



South African Revenue Service

# External Application for Access to the South African Revenue Service (SARS) – Electronic Interface

New Applicational

Additional Access

Change of Particulars

Annual Re-Application

**INF001**

## Applicant Information

Organisation

Department

Interface directory name

Activation date (CCYYMMDD)

## Contact Person Information

Surname  Initials

First Two Names  Date of Birth (CCYYMMDD)

ID No.  Passport No.  Passport Country (e.g. South Africa = ZAF)

Bus Tel No.  Fax No.  Cell No.

Email address

## Registered Address

Unit No.  Complex (if applicable)

Street No.  Street / Farm name

Suburb / District

City / Town

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

## Postal Address

Mark here with an "X" if same as above or complete your Postal Address

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

## Declaration

- I declare that the particulars stated are true and correct to the best of my knowledge and belief.
- I acknowledge and accept the terms and conditions.

Date (CCYYMMDD)

XXXXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXXXX

Please ensure you sign over the 2 lines of 'X's above

For enquiries go to [www.sars.gov.za](http://www.sars.gov.za) or call 0800 00 SARS (7277)

### Note:

Data encryption software and installation procedures are provided by SARS after successful registration. Software required for the creation of the data files to be transmitted to SARS, or for processing response files received from SARS, is not provided by SARS. Specifications containing the applicable file formats may be downloaded from the SARS web site at [www.sars.gov.za](http://www.sars.gov.za).

## Technical Persons Information

### Technical Person #1

Surname	<input type="text"/>	Initials	<input type="text"/>
First Two Names	<input type="text"/>		
Bus Tel No.	<input type="text"/>	Cell No.	<input type="text"/>
Email address	<input type="text"/>		

### Technical Person #2

Surname	<input type="text"/>	Initials	<input type="text"/>
First Two Names	<input type="text"/>		
Bus Tel No.	<input type="text"/>	Cell No.	<input type="text"/>
Email address	<input type="text"/>		

## Client Site

Unit No.	<input type="text"/>	Complex (if applicable)	<input type="text"/>
Street No.	<input type="text"/>	Street / Farm name	<input type="text"/>
Suburb / District	<input type="text"/>		
City / Town	<input type="text"/>		
Country code (e.g. South Africa = ZA)	<input type="text"/>	Postal Code	<input type="text"/>

## Access Type

Please indicate the access type required: Multiprotocol label switching (MPLS)  Internet

## Interface Information

Please indicate the activation date for each type of interface. The available interfaces are as follows:

### Interface

### Activation Date (CCYYMMDD)

Directives	<input type="text"/>
IT3 Extracts	<input type="text"/>
Medical	<input type="text"/>
Insurance	<input type="text"/>
Human Resource	<input type="text"/>
Debt Outsource	<input type="text"/>
Other (Specify)	<input type="text"/>

Description of other Interface

**Terms and Conditions - Secure File Transfer Protocol (SFTP)**

**I, the signatory to this application understand and undertake:**

- That the Secure File Transfer Protocol (SFTP) system provided by the South African Revenue Service (SARS) is the property of SARS.
- The Information obtained from the SFTP service provided by SARS may only be utilised for official authorised SARS related purposes only.
- The electronic transactions will be done in accordance with the Electronic Communications and Transactions (ECT) Act 25 of 2002 and that the organisation I represent will comply with the requirements of the mentioned Act whilst using the SARS SFTP service.
- Unauthorised or improper use of the SARS SFTP service or any SARS related systems and/or data is strictly prohibited and may result in criminal proceedings being instituted against the user and/or the organisation that he/she represent.
- SARS reserves the right to investigate any security breaches (e.g. unauthorised actions) related to the SARS SFTP service.
- SARS reserves the right to close the SARS SFTP service, without prior notice, should a security breach occur, whether by accident, negligence or deliberate action.
- SARS reserves copyright of all SARS related information on or information related to the SARS SFTP service.
- Users of the SARS SFTP service (authorised or unauthorised) should have no explicit expectation of privacy.
- SARS will be informed by the applicant if information or the status of the required SARS SFTP service should change.
- It will be required to reapply annually for the SARS SFTP service and SARS reserves the right to at any time verify information related to the SARS SFTP service.
- SARS reserves the right to close the SARS SFTP service for normal maintenance purposes.
- SARS reserves the right to upgrade security requirements related to the SARS SFTP service as and when required.

**SARS Office Use**

Surname

Initials

First Two Names

Authority

Directory name

Signature

Date Approved (CCYYMMDD)