

Dear Stakeholder

THIRD PARTY DATA BI-ANNUAL SUBMISSIONS: 01 SEPTEMBER 2018 – 31 OCTOBER 2018: OPEN

The SARS Third Party Data Bi-Annual Submissions process for the period 1 March 2018 – 31 August 2018 opened on 1 September 2018 and will close on 31 October 2018. Submissions in respect of data files and declarations of the various reportable data types as detailed per *Table 1* are now due.

Table 1: Bi-annual Submission Dates – 2018

Data Type:	Trade Test Platform Go-Live:	Production Submissions:	Applicable Business Requirement Specification (BRS):
IT3 (b, c, e, s)	01 September 2018	17 Sept 2018 – 31 Oct 2018	BRS 2014 IT3 v2.0.3-27 Clarification Document IT3
Medical			BRS – Medical Scheme Contributions (MSC) v1.0.3
Insurance			BRS – Insurance Payments (INS) v1.0.3

Making your submission

Please follow the following five easy steps to prepare your submission file, submit to SARS and declare your data before the submission due date:

- Step 1: Prepare a data file as per specified BRS
- Step 2: If you have not already been enrolled, enrol for Third Party Data Submission on SARS eFiling

You may use either:

- eFiling (via a data submission form with a limited volume)
- Connect:Direct® (Unlimited)
- Secured File Gateway [HTTPS] (for files smaller than 10MB)
- Step 3: To test your data file on the SARS Trade Test Platform, request access from Third Party Data Support
- Step 4: Submit the data on SARS Production Platform using your preferred channel as per step 2 above
- Step 5: Declare a summary of your data submissions by submitting the specified declaration form via eFiling.

Important to note – procedural requirements

- You are urged to make use of the SARS Trade Test Platform prior to making your production submissions to ensure that your data submissions are validated. You are requested to refrain from testing your data submissions on the SARS Production Platform – this functionality will be removed in the next submission period
- Please make timely submissions as late or non-submissions may be liable for penalties.

Should you experience any challenges while making your submissions, you are welcome to contact us by emailing SARS Third Party Data Support (Bus_Sys_CDsupport@sars.gov.za). For more detailed information about SARS Third Party Data Submissions, please visit our webpage on the SARS website which can be accessed by [clicking here](#).

Sincerely

THE SOUTH AFRICAN REVENUE SERVICE

September 2018