshals at a gathering shall take all reasonable steps to ensure that:
  - 9.1 no entrance to any building or premises is so barred by participants that reasonable access to the said building or premises is denied to any person;
  - 9.2 no entrance to a building or premises in or on which is situated any hospital, fire or ambulance station or any other emergency services, is barred by the participants.
- (10) No person shall, in any manner whatsoever, either before or during a gathering or demonstration, compel or attempt to compel any person to attend, join or participate in the gathering or demonstration, and the convener and marshals, if any, shall take all reasonable steps to prevent any person from being so compelled.