



SATMS THROUGH THE SARS WEBSITE

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1 PURPOSE

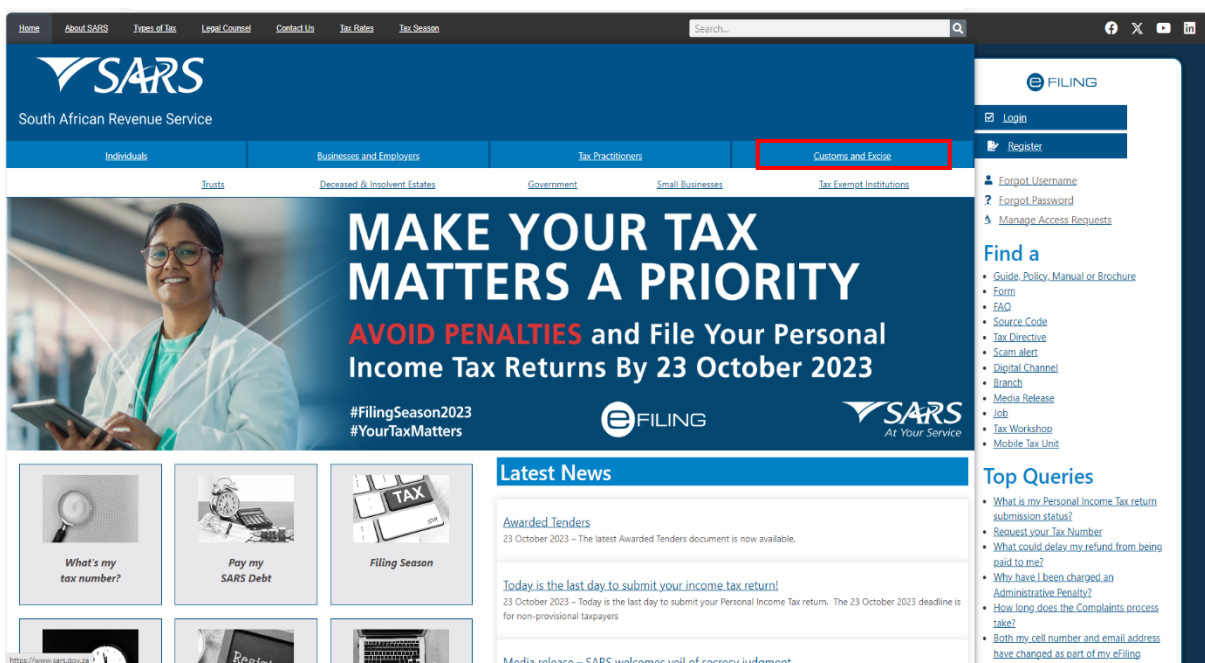
- a) The purpose of this guide is to:
- i) Assist travellers in complying with Section 15 of the Customs and Excise Act by correctly declaring goods and currency when entering or leaving the Republic of South Africa.
 - ii) Provide step-by-step guidance on completing all required sections of the electronic traveller declaration; and
 - iii) Promote efficient and compliant traveller processing by enabling accurate and timely submission of declarations prior to arrival or departure.
- b) This guide further supports the use of digital declaration channels and clarifies the role of the SATMS as the primary method for submitting traveller declarations.

2 SCOPE

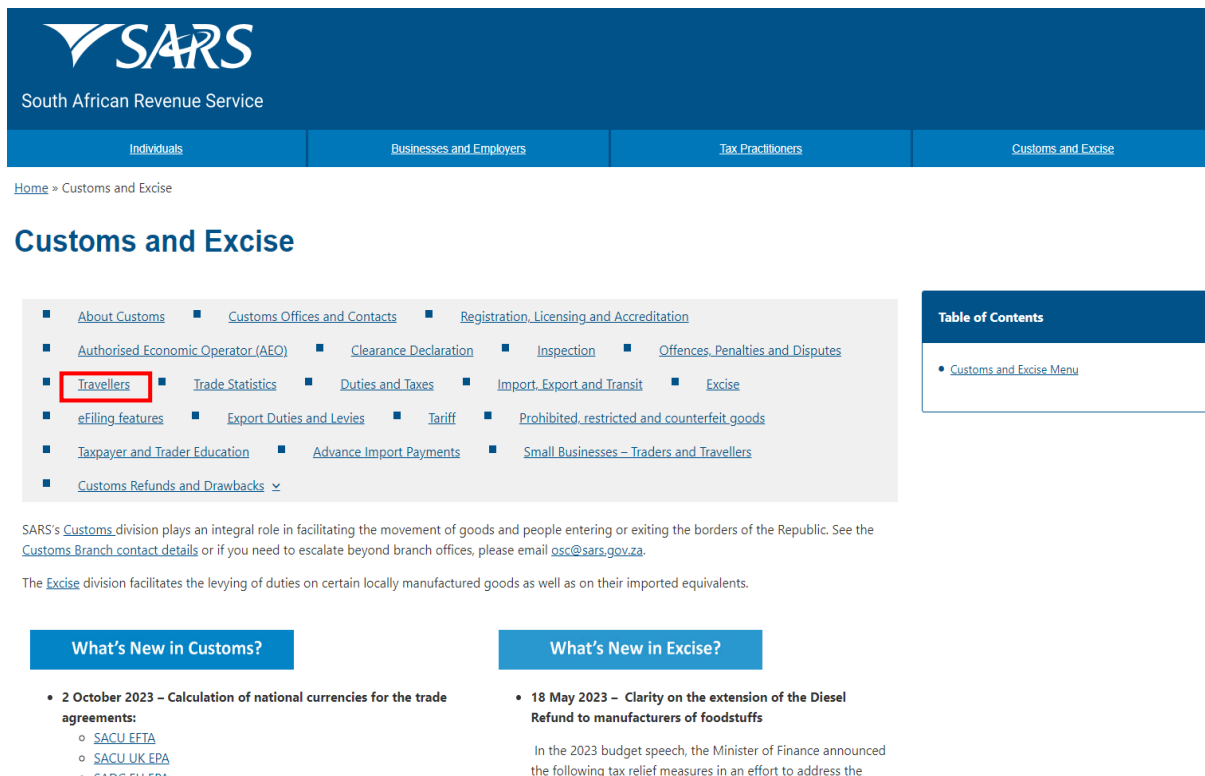
- a) This guide applies to all travellers entering or leaving the Republic of South Africa who are required to submit a traveller declaration through the SATMS via the SARS website.
- b) The guide covers:
- i) Accessing the electronic traveller declaration through the SARS website.
 - ii) Capturing and submitting traveller details, travel information, goods, and currency declarations.
 - iii) The declaration of goods, including commercial goods, goods for temporary importation or exportation, goods for repair or remodelling, samples, and prohibited or restricted goods.
 - iv) The declaration of currency, including thresholds, requirements for authorisation, and declaration on behalf of individuals or entities.
 - v) Submission of declarations and confirmation processes, including payment options where duties and/or VAT are payable.
 - vi) The responsibilities of travellers to provide accurate and complete information and to follow Customs instructions upon submission.

3 ACCESSING THE TRAVEL DECLARATION THROUGH THE SARS WEBSITE

- a) To access the electronic Traveller Declaration:
- i) Click on the Customs and Excise link.

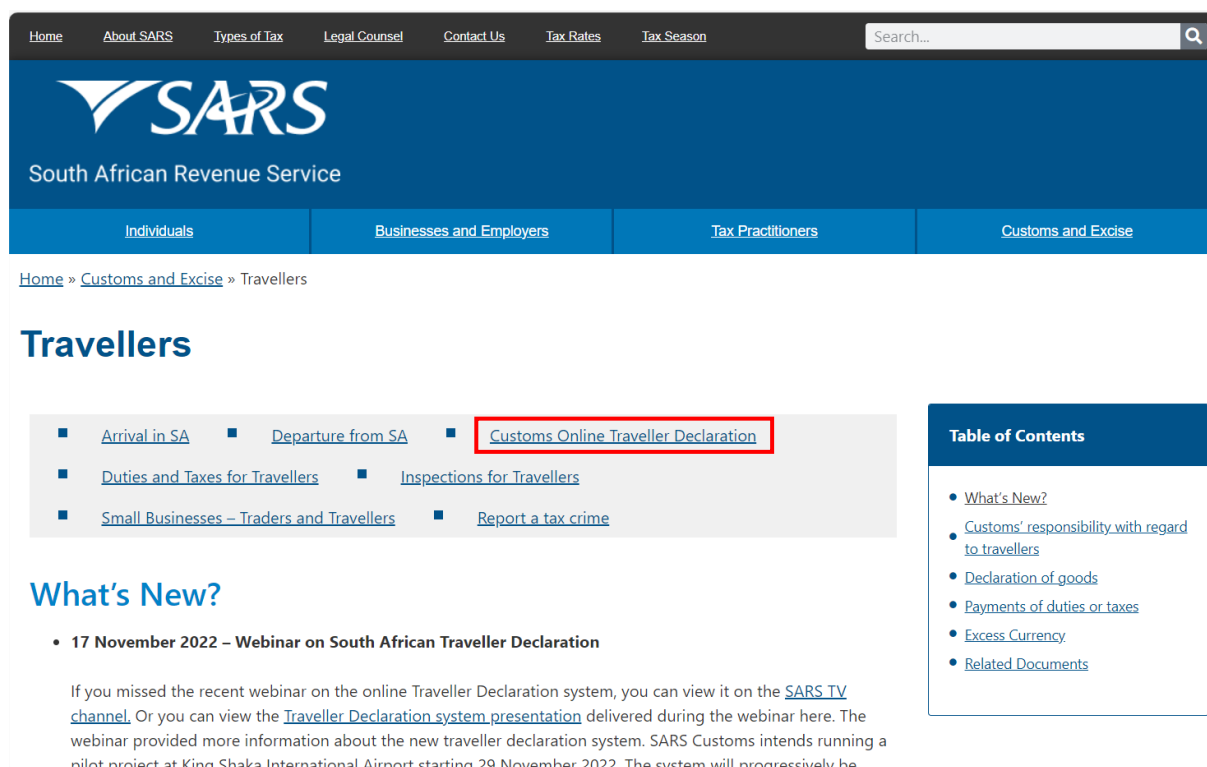


ii) Click the 'Travellers' link.



The screenshot shows the SARS website's 'Customs and Excise' section. The 'Travellers' link is highlighted with a red box in the main menu. Below the menu, there are sections for 'What's New in Customs?' and 'What's New in Excise?'. The 'What's New in Customs?' section lists updates from 2 October 2023 regarding trade agreements (SACU EFTA, SACU UK EPA, SADC EU EPA). The 'What's New in Excise?' section lists updates from 18 May 2023 regarding Diesel Refund to manufacturers of foodstuffs.

iii) Click the 'Customs Online Traveller Declaration' link.








The screenshot shows the SARS website's 'Travellers' page. The 'Customs Online Traveller Declaration' link is highlighted with a red box in the main menu. Below the menu, there is a 'What's New?' section with a link to a webinar on South African Traveller Declaration from 17 November 2022. The 'Table of Contents' on the right lists various topics including 'What's New?', 'Customs' responsibility with regard to travellers', 'Declaration of goods', 'Payments of duties or taxes', 'Excess Currency', and 'Related Documents'.

iv) Click the 'Complete Declaration' button.

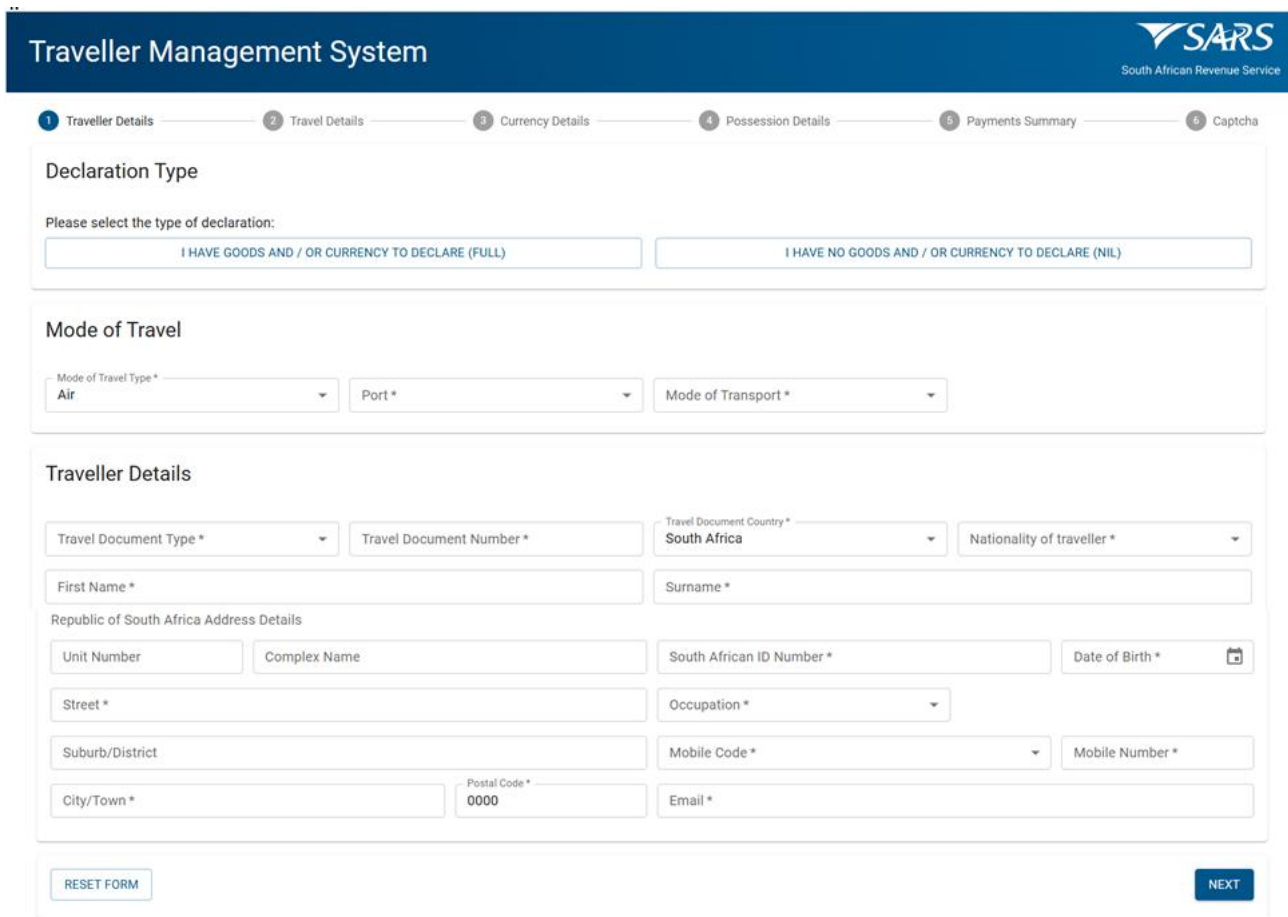
Complete Declaration

What you will need

Keep the following handy when you fill in the declaration form:

				
Passport details	Travel details	Contact details	Details of travel companion	Entity details for business travel

- b) The accessed link will open the first screen for the electronic Traveller Declaration.



The screenshot shows the 'Traveller Management System' interface. At the top, there is a progress bar with six steps: 1. Traveller Details, 2. Travel Details, 3. Currency Details, 4. Possession Details, 5. Payments Summary, and 6. Captcha. The current step is 'Traveller Details'.

The form contains the following sections:

- Declaration Type:** A section with the instruction 'Please select the type of declaration:' and two radio buttons: 'I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL)' and 'I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)'.
- Mode of Travel:** A section with three dropdown menus: 'Mode of Travel Type *' (set to 'Air'), 'Port *', and 'Mode of Transport *'.
- Traveller Details:** A section with multiple input fields:
 - 'Travel Document Type *' (dropdown)
 - 'Travel Document Number *' (text)
 - 'Travel Document Country *' (dropdown, set to 'South Africa')
 - 'Nationality of traveller *' (dropdown)
 - 'First Name *' (text)
 - 'Surname *' (text)
 - 'Republic of South Africa Address Details' section with:
 - 'Unit Number' (text)
 - 'Complex Name' (text)
 - 'South African ID Number *' (text)
 - 'Date of Birth *' (calendar icon)
 - 'Street *' (text)
 - 'Occupation *' (dropdown)
 - 'Suburb/District' (text)
 - 'Mobile Code *' (dropdown)
 - 'Mobile Number *' (text)
 - 'City/Town *' (text)
 - 'Postal Code *' (text, set to '0000')
 - 'Email *' (text)

At the bottom of the form, there are two buttons: 'RESET FORM' and 'NEXT'.

4 CAPTURING

4.1 Traveller Details

- a) The 'Traveller Details' section is where the traveller must capture personal and identification details.

Traveller Management System

1 Traveller Details
2 Travel Details
3 Currency Details
4 Possession Details
5 Payments Summary
6 Captcha

- b) Complete the following sections under the Traveller Details tab:
- i) Declaration Type:
 - A) Determines whether the traveller has goods and / or currency to declare.
 - B) Options:
 - I) 'I have goods and / or currency to declare (Full Declaration)' - select if carrying goods or currency that must be declared.
 - II) I have no good and / or currency to declare (Nil Declaration) - select if not carrying any goods or currency requiring declaration.
 - ii) Mode of Travel; and
 - iii) Traveller details.

Traveller Management System

1 Traveller Details
2 Travel Details
3 Currency Details
4 Possession Details
5 Payments Summary
6 Captcha

Declaration Type

Please select the type of declaration:

I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL)

I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

Mode of Travel

Mode of Travel Type * Air | Port * | Mode of Transport *

Traveller Details

Travel Document Type * | Travel Document Number * | Travel Document Country * South Africa | Nationality of traveller *

First Name * | Surname *

Republic of South Africa Address Details

Unit Number | Complex Name | South African ID Number * | Date of Birth *

Street * | Occupation *

Suburb/District | Mobile Code * | Mobile Number *

City/Town * | Postal Code * 0000 | Email *

RESET FORM
NEXT

4.1.1 No Goods and / or Currency to Declare

- a) If the traveller does not have goods and / or currency to declare, they must:
- i) Select 'I Have No Goods and / or Currency to Declare (Nil)'.

Traveller Management System 

1 Traveller Details 2 Travel Details 3 Payments Summary 4 Captcha

Declaration Type

Please select the type of declaration:

- ii) Complete the following sections:
 - A) Mode of Travel; and
 - B) Traveller Details.
- iii) Click 'Next' to continue.

Traveller Management System 

Please select the type of declaration:

Mode of Travel

Mode of Travel Type * Port * Mode of Transport *

Traveller Details

Travel Document Type * Travel Document Number * Travel Document Country * Nationality of traveller *

First Name * Surname *

Republic of South Africa Address Details

Unit Number Complex Name South African ID Number * Date of Birth *

Street * Occupation *

Suburb/District Mobile Code * Mobile Number *

City/Town * Postal Code * Email *

- iv) Complete the following sections:
 - A) Travel Details; and / or
 - B) Travelling Companion (if applicable).
- v) Click 'Next' to continue.

Traveller Management System 

1 Traveller Details 2 Travel Details 3 Payments Summary 4 Captcha

Travel Details

Traveller Type * Travel Reason *

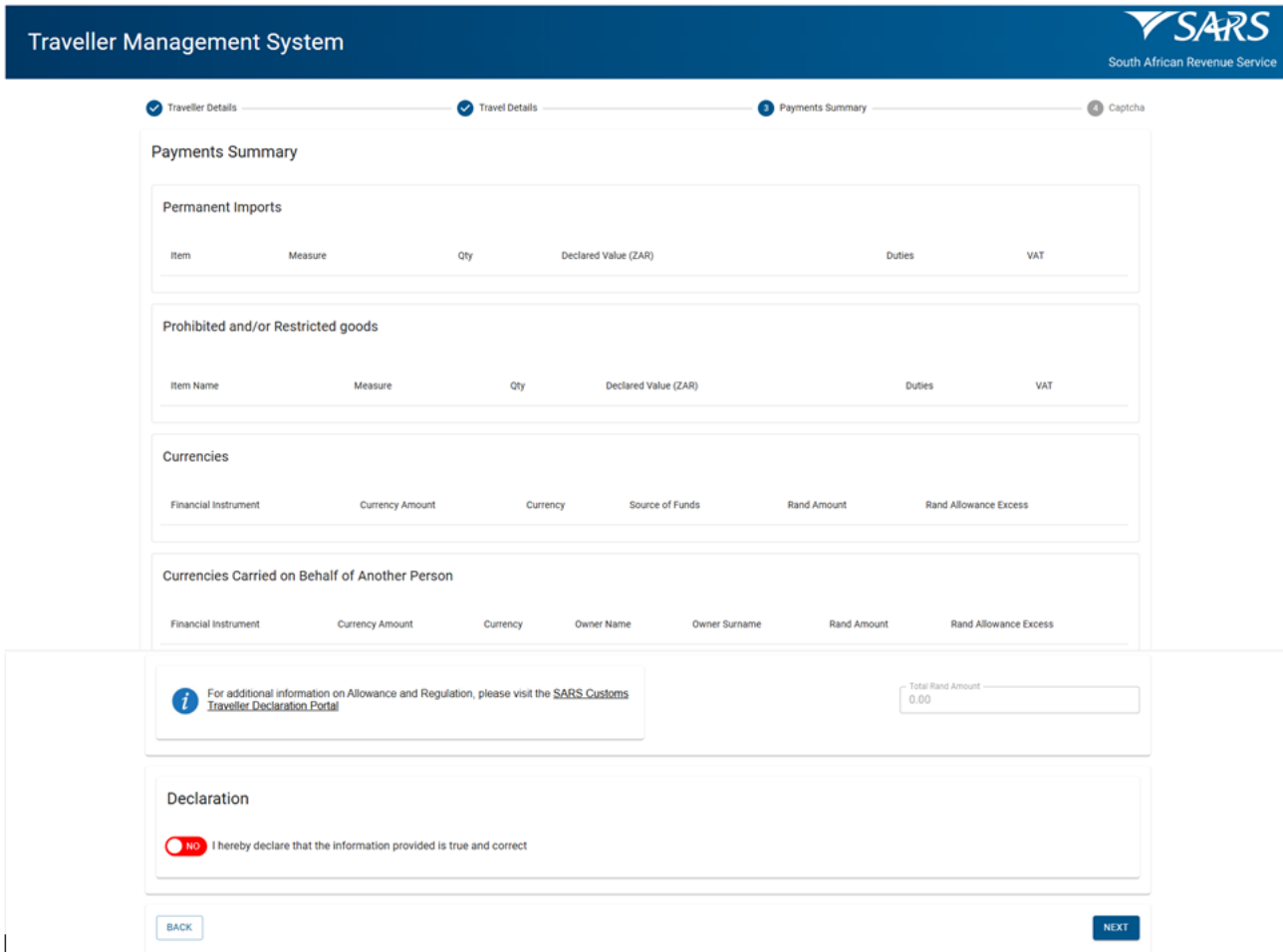
Travelling From * Travelling Via * Travelling To * Arrival Date *

Travelling Companions

First Name	Surname	Travel Document Number	Travel Document Country

- b) The summary page will not display any information, as no goods or currency were declared.
- c) The traveller:

- i) Click the 'Declaration' radio button confirming that the information provided is true and correct.
- ii) Click 'Next' to complete the declaration.



Traveller Management System SARS South African Revenue Service

Traveller Details Travel Details 3 Payments Summary 4 Captcha

Payments Summary

Permanent Imports

Item	Measure	Qty	Declared Value (ZAR)	Duties	VAT

Prohibited and/or Restricted goods

Item Name	Measure	Qty	Declared Value (ZAR)	Duties	VAT

Currencies

Financial Instrument	Currency Amount	Currency	Source of Funds	Rand Amount	Rand Allowance Excess

Currencies Carried on Behalf of Another Person

Financial Instrument	Currency Amount	Currency	Owner Name	Owner Surname	Rand Amount	Rand Allowance Excess

For additional information on Allowance and Regulation, please visit the [SARS Customs Traveller Declaration Portal](#)

Total Rand Amount: 0.00

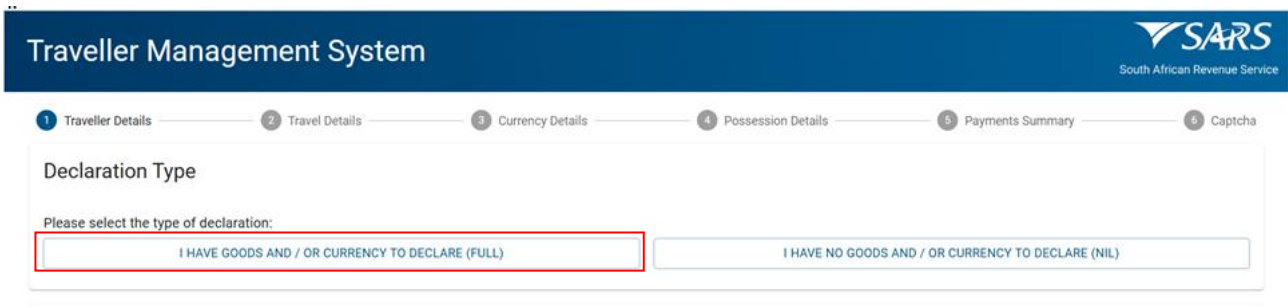
Declaration

NO I hereby declare that the information provided is true and correct

- d) After submitting, the traveller will receive a message with directions from Customs.

4.1.2 Have Goods and / or Currency to Declare

- a) If the traveller has goods and / or currency to declare he /she must:
 - i) Select 'I have goods and / or currency to declare (Full)'.



Traveller Management System SARS South African Revenue Service

1 Traveller Details 2 Travel Details 3 Currency Details 4 Possession Details 5 Payments Summary 6 Captcha

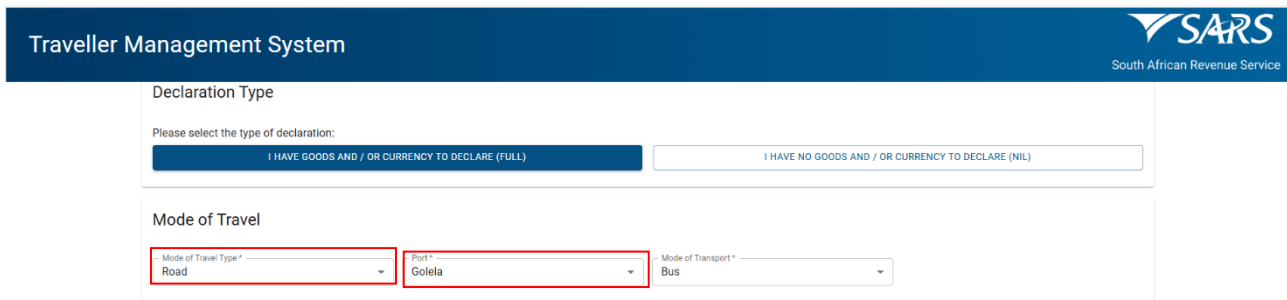
Declaration Type

Please select the type of declaration:

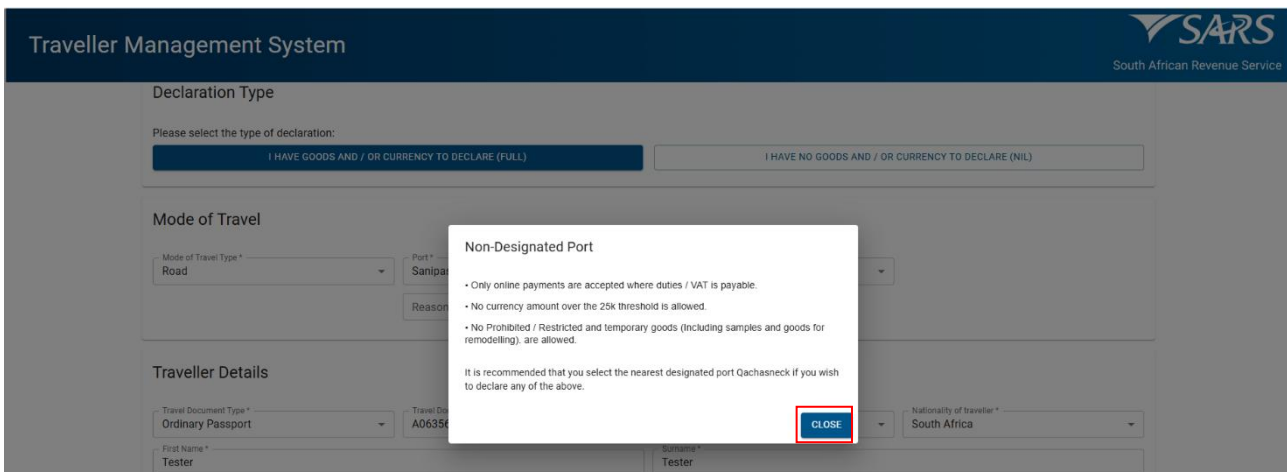
I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL) I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

- ii) Select from the drop-down options provided the:

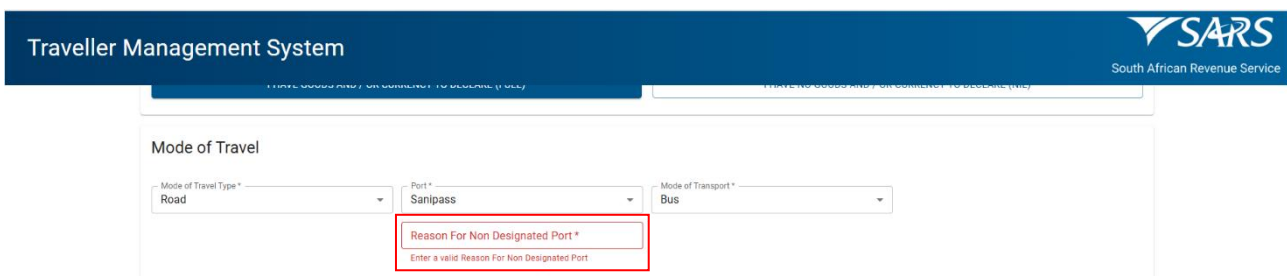
- A) 'Mode of Travel Type' (e.g., Air, Land, Sea) from the drop-down options.
- B) 'Port' (e.g., OR Tambo International Airport, Durban Harbour, Golela).



- C) If the traveller selected a port of entry or exit without Customs presence (a non-designated port), the system provides the traveller with the following information:
 - I) Only online payments are accepted where duties / VAT is payable.
 - II) No currency amount over the R25 000 threshold is allowed.
 - III) No Prohibited, restricted or temporary goods (including samples and goods for remodelling). are allowed.
- D) The system will advise the traveller to select the nearest designated port if required.
- E) To continue click 'Close'.



- F) If the traveller wishes to continue with the use of a non-designated port, he /she must enter 'Reason for Non-designated Port'.



- iii) Select "Mode of Transport" from the drop-down options.

Traveller Management System 

Please select the type of declaration:

I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL) I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

Mode of Travel

Mode of Travel Type * Port * Mode of Transport *

Traveller Details

Travel Document Type * Travel Document Number * Travel Document Country * Nationality of traveller *

First Name * Surname *

Republic of South Africa Address Details

Unit Number Complex Name South African ID Number * Date of Birth *

Street * Occupation *

Suburb/District Mobile Code * Mobile Number *

City/Town * Postal Code * Email *

A) If "International Aircraft" is selected, enter the "Flight Number".

Traveller Management System 

Please select the type of declaration:

I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL) I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

Mode of Travel

Mode of Travel Type * Port * Mode of Transport * Flight Number *

Traveller Details

Travel Document Type * Travel Document Number * Travel Document Country * Nationality of traveller *

First Name * Surname *

Republic of South Africa Address Details

Unit Number Complex Name South African ID Number * Date of Birth *

Street * Occupation *

Suburb/District Mobile Code * Mobile Number *

City/Town * Postal Code * Email *

B) If "Train" is selected, enter the:
 I) 'Train Name'; and
 II) 'Train Number'.

Traveller Management System 

Please select the type of declaration:

I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL) I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

Mode of Travel

Mode of Travel Type * Port * Mode of Transport *

Train Name
Train Number *

Traveller Details

Travel Document Type * Travel Document Number * Travel Document Country * Nationality of traveller *

First Name * Surname *

Republic of South Africa Address Details

Unit Number Complex Name South African ID Number * Date of Birth *

Street * Occupation *

Suburb/District Mobile Code * Mobile Number *

City/Town * Postal Code * Email *

C) If "Motorbike/Private Vehicle/Mini Truck" is selected, enter the 'Registration Number'.

Traveller Management System 

Please select the type of declaration:

I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL) I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

Mode of Travel

Mode of Travel Type * Port * Mode of Transport *

Registration Number *

Traveller Details

Travel Document Type * Travel Document Number * Travel Document Country * Nationality of traveller *

First Name * Surname *

Republic of South Africa Address Details

Unit Number Complex Name South African ID Number * Date of Birth *

Street * Occupation *

Suburb/District Mobile Code * Mobile Number *

City/Town * Postal Code * Email *

D) If "Private Ship/Yacht" is selected, enter the:
 I) 'Private Ship / Yacht Name'; and
 II) 'Private Ship / Yacht Registration Number'.

Traveller Management System

Please select the type of declaration:

I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL)

I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

Mode of Travel

Mode of Travel Type *

Port *

Mode of Transport *

Private Ship / Yacht Name *

Private Ship / Yacht Registration Number *

Traveller Details

Travel Document Type *

Travel Document Number *

Travel Document Country *

Nationality of traveller *

First Name *

Surname *

Republic of South Africa Address Details

Unit Number

Complex Name

South African ID Number *

Date of Birth *

Street *

Occupation *

Suburb/District

Mobile Code *

Mobile Number *

City/Town *

Postal Code *

Email *

RESET FORM

NEXT

- E) If 'Ship/Vessel' is selected, enter the:
- I) 'Ship / Vessel Name'; and
 - II) 'Voyage Number'.

Traveller Management System

Please select the type of declaration:

I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL)

I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

Mode of Travel

Mode of Travel Type *

Port *

Mode of Transport *

Ship / Vessel Name *

Voyage Number *

Traveller Details

Travel Document Type *

Travel Document Number *

Travel Document Country *

Nationality of traveller *

First Name *

Surname *

Republic of South Africa Address Details

Unit Number

Complex Name

South African ID Number *

Date of Birth *

Street *

Occupation *

Suburb/District

Mobile Code *

Mobile Number *

City/Town *

Postal Code *

Email *

RESET FORM

NEXT

- b) In the 'Traveller Details' section, the traveller must:
- i) Select the 'Travel Document Type' from the drop-down options.
 - ii) Enter the 'Travel Document Number'.
 - iii) Select from the drop-down options provided the:
 - A) 'Travel Document Country'; and
 - B) 'Nationality of Traveller'.
 - iv) Enter the 'First name' and 'Surname'.

Traveller Management System

Please select the type of declaration:

I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL)
 I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

Mode of Travel

Mode of Travel Type *
 Port *
 Mode of Transport *
 Ship / Vessel Name *

Voyage Number *

Traveller Details

Travel Document Type *
 Travel Document Number *
 Travel Document Country *
 Nationality of traveller *

First Name *
 Surname *

Republic of South Africa Address Details

Unit Number
 Complex Name
 South African ID Number *
 Date of Birth *

Street *
 Occupation *

Suburb/District
 Mobile Code *
 Mobile Number *

City/Town *
 Postal Code *
 Email *

c) In the Republic of South African Address Details section, the traveller enters the:

- i) Unit number;
- ii) Complex name;
- iii) South African ID Number;
- iv) Date of Birth;
- v) Street;
- vi) Occupation
- vii) Suburb / District;
- viii) Mobile Code (select from the drop-down);
- ix) Mobile Number;
- x) City / town; and
- xi) Postal code; and
- xii) Email Address.

Traveller Management System

I HAVE GOODS AND / OR CURRENCY TO DECLARE (FULL)
 I HAVE NO GOODS AND / OR CURRENCY TO DECLARE (NIL)

Mode of Travel

Mode of Travel Type *
 Port *
 Mode of Transport *
 Ship / Vessel Name *

Voyage Number *

Traveller Details

Travel Document Type *
 Travel Document Number *
 Travel Document Country *
 Nationality of traveller *

First Name *
 Surname *

Republic of South Africa Address Details

Unit Number
 Complex Name
 South African ID Number
 Date of Birth *

Street *
 Occupation *

Suburb/District
 Mobile Code *
 Mobile Number *

City/Town *
 Postal Code *
 Email *

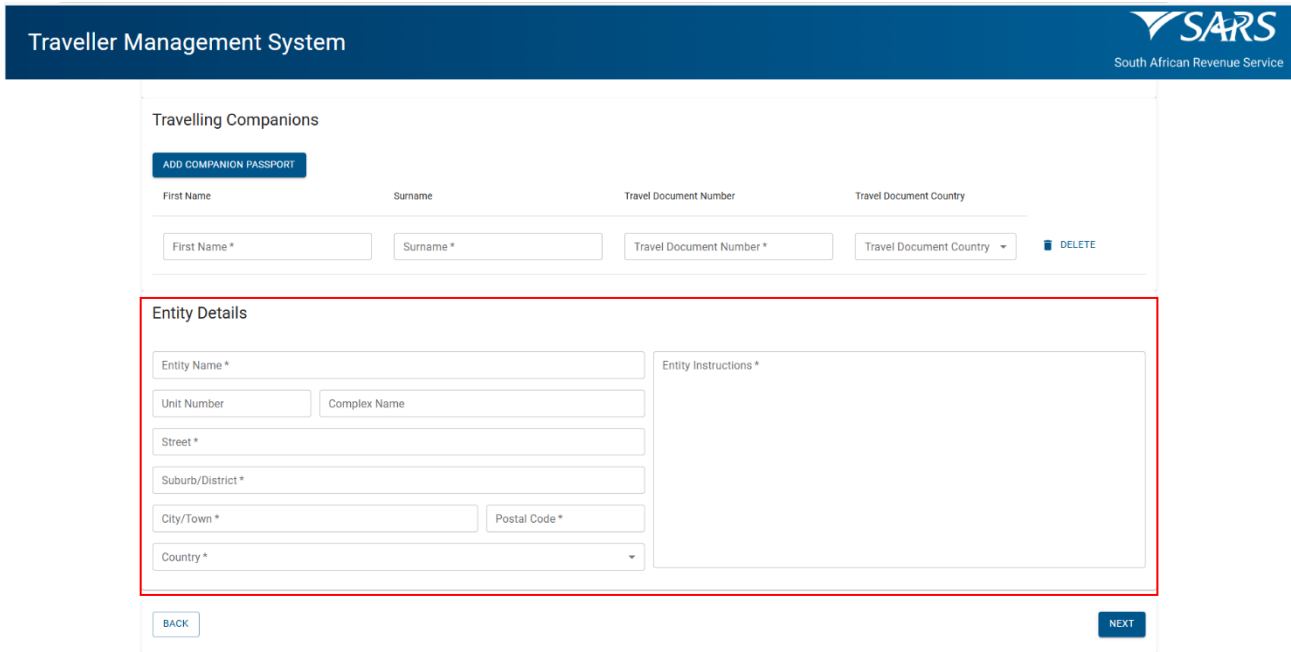
- d) To correct errors, click "Reset".
- e) To continue click 'Next'.

4.2 Travel Details

- a) On the Travel Details screen the traveller must select 'Travel Type' which can be either:
 - i) Travelling in personal capacity; or
 - ii) Travelling on behalf of an entity.
- b) Select the 'Travel Reason' from the drop-down list.

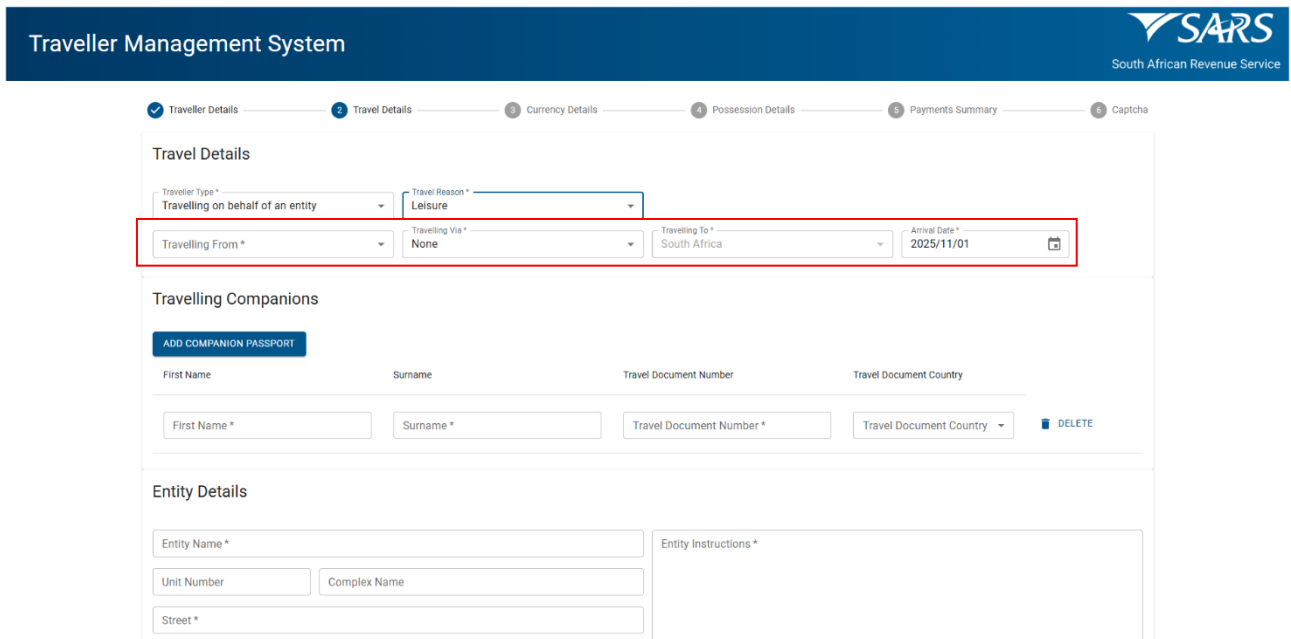
- c) If travelling on behalf of an entity, complete the following mandatory fields:
 - i) Entity Name;
 - ii) Unity Number;
 - iii) Complex Name;
 - iv) Street;
 - v) Suburb / District;
 - vi) City / Town;

- vii) Postal Code;
- viii) Country; and
- ix) Entity instructions.



d) The traveller selects from the drop-down options the:

- i) Travelling From;
- ii) Travelling Via;
- iii) Travelling To; and
- iv) Travel date (from the pop-up calendar).



e) To add travelling companions the traveller must for each travelling companion:

- i) Click 'Add Companion Passport'.

Traveller Management System 

Travelling Companions

ADD COMPANION PASSPORT

First Name Surname Travel Document Number Travel Document Country

First Name * Surname * Travel Document Number * Travel Document Country

- ii) Enter:
 - A) 'First Name';
 - B) 'Surname';
 - C) 'Travel Document Number'; and
- iii) Select 'Travel Document Country' from the drop-down options.

Traveller Management System 

Travelling Companions

ADD COMPANION PASSPORT

First Name Surname Travel Document Number Travel Document Country

First Name * Surname * Travel Document Number * Travel Document Country

- iv) Click 'Next' to continue.

Traveller Management System 

Traveller Details
 Travel Details
 Currency Details
 Possession Details
 Payments Summary
 Captcha

Currency Details

Please make a selection

1. Declare Currency For Own

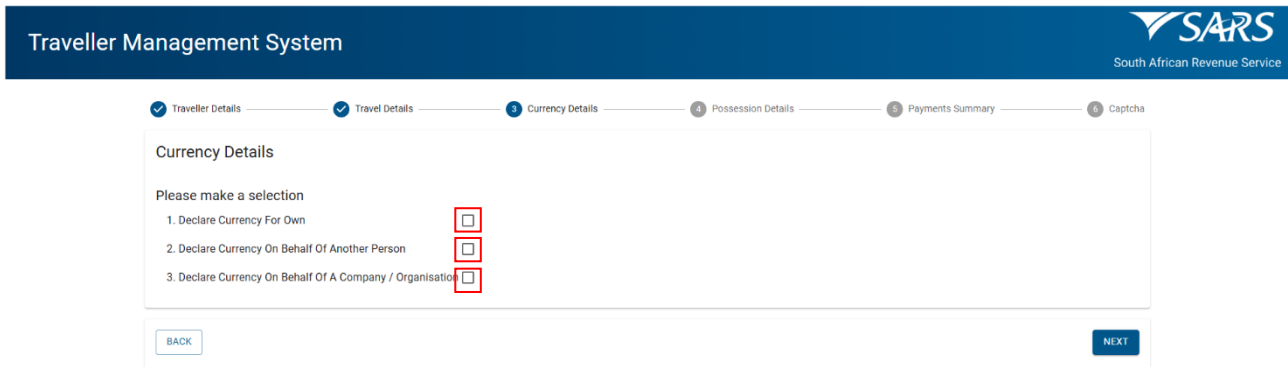
2. Declare Currency On Behalf Of Another Person

3. Declare Currency On Behalf Of A Company / Organisation

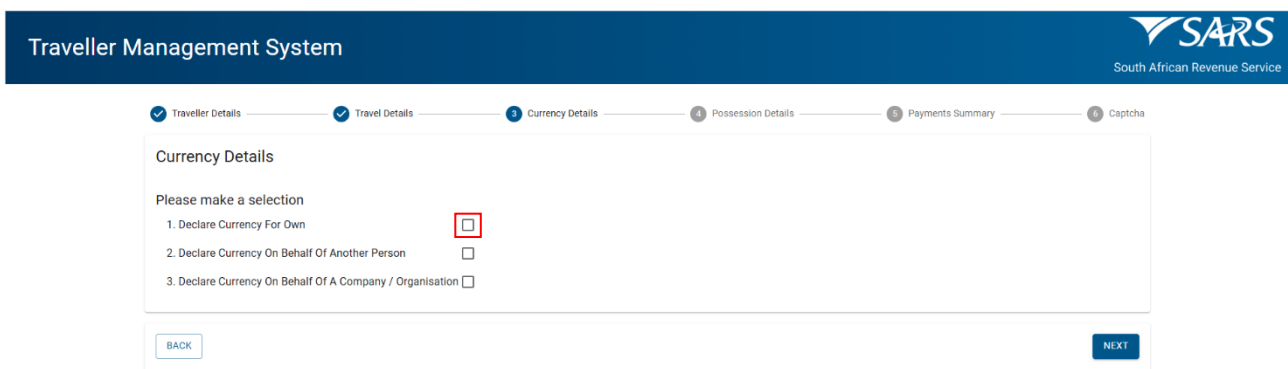
4.3 Currency Details

- a) Travellers are permitted to carry a maximum of R 100,000 out of South Africa in **foreign or local currency or bearer negotiable instruments** without prior approval.
- b) If a traveller carries more than R 100,000, they **must**:
 - i) Obtain authorization from the South African Reserve Bank (SARB). **Refer to the Excess Currency policy (SC-PA-01-06); and**
 - ii) Complete a declaration on SATMS **accompanied by the permit received from SARB.**
- c) On the currency details screen, the traveller must select one or more of the following options:
 - i) 'Declare Currency for Own';
 - ii) 'Declare Currency On Behalf Of Another Person'; or / and
 - iii) 'Declare Currency On Behalf Of A Company / Organisation'.

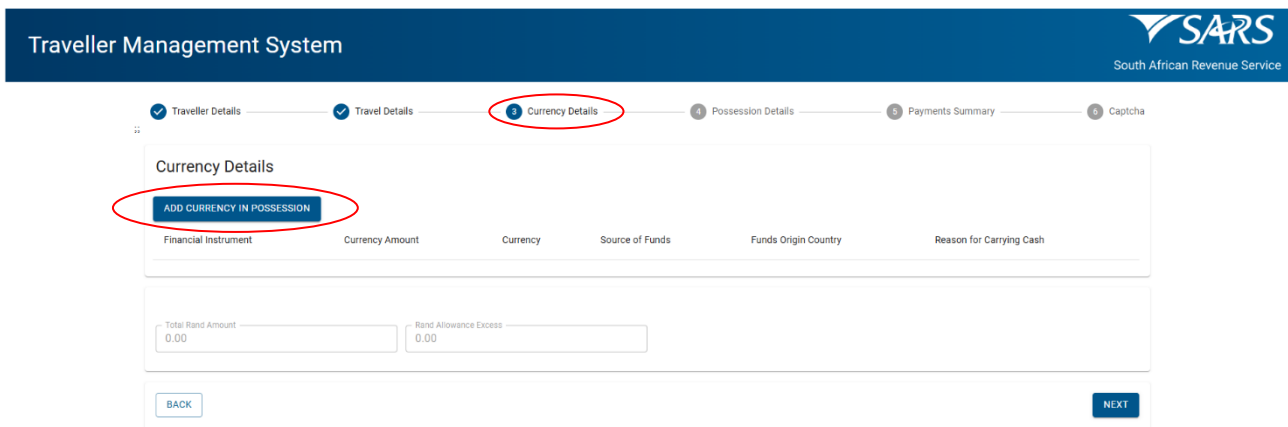
- iv) Click 'Next' to continue.



- d) If 'Declare Currency For Own' is selected, the traveller:



- i) Clicks 'Add Currency In Possession' button.



- ii) Selects 'Financial Instrument' from the drop-down options.
- iii) Enter 'Currency Amount'.
- iv) Select from the drop-down options:
 - A) The 'Currency'.
 - B) The 'Source of Funds'.
 - C) The 'Funds Origin Country'.
 - D) The 'Reason for Carrying Cash'.

Traveller Management System **SARS**
South African Revenue Service

Traveller Details | Travel Details | **Currency Details** | Possession Details | Payments Summary | Captcha

ADD CURRENCY IN POSSESSION

Financial Instrument	Currency Amount	Currency	Source of Funds	Funds Origin Country	Reason for Carrying Cash	
Financial Instrum...	Currency Amount *	Curren...	Source Of Fun...	Funds Origin Countr...	Reason for Carrying Cash*	DELETE

Total Rand Amount: 0.00 Rand Allowance Excess: 0.00

BACK NEXT

- v) To capture multiple currency details the traveller must click the 'Add Currency in Possession Details' button.
- vi) To delete click 'Delete' next to the entry.
- vii) Click 'Next' to continue.

Traveller Management System **SARS**
South African Revenue Service

Traveller Details | Travel Details | Currency Details | **Possession Details** | Payments Summary | Captcha

Are you in possession of any of the following?

- NO Any Commercial goods intended for trade?
- NO Goods for temporary importation?
- NO Goods for remodelling or repairs?
- NO Samples in your possession?
- NO Goods for import
- NO Any prohibited or restricted goods
- NO Goods for re-importation?

BACK NEXT

- e) If the 'Declare on Behalf of Another Person' is selected the traveller must:
 - i) Click 'Add Currency In Possession' check box.
 - ii) Click the 'Next' button.

Traveller Management System **SARS**
South African Revenue Service

Traveller Details | Travel Details | Currency Details | Possession Details | Payments Summary | Captcha

Currency Details

Please make a selection

- 1. Declare Currency For Own
- 2. Declare Currency On Behalf Of Another Person
- 3. Declare Currency On Behalf Of A Company / Organisation

BACK NEXT

- iii) The traveller clicks 'Add Currency in Possession'.

Traveller Management System

Traveller Details | Travel Details | **Currency Details** | Possession Details | Payments Summary | Captcha

Currency Details - Carried on Behalf of Another Person

ADD CURRENCY IN POSSESSION

Financial Instrument	Currency Amount	Currency	Source of Funds	Funds Origin Country	Reason for carrying cash	Owner Name	Owner Surname

Total Rand Amount: 0.00 | Rand Allowance Excess: 0.00

- iv) The traveller:
 - A) Selects 'Financial Instrument' from the drop-down options.
 - B) Enters 'Currency Amount'.
 - C) Select from the drop-down options:
 - I) 'Currency'.
 - II) 'Source of Funds'.
 - III) 'Funds Origin Country'.
 - IV) 'Reason for Carrying Cash'.
 - D) Enter 'Owner Name'.
 - E) Enter 'Owner Surname'.
 - F) Click 'Next' to continue.
- v) The SATMS will automatically:
 - A) Convert any foreign currency to South African Rand based on Section 73 of the Act. The official rate of exchange published on the SARS website on the date of declaration will be used. The converted value will be reflected in the total Rand amount field. and
 - B) Calculate and reflect the excess currency total in the Rand allowance excess field.
- vi) The traveller clicks 'Next' to continue.

Traveller Management System

Traveller Details | Travel Details | **Currency Details** | Possession Details | Payments Summary | Captcha

Currency Details - Carried on Behalf of Another Person

ADD CURRENCY IN POSSESSION

Financial Instrument	Currency Amount	Currency	Source of Funds	Funds Origin Country	Reason for carrying cash	Owner Name	Owner Surname
Financial...	Currency Am...	Currency *	Source Of Funds *	Funds ...	Reason for Carry...	Owner Name *	Owner Surma...

Total Rand Amount: 0.00 | Rand Allowance Excess: 0.00

- f) If the 'Declared Currency on Behalf of a Company or Organisation' is selected, the traveller must:
 - i) Click 'Declare Currency On Behalf of a Company / Organisation' check box;
 - ii) Click 'Next'.

Traveller Management System

Traveller Details
 Travel Details
 Currency Details
 Possession Details
 Payments Summary
 Captcha

Currency Details

Please make a selection

1. Declare Currency For Own

2. Declare Currency On Behalf Of Another Person

3. Declare Currency On Behalf Of A Company / Organisation

iii) Click 'Add Currency in Possession'.

Traveller Management System

Traveller Details
 Travel Details
 Currency Details
 Possession Details
 Payments Summary
 Captcha

Currency Details - Carried on Behalf of a Company or Organisation

Financial Instrument	Currency Amount	Currency	Company Name	Source of Funds	Funds Origin Country	Reason for Carrying Cash
<input type="text"/>						

- iv) Selects 'Financial Instrument' from the drop-down options.
- v) Enters 'Currency Amount'.
- vi) Select from the drop-down options provided:
 - A) The 'Currency'.
 - B) The 'Source of Funds'.
 - C) The 'Funds Origin Country'.
 - D) The 'Reason for Carrying Cash'.
- vii) Enter the 'Owner Name'.
- viii) Enter the 'Owner Surname'.

Traveller Management System

Traveller Details
 Travel Details
 Currency Details
 Possession Details
 Payments Summary
 Captcha

Currency Details - Carried on Behalf of a Company or Organisation

Financial Instrument	Currency Amount	Currency	Company Name	Source of Funds	Funds Origin Country	Reason for Carrying Cash
<input type="text" value="Financial Instrum..."/>	<input type="text" value="Currency Am..."/>	<input type="text" value="Currency *"/>	<input type="text" value="Company Name *"/>	<input type="text" value="Source Of Fun..."/>	<input type="text" value="Funds Origin Countr..."/>	<input type="text" value="Reason for Carrying ..."/>

- ix) To delete, click 'Delete' next to the entry.
- x) Click 'Next' to continue.

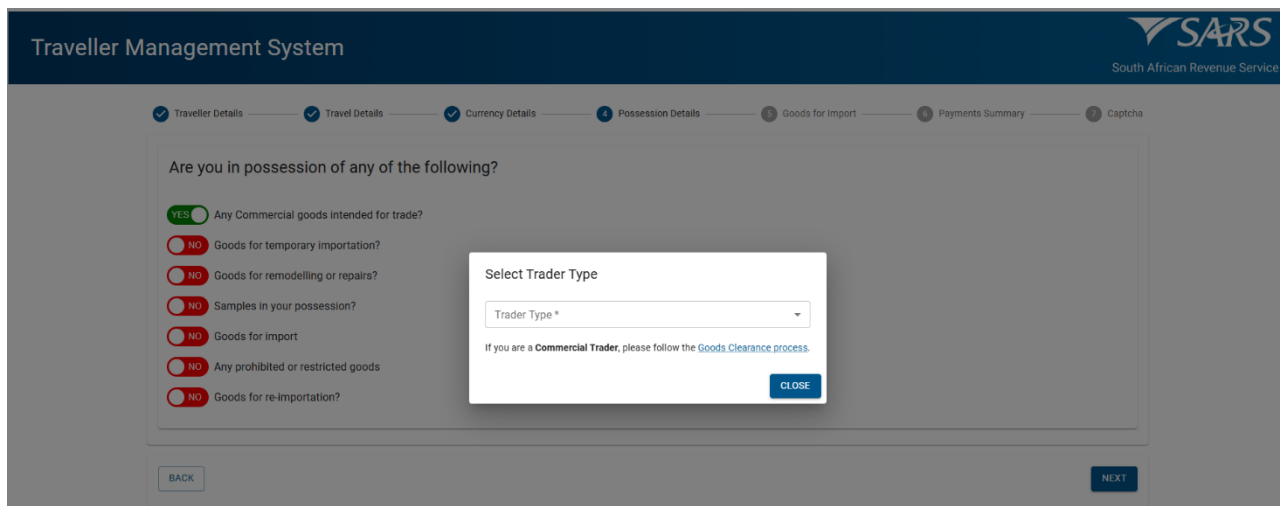
4.4 Possession Details

- a) If a traveller selects a non-designated port and their declaration is flagged as a risk, the system prompts them to change to the nearest designated port for Customs assessment.

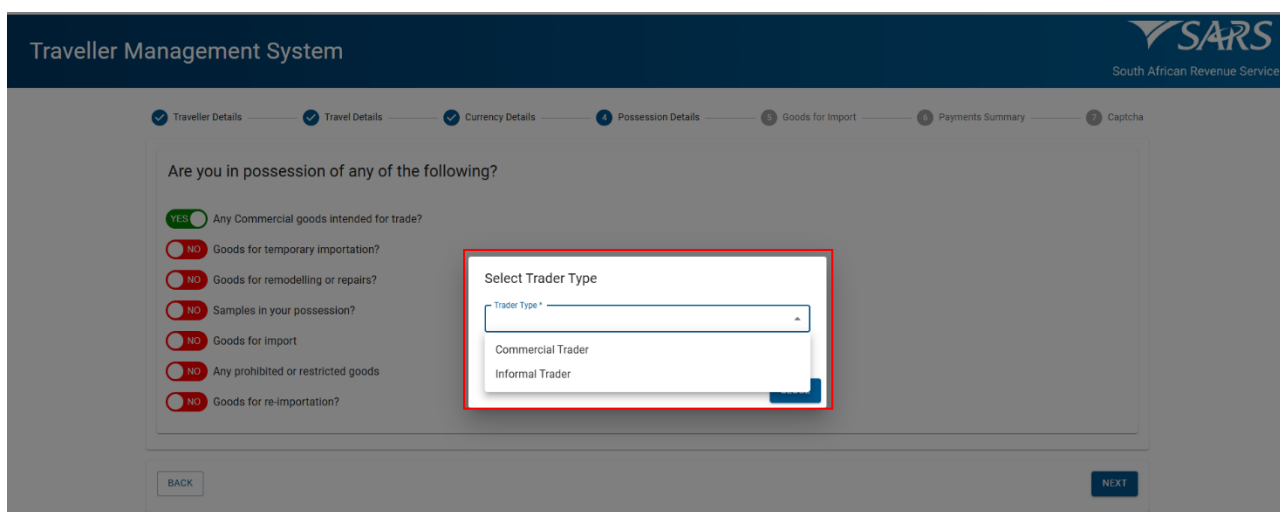
- b) On the Possession Details screen the traveller must click on the radio button next to each statement to change the selection from no to yes to declare.

4.4.1 Goods Declared for Commercial Goods Intended for Trade

- a) The traveller clicks 'Any commercial goods intended for trade' radio button.
 - i) If 'Yes' is selected the system displays the 'Select Trader Type' screen.



- ii) Select 'Commercial Trader' or 'Informal Trader' from the drop-down options.



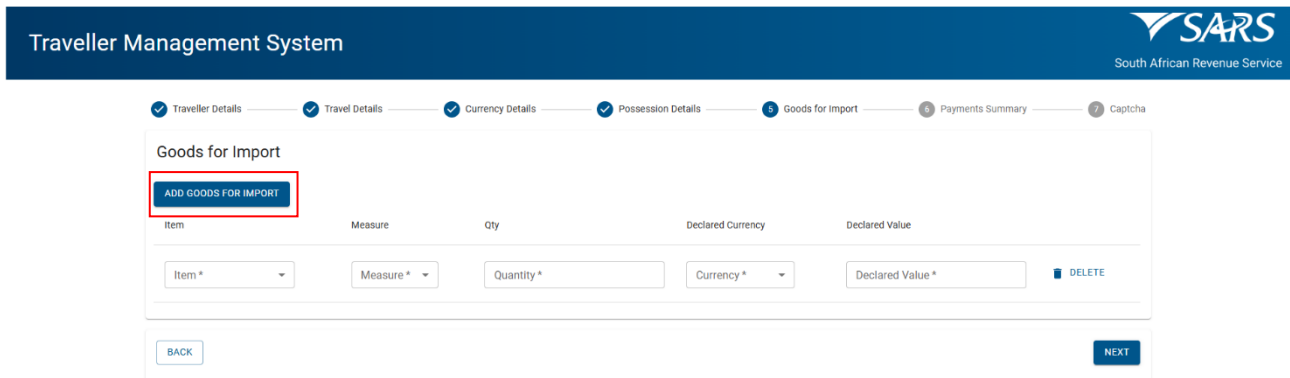
- A) If 'Commercial Trader' is selected, the traveller:
 - 1) Is prompted to submit a Goods Declaration in accordance with SC-CF-55 – Goods Declaration policy.


- II) Exits the screen by clicking the 'Close' button.
- III) Clicks 'Next'.

- B) If 'Informal Trader' is selected the traveller:
 - I) Selects 'Close'.

- II) Selects 'Next'.

- iii) Clicks 'Add Goods for Import'.



Traveller Management System 

Traveller Details ✓ Travel Details ✓ Currency Details ✓ Possession Details ✓ **Goods for Import** 5 Payments Summary 6 Captcha 7

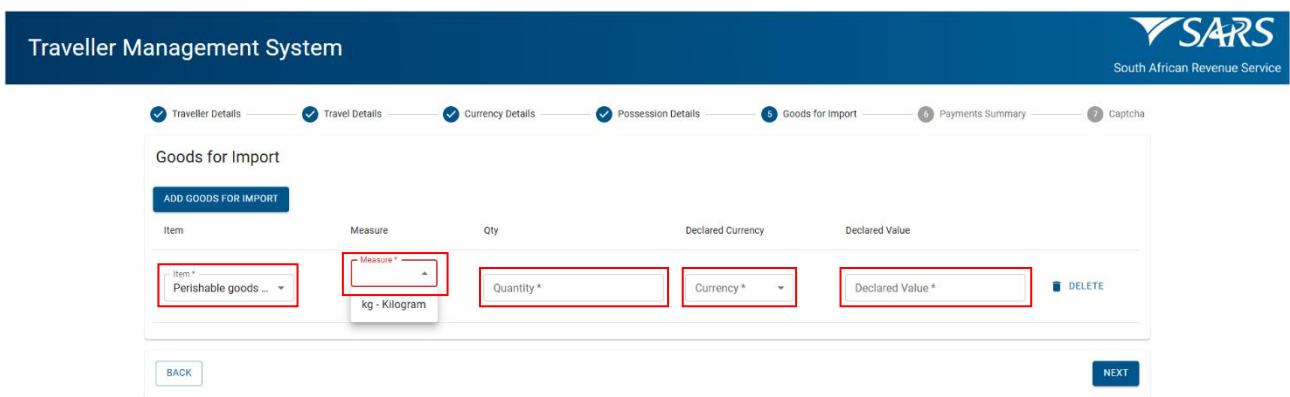
Goods for Import


ADD GOODS FOR IMPORT

Item	Measure	Qty	Declared Currency	Declared Value	
Item *	Measure *	Quantity *	Currency *	Declared Value *	DELETE

BACK NEXT

- iv) Selects from the drop-down options:
 - A) 'Item'.
 - B) 'Measure'.
- v) Enters 'Quantity'.
- vi) Selects 'Declared Currency' from the drop-down options.
- vii) Enters 'Declared Value'.



Traveller Management System 

Traveller Details ✓ Travel Details ✓ Currency Details ✓ Possession Details ✓ **Goods for Import** 5 Payments Summary 6 Captcha 7

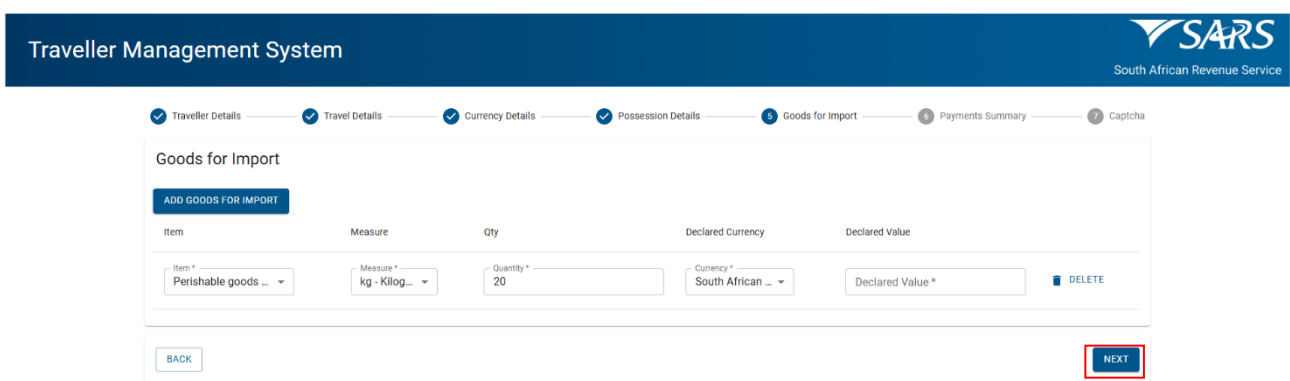
Goods for Import


ADD GOODS FOR IMPORT

Item	Measure	Qty	Declared Currency	Declared Value	
Item * Perishable goods ...	Measure * kg - Kilogram	Quantity *	Currency *	Declared Value *	DELETE

BACK NEXT

- viii) Clicks 'Next' to continue.



Traveller Management System 

Traveller Details ✓ Travel Details ✓ Currency Details ✓ Possession Details ✓ **Goods for Import** 5 Payments Summary 6 Captcha 7

Goods for Import

ADD GOODS FOR IMPORT

Item	Measure	Qty	Declared Currency	Declared Value	
Item * Perishable goods ...	Measure * kg - Kilogram	Quantity * 20	Currency * South African ...	Declared Value *	DELETE

BACK **NEXT**

- b) The traveller can view the summary of the information declared, including:
 - i) Payment summary (amount showing may change after the processing).
 - ii) Prohibited and/or restricted goods (blank if none declared).

- iii) Currencies declared (if any).
- iv) Currencies carried on behalf of another person or company (if any).

Traveller Management System

Traveller Details
 Travel Details
 Currency Details
 Possession Details
 Goods for Import
 Payments Summary
 Captcha

Payments Summary

Permanent Imports

Item	Measure	Qty	Declared Value (ZAR)	Duties	VAT
Item: Handmade base metal a	Measure: kg - Kilogram	Quantity*: 20	15000.00	0.00	0.00

Prohibited and/or Restricted goods

Item Name	Measure	Qty	Declared Value (ZAR)	Duties	VAT

Currencies

Financial Instrument	Currency Amount	Currency	Source of Funds	Rand Amount	Rand Allowance Excess
Financial Instrument: Cash	Currency Amount: 26000	Currency: ZAR	Source Of Funds: Inheritance	Rand Amount: 26000.00	Rand Allowance Excess: 1000.00

Currencies Carried on Behalf of Another Person

Financial Instrument	Currency Amount	Currency	Owner Name	Owner Surname	Rand Amount	Rand Allowance Excess

Currencies Carried on Behalf of a Company / Organisation

Financial Instrument	Currency Amount	Currency	Company Name	Rand Amount	Rand Allowance Excess

- c) Click the "Declaration" radio button to confirm the information is true and correct.
- d) After submitting, the traveller receives a message with directions from Customs.

For additional information on Allowance and Regulation, please visit the [SARS Customs Traveller Declaration Portal](#)
Total Rand Amount: 0.00

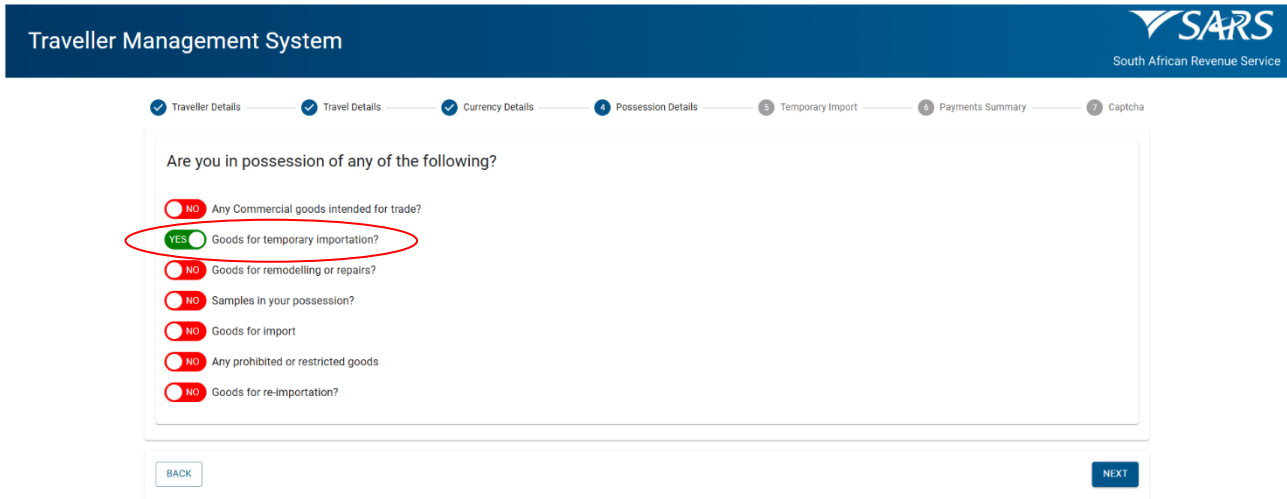
Declaration


YES hereby declare that the information provided is true and correct

BACK
NEXT

4.4.2 Goods Declared for Temporary Importation

- a) The traveller clicks:
 - i) 'Goods for Temporary Importation' radio button;
 - ii) 'Next'.



Traveller Management System 

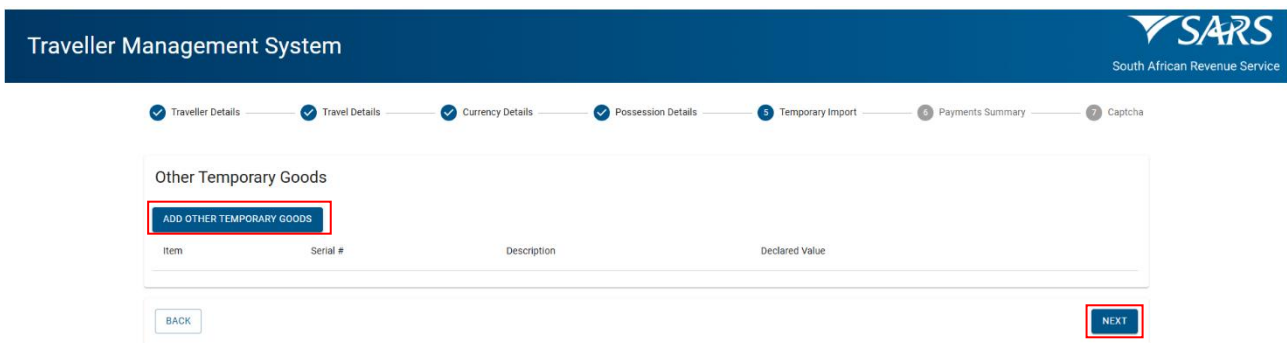
Traveller Details ✓ Travel Details ✓ Currency Details ✓ Possession Details 4 Temporary Import 5 Payments Summary 6 Captcha 7


Are you in possession of any of the following?

- NO Any Commercial goods intended for trade?
- YES Goods for temporary importation?
- NO Goods for remodelling or repairs?
- NO Samples in your possession?
- NO Goods for import
- NO Any prohibited or restricted goods
- NO Goods for re-importation?

BACK NEXT

- iii) Clicks:
 - A) 'Add Other Temporary Goods' to capture the goods.
 - B) 'Next'.



Traveller Management System 

Traveller Details ✓ Travel Details ✓ Currency Details ✓ Possession Details 4 Temporary Import 5 Payments Summary 6 Captcha 7

Other Temporary Goods

ADD OTHER TEMPORARY GOODS

Item	Serial #	Description	Declared Value

BACK NEXT

- iv) Selects 'Item' from the drop-down options;
- v) Enters:
 - A) 'Serial Number';
 - B) 'Item Description';
 - C) 'Declared Value'; and

vi) Clicks 'Next'.

Traveller Management System

1 Traveller Details 2 Travel Details 3 Currency Details 4 Possession Details 5 Temporary Import 6 Payments Summary 7 Captcha

Other Temporary Goods

ADD OTHER TEMPORARY GOODS

Item	Serial #	Description	Declared Value
Item *	Serial #	Item Description *	Declared Value *

DELETE

BACK NEXT

b) The traveller can view the summary of the information declared, including:

- i) Payment summary (amount showing may change after the processing).
- ii) Prohibited and/or restricted goods (blank if none declared).
- iii) Currencies declared (if any).
- iv) Currencies carried on behalf of another person or company (if any).

Traveller Management System

1 Traveller Details 2 Travel Details 3 Currency Details 4 Possession Details 5 Goods for import 6 Payments Summary 7 Captcha

Payments Summary

Permanent Imports

Item	Measure	Qty	Declared Value (ZAR)	Duties	VAT
Handmade base metal a	kg - Kilogram	20	15000.00	0.00	0.00

Prohibited and/or Restricted goods

Item Name	Measure	Qty	Declared Value (ZAR)	Duties	VAT
-----------	---------	-----	----------------------	--------	-----

Currencies

Financial Instrument	Currency Amount	Currency	Source of Funds	Rand Amount	Rand Allowance Excess
Cash	26000	ZAR	Inheritance	26000.00	1000.00

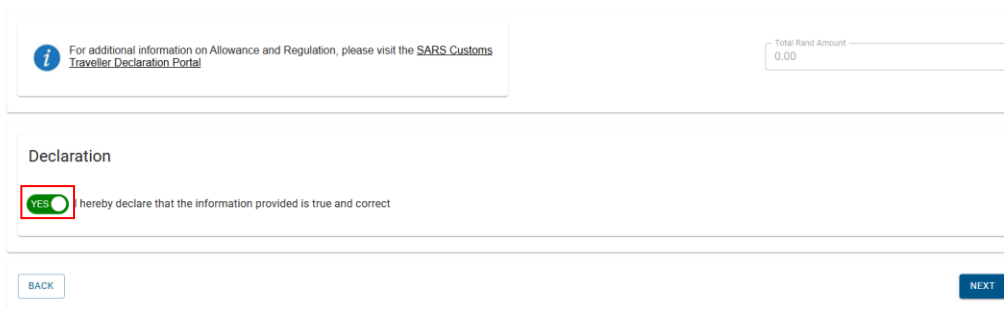
Currencies Carried on Behalf of Another Person

Financial Instrument	Currency Amount	Currency	Owner Name	Owner Surname	Rand Amount	Rand Allowance Excess
----------------------	-----------------	----------	------------	---------------	-------------	-----------------------

Currencies Carried on Behalf of a Company / Organisation

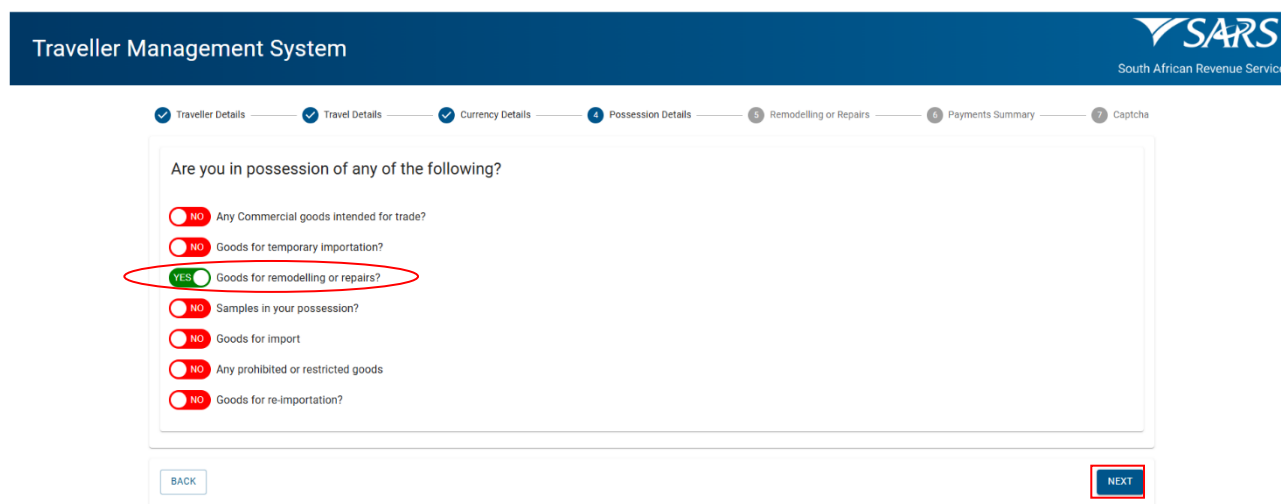
Financial Instrument	Currency Amount	Currency	Company Name	Rand Amount	Rand Allowance Excess
----------------------	-----------------	----------	--------------	-------------	-----------------------

- c) Click the "Declaration" radio button to confirm the information is true and correct.
- d) After submitting, the traveller receives a message with directions from Customs.

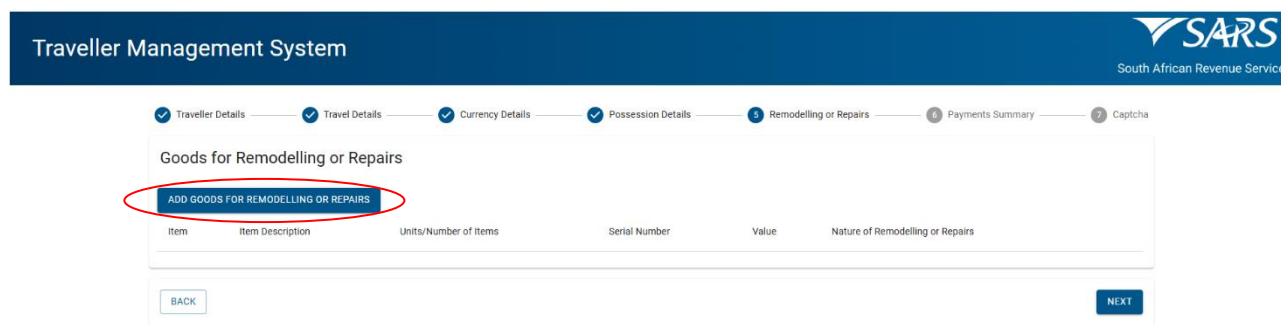


4.4.3 Goods Declared for Remodelling or Repairs

- a) The traveller Clicks:
 - i) 'Goods for remodelling or repairs' radio button; and
 - ii) 'Next' to continue.

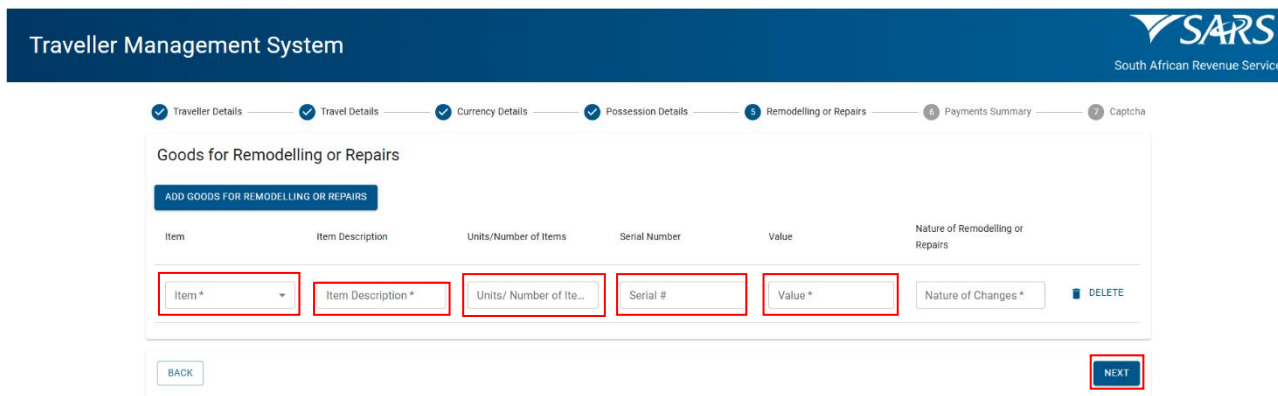


- iii) Clicks 'Add Goods for Remodelling or Repairs'.



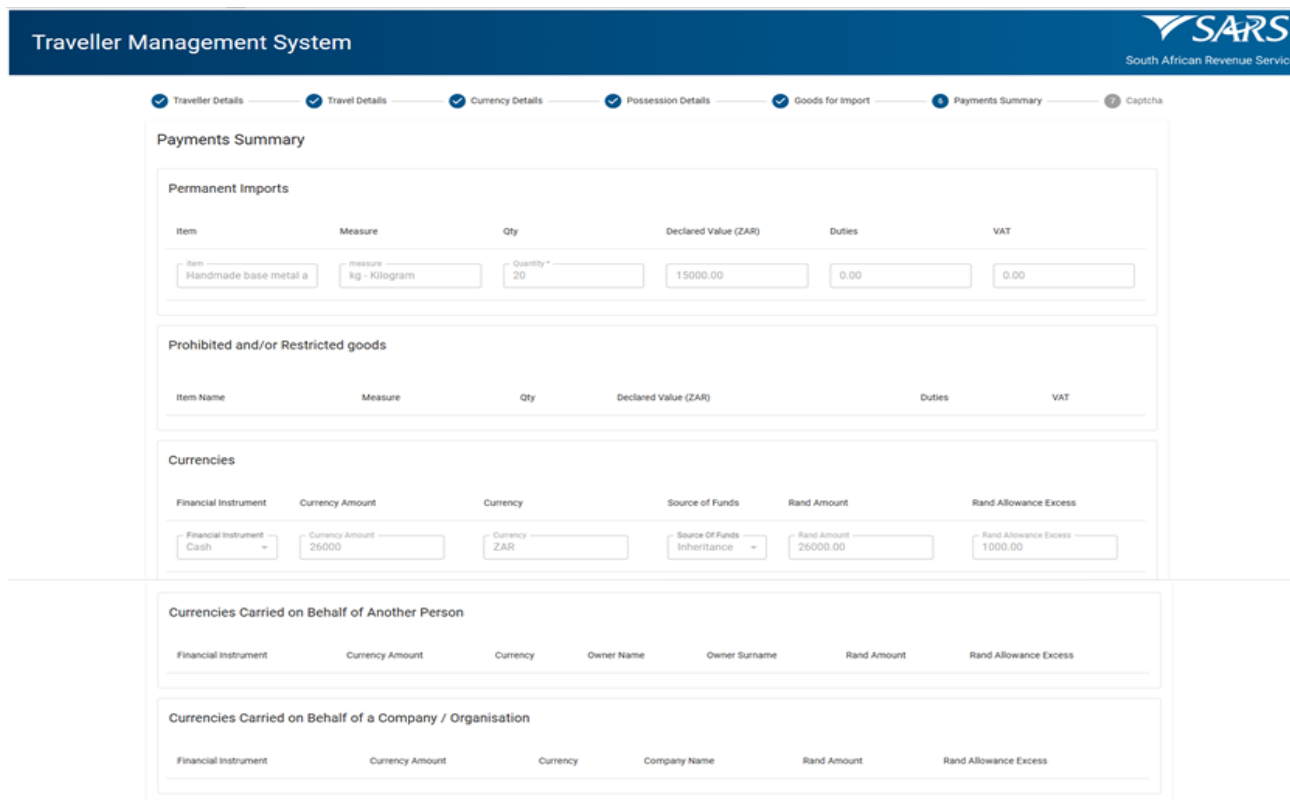
- iv) Selects 'Item' from the drop-down options.
- v) Enters 'Item Description'.
- vi) Enters 'Units / Number of Items'.
- vii) Enters:
 - A) 'Serial Number'.
 - B) 'Value'.
 - C) 'Nature of Nature of Changes'.

viii) Clicks 'Next'.

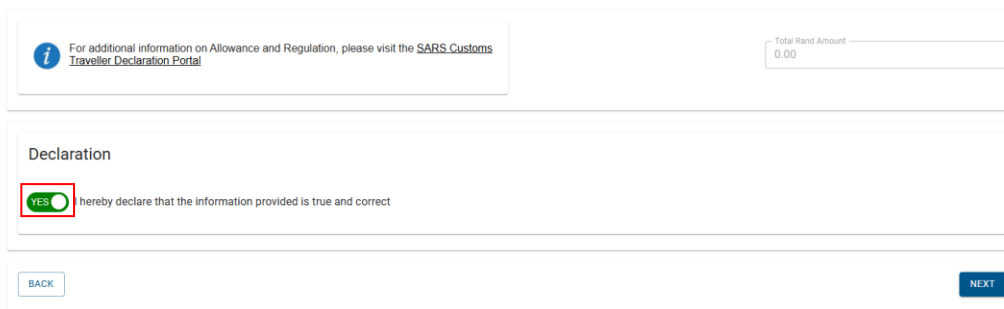


b) The traveller can view the summary of the information declared, including:

- i) Payment summary (amount showing may change after the processing).
- ii) Prohibited and/or restricted goods (blank if none declared).
- iii) Currencies declared (if any).
- iv) Currencies carried on behalf of another person or company (if any).

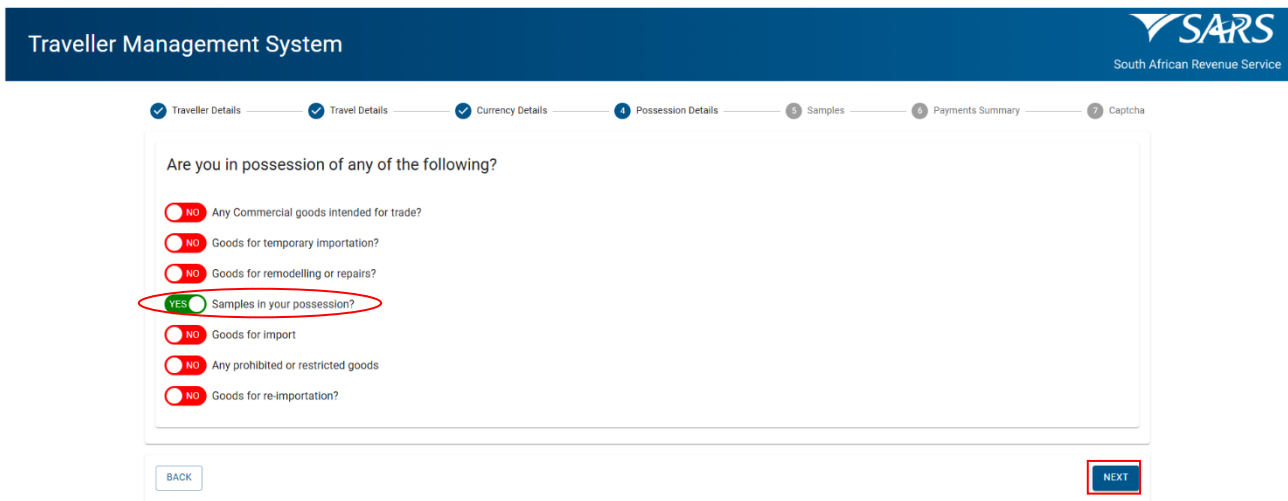


- c) Click the "Declaration" radio button to confirm the information is true and correct.
- d) After submitting, the traveller receives a message with directions from Customs.

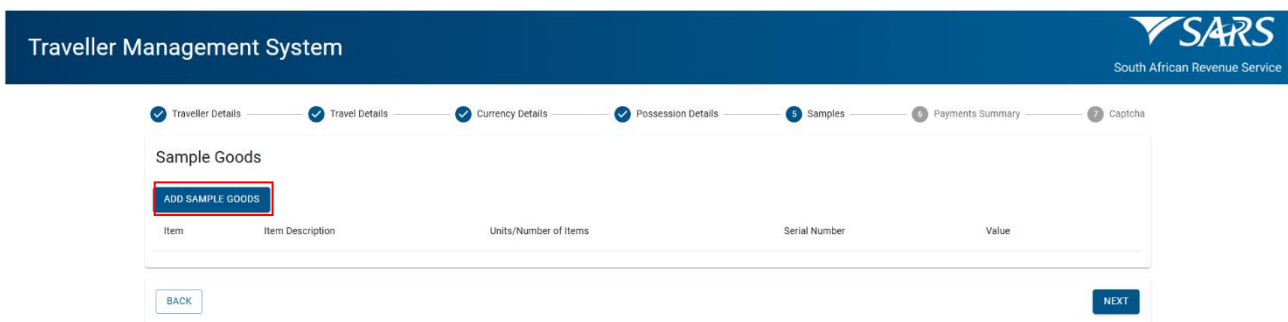


4.4.4 Declare Samples

- a) The traveller clicks:
 - i) 'Samples in your Possession' radio button; and
 - ii) 'Next' to continue.



- iii) Clicks 'Add Sample Goods'.



- iv) Selects 'Item' from the drop-down list provided.
- v) Enters:
 - A) Item description;
 - B) Units / Number of Items;
 - C) Serial Number; and
 - D) Value;

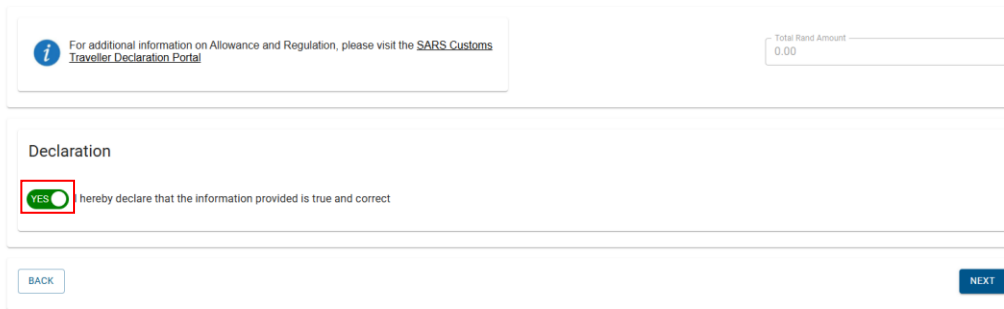
vi) Clicks 'Next'.

b) The traveller can view the summary of the information declared, including:

- i) Payment summary (amount showing may change after the processing).
- ii) Prohibited and/or restricted goods (blank if none declared).
- iii) Currencies declared (if any).
- iv) Currencies carried on behalf of another person or company (if any).

c) Click the "Declaration" radio button to confirm the information is true and correct.

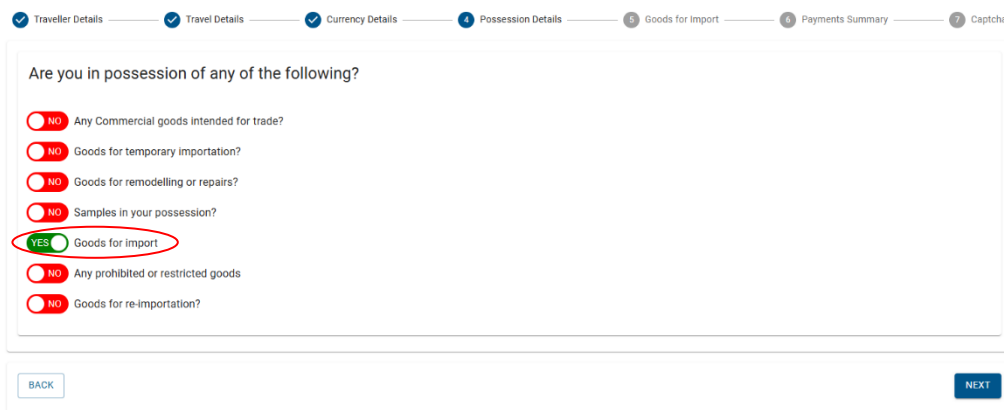
d) After submitting, the traveller receives a message with directions from Customs.



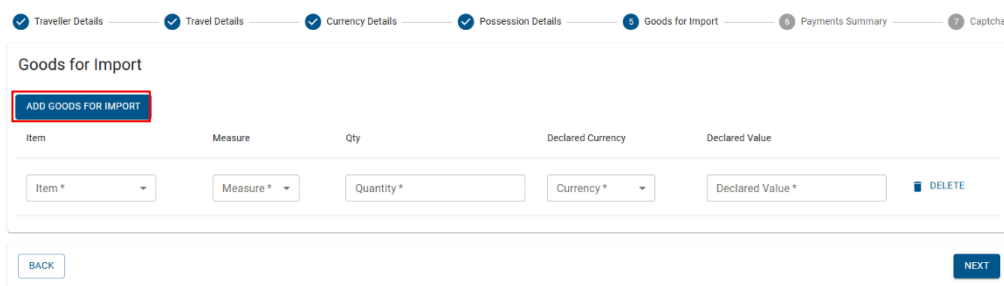
4.4.5 Goods for Import

a) The traveller clicks:

- i) 'Goods for remodelling or repairs' radio button; and
- ii) 'Next' to continue.

iii) Clicks 'Add Goods for Import'.

- iv) Selects 'Item' from the drop-down list options.
- v) Enters:
 - A) Item description.
 - B) Units / Number of Items;
 - C) Serial Number; and
 - D) Value;

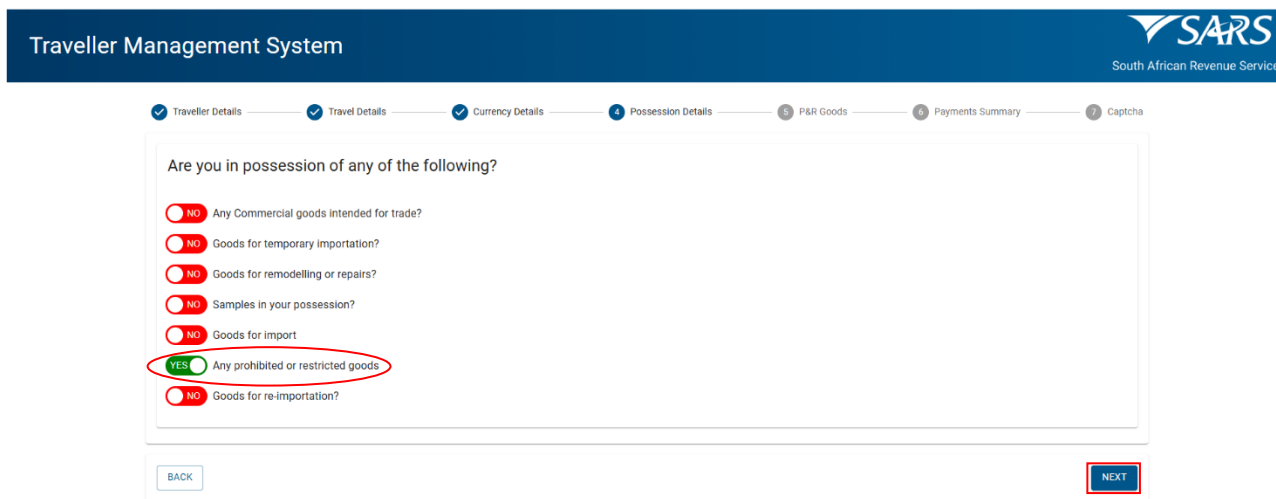
vi) Clicks 'Next'.

- b) The traveller can view the summary of the information declared, including:
- i) Payment summary (amount showing may change after the processing).
 - ii) Prohibited and/or restricted goods (blank if none declared).
 - iii) Currencies declared (if any).
 - iv) Currencies carried on behalf of another person or company (if any).

- c) Click the "Declaration" radio button to confirm the information is true and correct.
- d) After submitting, the traveller receives a message with directions from Customs.

4.4.6 Prohibited and Restricted Goods

- a) The traveller clicks:
 - i) 'Goods for remodelling or repairs' radio button; and
 - ii) 'Next' to continue.



Traveller Management System SARS
South African Revenue Service

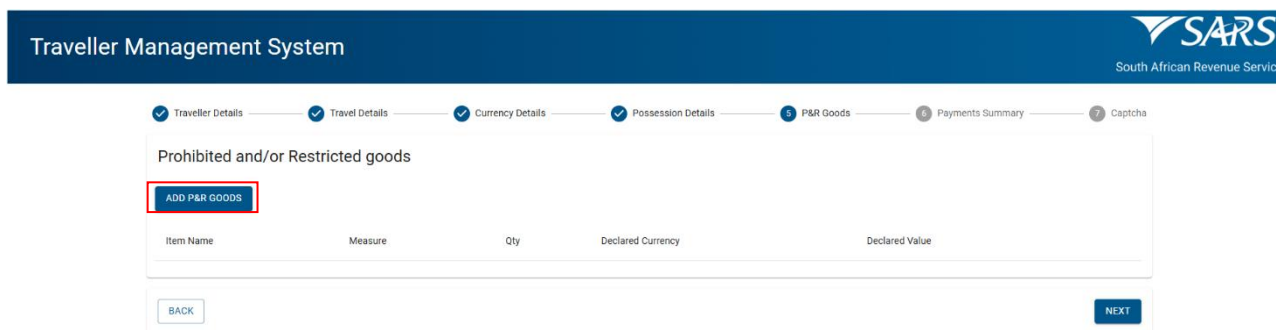
Traveller Details | Travel Details | Currency Details | Possession Details | **P&R Goods** | Payments Summary | Captcha

Are you in possession of any of the following?

- NO Any Commercial goods intended for trade?
- NO Goods for temporary importation?
- NO Goods for remodelling or repairs?
- NO Samples in your possession?
- NO Goods for import
- YES Any prohibited or restricted goods
- NO Goods for re-importation?

BACK NEXT

- iii) Clicks 'P&R Goods'.



Traveller Management System SARS
South African Revenue Service

Traveller Details | Travel Details | Currency Details | Possession Details | **P&R Goods** | Payments Summary | Captcha

Prohibited and/or Restricted goods

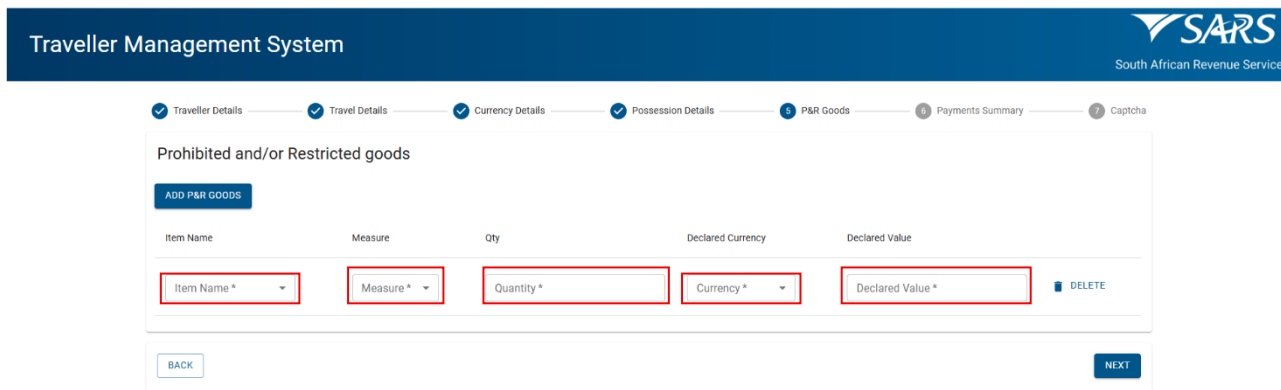
ADD P&R GOODS

Item Name	Measure	Qty	Declared Currency	Declared Value

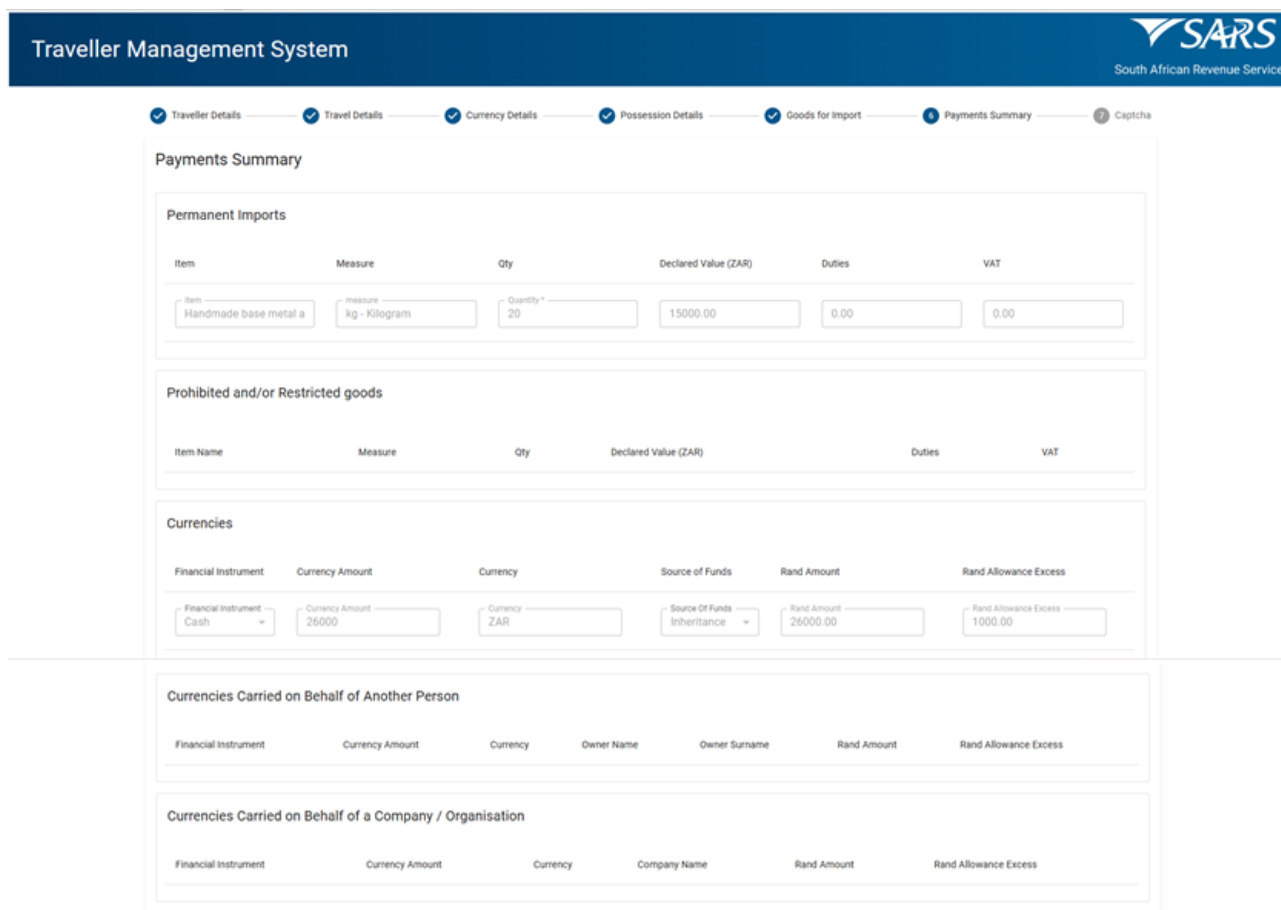
BACK NEXT

- iv) Selects 'Item' from the drop-down options.
- v) Enters:
 - A) Item description;
 - B) Units / Number of Items;
 - C) Serial Number; and
 - D) Value;

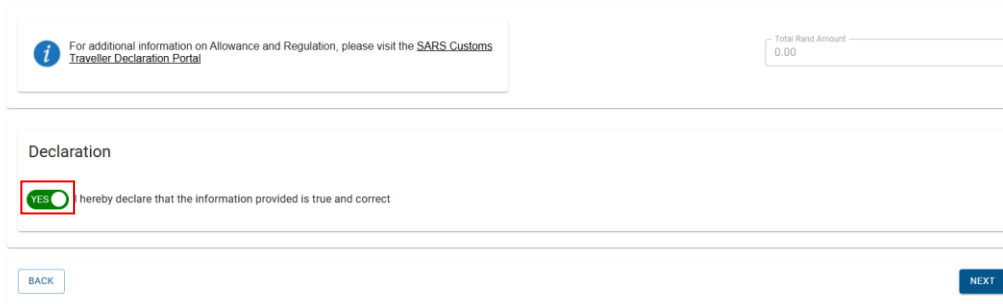
vi) Clicks 'Next'.



- b) The traveller can view the summary of the information declared, including:
- i) Payment summary (amount showing may change after the processing).
 - ii) Prohibited and/or restricted goods (blank if none declared).
 - iii) Currencies declared (if any).
 - iv) Currencies carried on behalf of another person or company (if any).



- c) Click the "Declaration" radio button to confirm the information is true and correct.
- d) After submitting, the traveller receives a message with directions from Customs.



For additional information on Allowance and Regulation, please visit the [SARS Customs Traveller Declaration Portal](#)

Total Rand Amount: 0.00

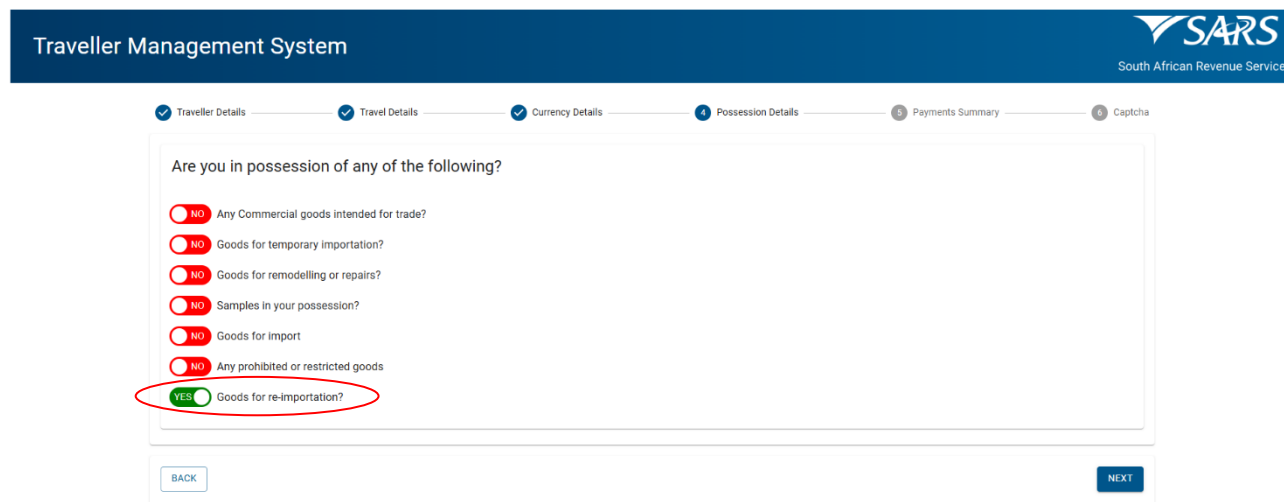
Declaration

YES I hereby declare that the information provided is true and correct

BACK NEXT

4.4.7 Goods for Re-Importation

- a) This is goods brought back into the South Africa after taking them out temporarily.
- b) The traveller clicks:
 - i) 'Goods for remodelling or repairs' radio button; and
 - ii) 'Next' to continue.



Traveller Management System

SARS South African Revenue Service

Traveller Details ✓ Travel Details ✓ Currency Details ✓ Possession Details 4 Payments Summary 5 Captcha 6

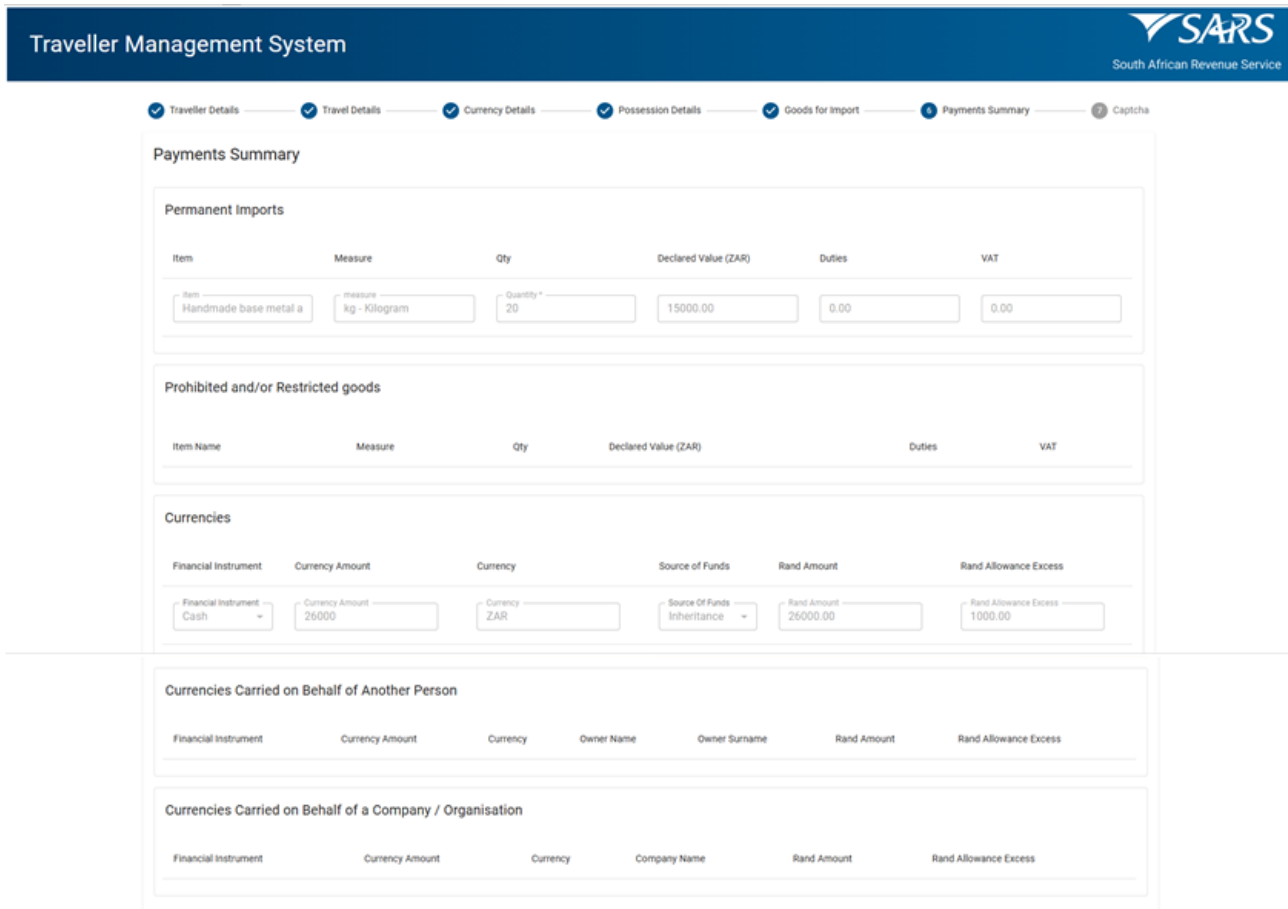
Are you in possession of any of the following?

- NO Any Commercial goods intended for trade?
- NO Goods for temporary importation?
- NO Goods for remodelling or repairs?
- NO Samples in your possession?
- NO Goods for import
- NO Any prohibited or restricted goods
- YES Goods for re-importation?

BACK NEXT

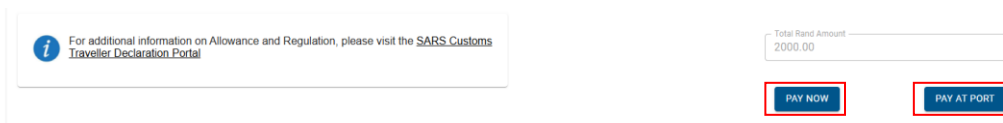
- c) The traveller views the summary of the information declared:
 - i) Payment summary. The amount showing may change after the processing of the traveller's declaration.
 - ii) Prohibited and / or Restricted goods. This section will remain blank if no prohibited / restricted goods are declared.
 - A) Currencies declared, if declared.
 - B) Currencies Carried on Behalf of Another Person, if declared.

C) Currencies Carried on Behalf of a Company / Organisation, if declared.



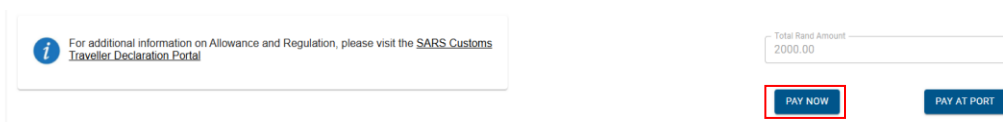
d) If Customs duty / VAT is payable the traveller may elect to:

- i) 'Pay Now' - make payment immediately by bank cards, Electronic Bank transfers (EFT).
- ii) 'Pay at Port' - if the location is equipped for such payments by:
 - A) Cash (in South African Rand); or
 - B) Debit / credit card.



e) The traveller:

- i) Selects 'Pay Now'.

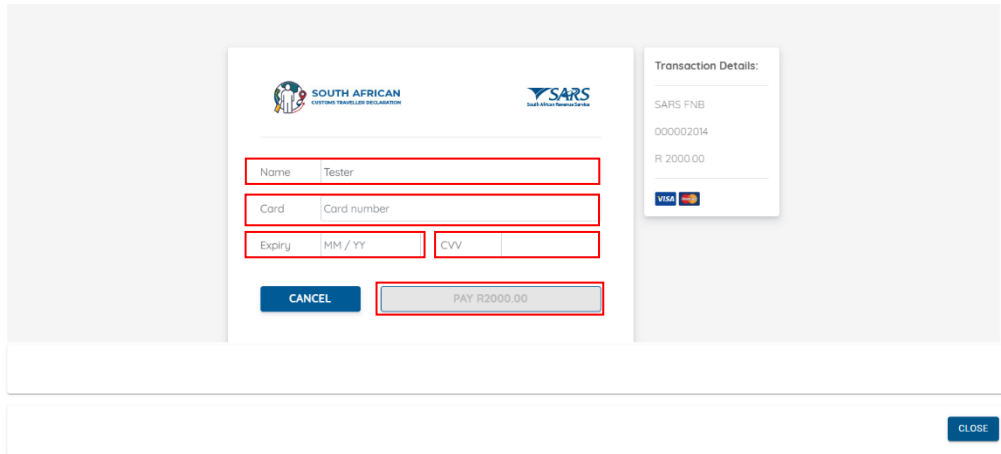


- ii) Enters, found on the debit / credit card:
 - A) 'Card Name';
 - B) 'Card Number';
 - C) 'Expiry Date';
 - D) 'CCV'. This is a Card Verification Value.
- iii) Clicks the 'Pay' button.

Traveller Management System 

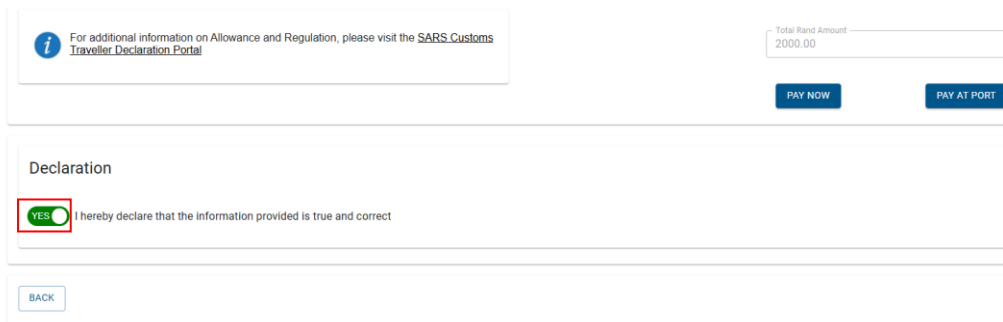
- Traveller Details
- Travel Details
- Currency Details
- Possession Details
- Goods for Import
- Payments Summary
- Captcha

Online Payment



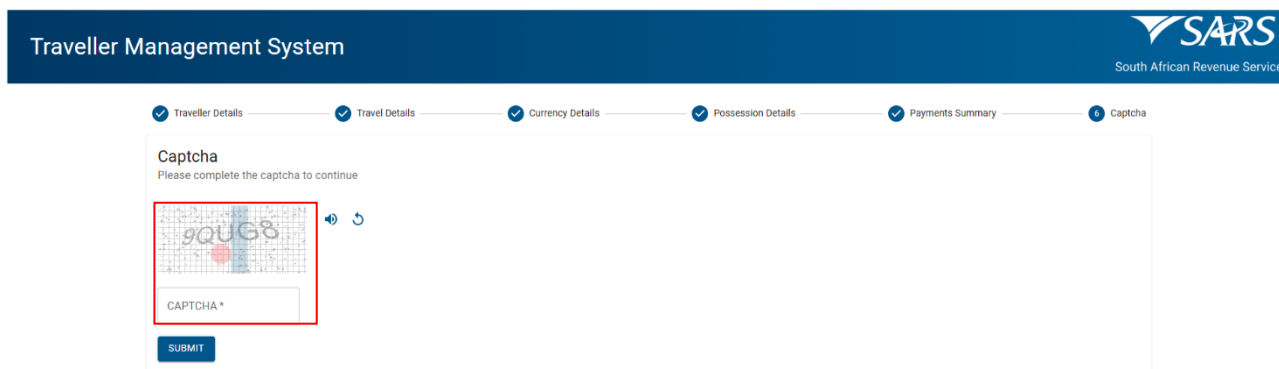
- iv) Receives on SATMS:
 - A) The payment successful message; and
 - B) Payment receipt.

- f) Clicks the 'Declaration' radio button to confirm the information is true and correct, then click 'Next' to complete the declaration.
- g) After submitting, the traveller receives a message with directions from Customs.

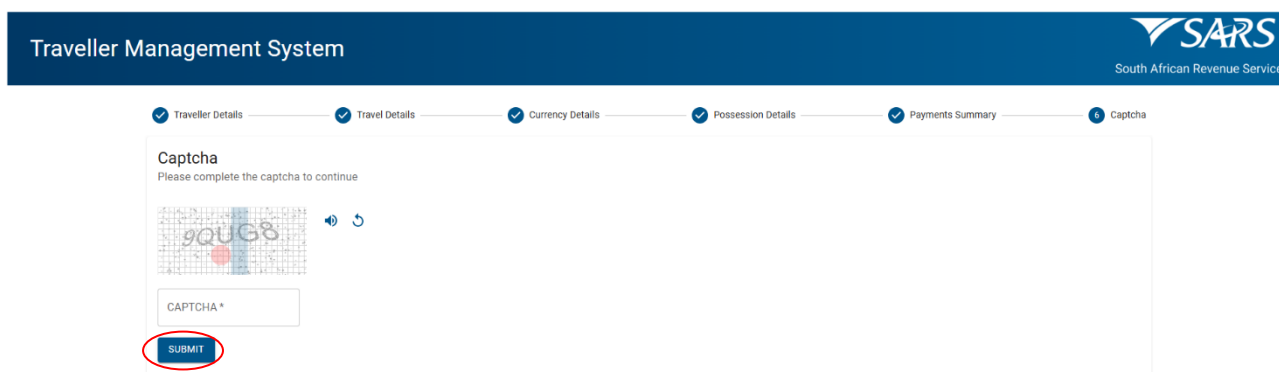


4.5 CAPTCHA

- a) On the CAPTCHA screen the traveller must insert the displayed CAPTCHA code.

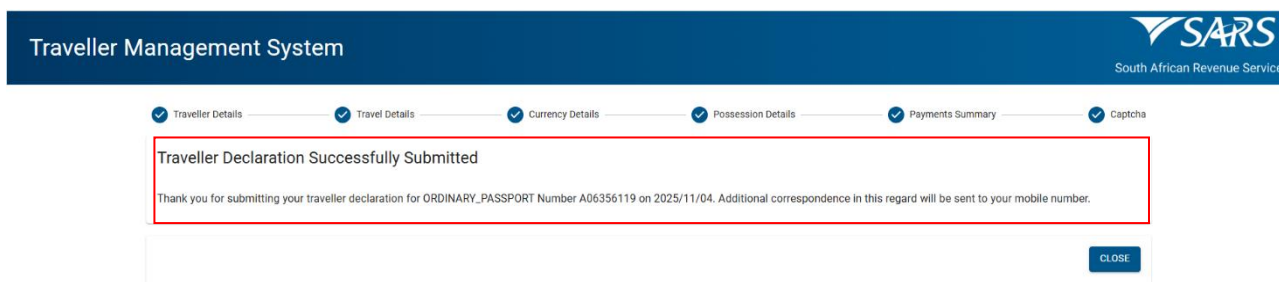


- b) The traveller clicks the 'Submit' button to complete the declaration.



4.6 Confirmation Of Submission

- a) The SATMS will confirm if the traveller's declaration has been submitted successfully.
 b) The traveller clicks the 'Close' button.



- c) The traveller will receive a notification SMS / email confirming successful submission of the traveller declaration and an instruction on how to proceed.

5 DEFINITIONS, ACRONYMS AND ABBREVIATIONS

The definitions, acronyms and abbreviations can be accessed via the following link: [Glossary | South African Revenue Service \(sars.gov.za\)](#).

6 DISCLAIMER

The information contained in this guide is intended as guidance only and is not considered to be a legal reference, nor is it a binding ruling. The information does not take the place of legislation and readers who are in doubt regarding any aspect of the information displayed in the guide should refer to the relevant legislation or seek a formal opinion from a suitably qualified individual.

For more information about the contents of this publication you may:

- Visit the SARS website at www.sars.gov.za;
- Make a booking to visit the nearest SARS branch;
- Contact your own tax advisor / tax practitioner;
- If calling from within South Africa, contact the SARS Contact Centre on 0800 00 SARS (7277); or
- If calling from outside South Africa, contact the SARS Contact Centre on +27 11 602 2093 (only between 8am and 4pm South African time).