



Declaration for Electronic Form of Record Keeping

EFR001

Details - Individual

Income Tax
Ref No.

PAYE Tax
Ref No.

VAT Tax
Ref No.

Other
Names

Date of Birth
(CCYY-MM-DD)

Passport
No.

Passport Country/ Country of Origin
(e.g. South Africa = ZA)

Passport/Permit Issue Date
(CCYY-MM-DD)

Details - Company/Trust/Partnership and Other Entities

Income Tax
Ref No.

PAYE Tax
Ref No.

VAT Tax
Ref No.

Nature of
Entity

Registered
Name

Trading
Name

Physical Address Where Records are Kept

Unit no.

Complex (if
applicable)

Street no.

Street /
Name of farm

Suburb/
District
City/
Town

Country Code
(e.g. South Africa = ZA)

Postal
Code



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Physical Address Where Records are Accessible

Unit no.	Complex (if applicable)
Street no.	Street / Name of farm
Suburb/ District	
Country Code (e.g.South Africa = ZA)	Postal Code

Additional Information

Comments

Contact Details



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EFR001

Treasurer

Main Partner

Main Trustee

Public Officer

Parent/ Guardian

Accounting Officer

Curator/ Liquidator / Executor/
Administrator (Estates)

Nature of
Entity

Date of Birth
(CCYYMMDD)

Passport/
Permit No.

Passport Issue Date
(CCYYMMDD)

Details

Your form of electronic record retention satisfies all the requirements of the Public Notice, issued under section 30(1)(b) of the Tax Administration Act 2011 (Act No 28 of 2011) (the Public Notice) apart from the issue of physical locality of storage.

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Declaration

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For enquiries go to www.sars.gov.za or
call 0800 00 SARS (7277)