



JJRInc.
ATTORNEYS

**JARVIS JACOBS RAUBENHEIMER INCORPORATED
PRACTISING AS JJR INC.**

CORPORATE PROFILE

HISTORY OF THE FIRM

JJR Inc. was established by Messrs.' JJ Jacobs and HP Raubenheimer after merging of their firms. The firm is headed by Mr JJ Jacobs BLC LLB Dip. ADR (UP), Solicitor England, Mr Helgard Raubenheimer LLB (UP) Adv. Tax Cert. (UNISA), Mr Wimpie Ackhurst LLB (UP) and Ms Smita Rama Bcom LLB (UP), Dip. Insolvency Law (UP), Dip. Business Rescue (UNISA) as directors of the firm. Mr Owen Kriek and Mr Pieter Strydom act as associate attorneys whilst Ms Helena van der Nest, Ms Nadia Burger, Mr Melcom Oosthuizen, Ms Karolien van Wyk, Ms Charlene Raubenheimer, Ms Marisa Ackhurst, Mr Rich Redinger, Ms Lynette Badenhorst, Ms Lisa Blass, and Ms Carmi Martinson act as professional assistant attorneys.

The firm's core and fundamental values - trust, integrity, respect, loyalty and professionalism – not only brings client care and service to a pinnacle but also ensures the firm's competitive advantage in the legal industry.

DIRECTORS

Mr JJ Jacobs
BLC, LLB Dip., ADR
Attorney and Solicitor England & Wales

Johann Jacobs completed his BLC LLB degrees at the University of Pretoria in 1998 and 2000. He completed his articles at a well-known commercial firm in Pretoria and primarily worked in the commercial litigation and commercial departments. Johann specialises in commercial work. After completing his diploma course in commercial arbitration at the Arbitration Foundation of South Africa, he was chosen to attend an internship program at the International Court of Arbitration in

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Directors: JJ Jacobs BLC LLB Dip. ADR (UP) Solicitor England, HP Raubenheimer LLB (UP) Adv. Tax Cert. (UNISA), WJ Ackhurst LLB (UP), S Rama Bcom LLB (UP) Dip. Insolvency Law (UP) Dip. Business Rescue (UNISA) **Consultants:** O Kriek LLB LLM (UP), PJ Strydom LLB LLM (UP) Adv. Labour Law (RAU), N Theron Bcom Law Bcom Honours Taxation Mcom Taxation (UP) **Associates:** H van der Nest LLB (UP), NE Burger LLB (UP), MW Oosthuizen LLB (UNISA), K van Wyk Bcom LLB LLM (UP), C Raubenheimer BAcc LLB (SU), M Ackhurst LLB (UP), R Redinger LLB (UP), L Badenhorst Bcom LLB (UP), L Blass BA LLB (WITS), C Martinson Bcom LLB (NWU) **Practice Manager:** H van der Nest LLB (UP) **Office Manager:** C Nkogatse

Jarvis Jacobs Raubenheimer Incorporated practising as JJR Inc. | Reg No. 2005/014454/21 | VAT No. 4910238346 | Level 4 BBBEE Contributor

In association with JJR Consilium Limited (Registration number: 09265350), legal advisory and outsourcing registered in the UK

Paris, France. Whilst in Europe, he completed the Qualified Lawyers Transfer Test (QLTT) in London and is a qualified solicitor in England and Wales. After returning to South Africa, Johann gained extensive experience as corporate associate at Roodt Incorporated in Johannesburg where he was in charge of the drafting of commercial agreements and the finalisation of merger and acquisition processes.

Johann also held the position of regional manager of RealNet Holdings, where he gained valuable experience in the processes of conveyancing and mortgage origination.

Johann operates within the firm's commercial, commercial litigation and corporate collection departments.

Mr Helgard Raubenheimer
LLB (UP), Adv. Tax Cert. (UNISA)
Attorney and Conveyancer

Helgard completed his LLB degree at the University of Pretoria in 2001 and was admitted as attorney in 2002. He completed his articles in Pretoria where he gained experience in conveyancing as well as all litigation. He was admitted as conveyancer in 2004 and also gained his postgraduate diploma in advanced taxation from Unisa in 2006.

Besides conveyancing, he specialises in general and commercial litigation and regards himself as an expert in property and property related law. He further acts on behalf of numerous Home Owners Associations and Body Corporates in litigation matters and also assists with general advice on management. Helgard also has experience in the corporate tax and structuring of commercial transactions with specific reference to tax related matters.

Helgard completed various residential and commercial developments from a conveyancing point of view of which one is phases 1 and 2 of the multi million Rand Leloko Development in Hartbeespoortdam.

He co-established the firm after gaining valuable experience at one of the leading conveyancing firms in Pretoria.

Mr WJ Ackhurst
LLB (UP)
Attorney and Conveyancer

Wimpie is a conveyancing expert. He has extensive experience in all aspects of conveyancing practise, on all types of full title, sectional title and development transfers and bonds. Wimpie manages our conveyancing department and works closely with the attorney liaison officers of the commercial banks to ensure compliance to all directives of the banks and their bond instructions. Wimpie has been appointed as a director of JJR Inc. in September 2015.

Ms Smita Rama

Bcom LLB (UP), Dip. Insolvency Law (UP), Dip. Business Rescue (UNISA)

Attorney and Notary

Smita is a certified fraud examiner (member of ACFE), an admitted attorney and notary. She was an acting magistrate since January 2014 until September 2016 in the civil, criminal and family section.

Smita holds two degrees namely Bcom law and LLB as well as two national diplomas in insolvency law and business rescue. Her Bcom law degree includes the two commerce majors of financial accounting and communication management.

Besides from running her own law firm, Smita manages a filling station on weekends, she is the chairperson of the Manor Mills Body Corporate and she is also about to become admitted as a solicitor in Australia.

After a long work relationship with Smita, we are pleased that she decided to join forces with JJR Inc. Smita was appointed as a director of JJR Inc. in January 2017.

ASSOCIATE ATTORNEYS

Mr Owen Kriek

LLB LLM (UP)

Attorney

Owen's area of specialisation is corporate and commercial work. Owen has a myriad of national and international merger and acquisition transactions under his belt. His attention to detail, strong work ethic and general understanding of tax and structural implications of transactions has earned him to be one of the most respected and well known commercial attorneys in the Gauteng North area.

Mr Pieter Strydom

LLB (UP), LLM (UP) Labour Law, Advanced Dip. Labour Law (RAU)

Attorney

Pieter completed both his LLB and LLM degrees through the University of Pretoria. After completing his articles, he focused on labour law and finished an advanced diploma in labour law through the Rand Afrikaans University currently known as the University of Johannesburg.

Pieter is a labour law specialist with extensive experience in both individual and collective labour law and collective bargaining. He has been on the forefront of various labour law cases through the CCMA, bargaining councils, the Labour Court and Labour Appeal Court, thereby developing the principles of labour law through the cases.

He currently serves on various expert panels and focus groups in the labour law and regularly acts as expert in the development and standardisation of labour documents and employment agreements.

PROFESSIONAL ASSISTANT ATTORNEYS

Ms Helena van der Nest

LLB (UP)

Attorney and Practice Manager

Helena completed her LLB degree at the University of Pretoria in 2008 and was admitted as an attorney in 2009. She joined forces with JJR Inc. in 2012 after having gained experience in litigation, conveyancing and commercial work. She has a keen interest in litigation and drafting of contracts.

Helena, having strong organisational and managerial skills, is the Executive Practice Manager of JJR Inc.

Ms Nadia Burger

LLB (UP)

Attorney, Conveyancer and Notary

Nadia graduated from the University of Pretoria in 2011 with an LLB degree and was admitted as an attorney and conveyancer in 2012 and as a notary in 2013. After having gained a lot of experience in conveyancing as well as commercial litigation matters at well-established law firms, Nadia joined forces with JJR Inc. in March 2015 as conveyancer where she is working on all conveyancing and notarial matters.

Mr Melcom Oosthuizen

LLB (UNISA)

Attorney

Melcom joined JJR Inc. in 2015, bringing with him extensive knowledge in general litigation with specific interest in matters pertaining to family law. This experience has brought with it, its own set of vital and fundamental skills including, but not limited to, negotiating, client services, High Court and Regional Court litigation. Melcom's interest further lies with his fondness for matters relating to copyright and the drafting of contracts.

Ms Charlene Raubenheimer

BAccLLB (SU)

Attorney

Charlene completed her BAccLLB degree at the University of Stellenbosch in 2008. She then worked as an accountant for a commodity trading firm in London and in 2012 she returned to

South Africa and commenced her articles. She was admitted as an attorney in 2014 and joined JJR Inc. in 2015. Charlene has experience in deceased estates, intellectual property and commercial legal services.

Ms Karolien van Wyk
Bcom LLB LLM (UP)
Attorney

Karolien completed her Bcom Law degree at the University of Pretoria in 2011, and graduated from the same institution with an LLB degree in 2012. Whilst completing her Master's degree in procedural law, she was an assistant lecturer at the University of Pretoria's School of IT faculty. She joined the JJR Inc. team in July 2015 as a candidate attorney and was admitted as an attorney in July 2016. She has a keen interest in estate planning and the administration of deceased estates.

Ms Marisa Ackhurst
LLB (UP)
Attorney and Conveyancer

Marisa completed her LLB Degree at the University of Pretoria in 2006 and was admitted as attorney and conveyancer in 2008. She completed her articles at a well-known firm in Pretoria and gained experience in third party claims, commercial law and conveyancing. She has extensive experience in all aspects of conveyancing. Marisa joined the conveyancing department of JJR Inc. in 2016.

Rich Redinger
LLB (UP)
Attorney and Conveyancer

Rich joined JJR Inc. in April 2017. He was admitted as an attorney in January 2007 and as conveyancer a year later.

Rich practiced as an attorney and conveyancer for a leading conveyancing firm in the property industry where he lectured on a frequent basis. Rich gained invaluable experience in all fields of property transfers and procedure. We welcome with him the wealth of knowledge and experience brought by him.

Ms Lynette Badenhorst
Bcom LLB (UP)
Attorney, Conveyancer and Notary

Lynette Badenhorst completed her BCom Law degree in 2003 and her LLB degree in 2005, both at the University of Pretoria. She was admitted as an attorney, conveyancer and notary in 2008. During her articles at a law firm in Pretoria she obtained experience in general litigation,

administration of estates and conveyancing. She has been specializing in conveyancing, bonds and notarial matters since 2009. Since 2012 she has been head of the bond department at a well-established law firm in Pretoria and has extensive experience in all conveyancing and bond matters. Lynette joined the conveyancing department of JJR Inc. in October 2017.

Ms Lisa Blass
BA LLB (WITS)
Attorney

Lisa completed her LLB in 1989 and was admitted as an attorney in 1994. After working for her own account in commercial and in public interest law, Lisa pursued her interest in environmental and sustainability law, completing a course in solid waste management through the Water Institute of UNESCO.

Lisa joined JJR in October 2017 as head of the environmental law department.

BBBEE CONTRIBUTION

JJR Inc. is currently a Level 2 Contributor, as audited by a Sanas BBBEE verification agency. Our certificate is available on request.

FOCUS AND SERVICES

JJR Inc. provides a wide range of conveyancing, commercial and legal services to its clients. The firm adopted a focused approach with specialised legal departments to ensure that they stay abreast with the latest legal trends and developments in the industry. Their clients therefore enjoy pure, pragmatic and expert advice in line with the latest developments of the law.

JJR Inc. specialises in the following areas of the law:

1. CONVEYANCING

Our conveyancing department is well established and has an experienced team with an excellent track record. This department is headed by Mr Wimpie Ackhurst and assisted by Ms Nadia Burger, Ms Marisa Ackhurst, Mr Rich Redinger and Ms Lynette Badenhorst. Our conveyancing team is well-known for its service excellence and client satisfaction. We are able to offer a complete package to any prospective client and *inter alia* offer the following:

1.1 Transfers

In this area we are focusing mainly on residential, commercial and industrial developments. Some of our successful projects include full and sectional title developments such as:

- Leloko Lifestyle Estate

- Park View
- Park Square
- Ravenswood
- Bellevue

1.2 Bond registrations

We currently serve on the bank home loan panels of Standard Bank, Nedbank, First National Bank - including FNB Wealth, and Absa Bank as well as the bond cancellation panels of ABSA Bank and Nedbank and are able to offer a complete package to any prospective client.

We receive constant flow of work from our bond originators and are currently receiving instructions on a daily basis. These instructions include normal bond registration, further advances and switches.

1.3 Township Establishment, Opening of Sectional Title Registers, Subdivisions, Consolidations

We have experience in all these aspects and will be able to assist any of these needs.

2. CORPORATE COLLECTIONS

The need for companies to have adequate processes and principles in place on the collections of outstanding debits is quite evident nowadays.

Throwing good money after bad money is not an option and entities cannot afford to waste time and money collecting outstanding debt.

Upon engaging with a client regarding its specific need, we provide a framework within which we advise clients on the method and process of such collections and litigation process.

3. CIVIL LITIGATION

This department is headed by Mr. Jacobs and Mr. Raubenheimer jointly, assisted by their associates.

Our litigation department also established itself into a strong practise and is responsible for almost half of the company revenue. In this regard we focus on commercial High Court litigation, including contractual, delictual and enrichment disputes.

4. **CORPORATE & COMMERCIAL**

Huge inroads have been made by the corporate team of JJR Inc. in bringing high calibre commercial advice to large corporate entities, entrepreneurs, start-up businesses, and farmers and other agricultural related businesses / entities.

This department is headed by Mr. Jacobs and Mr. Raubenheimer jointly, assisted by their associates and offers *inter alia* the following:

- Commercial and contract law
- Corporate finance and structuring
- Insolvency law
- Business rescue applications (also acting as business rescue practitioners)
- Property law
- Wills & estates
- Tax law
- Banking law
- Registration of trusts
- Registration of companies and company secretarial work
- MOI implementation and compilation under Act 71 of 2008
- Takeovers, mergers and acquisitions
- Corporate restructuring
- Due diligence investigations
- Competition law
- Black Economic Empowerment transactions

5. **LABOUR LAW**

This department operates in conjunction with our litigation department and is headed by Mr. Jacobs, assisted by Me. Kotze and offers:

- Alternative Dispute Resolution Procedures (Arbitration & Mediation)
- CCMA disputes
- Labour Court assistance
- Disciplinary enquiries
- Labour arbitration and mediation
- Trade Union negotiations
- Labour structuring for companies

In this regard we serve large corporate entities such as:

- Scorpion Legal Protection

- Tshwane University of Technology
- Assupol Life Ltd
- Cornerstone Brokers
- Izinga Access

6. **CLIENTS**

The clients of JJR Inc. include corporate and/or listed entities such as:

- Tshwane University of Technology
- Assupol Life Ltd
- Concilium Management Ltd
- Fortress Income Fund Ltd
- JHI Property (Pty) Ltd
- Torque IT (Pty) Ltd
- The Agricultural Research Council
- MyRoof
- Unigrain (Pty) Ltd
- Moolman Group of Companies
- Scorpion Legal Protection
- PEC Utility Management (Pty) Ltd
- Vision Properties (Pty) Ltd
- PricewaterhouseCoopers
- Soudal SA (Pty) Ltd
- Integrat (Pty) Ltd
- Wireless Hotspot (Pty) Ltd
- Centurion Akademie
- Norufin Housing
- SA Chef Academy
- Aldes Business Brokers Franchise Africa (Pty) Ltd

7. **INFRASTRUCTURE AND SUPPORT STAFF**

JJR Inc. is strategically situated in Menlo Park, Pretoria, not far from either the city centre or the east of Pretoria. The personnel profile of the firm is as follows:

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|---|-------------------------|-------------------------------|
| • | Mr Johann Jacobs | Director |
| • | Mr Helgard Raubenheimer | Director |
| • | Mr Wimpie Ackhurst | Director |
| • | Ms Smita Rama | Director |
| • | Mr Owen Kriek | Associate Attorney |
| • | Mr Pieter Strydom | Associate Attorney |
| • | Ms Helena van der Nest | Attorney and Practice Manager |

- Ms Nadia Burger Professional Assistant Attorney
- Mr Melcom Oosthuizen Professional Assistant Attorney
- Ms Charlene Raubenheimer Professional Assistant Attorney
- Ms Karolien van Wyk Professional Assistant Attorney
- Ms Marisa Ackhurst Professional Assistant Attorney
- Mr Rich Redinger Professional Assistant Attorney
- Ms Lynette Badenhorst Professional Assistant Attorney
- Ms Lisa Blass Professional Assistant Attorney
- Ms Carmi Martinson Professional Assistant Attorney
- Mr Jacques Brits Candidate Attorney
- Mr Tjaart de Beer Candidate Attorney
- Ms Candice Grace Candidate Attorney
- Ms Zinta Heunis Candidate Attorney
- Ms Cathrine Nkogatse Accounts Assistant and Office Manager
- Ms Jacqi Fisher Conveyancing Assistant
- Ms Helena Smith Conveyancing Assistant
- Ms Elsa Coetzer Conveyancing Assistant
- Ms Maggi Collins Conveyancing Assistant
- Ms Denise Cronje Conveyancing Assistant
- Ms Anso Moir Conveyancing Assistant
- Ms Marli van der Walt Conveyancing Assistant
- Ms Dalena Byleveld Conveyancing Assistant
- Ms Ané Kotzé Litigation and Labour Assistant
- Ms Adri Roodt Fouche Commercial Litigation Secretary
- Ms Lizette Taljaard Senior Litigation Secretary
- Ms Patience Ramashala Litigation Secretary
- Ms Precious Mampa Receptionist
- Ms Elize Boone Bookkeeper
- Ms Poppie Mkhabela Filing Clerk
- Ms Julia Muleya Filing Clerk
- Ms Jabulile Mkhabela Filing Clerk

The office is equipped with the latest information technology equipment, including secure VPN and 100Mbps Telkom Fibre Data for internet connectivity and functioning of the network and all its programmes, which enables the office to communicate in real time. Ghost Practice is installed on all computers of all fee earners and the data enables the firm to give up to date information on the status of all legal processes as well as the financial information of each file.

The legal directory and library are maintained by their professional personnel and includes:

- Butterworths forms and precedents
- Law of South Africa
- South African Law Reports

- Statutes of South Africa
- Beaumont Labour Journal
- Jutastat
- Deed and Company search facilities through our associate firms

The firm's auditors are Nkonki and can be contacted at 012 993 9500.

The firm's current bankers are Standard Bank, Hatfield, First National Bank, Brooklyn, Nedbank, Hatfield and ABSA, Hatfield, Pretoria. Both our trust and business accounts of the firm are with the said banks.

The Professional Indemnity cover of the firm is at one of the recognised reputable insurance entities and the firm is covered up to an amount of R 10,000,000.00 (TEN MILLION RAND).

OUR COMMITMENT

JJR Inc. is committed to give sound legal advice to our clients and strive for excellence in our service. We always put our clients' interests first by maintaining a philosophy to add value to our clients' businesses.

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