



THE ALOES LIFESTYLE ESTATE MANAGEMENT ASSOCIATION NPC,
Registration Number: 2012/065761/08

ALEMA Estate Office
Aloes Avenue
The Aloes
Polokwane

Dear Builders

ALEMA Builders Accreditation

At a board of Directors meeting held on Thursday the 20th of October a resolution was passed to bring the following into effect, immediately:

New Builders

- For Accreditation from ALEMA the following additional documentation needs to accompany the application form:
 - NHBRC Certificate of amount of builds builder is allowed.
 - Letters of recommendation, accompanied by contact details of previous projects. (These letters are to be certified)
 - A Letter from a Stand owner in Aloes requesting builder to be accredited to build on registered stand.
- ALEMA will not accredit builders without a client in Aloes.
- ALEMA will not accredit Home owners wishing to build their own home, unless they are a 5 build accredited NHBRC Builder.

Current Builders

- Builders may not build more homes than their NHBRC accreditation permits.
- First time accredited builders will be required to submit a letter of recommendation from their first project before ALEMA will allow a second project to begin, this shall continue to be the case until four completed projects.
 - ie: When project 1 is complete and signed off, project 2 may begin.
When project 2 is complete and signed off, project 3 and 4 may begin.

2017 Accreditation

- Builders are to submit progress reports and completion time lines and letters of recommendation on all builds at the beginning of 2017.
- Should there be any issues on Sites with in the Aloes, these builders will not be granted permission to take on another project in 2017.
- All existing accredited builders who have not completed builds at the time that builders close for the December 2016 will have to **re-register** their staff at the security office before commencing with building in January 2017. It is suggested that you register your staff before commencement of operations in order to alleviate any delays in everybody having to re-register their staff at the same time.