



# Compliance Service Offering



# Meet The Team



## **JUANITA VAN DER MERWE**

### *ASSOCIATE DIRECTOR: TAX COMPLIANCE*

MCom (Taxation), HDip in Tax Procedural Law, BCom Hons in Taxation, Chartered Tax Adviser

## **MEGAN LANDERS**

### *SENIOR MANAGER: CROSS BORDER*

BAcc LLB, BCom Hons in Taxation, MCom in International Taxation, Advocate of the High Court of South Africa, General Tax Practitioner

## **LAUREN LEE MATTHEWS**

### *TAX COMPLIANCE ASSISTANT*

BA

## **CINDY SPANNENBERG**

### *TAX COMPLIANCE ASSISTANT*

BA Hons

# What we offer



We assist with compliance-related requirements, which include various return submission obligations

## GENERAL

Assisting with various tax registrations, updating of registered particulars, applications to change VAT periods and related compliance requirements.

## TAX RETURNS

Preparing and filing of provisional and annual income tax returns, and dividends tax returns. Furthermore, we assist with preparing, reviewing and/or filing PAYE returns and reconciliations for employers and VAT returns for vendors.

## TRANSACTION TAX COMPLIANCE

Preparing the required tax documentation to ensure compliance with South African tax law on your transactions.

## REGISTERED REPRESENTATIVE

Where companies do not internally have the capacity or skills to appoint a senior person in this role as required by legislation, our experienced team can act as the registered representative/public officer.

## VERIFICATIONS, AUDITS AND REVIEWS

Assistance with and managing tax verifications, audits and reviews conducted by SARS including corresponding with SARS and preparing the required submissions.

# Fees\*

## TAX COMPLIANCE: PROVISIONAL TAX

DESCRIPTION	FEES FOR 1/03/2024 TILL 28/02/2025
Preparation and submission of 1st provisional tax return	R850
Preparation and submission of 2nd provisional tax return	R1,250
Preparation and submission of 3rd provisional tax return	R850 – Fixed minimum
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R850 – Fixed minimum
Attending to various email and telephone correspondences	Time-spent basis



## TAX COMPLIANCE ANNUAL RETURN

DESCRIPTION	FEES FOR 1/03/2024 TILL 28/02/2025
Preparation and submission of annual income tax return as well as review of assessment issued by the South African Revenue Service	R1,500 (Individuals) – Single salaried employee with medical and RA R2,250 (Individuals) – Other R1,750 (Companies & trusts: Dormant) – Fixed R3,500 (Companies & trusts with turnover of less than R20 million) – Fixed R6,500 (Companies & trusts with turnover of less than R20 million) – Fixed
Attend to verification request and further escalation via the South African Revenue Service Call Centre and eFiling	R850 (Request for escalation upon lapse of 21 business days) R550 (Formal complaint)
Attend to further calculations and advice in relation to your annual income tax return	Time-spent basis
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R850 – Fixed minimum
Preparation and submission of CFC return	R2,450 per CFC R5,950 per CFC return – Fixed minimum
Attending to various email and telephone correspondences	Time-spent basis

## TAX COMPLIANCE STATUS REQUESTS (TCS STATUS)

DESCRIPTION	FEES FOR 1/03/2024 TILL 28/02/2025
Attend to a request confirming your tax compliance status - good standing (TCS letter)	R750 – Fixed minimum
Preparation and submission of an AIT application (Approval International Transfer)	R6,400 - Applications not exceeding R10 million
	R6,400 - Applications exceeding R10 million
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R850 – Fixed minimum
Attending to various email and telephone correspondences	Time-spent basis

## TAX COMPLIANCE VDP APPLICATION

<b>DESCRIPTION</b>	<b>FEES FOR 1/03/2024 TILL 28/02/2025</b>
Attend to preparation and submission of a VDP application	R12,500 – R17,500 (Fee estimate)
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R850 (For readily available information) R2,250 (Completion and submission of VDP return) Alternatively, time-spent basis
Attending to various email and telephone correspondences post VDP application submission	Time-spent basis

## TAX COMPLIANCE VAT

DESCRIPTION	FEES FOR 1/03/2024 TILL 28/02/2025
Preparation and submission of monthly VAT201 return via eFiling	R1,300 per return
Review of a sample of ten VAT invoices	Time-spent basis
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R850
Attending to various email and telephone correspondences	Time-spent basis



## TAX COMPLIANCE PAYE

<b>DESCRIPTION</b>	<b>FEES FOR 1/03/2024 TILL 28/02/2025</b>
Preparation and submission of monthly EMP201 return via eFiling	R1,300 (1 to 5 employees) More than 5: Time-spent basis
Preparation and submission of bi-annual EMP501 recon via eFiling	R1,300 (1 to 5 employees) More than 5: Time-spent basis
Preparation and submission of an application for a tax directive	Time-spent basis
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R850 – Fixed minimum
Attending to various email and telephone correspondences	Time-spent basis

## TAX COMPLIANCE REGISTRATIONS

DESCRIPTION	FEES FOR 1/03/2024 TILL 28/02/2025
Attending to application for VAT registration	R8,650 – Fixed minimum
Attending to application for PAYE registration	R5,050 – Fixed minimum
Attending to application for Income Tax registration	R8,650 – Fixed minimum (Primarily Trusts) R4,100 – Fixed minimum (When an appointment is required for individuals)
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R850 – Fixed minimum
Attending to various email and telephone correspondences	Time-spent basis

## TAX COMPLIANCE DIVIDEND DECLARATION

DESCRIPTION	FEES FOR 1/03/2024 TILL 28/02/2025
Preparation and submission of DTR01 data return	R2,000 - Fixed minimum (excluding beneficiary declarations)
Preparation and submission of DTR02 return	R2,000 - Fixed minimum (excluding beneficiary declarations)
Attending to various email and telephone correspondences	Time-spent basis

## TAX RESIDENCY CHANGE

DESCRIPTION	FEES FOR 1/03/2024 till 28/02/2025
Preparation and submission of a declaration form and accompanying covering letter to the South African Revenue Service on your behalf	R6,400 - Fixed minimum
Attend to follow up correspondences, escalations and formal complaints via the South African Revenue Service Call Centre and eFiling	R850 - Request for escalation upon lapse of 21 business days R550 - Formal complaint
Preparation and submission of a letter requesting the South African Revenue Service to confirm your residency status	Time-spent basis

**\*ALL FEES ARE EXCLUSIVE OF VAT**


***PLEASE REFER TO OUR WEBSITE FOR OUR HOURLY RATES***



# Stay Connected

## Main Contact:

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