



Compliance Service Offering



Meet The Team



JUANITA VAN DER MERWE

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, Chartered Tax Adviser

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 1/03/2025 TO 28/02/2026
Preparation and submission of 1st provisional tax return	R1,000
Preparation and submission of 2nd provisional tax return	R1,500
Preparation and submission of 3rd provisional tax return	R1,000
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R1,000
Attending to various email and telephone correspondences	Time-spent basis

TAX COMPLIANCE ANNUAL RETURN

DESCRIPTION	FEES FOR 1/03/2025 TO 28/02/2026
Preparation and submission of annual income tax return as well as review of assessment issued by the South African Revenue Service	R2,200 (Individuals) – Single salaried employee with medical and RA R2,750 (Individuals) – Other R1,750 (Individuals) – Review Auto Assessment R2,000 (Companies & trusts: Dormant) R5,500 – Depending on complexity
Attend to verification request and further escalation via the South African Revenue Service Call Centre and eFiling	R1,000 - Request for escalation upon lapse of 21 business days R750 - 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	R1,000
Preparation and submission of CFC return	R6,400 per CFC R7,500 per CFC return
Attending to various email and telephone correspondences	Time-spent basis

TAX COMPLIANCE STATUS REQUESTS (TCS STATUS)

DESCRIPTION	FEES FOR 1/03/2025 TO 28/02/2026
Attend to a request confirming your tax compliance status - good standing (TCS letter)	R1,000
Preparation and submission of an AIT application (Approval International Transfer)	R6,850 – Applications not exceeding R10 million
	R6,850 - Time-spent basis – Applications exceeding R10 million
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R1,000
Attending to various email and telephone correspondences	Time-spent basis

TAX COMPLIANCE VDP APPLICATION

DESCRIPTION	FEES FOR 1/03/2025 TO 28/02/2026
Attend to preparation and submission of a VDP application	R18,000 – (Fixed minimum) R18,000 – R22,000 (Fee estimate)
Preparation and submission of supporting documents to the South African Revenue Service based on request for additional relevant material	R1,000 (For readily available information) R2,850 (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 1/03/2025 TO 28/02/2026
Preparation and submission of monthly VAT201 return via eFiling	R1,750 per return - Fixed (Alternatively, time-spent)
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	R1,000
Attending to various email and telephone correspondences	Time-spent basis

TAX COMPLIANCE PAYE

DESCRIPTION	FEES FOR 1/03/2025 TO 28/02/2026
Preparation and submission of monthly EMP201 return via eFiling	R1,500 (1 to 5 employees) More than 5: Time-spent basis
Preparation and submission of bi-annual EMP501 recon via eFiling	R1,500 (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	R1,000
Attending to various email and telephone correspondences	Time-spent basis

TAX COMPLIANCE REGISTRATIONS

DESCRIPTION	FEES FOR 1/03/2025 TO 28/02/2026
Attending to application for VAT registration	R9,250
Attending to application for PAYE registration	R5,500
Attending to application for Income Tax registration	R9,250 – Primarily Trusts R4,500 – 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	R1,000
Attending to various email and telephone correspondences	Time-spent basis

TAX COMPLIANCE DIVIDEND DECLARATION

DESCRIPTION	FEES FOR 1/03/2025 TO 28/02/2026
Preparation and submission of DTR01 data return	R2,500 - excluding beneficiary declarations
Preparation and submission of DTR02 return	R2,500 - excluding beneficiary declarations
Attending to various email and telephone correspondences	Time-spent basis

TAX RESIDENCY CHANGE

DESCRIPTION	FEES FOR 1/03/2025 to 28/02/2026
Preparation and submission of a declaration form and accompanying covering letter to the South African Revenue Service on your behalf	R7,000 - Fixed fee
Attend to follow up correspondences, escalations and formal complaints via the South African Revenue Service Call Centre and eFiling	R1,000 - Request for escalation upon lapse of 21 business days R750 - Formal complaint
Preparation and submission of a letter requesting the South African Revenue Service to confirm your residency status	Time-spent basis

***PLEASE NOTE THAT ALL FEES QUOTED ABOVE ARE THE FIXED MINIMUM FEES TO BE CHARGED, EXCLUDING VAT, UNLESS STATED OTHERWISE.**


THE FEES PERTAINING TO TAX RETURNS ARE LIMITED TO PREPARING AND SUBMITTING THEM ON EFILING ONLY. ANY ADVICE, SORTING, AND/OR PERFORMING CALCULATIONS FOR PREPARING AND SUBMITTING THE TAX RETURNS ARE BILLED SEPARATELY BASED ON TIME SPENT AT OUR HOURLY RATES (EXCLUDING VAT). PLEASE SEE OUR WEBSITE FOR OUR HOURLY RATES, STANDARD TERMS OF SERVICE AND DISCLAIMERS OF LIABILITY.



Stay Connected

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