



South African Revenue Service

## Notice to Tax Practitioners: Old forms no longer accepted

In an effort to improve our processing rate and reduce possible errors when returns are submitted and processed, SARS has implemented a new scanning solution. As of 18 February 2011 we will not be able to accept any old forms.

You will be required to use the 2010 template when submitting any of the forms listed below. Outstanding returns for previous years of assessment must also be submitted on the 2010 template.

The following forms are affected:

- ITRR – Request for Income Tax Return
- ITR12 – Income Tax Return
- IT12TR – Income Tax Return: Trusts
- IT14 – Income Tax Return: Companies and Close Corporations
- IRP6 – Income Tax Return: Provisional Tax
- IT12EI – Income Tax Return: Exempt Institutions
- NOO – Notice of Objection
- NOA – Notice of Appeal
- RFR – Request for Remission
- ITREG – Income Tax Registration Application
- EMP201 – Monthly Employer Declaration
- Pre-printed blank PAYE forms (EMP501, IRP5/IT3(a), EMP601 and EMP701)

The pre-printed blank PAYE forms previously available at a SARS branch for manual completion and submission will be discontinued and will only be accepted until 31 May 2011. As of 28 March 2011 you can request these forms via the SARS Contact Centre or a SARS branch and you will receive the requested forms via the post for manual completion and submission.

Submission on templates other than on the 2010 template will be considered invalid and returned together with the correct template. You are required to complete the new form and submit it to SARS. **No photocopied forms will be accepted.**

If you are a registered eFiler, the latest form is available on your eFiling profile for online submission. PAYE forms are available on e@syFile™ Employer. Copies printed from eFiling or e@syFile™ Employer and used for manual submission will not be accepted

**Please note** that SARS will never request a taxpayer's banking details in any correspondence that you receive per post, via email or SMS. SARS will also not send you hyperlinks to other websites - even those of banks. Please note that the SARS website does not have links to any banks. Should you wish to verify the authenticity of correspondence from SARS, kindly call the SARS Contact Centre on **0800 00 7277**. Information about the latest phishing scams and fraudulent emails abusing the SARS brand is regularly updated on the SARS website. Go to [www.sars.gov.za](http://www.sars.gov.za) for examples of these scams. Report all suspicious incidents to the SARS Anti-Corruption Hotline on **0800 00 2870** or email [phishing@sars.gov.za](mailto:phishing@sars.gov.za)