

# PROOF OF SERVICE – HAND DELIVERY

Comments on Draft Admission of Learners to Public Schools Regulations

Government Notice No. 3415 of 2025

Government Gazette No. 53119-Published 6 August 2025.

**Deadline: 5 September 2025**

## 1. Deliverer's Details

Name: \_\_\_\_\_

ID Number: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email (optional): \_\_\_\_\_

## 2. Details of Submission

Date of Delivery: \_\_\_\_ / \_\_\_\_ / 2025

Time of Delivery: \_\_\_\_\_

Location Delivered:

[ ] 222 Struben Street, Pretoria, 0001 (DBE Head Office)

Documents Delivered (Tick applicable):

Public Comment

Completed Public Comment Form

Additional Written Submission (Number of pages: \_\_\_\_)

Supporting Documents (specify): \_\_\_\_\_

**3. Recipient's Acknowledgement of Receipt** *(complete only if recipient signs)*

Name of Recipient: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / 2025

Official Stamp (if available): \_\_\_\_\_

**4. If Recipient Refuses to Accept Documents**

On the above date and time, I attended at the above address to hand deliver my written comments on the Draft Admission of Learners to Public Schools Regulations (GN No. 3415 of 2025). The official(s) on duty\* \_\_\_\_\_ refused to accept or acknowledge receipt of the documents.

I requested a written reason for the refusal, which was:

---

---

The documents were retained in my possession / placed in the departmental post box / left at reception (select one): \_\_\_\_\_

\* Fill in the name of the official/person that attended you

### **5. If Recipient Accepts but Refuses to Sign**

On the above date and time, I attended at the above address to hand deliver my written comments on the Draft Admission of Learners to Public Schools Regulations (GN No. 3415 of 2025). The official on duty\* \_\_\_\_\_ accepted the documents but refused to sign this Proof of Service or provide written acknowledgement.

The documents were left with them, and I make this statement as proof of delivery.

\* Fill in the name of the official/person that attended you

### **6. Witness (if available)**

Witness Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / 2025

### **7. Declaration by Deliverer**

I declare that the above information is true and correct to the best of my knowledge.

Signature of Deliverer: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / 2025