



**Shares in Unlisted Companies/ Close Corporations/ Shareblock companies**

Please provide valuation packs to the Share Valuations Team at the following address:

[Estatesharevaluations@sars.gov.za](mailto:Estatesharevaluations@sars.gov.za)

Please note:

- A) Please assist by keeping emails around 2MB per email and please number the emails to allow us to verify that all emails are received.
- B) Shares/ members' interests that are bequeathed to the surviving spouse and which was also not sold by the estate, would no longer be required to be approved by SARS.

(This will only be the case should the full portion of the shares/ members' interest that the deceased held be bequeathed to the surviving spouse in terms of the approved Will or intestate succession. Should any portion go to another heir or the spouse obtains it in terms of a re-distribution agreement, then approval by SARS will be required.)

**Items required in each valuation pack:**

<b>1</b>	<b>Ordinary shares/ Member's interest</b>	<b>Attached?</b>
1.1	Valuation of the shares/ member's interest.	
1.2	Should the shares be in a holding company of a group, then the <b>consolidated financial statements</b> should also be included.	
1.3	The annual financial statements as close as possible to date of death.	
1.4	The annual financial statements for the 2 years prior to date of death.	
1.5	Copy of the letter of executorship, ( <b>as well as</b> letter indicating authority to deal with SARS in this regard <b>or</b> power of attorney given by the executor/ executrix.)	
1.6	Contact details of the executor/ executrix.	
1.7	If there is fixed property in the Company/ CC, then a REV246 form needs to be completed and attached. This form can be downloaded from the website: <a href="http://www.sars.gov.za">www.sars.gov.za</a> and will not be accepted unless completed in full.	
1.8	If Patents in Company/ CC, then a valuation thereof should be attached.	
<b>2</b>	<b>Preference Shares</b>	
2.1	Copy of the Memorandum, Articles and other documents that sets out the rights attached to the preference and other shares of the company.	
2.2	Copy of the financial statements of the company as close as possible to the date of death.	
<b>3</b>	<b>Loan accounts</b>	
	Please note that loan accounts <b>are not</b> approved by this office and should <b>be submitted to the Master of the High Court only.</b>	

Thanking You

Share Valuations Team.