

Access SARS Digitally

SARS digital channels make it easier to manage your tax affairs. You can register, file, update your details, and check your tax information online without visiting a SARS Service Centre.

-  **SMS:** 47277
-  **USSD:** *134*7277#
-  **WhatsApp:** 0800 11 7277
-  **Website:** www.sars.gov.za
-  **Lwazi AI-Assistant:** SARS eFiling, MobiApp, and www.sars.gov.za

Avoid Penalties — File on Time

You are non-compliant if you do not submit your income tax return, submit it late, or fail to tell SARS about important changes such as your address, banking details, or representative taxpayer.

If you do not file your return or keep your information up to date:

- ▶ You may face monthly penalties ranging from R250 to R16 000, depending on your income.
- ▶ These penalties will continue to increase for as long as the non-compliance remains unresolved.

Check Your SARS Correspondence

Check your SARS messages regularly so that you do not miss important updates or delays affecting your tax matters.

Log in to SARS eFiling to view your messages.

- ▶ Go to "Returns" and select "Search Correspondence" to find letters and notices such as:
- ▶ Notice of Assessment (ITA34).
- ▶ Payment demands and operations letters.
- ▶ Enforcement letters.
- ▶ Third-party letters.
- ▶ Completion letters.
- ▶ Requests for supporting documents.
- ▶ Auto-finalisation letters.

Check your SARS messages regularly so that you do not miss important updates that may affect your tax matters.

Pay SARS

You can pay your assessed tax and any outstanding balance online.

Keep this in mind:

- ▶ If you are paying from your **Statement of Account (SOA)**, you can choose how much you want to pay.
- ▶ If you are paying from your **Notice of Assessment (ITA34)**, you must pay the **full amount** owed to SARS.

Make sure you understand your statement of account to avoid underpaying or delays.

Payment Methods

To make sure that your payment to SARS is processed and allocated correctly, you can make payment:

- ▶ Via SARS eFiling.
- ▶ On the SARS MobiApp.
- ▶ By making an electronic fund transfer (EFT); or.
- ▶ At a participating bank.
- ▶ If you are a foreign taxpayer: Use SWIFT.

Use a Registered Tax Practitioner

Be careful who you trust with your tax matters. Using an unregistered tax practitioner can put you at serious risk.

Unregistered practitioners may:

- ▶ Submit incorrect or fraudulent information on your behalf.
- ▶ Fail to submit your tax return at all.
- ▶ Disappear without resolving your tax matters, leaving you liable.

Remember: You remain responsible for your tax affairs, even if someone else submits your return.

Always make sure your tax practitioner is registered with a recognised controlling body and SARS.

Don't take the risk — verify before you trust.

Watch out for Scams and Phishing

Scammers often pretend to be SARS to trick you into sharing personal or financial information. They may contact you by phone, email or SMS, or send links to fake websites that look real. SARS will never ask for your banking details, tax information, or eFiling login details through these channels.

Do not click on suspicious links or respond to questionable messages. If something does not seem right, verify it first. Visit the Scams and Phishing page on the official SARS website to check whether a message is genuine and to stay informed about the latest scams.

Stay alert. Protect your information. Don't fall victim to phishing.

Follow SARS This Filing Season

Follow SARS's social media channels for updates, important deadlines, scam alerts, and practical tips to help you file and pay with confidence. SARS social channels are a trusted source of clear, reliable information to help you avoid mistakes and stay compliant during Filing Season.

More information is available on the Filing Season webpage on www.sars.gov.za. Stay informed. Stay protected. Follow SARS today.



The Power of **DONE**

GET READY FOR TAX FILING SEASON 2026

Filing season does not have to be complicated. This leaflet will help you understand what to do, when to do it, and how SARS digital channels can make filing simpler and faster.

Taxpayer categories

A **non-provisional taxpayer** is typically a person who earns a regular salary or wage from an employer and whose PAYE is already deducted throughout the year. Usually, these taxpayers have simple tax affairs with no additional income sources, and they are either auto-assessed or submit their tax returns once during Filing Season every year.

You are a **provisional taxpayer** if you earn income that SARS has NOT already taxed through PAYE. It could be income from a business, freelance work, investments, or rental income. Provisional taxpayers must pay their tax every 6 months in arrears for the tax period based on their estimated income.

Know Your Filing Dates

Auto Assessments notices:
1 July to
12 July 2026

Provisional taxpayers:
13 July 2026 to
22 January 2027

Non-provisional individuals:
13 July to
23 October 2026

What's New on Your Tax Form (ITR12)

SARS has made improvements to make completing your tax return easier, faster, and more accurate..

Here's what's changed:

Less capturing, more prefilled data.

- ▶ Some of your information (like investment income) will already be filled in on your form – saving you time.

Simpler, easier-to understand questions.

- ▶ The form has been simplified with fewer repeated questions and clearer wording to help you complete it correctly.

eFILING

— MAKE TAX MATTERS YOUR PRIORITY #1

SARS
At your service

Simpler, easier to understand questions

- ▶ The form has been simplified with fewer repeated questions and clearer wording to help you complete it correctly.

Better guidance on residency status

- ▶ New questions and date fields will help you provide the right information about your residency.

Easier medical aid selection

- ▶ A dropdown list of approved medical aid schemes will help you choose the correct option and avoid mistakes.

Use WhatsApp for quick and simple access

- ▶ To protect your tax information, SARS will encrypt your Notice of Assessment (ITA34) and Statement of Account (SOA) when you request it via WhatsApp.

Fewer verification issues.

- ▶ A new declaration alert questionnaire will help identify and resolve issues earlier, reducing the chances of your return being selected for verification.

These changes are designed to make your filing experience smoother and help you get it right the first time.

Understand Auto-Assessment

An Auto-Assessment is when SARS completes your tax return on your behalf using information received from employers, banks, medical schemes, retirement funds and insurers.

Taxpayers selected for Auto-Assessment will receive a notification via SMS or email between **1 and 12 July 2026**, advising them of their outcome – whether:

- ▶ A refund is due to them, or
- ▶ Payment is required to SARS; or
- ▶ It is a zero assessment – meaning nothing is due to the taxpayer or to SARS.

To check if you will be auto-assessed, taxpayers can visit the SARS Online Query System (SOQS):

- ▶ Go to www.sars.gov.za.
- ▶ Select SARS Online Query System (SOQS).
- ▶ Navigate to “My Auto-Assessment Status”.

If no Auto-Assessment notification is received by 12 July 2026, it means that you will not be auto-assessed and must complete and submit an income tax return from 13 July 2026.

If you receive an Auto-Assessment notification, it is important that you:

- ▶ Review the Auto-Assessment. Log in to eFiling or the SARS MobiApp and check if all information is correct.
- ▶ If the information is correct, then no further action is required and no income tax return needs to be submitted.
- ▶ If the information is incorrect, check all the information on the income tax return, add any missing details and submit using eFiling or the SARS MobiApp.

Auto-Assessment makes filing easier – and when information is correct, taxpayers can experience The Power of Done sooner. It is still very important to review every assessment carefully.

Check if You Need to File

Not sure if you need to submit a tax return? Visit the Do you need to submit a return page on www.sars.gov.za.

Get Your Tax Number

Your tax number is unique to you, so keep it handy when you interact with SARS. If you need to retrieve it, use one of these options:

- ▶ SARS Online Query System (SOQS): Visit www.sars.gov.za, click on SOQS, and enter the contact details registered with SARS.
- ▶ WhatsApp: Say “Hi” to SARS on 0800 11 7277, select “Tax Reference Number”, and follow the prompts.
- ▶ SMS: Send your ID, passport, or asylum-seeker number to 47277.
- ▶ USSD: Dial *134*7277# from your cell phone, select option 1, and enter your ID, passport, or asylum-seeker number.
- ▶ SARS eFiling or MobiApp: If you are registered for eFiling, request your Notice of Registration (IT150) on eFiling or the SARS MobiApp.
- ▶ Lwazi - AI Assistant: Use the Lwazi chatbot on SARS eFiling or the SARS MobiApp. Have your ID, passport, or asylum-seeker number ready, together with the mobile number or email address SARS has on record for you.
- ▶ SARS Service Centre: Book an appointment online at www.sars.gov.za to visit a SARS Service Centre.

Do It Online!

SARS eFiling and MobiApp offer a faster and more convenient way to manage your tax affairs. You can file your return, update your details, and access your tax information without visiting a SARS Service Centre.

Download the SARS MobiApp from Google Play, Huawei App Gallery, or the Apple App Store.

Please remember that if you need to visit a SARS Service Centre you need to make an eBooking on the SARS website.

Better Security on SARS eFiling and MobiApp

SARS uses extra security to protect your account when you log in.

When you access your eFiling profile, you will get a notification on your phone or mobile device. You must approve this notification to log in. Make sure your device is set as your main device on your eFiling profile.

Two ways to log in:

Two-Factor Authentication: Use your username, password, and approve the notification on your device.

Passwordless Login: Use your username and approve the notification – no password needed.

All login notifications are sent to the SARS MobiApp on your smart device.

Reset Your eFiling Login Details

Forgot your eFiling username or password? You can reset your login details in just a few steps.

- ▶ On the SARS website: Visit www.sars.gov.za and click “Forgot Username” or “Forgot Password”. Then follow the prompts.
- ▶ On the SARS MobiApp: Tap “Forgot Password”, enter the requested information, choose how you want to receive your OTP, and create a new password once your OTP has been verified.

If you need to reset both your username and password, first select “Forgot Username”. Once you have your username, follow the steps to reset your password.

Your password must be at least eight characters long and include an uppercase letter, a lowercase letter, a number, and a special character. Choose a password that is not easy to guess.

Update Your Details First

Before you file, check that your security contact details, personal information, and banking details are up to date. This helps SARS process your assessment and any refund due to you quickly.

Security Contact Details

Your security contact details are the cell phone number and email address linked to your SARS eFiling profile. To update them, log in to eFiling and select “Security Contact Details”. Follow the prompts and, once you have entered the correct information, you will receive confirmation that your details have been updated.

Update Your Personal Details

Keep your personal information up to date so that SARS can assist you quickly. Here is how to update your details:

- ▶ Log in to SARS eFiling.
- ▶ Click on “Home”.
- ▶ Select “SARS Registered Details”.
- ▶ Click on “Maintain SARS Registered Details”.
- ▶ Choose the section you want to update:

• My Addresses	• My Bank Accounts
• My Email Addresses	• My eFiling Security Details
• My Trading Name Details	

- ▶ Update the information.
- ▶ Click “Done”, then “Submit” to save your changes.

Update Your Banking Details

If both your cell phone number and email address have changed, you may not be able to update your banking details online. In that case, call the SARS Contact Centre on 0800 00 7277 or visit a SARS Service Centre to verify your identity. To save time, book an appointment first on the SARS website, www.sars.gov.za.

If your contact details are up to date, you can update your banking details quickly and easily on SARS eFiling by following these steps:

- ▶ Log In: Access your SARS eFiling profile.
- ▶ On home page, click Update My Personal Income Tax Bank Account.
- ▶ The Banking Details Update screen will appear.
- ▶ Click Maintain SARS Registered Details.
- ▶ Use the drop-down menu to select your bank name.
- ▶ Enter your branch code or branch name, account number, account type, and account holder name.
- ▶ Click Update Banking Details.
- ▶ Confirm the change using the OTP sent to your preferred contact channel.