

# South African Revenue Service

## Deregistration of Tax Types



Thank you for walking this journey with us



# Welcome to the SARS Tax Workshop

## **Purpose:**

This presentation is merely to provide information in an easily understandable format and is intended to make the provisions of the legislation more accessible

## **Disclaimer:**

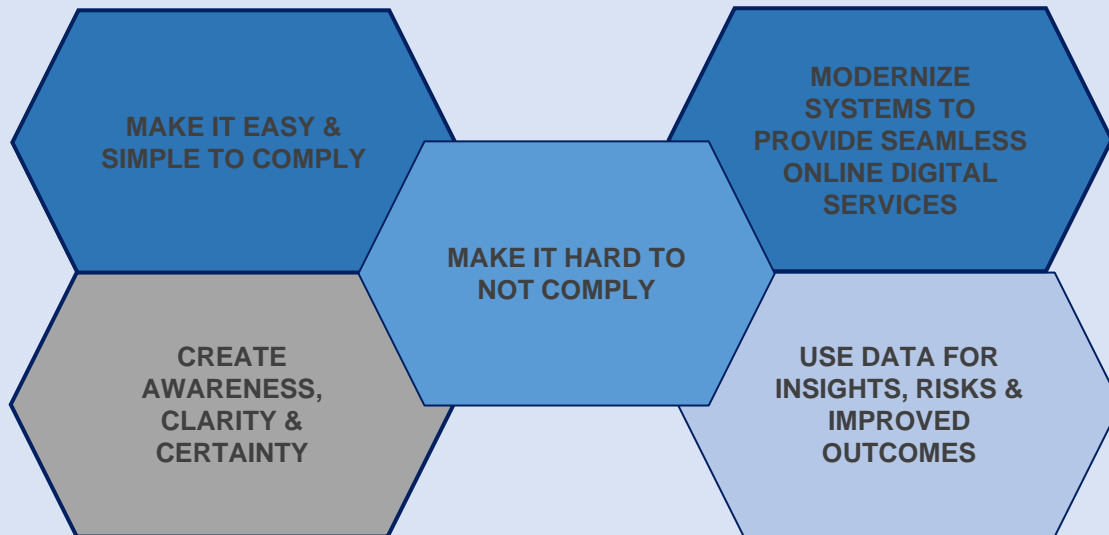
The information therefore has no binding legal effect and the relevant legislation must be consulted in the event of any doubt as to the meaning or application of any provision.



# SARS Vision 2024

To build a smart modern SARS with unquestionable integrity, trusted and admired by Government, the public, as well as our international peers.

For the purpose of this presentation, we focus on the following strategic intends:



# Points to discuss

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Overview

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Common Tax types to deregister

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Who can request deregistration of tax types

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When will an entity deregister?

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Supporting documents required upon deregistration

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Deregistration Process

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Cancellation of registration of PAYE, SDL and UIF

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Turnover Tax deregistration

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Tax Compliance

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# Overview

This presentation outlines the relevant procedures to be followed when a taxpayer applies for the deregistration of a particular type of tax on SARS record.

This means that the status of the tax reference number in which the application is for will change to “Deregistered” after the finalisation of the deregistration process by SARS and it will be indicated from which date.

Once the tax type is deregistered, the taxpayer or representative taxpayer is automatically released from the tax obligations attached to the tax type.

# Common Tax types to deregister

Income Tax (PIT)

Value-Added Tax VAT

Pay-As-You-Earn PAYE

- \* Skills Development Levy (SDL) and/or
- \* Unemployment Insurance Fund (UIF)

# Who can request deregistration of tax types?

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- An Individual Taxpayer
  - An executor of a deceased estate
  - A curator for an Insolvent estate
  - Representative of a Company (Public Officer), Co-Operative
  - Main member of a CC
  - Representative of a Government entity
  - Main Trustee for a Trust

# When will an entity deregister?

When a Company/CC, Trusts, Co-operative or any other type of entity is dormant or no longer in operation

A cancellation/ deregistration was initiated internally by SARS

When an entity has a duplicate reference number

A taxpayer who formally emigrated from South Africa or a non-resident taxpayer who left the republic and has no income and assets in the republic

Deceased, insolvent or liquidated estate



# Common Errors made by Taxpayers upon deregistration that causes the delay -Top 5)

- CIT deregistration – no FINAL Deregistration or AR Final deregistration documents from CIPC attached
- IT (non-resident coding for individuals) – Confirmation of the date the person left South Africa, copy of passport
- Vat deregistration – Vat123 (cancellation of vat number) not fully completed with the applicable dates of suspension and declaration not signed
- PAYE deregistration – Emp 123 (cancellation of Paye number) not fully completed with the applicable dates of suspension and declaration not signed
- Request for all tax types deregistration coming through the Email Channel - for authentication purposes we need the Power of attorney and well as a copy of ID for the representative person.

# Supporting documents required upon deregistration

## Companies:

- The taxpayer must apply at CIPC for deregistration before SARS can proceed with deregistration.
- CIPC requires you to be Tax Compliant before they consider your application therefore

## Trusts

- Letter from the Master High Court to confirm termination date, **including minutes of the trustees meeting in which a resolution was taken to deregister the trust.**
- Distribution list and or financial statements until termination date.

# Deregistration process

## VAT

A written request for deregistration can be requested via an appointment.

Fully completed VAT123e or VAT123T in the case of a separate registered enterprise/branch/division (date business ceased trading is mandatory)

## PAYE

A written request for deregistration can be requested via an appointment. OR Sent to these email addresses :

Tax Practitioners: [pcc@sars.gov.za](mailto:pcc@sars.gov.za)

Taxpayers: [contactus@sars.gov.za](mailto:contactus@sars.gov.za)

To make it easier for employers to request a deregistration without any additional supporting documents/written requests (EMP123/written notification), new system channels have been introduced, whereby an employer can request a deregistration for **PAYE/SDL/UIF**(eFiling- Registration Maintenance)

Fully completed EMP123 (date business ceased trading is mandatory)/written notification.

# Cancellation of registration for PAYE,SDL and UIF

## **An employer must request in writing for the cancellation as an employer:**

- Within 14 days after an employer's activities have ceased;
- Within 14 days after the business has been sold.
- This process must be done on eFiling or a written request must be sent to SARS.
- The SDL registration will be cancelled if the total remuneration for employees will not exceed R500 000 per annum.

When PAYE is still active, UIF must be registered with SARS. Only when PAYE is cancelled on the SARS record, UIF is automatically cancelled on the SARS record. The UIF payments must be done with the Department of Labour.

# Turnover Tax Deregistration

There are two instances in which a registered micro business may be deregistered from turnover tax by SARS, namely, compulsory or voluntary.

There must be no outstanding TT03 (Turnover Tax Returns).

A request can be done via the branch office (appointment).

12 months bank statements must accompany the application. 12 months bank statement dates end the day before the application is done.

Reasons, in writing for applying to de-register.

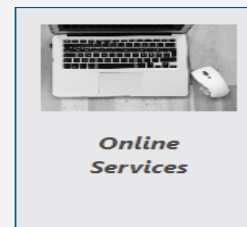
**The following e-mail addresses can be used to send the written request:**

Tax Practitioners: [pcc@sars.gov.za](mailto:pcc@sars.gov.za)

Taxpayers: [contactus@sars.gov.za](mailto:contactus@sars.gov.za)

For any related queries or submission of the supporting documents use the following channel:

**SARS Online Query System(SOQS).**



# Tax Compliance

## How to become compliant?

**Submission of  
Returns**

**No returns are outstanding  
after the filing due dates**

**Registration**

**Registered and active for the  
tax products that you are  
liable for.**

**TAX  
COMPLIANCE  
STATUS**

**Supporting  
Documents**

**Outstanding supporting  
documents requested by  
SARS have been submitted.**

**Debt**

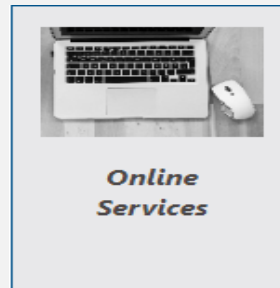
**Any outstanding tax debt  
with SARS for which  
payment arrangements  
have not been made.**

**Payment Arrangement:**

- eFiling
- SARS MobiApp

# SARS Online Query System(SOQS)

For any related queries or submission of the supporting documents use the following channel:



## Use our Digital Channels



Request your  
Tax Number



Submit Supporting  
Documents



Submit a Payment  
Allocation



Report New Estates  
Case



Register a  
Representative



Tax Compliance  
Status Request



Tax Compliance  
Status Verification



Search for a VAT  
Vendor



Trust  
Registration



SARS  
Notices

# Go Digital

## Remember our Digital Channels

- We've made it easier for you

### Go Digital!

- Download the SARS MobiApp via your app store
- Register for eFiling
- SARS Online Query System

- Visit us on our Social Media platforms

- LinkedIn
- Facebook



Twitter



- For more information on Deregistration of tax types, please visit:
- SARS website: [www.sars.gov.za](http://www.sars.gov.za)



Thank you  
Re a leboha  
Re a leboga  
Ndza Khensa  
Dankie  
Ndi a livhuwa  
Ngiyabonga  
Enkosi  
Ngiyathokoza



Thank you for walking this journey with us

