**Indlela yokubhalisela iNtelantengo ku-eFiling**

**Ukuze ubhalisele iNtelantengo ku-eFiling landela lezi zinyathelo ezilula ezingezansi:**

**Isinyathelo 1**

Ngena kubunjalomniningo yakho ye-eFiling

**Isinyathelo 2**

Yiya kusisebenzisi esithi *SARS Registered Details*:

* Kubunjalomniningo bomuntu, khetha igama elithi Home ukuze uthole isisebenzisi esithi *SARS Registered Details* ngakwebunxele kumenyu
* Kubunjalomniningo ku-eFiling kuNgoti Wentela kanye neziNhlangano, isisebenzisi esithi *SARS Registered Details* singaphansi kwethebhu yemenyu Organisations

**Isinyathelo 3**

Ngakwesobunxele kumenyu, khetha *Maintain SARS Registered Details*

**Isinyathelo 4**

Kuzobe sekuvela isikrini esibhalwe ukuthi *Maintain SARS Registered Details.* Khetha umbhalo othi *I Agree* ukuze uqinisekise ukuthi unegunya lokwenza lokhu emininingwaneni ebhalisiwe yenkampani noma yomuntu.

**Isinyathelo 5**

Ngakwesobunxele kumenyu, cofa ku *VAT* ngaphansi kwe- *My tax products > Revenue*

**Isinyathelo 6**

Khetha *Add new product registration* ukubhalisa igatsha elisha noma ukwengeza igatsha elibhalisa iNtelantengo:

**Isinyathelo 7**

Ifomu i-RAV01 lizovula elinezindawo zeNtelantengo:

 Uma **ubhalisa iNtelantengo entsha** usuku lwesikweletusibopho seNtelantengo akumele lubuyiselwe emuva isikhathi esevile ezinyangeni eziyisithupha ukusukela osukwini lwangalelo langa obhalisa ngalo. Uma kwenzeka usuku kwesikweletusibopho lungaphezu kwezinyanga eziyisithupha, kuzodingeka uvakashele igatsha lakwaSARS uphethe amadokhumenti asekelayo afana nezitatimende zezimali, izivumelwano ezisayindiwe noma ama-invoyisi akhishiwe (amadokhumenti asekelayo adingekayo) ukuze ucele ukuthi ukwazi ukubuyisela emuva ngezinye izinyanga.

 **Ukubhalisa iNtelantengo okuvele kwenziwe** angeke uvunyelwe ukuba ubuyisele izinsuku emuva kusikweletusibopho seNtelantengo usebenzisa umgudu we-eFiling. Kudingeka ukuba uvakashele igatsha lakwaSARS uphethe amadokhumenti asekelayo uyocela ukuchibiyela usuku lwesikweletusibopho seNtelantengo.

 **Ngokubhalisa kweNtelantengo okusha okwenza ngokukhethela** ukubyisela emuva usuku lwesikweletusibopho angeke luvunyelwe kanti uhlelo luzoyibuyisela “osukwini lwangalelo langa”. Uma kwenzeka ukuthi uke wabiza iNtelantengo ngaphambi kokubhalisa, cela ukubuyisela usuku emuva ngokuvakashela igatsha lakwaSARS uphethe amadokhumenti asekelayo ukufakazela ukubyiselwa emuva kosuku lwesikweletusibopho seNtelantengo. Uma kungukuthi usuku lwesikweletusibopho azange lufakwe ngendlela efanele kuzovela umyalezo oxwayisayo ohamba nomyalelo wokuthi kumele uye egatsheni uphethe amadokhumenti afanele. **Sicela uqaphele: Usuku lwesikweletusibopho seNtelantengo akumele sibe ngaphambi komhla lu-01 kuMandulo 1991 futhi singabi ngaphezu kwezinyanga ezintathu zesikhathi esizayo:**

[**Isinyathelo 8**](https://www.sars.gov.za/vat-reg-02-g01-guide-for-completion-of-vat-application-external-guide/)

Uma ukhetha indawo yokufaka ikhodi yomsebenzi webhizinisi, kuzovela ibhokisi elithi VAT Business Activity ukuze ukhethe isigaba esisebenzayo ebhizinisini lakho. Amakhodi angatholakala ku VAT-Reg-02-G01- Guide for Completion of the VAT Application and the VAT 403 – Vendors and Employers: Trade Classification Guide. **Sicela uqaphele: Njengengxenye yokuhlinzekela okuncike ezinguqukweni kumthethonqubo mayelana nokubhalisa ngokuzikhethela i-Voluntary Registrations, lokhu kukhetha manje sekuvumela abafakizicelo abangakayenzi imikhiqizo etheliswayo engaphezulu kuka-R50 000 ukuba baqhubeke nokubhalisa uma amadokhumenti asekelayo adingekayo emsebenzini webhizinisi ekhethiwe, engakwazi ukuwahlinzeka noma athunyelwe ngesikhathi senhlolovo.**

**Isinyathelo 9**

Uma ukhetha indawo yokufaka ikhodi yomsebenzi webhizinisi, kuzovela ibhokisi elithi Farming Activity ukuze ukhethe isigaba samakhodi esisebenzayo ebhizinisini lakho.

**Sicela uqaphele: Uma ukhetha ikhodi ehlukile yomsebenzi webhizinisi emva kokuthi usuthole izindawo ezivumela iDizili, uzothola lomyalezo osho ukuthi kunephutha: 'Mark here if you derive farming income in addition to your main business activity income: If you select this indicator, the “Farming Activity Code” field will be mandatory.**

**Isinyathelo 10**

Uma impendulo yakho embuzweni ‘umkhiqizo otheliswayo udlulile ku-R50,000 ezinyangeni eziyi-12 ezedlule’, kungu ‘Y’ ka Yebo, lokho kusho ukuthi isibalo semikhiqizo enesilinganisonani esivamile kanye nemikhiqizo enesilinganisonani esingasetshenziswanga kumele sibe ngaphezulu kuka-R50,000. Uma uphendule wathi 'C' embuzweni ‘umkhiqizo otheliswayo udlulile ezinyangeni eziyi-12 ezedlule’ lokho kusho ukuthi umbuzo ngomkhiqizo otheliswayo olindelekile kumele uphendulwe ngo Y kanti uma uphendule ngo Y ekutheni awuzange uledlule leli nani, kumele uveze ukuthi ulindele ukuthi uzofika nini futhi kanjani emalini oyenzile ebhizinisini engu-R50 000. Le mibuzo iyimpoqo futhi ngeke ukwazi ukuqhubeka uma ingaphenduliwe.

**Unikwa inombolonkomba entsha yeNtelantengo ngaso leso sikhathi**

USARS uzokhipha inombolonkomba yeNtelantengo ngaso leso sikhathi kunoma yimuphi umuntu othumele isicelo sokubhalisa esebenzisa i-eFiling noma eziyele mathupha egatsheni uma kungukuthi akukho ngozi ehlonziwe. Amadokhumenti asekelayo angathunyelwa ngokusebenzisa i-eFiling, ngohlelo lokubuza ku-inthanethi kusizindalwazi sakwaSARS noma ngokuziyela mathupha, lokhu okusekugcineni kudinga ubeke usuku lokuya egatsheni. Bheka isiqondiso esibukeziwe ukuze uthole ulwazi.

**Abathengisi ababhalisele iNtelantengo bangacela bathole iSaziso sokuBhalisa iNtelantengo ku-eFiling:**

Landela lezi zinyathelo ezilula:

**Isinyathelo 1**

Ngena ku [www.sars.gov.za](http://www.sars.gov.za)

**Isinyathelo 2**

Yiya kumenyu enkulu ku *Organizations*

**Isinyathelo 3**

Kumenyu eseceleni cofa ku *SARS Registered details*

**Isinyathelo 4**

Khetha *Notice of Registration*

**Isinyathelo 5**

Khetha *VAT*.