

**PROMOTION OF ACCESS TO INFORMATION ACT, 2000
(ACT 2 OF 2000)**

**SECTION 51 MANUAL FOR
Cowhide Concepts cc
(Registration No. 2006/056483/23)**

Cowhide Concepts cc is registered in terms of the Companies Act No. 61 of 1973. The principal activity of the Company is Leather Manufacturing

PARTICULARS IN TERMS OF SECTION 51

1. CONTACT DETAILS

Louise Hennigs deals with all matters in connection with requests for information in terms of the Promotion of Access to Information Act No 2 of 2000. Her contact details are:

Postal address: PO Box 27629, Rhine Road, 8050

Physical address: 6 Braeside Road, Green Point, 8005

Telephone: 021 434 5504

Facsimile:

E-mail: louise@cowhide.co.za

2. THE GUIDE AS DESCRIBED IN SECTION 10

The Guide on how to use the Act is available for inspection at the South African Human Rights Commission (SAHRC). Please direct any queries to:

Postal address: Private Bag X 2700
HOUGHTON
2041

Telephone: +27 11 484 8300

Facsimile: +27 11 484 0582

Website: <http://www.sahrc.org.za>

E-mail: paia@sahrc.org.za

3. RECORDS AVAILABLE IN TERMS OF THE FOLLOWING LEGISLATION

- Companies Act 71 of 2008
- Income Tax Act 95 of 1967

Records are kept in terms of the above legislations

4. CATEGORIES OF RECORDS WHICH ARE AVAILABLE WITHOUT A PERSON HAVING TO REQUEST ACCESS IN TERMS OF THE ACT IN TERMS OF SECTION 52(2)

Normal commercial information that is available freely to the public and information and records that relate directly to the requester.

5. HOW TO MAKE A REQUEST FOR ACCESS

Refer to the website of the SAHRC, which prescribes the form, content, proceedings and fees relating to a request for access of information.

6. AVAILABILITY OF THIS MANUAL

The manual is available, free of charge, from the offices detailed in paragraph 1 above or from the offices of SAHRC.

Signed

L Hennigs

Date

30.12.2011