



**SUPPLY
OF
ELECTRONIC SERVICES
BY
FOREIGN SUPPLIERS
AND
FOREIGN INTERMEDIARIES**

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1 PURPOSE

- a) This guide is applicable to the supply of electronic services by Foreign Suppliers and Foreign Intermediaries and explains how to:
- i) Complete the Value-Added Tax Registration Application – VAT101 (VAT Application Form)
 - ii) Complete the Vendor Declaration (VAT201)
 - iii) File the VAT201 and make payment of the VAT, and
 - iv) Request for a VAT registration to be cancelled, where the value of electronic services supplied has not exceeded the R1 million threshold in a period of 12 months.

2 GENERAL INFORMATION

- a) Effective from 1 June 2014, Foreign Suppliers of electronic services were required to register for VAT in South Africa (SA) where the total value of electronic services supplied in SA exceeded R50 000. The requirement to register for SA VAT was based on the following provisions in the VAT Act:
- i) A definition of “electronic services” was introduced in section 1(1) of the VAT Act and means those services prescribed by the Minister of Finance by Regulation, as set out in the VAT Act.
 - ii) The afore-mentioned Regulation was published in Government Notice No. R.221 which came into operation on 1 June 2014 (referred to as the Original Regulation).
 - iii) The definition of “enterprise” in section 1(1) of the VAT Act, was amended to include the following:
 - A) The supply of electronic services by a person from an export country where two of the following criteria are met:
 - I) the recipient of the electronic services is a resident of SA; or
 - II) the payment to the foreign supplier of electronic services originates from a bank registered or authorised in terms of the Banks Act. No. 94 of 1990; or
 - III) the recipient of the electronic services has a business, residential or postal address in SA.
 - iv) A new section 23(1A) was introduced, where Foreign Suppliers of electronic services were mandated to register, if the value of electronic services supplied in SA exceeded R50 000 (compulsory registration threshold).
- b) Effective from 1 April 2019, further changes, as set out below, were made to the VAT Act:
- i) The Original Regulation was amended by Government Notice No. 429. This broadened the scope of services which qualified as “electronic services”.
 - ii) The definition of “enterprise” in section 1(1) of the VAT Act was also broadened to include the activities of an “intermediary”.
 - iii) Accordingly, a new definition of “intermediary” was inserted in section 1(1) of the VAT Act, to mean a person who facilitates the supply of “electronic services” made by a Foreign Supplier of electronic services and who is responsible for issuing the invoices and collecting payment for such supply.
 - iv) The compulsory registration threshold, in section 23(1A) of the VAT Act, was increased to R1 million (effective 1 April 2019) and also applied to an “intermediary”.
- c) Effective from 5 January 2023, another change, to section 23(1A) of the VAT Act, was made. This change is to ease the administration burden for Foreign Suppliers of electronic services and Foreign Intermediaries, by introducing an exception when calculating the R1 million threshold. The exception being, if a Foreign Supplier of electronic services or a Foreign Intermediary exceeds the R1 million threshold, in any consecutive period of 12 months, solely as a consequence of abnormal circumstances of a temporary nature, such Foreign Supplier of electronic services or Foreign Intermediary shall not be liable to register for SA VAT.
- d) VAT is levied at the standard rate of 15% on the supply of “electronic services”, effective from 1 April 2018. The standard rate of 14% was applicable until 31 March 2018.
- e) A Foreign Supplier of electronic services or a Foreign Intermediary that makes a supply of electronic services reflecting the value of electronic services in the currency of any country other than SA, that Foreign Supplier of electronic services or Foreign Intermediary must convert the value to the currency of SA. The exchange rate that must be applied is the rate as published by either one of the following three sources:

- (i) The South African Reserve Bank (www.resbank.co.za);
- (ii) Bloomberg (www.bloomberg.com); or
- (iii) The European Central Bank (www.ecb.europa.eu).

One of the following three options must be used to determine the applicable exchange rate:

- (i) Daily exchange rate;
- (ii) Daily exchange rate on the last day of the month; or
- (iii) Monthly average rate for the month.

3 REGISTRATION PROCESS

- a) Registration for SA VAT must be done by downloading the Value-Added Tax Registration Application (VAT101) form that is available on the [SARS website](#).
- b) Complete the VAT101 in English and attached the supporting documents. To access the list of supporting documents, click on [Relevant Material or Supporting Documents | South African Revenue Service \(www.sars.gov.za\)](#). Supporting documents that are not in English must be translated into English before attaching them as supporting documents to the VAT101.
- c) Should you experience any difficulty in completing the VAT101 you are welcome to contact SARS on 080 000 7277 and select option 3, or at eCommerceRegistration@sars.gov.za
- d) After completing and signing the VAT101, email it together with the supporting documents to SARS at eCommerceRegistration@sars.gov.za
- e) The Commissioner will process the VAT101, together with the supporting documents and determine the date from which a Foreign Supplier of electronic services or a Foreign Intermediary is required to commence charging SA VAT at the standard rate.

4 INSTRUCTIONS FOR COMPLETING THE VAT REGISTRATION APPLICATION (VAT101)

- a) **Note:** Before completing the VAT101 please read the following instructions.
- b) Print clearly, using **blue** or **black** ink only.
- c) Use BLOCK LETTERS and print one character in each block. Example:
 - i)

M	A	G	S		N	A	I	D	O	O
---	---	---	---	--	---	---	---	---	---	---
- d) Place an X in the relevant choice blocks.
- e) 'CCYYMMDD' format is CC the century, YY the year, MM the month and DD the day in the month.
- f) Any alterations on the VAT101 must be initialled by the applicant/representative handling the VAT affairs of the applicant.
- g) The applicant/representative handling the VAT affairs of the applicant is obliged to make a full and accurate disclosure of all relevant information on the VAT101.
- h) A Foreign Supplier of electronic services or a Foreign Intermediary is required to register on eFiling.
 - i) eFiling registration will enable the Foreign Supplier of electronic services or the Foreign Intermediary to file VAT201s and make VAT payments from outside SA.
 - ii) For more information on how to register on eFiling, please visit www.sarsefiling.co.za

- i) Once the application for VAT registration has been successfully processed, you will receive a Notice of Registration.
- j) SARS employees are not allowed to verbally confirm your VAT registration number, and if a VAT registration number has been allocated, the SARS employee will provide confirmation thereof by issuing a Notice of Registration.

4.1 TAXPAYER INFORMATION

Note: This part requires details of the person requesting registration for VAT.

a) APPLICANT DETAILS - INDIVIDUALS

Applicant Details – Individual																				
Nature Of Entity	Individual	<input type="checkbox"/>	Partnership / Body of persons	<input type="checkbox"/>	Company / CC / Shareblock	<input type="checkbox"/>	Public authority / Municipality	<input type="checkbox"/>	Association not for gain	<input type="checkbox"/>	Estate / Liquidation	<input type="checkbox"/>	Club	<input type="checkbox"/>	Welfare organisation	<input type="checkbox"/>	Trust Fund	<input type="checkbox"/>	Foreign electronic service entity	<input type="checkbox"/>
Surname	[Grid for Surname]																			
First Name	[Grid for First Name]																			
Other Name	[Grid for Other Name]																			
Initials	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Passport/Permit No.	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Trading Name	[Grid for Trading Name]																			

- i) Complete the fields in this container only if the business is conducted by an individual i.e. a natural person.
- ii) For entities other than individuals, the Applicant details – Individual container must be left blank. DO NOT write ‘not applicable’ or ‘n/a’

A) Nature of entity

- i) The ‘Foreign electronic service entity’ block must be marked with an ‘X’.

Note: A Foreign Intermediary is required to make use of the “Foreign electronic service entity” block on the VAT101.

B) Surname

Complete the Surname if the nature of the entity is an individual.

N A I D O O

C) First name/Other name

Complete the first name in the applicable blocks. If there is more than one name for the individual, additional names must be completed on the blocks next to ‘Other Name’

D) Initials

Insert the initials of the individual in the blocks provided, for example:

If my name is Maggi Sidney Naidoo, my initials would read **M S**

E) Date of Birth

Where the nature of person is an individual, insert date of birth (‘CCYYMMDD’ format).

F) Passport/Permit Number

For an individual (not a SA citizen), complete the individual’s passport/permit number).

G) Passport Country/Country of Origin

It is a country of origin or a country from which the passport was issued.

H) Passport/Permit Issue Date

For an individual (not a SA citizen), insert the date (‘CCYYMMDD’ format) the passport or permit was issued.

b) APPLICANT DETAILS – COMPANY/TRUST/PARTNERSHIP AND OTHER ENTITIES

Applicant Details - Company / Trust / Partnership and Other Entities															
Nature Of Entity	Individual	Partnership / Body of persons	Company / CC / Shareblock	Public authority / Municipality	Association not for gain	Estate / Liquidation	Club	Writefile organization	Trust Fund	Foreign electronic service entity					
Company / CC / Trust / Reg No.					Main Industry Classification Code	Registration Date (CCYYMMDD)		Financial Year End (MM)		Country of Registration (e.g. South Africa = ZAF)		Master's Office of Trust Registration			
Registered Name															
Trading Name															

i) The fields in this container must only be completed if the activities of the Foreign Supplier of electronic services or Foreign Intermediary are conducted by a person other than a natural person, e.g. a Company etc.

A) Nature of entity

1) The 'Foreign electronic service entity' block must be marked with an 'X'.

Note: A Foreign Intermediary is required to make use of the "Foreign electronic service entity" block on the VAT101.

ii) **Company/CC/Trust Reg No. (Registration Number)**

A) The registration number is not applicable and may be left blank if the Nature of Entity is a "Foreign electronic service entity".

iii) **Registered Name**

- A) The business or organisation name that appears on all official / legal documents must be inserted.
- B) Registration is based on the registered name and not the trading name.
- C) Record the name of the entity registered with the applicable registration authority.

iv) **Trading Name**

- A) The trading name is the name under which your business trades. It is commonly the name known by the suppliers or customers and it may be different from your business registered name.
- B) If the trading name is the same as the legal name, rewrite the name. DO NOT write 'as above', 'not applicable' or 'n/a'

v) **Main Industry Classification Code**

A) Please insert code "3455" in this field

vi) **Registration Date**

A) It is a date in the format ('CCYYMMDD') where the value of electronic services supplied by the Foreign Supplier of electronic services exceeded R50 000, for the period 1 June 2014 to 31 March 2019 and where the value of electronic services supplied by the Foreign Supplier of electronic services or Foreign Intermediary exceeded R1 million, for the period 1 April 2019 onward.

vii) **Financial Year End**

A) The financial year end is usually the last day of February (e.g. 02), however it can be any month of the year for other entities. The details must be completed in the format 'MM' in the applicable block.

0	2
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viii) **Country of Registration**

A) It is a country where the entity is registered.

c) APPLICANT INFO

Applicant Info											
Preferred Language	<input type="text"/>										
Not Married	<input type="checkbox"/>	Married in Community of Property	<input type="checkbox"/>	Married out of Community of Property	<input type="checkbox"/>	Are you a foreign diplomatic or consular mission?	Y <input type="checkbox"/> N <input type="checkbox"/>	Are all of the partners in this partnership natural persons?	Y <input type="checkbox"/> N <input type="checkbox"/>	Are you an asylum seeker with a valid permit?	Y <input type="checkbox"/> N <input type="checkbox"/>
						Are you a Share Block?	Y <input type="checkbox"/> N <input type="checkbox"/>			Are you a Body Corporate?	Y <input type="checkbox"/> N <input type="checkbox"/>

- i) Record the preferred language in the blocks provided. The preferred language is English.
- ii) To indicate the status of the applicant, place an "X" in the applicable block.

d) CONTACT DETAILS

Contact Details			
Home Tel No.	<input type="text"/>	Fax No.	<input type="text"/>
Cell No.	<input type="text"/>	Bus Tel No.	<input type="text"/>
Mark here with an X if you declare that you do not have a Cell No.	<input type="checkbox"/>	Mark here with an X if you declare that you do not have an Email address	<input type="checkbox"/>
Email	<input type="text"/>		
Web Address	<input type="text"/>		

- i) Complete the email address of the Foreign Supplier of electronic services or Foreign Intermediary in the blocks provided.

e) PHYSICAL ADDRESS DETAILS

Physical Address Details			
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	<input type="text"/>
Postal Code	<input type="text"/>	Registered Physical Address	<input type="checkbox"/>

- i) The particulars refer to the address of the Foreign Supplier of electronic services or Foreign Intermediary situated outside SA. This means that the foreign physical business address must be completed under the relevant fields.
- ii) Indicate on the applicable tick box by placing an "X" to confirm that the information provided is true and correct in the 'Registered Physical Address'.

f) POSTAL ADDRESS DETAILS

Postal Address Details					
Complete this part if postal address is a Postal Box					
Mark here with an 'X' if same as above or complete your Postal Address	<input type="checkbox"/>	Is your Postal Address a Street Address?	Y <input type="checkbox"/> N <input type="checkbox"/>	Mark here with an 'X' if this is a Care Of address	<input type="checkbox"/>
Postal Agency or Other Sub-unit (if applicable) (e.g. Postnet Suite ID)	<input type="text"/>				
PO Box	<input type="checkbox"/>	Private Bag	<input type="checkbox"/>	Other PO Special Service (specify)	<input type="text"/>
Post Office	<input type="text"/>			Number	<input type="text"/>
Postal Code	<input type="text"/>	Registered Postal Address	<input type="checkbox"/>		
Complete this part if postal address is a Street Address					
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	<input type="text"/>		
Postal Code	<input type="text"/>	Registered Postal Address	<input type="checkbox"/>		

- i) Place an "X" in the first block if the postal address is same as the physical address.

- ii) Answer the question “Is your Postal Address a Street Address” Select “Y” for yes and “N” for no.
- iii) The “Postal Address Details” must only be completed if the Foreign Suppliers of electronic services or Foreign Intermediary receives post/mail via a Postal Box.
- iv) If the post is received at the physical business address, complete the relevant fields.
- v) Indicate on the applicable tick box by placing an “X” to confirm that the information provided is true and correct in the ‘Registered Postal Address’ field.

4.2 PARTICULARS OF REPRESENTATIVE TAXPAYER

- i) The representative taxpayer refers to the “representative vendor”, as defined in the VAT Act.
- ii) A Foreign Supplier of electronic services or a Foreign Intermediary is not required to appoint a representative vendor in SA.
- iii) However, in order for your registration application to be processed, complete the particulars of the representative handling the VAT affairs of the Foreign Supplier of electronic services or the Foreign Intermediary, under “Particulars of Representative Taxpayer” on the VAT101.
- iv) An intermediary, being a resident of SA, must appoint a natural person residing in SA as a representative vendor.

Particulars of Representative Taxpayer																				
Capacity:	Treasurer	<input type="checkbox"/>	Main Partner	<input type="checkbox"/>	Main Trustee	<input type="checkbox"/>	Public Officer	<input type="checkbox"/>	Main Member	<input type="checkbox"/>	Parent / Guardian	<input type="checkbox"/>	Accounting officer	<input type="checkbox"/>	Curator / Liquidator / Executor / Administrator (Estates)	<input type="checkbox"/>				
Nature Of Entity	Individual	<input type="checkbox"/>	Partnership / Body of persons	<input type="checkbox"/>	Company / CC / Shareblock	<input type="checkbox"/>	Public authority / Municipality	<input type="checkbox"/>	Association not for gain	<input type="checkbox"/>	Estate / Liquidation	<input type="checkbox"/>	Club	<input type="checkbox"/>	Welfare organisation	<input type="checkbox"/>	Trust Fund	<input type="checkbox"/>	Foreign electronic service entity	<input type="checkbox"/>
Surname																				
First Name																				
Other Name																				
Initials			Date of Birth (CCYYMMDD)			Date of Appointment (CCYYMMDD)			ID No.											
Passport/ Permit No.				Passport Country (e.g. South Africa = ZAF)			Passport Issue Date (CCYYMMDD)													
Relationship Marked for Termination	<input type="checkbox"/>																			

4.3 PARTICULARS OF PARTNERS / MEMBERS / DIRECTORS / TRUSTEES

Particulars of Members / Trustees / Beneficiaries / Partners / Directors etc.																				
Is this party a natural person? Y <input type="checkbox"/> N <input type="checkbox"/>																				
Particulars - Individual																				
Capacity:	Treasurer	<input type="checkbox"/>	Partner	<input type="checkbox"/>	Trustee	<input type="checkbox"/>	Public Officer	<input type="checkbox"/>	Member	<input type="checkbox"/>	Parent / Guardian	<input type="checkbox"/>	Accounting officer	<input type="checkbox"/>	Curator / Liquidator / Executor / Administrator (Estates)	<input type="checkbox"/>				
Nature Of Entity	Individual	<input type="checkbox"/>	Partnership / Body of persons	<input type="checkbox"/>	Company / CC / Shareblock	<input type="checkbox"/>	Public authority / Municipality	<input type="checkbox"/>	Association not for gain	<input type="checkbox"/>	Estate / Liquidation	<input type="checkbox"/>	Club	<input type="checkbox"/>	Welfare organisation	<input type="checkbox"/>	Trust Fund	<input type="checkbox"/>	Foreign electronic service entity	<input type="checkbox"/>
Surname																				
First Name																				
Other Name																				
Initials			Date of Birth (CCYYMMDD)			Date of Appointment (CCYYMMDD)			ID No.											
Passport/ Permit No.				Passport Country (e.g. South Africa = ZAF)			Passport Issue Date (CCYYMMDD)													
Relationship Marked for Termination	<input type="checkbox"/>																			
Particulars - Company / Trust / Partnership and Other Entities																				
Capacity:	Partner <input type="checkbox"/>																			
Nature of Entity																				
Company / CC / Trust / Reg No.				Date of Appointment (CCYYMMDD)			Registration Date (CCYYMMDD)													
Registered Name											Country of Registration (e.g. South Africa = ZAF)									

Note: This section is not applicable to a Foreign Supplier of electronic services or a Foreign Intermediary.

a) **My Addresses**

My Addresses

Address Details (Used to add, edit and delete addresses at library level)

Complete this part if address is a Postal Box

Is this address a Street Address? Y N Mark here with an 'X' if this is a Care Of address

Postal Agency or Other Sub-unit (if applicable) (e.g. Postnet Suite ID)

PO Box Private Bag Other PO Special Service (specify) Number

Post Office Country Code

Postal Code Registered Postal Address

Complete this part if address is a Street Address

Unit No. Complex (if applicable)

Street No. Street / Farm Name

Suburb / District

City / Town Country Code

Postal Code Registered Postal Address Registered Physical Address

- i) The "Postal Address Details" container must be completed.
- ii) Mark the first block with "X" if the postal address is same as the physical address.
- iii) Answer the question "Is your Postal Address a Street Address" Select "Y" for yes and "N" for no.
- iv) Mark the last block with "X" if it is a Care Of address.
- v) Indicate on the applicable tick box by placing an "X" to confirm that the information provided is true and correct in the 'Registered Postal Address' field.
- vi) Indicate on the applicable tick box by placing an "X" to confirm that the information provided is true and correct in the 'Registered Postal Address' field.

4.4 MY BANK ACCOUNTS

- a) A Foreign Supplier of electronic services or a Foreign Intermediary is not required to open a SA bank account.
- b) However, an intermediary being a resident of SA will be required to open a bank account with any bank, mutual bank or other similar institution registered under the Banks Act for the purpose of the enterprise carried on in SA.

My Bank Accounts

Bank Account Holder Declaration

Use South African bank accounts Use a South African Bank Account of a 3rd party I declare that I have no South African bank account

Reason for No Local / 3rd Party Bank Account – Individual

Non-resident without a local bank account Insolvency / Guardianship Deceased Estate Shared Account Income below tax threshold / Impractical Statutory restrictions Minor child

Reason for No Local / 3rd Party Bank Account – Company / Trust / CC / Partnership / Government / Foreign Entity / Other Exempt Institutions etc.

Non-resident without a local bank account Liquidation Company Deregistration Group Company Account Dormant Trust Administrator Account

Bank Account Details (Reported at branch level)

Bank Account Status Account No.

Branch No. Account Type: Cheque Savings Transaction

Bank Name

Branch Name

Account Holder Name (account name as registered at bank)

4.5 VAT

VAT

VAT Liability Date (CCYYMMDD) Business Activity Code Mark here if you derive farming income in addition to your main business activity income Farming Activity Code

a) **Complete the following details:**

- i) Liability date
 - A) This date ('CCYYMMDD' format) refers to the date the Foreign Supplier of electronic services or a Foreign Intermediary becomes liable to be registered for SA VAT.
 - B) In terms of the VAT Act, this date cannot be a date before **1 June 2014**.
- ii) Business Activity code
Please insert code '3455' in this field.

4.6 FINANCIAL PARTICULARS

Value of Taxable Supplies	
Furnish the actual / expected total value of taxable supplies for a period of 12 months as follows:	
Standard rated supplies	R <input type="text"/>
Zero-rated supplies (including goods /services exported to other countries)	R <input type="text"/>
Total value of taxable supplies	R <input type="text"/>
Accounting basis: <input type="checkbox"/> Payment <input type="checkbox"/> Invoice	
Note: In the case of the purchase of a going concern, furnish the value of supplies made by the seller.	

- a) The financial information to be provided in this part, is required to determine the following details:
- The financial status of the enterprise to determine if the value of the electronic services supplied to recipients in SA exceeds R1 million or exceeded R50 000 for the duration of the period starting from 1 June 2014 to 31 March 2019.
 - The accounting basis to be used by the Foreign Supplier of electronic services or Foreign Intermediary. Accounting for VAT can either be done by using the invoice basis or the payment basis. For a distinction between the two methods please refer to Chapter 4 of the VAT 404 Guide for Vendors.
 - A record of all services supplied by the Foreign Supplier of electronic services or Foreign Intermediary, this includes for example, all tax invoices, credit and debit notes, bank statements, deposit slips etc.
- b) A Foreign Supplier of electronic services or Foreign Intermediary must keep records for five years.
- The records may be kept in electronic form. Records maintained in electronic form must be physically located in SA. Approval may however be granted to allow the retention of the electronic documents at a location outside SA, subject to certain requirements. Refer to Public Notice 787 of 1 October 2012 for more detail.

4.7 VALUE OF TAXABLE SUPPLIES

Value of Taxable Supplies	
Furnish the actual / expected total value of taxable supplies for a period of 12 months as follows:	
Standard rated supplies	R <input type="text"/>
Zero-rated supplies (including goods /services exported to other countries)	R <input type="text"/>
Total value of taxable supplies	R <input type="text"/>
Accounting basis: <input type="checkbox"/> Payment <input type="checkbox"/> Invoice	
Note: In the case of the purchase of a going concern, furnish the value of supplies made by the seller.	

- a) This field refers to the value of electronic services supplied to a recipient in SA. In this regard, insert the Rand value of the electronic services in the 'Standard rated supplies' field. The other fields under the 'Total Value of Supplies' container is not applicable.
- b) For accounting basis, mark an "X" on the applicable option "Payment" or "Invoice".

4.8 TAX PERIODS

Tax Periods	
Please select one of the following:	
Monthly tax period	<input type="checkbox"/> Tax periods of 6 months (Farming – only if taxable supplies for 12 months do not exceed R1.5 million) <input type="checkbox"/>
Tax periods of two months	<input type="checkbox"/> Tax periods of 12 months ending on financial year end <input type="checkbox"/>

- a) A monthly tax period or a two monthly tax period is available for a Foreign Supplier of electronic services or a Foreign Intermediary. A 'Monthly tax period' is preferred, therefore place an 'X' alongside the 'Monthly tax period' field

5 SUBMISSION OF THE VENDOR DECLARATION (VAT201)

- a) The VAT201 must be filed, and the payment must be made by the last business day of the month after the end of the tax period applicable to the Foreign Supplier of electronic services or Foreign Intermediary.
 - i) For example, if the tax period ends on 30 June 2014, if registered on Category C (monthly tax period), the Foreign Supplier of electronic services or Foreign Intermediary has until 31 July 2014 to file the VAT201 and make payment.
 - ii) Note that if the due date for payment is on a Saturday, Sunday or public holiday, the VAT201 and the payment must be submitted timeously so that it is received by SARS by no later than the last working day before that date.
 - iii) Failure to pay the SA VAT within the prescribed period will result in penalty and interest being imposed by SARS.
 - iv) For ease of reference, the date by which the VAT201 must be filed and SA VAT paid to SARS is reflected on the VAT201.
- b) The VAT201 will be made available for completion and submission by the Foreign Supplier of electronic services or Foreign Intermediary, using eFiling.

5.1 COMPLETION OF THE VAT201

- a) Request VAT201 for the relevant tax period using eFiling channel, and select "REQUEST FORM" option
- b) Complete all the relevant information that is required for the processing of the VAT201.
- c) The form will be pre-populated with the following information:
 - i) Trading or Other Name
 - ii) VAT Registration Number
 - iii) Tax period for which the declaration is to be made
 - iv) Payment Reference Number (PRN)

5.2 VENDOR DETAILS

Vendor Details	
Trading or Other Name	VAT Reg No.
	Customs Code
	Tax Period (CCYYMM)

Note: All these fields are pre-populated. If the details are not pre-populated, please populate them.

- a) **Trading or Other Name**
 - i) The name under which the Foreign Supplier of electronic services or Foreign Intermediary conducts its business. If the trading or other name has changed, and if this field is already pre-populated, you are required to inform SARS in writing. This must be done by sending an email to eCommerceRegistration@sars.gov.za
- b) **VAT Registration Number**
 - i) The VAT registration number is the 10-digit number allocated by SARS in the Notice of Registration.
- c) **Customs Code**
 - i) This field is not applicable to a Foreign Supplier of electronic services or Foreign Intermediary.
- d) **Tax Period (CCYYMM)**
 - i) This period is the period for which the VAT201 must be submitted depending on the filing and payment category allocated to the Foreign Supplier of electronic services or Foreign Intermediary.

5.3 CONTACT DETAILS

Contact Details										
First Name										
Surname										
Capacity										
Bus Tel No.				Fax No.				Cell No.		
Contact Email										

- a) Complete the following mandatory demographic information of person responsible for completing VAT201:
- i) **First Name**
 - ii) **Surname**
 - iii) **Capacity**
 - iv) **Business Telephone Number**
 - v) **Fax Number**
 - vi) **Cell phone Number**
 - vii) **Contact Email:** This is an optional field and may be completed. This field must be completed in BLOCK LETTERS and insert one character per block.
- b) Either the business telephone or cell phone number must be provided.
- c) The business telephone number must commence with the relevant area code. If the business number is not provided, the cell phone number is a mandatory field.

5.4 DECLARATION

Declaration	
I declare that the information given on this form is complete and correct.	
Date (CCYYMMDD)	<input type="text"/>
For enquiries go to www.sars.gov.za or call 0800 00 7277	
***** ***** Please ensure your sign over this line of "X" is above South African Revenue Service 24 August 11 11 South African Revenue Service 11 11	

- a) The electronic signature (i.e. the vendor's log in) associated with an eFiler is deemed to be the signature of the declarant.

Note: Please note that a PRN will be pre-populated on the VAT201, which must be used when making payment of the VAT.

5.5 CALCULATION OF OUTPUT TAX AND IMPORTED SERVICES

A. Calculation of Output Tax and Imported Services		ACALC01
Supply of Goods and/or Services By You		
Standard rate (excluding capital goods and/or services and accommodation)	1 R <input type="text"/>	$\times \frac{r}{100+r}$ 4 R <input type="text"/>
Standard rate (only capital goods and/or services)	1A R <input type="text"/>	$\times \frac{r}{100+r}$ 4A R <input type="text"/>
Zero rate (excluding goods exported)	2 R <input type="text"/>	
Zero rate (only exported goods)	2A R <input type="text"/>	
Exempt and non-supplies	3 R <input type="text"/>	
Supply of accommodation:		
Exceeding 28 days	5 R <input type="text"/>	\times <input type="text"/> % 6 R <input type="text"/>
Value Not exceeding 28 days	7 R <input type="text"/>	
Total: (6 + 7)	8 R <input type="text"/>	$\times \frac{r}{100}$ 9 R <input type="text"/>
Adjustments:		
Change in use and export of second-hand goods	10 R <input type="text"/>	$\times \frac{r}{100+r}$ 11 R <input type="text"/>
Other and imported services		12 R <input type="text"/>
Total A: TOTAL OUTPUT TAX (4+4A+9+11+12)		13 R <input type="text"/>

Note: Please note that the calculation of imported services is not applicable to a Foreign Supplier of electronic services or a Foreign Intermediary.

- a) Complete fields 1, 4 and 13 only.
- i) Field 1 must be completed by inserting the Rand value of electronic services supplied to a recipient in SA. This amount will be inclusive of SA VAT charged at the standard rate.
 - ii) Field 4 refers to the SA VAT amount, it is programmatically calculated based on the amount declared in field 1.
 - iii) Field 13 is the sum total of fields 4, 4A, 9, 11 and 12. The amount in field 13 will therefore be the same amount disclosed under field 4.

5.6 CALCULATION OF INPUT TAX

B. Calculation of Input Tax		EMPDT
Capital goods and / or services supplied to you	14 R	
Capital goods imported by you	14A R	
Other goods and / or services supplied to you (not capital goods)	15 R	
Other goods imported by you (not capital goods)	15A R	
Adjustments:		
Change in use	16 R	
Bad debts	17 R	
Other	18 R	
Total B: TOTAL INPUT TAX (14+14A+15+15A+16+17+18)	19 R	
VAT PAYABLE / REFUNDABLE (Total A - Total B)	20 R	
Payment Details (Only to be completed if payment is due to SARS)		
Debit Order Authorisation <input type="checkbox"/>		
Payment Reference No.	Payment Period (CCYYMM)	Total R
Penalty and Interest R		
Penalty of 10% is payable on late payments. Interest must be calculated on a monthly basis at the applicable prescribed rate. To view the table of rates, go to www.sars.gov.za		
Refund Details (Only to be completed if refund is claimed)		
Payment Reference No.	Payment Period (CCYYMM)	Total R

- a) Complete the relevant fields under this container if the Foreign Supplier of electronic services or Foreign Intermediary was charged SA VAT at the standard rate on the acquisition of goods or services for purposes of making supplies of electronic services, to recipients in SA.
- i) Complete fields 14 to 18, whichever is applicable, by inserting the amount of the SA VAT charged to the Foreign Supplier of electronic services or Foreign Intermediary.
 - ii) Field 19 is the sum of fields 14 to 18.
- b) Field 20 is the difference between fields 13 and 19 and is therefore the net amount of SA VAT that must be paid to SARS in accordance with the filing and payment method described below.
- c) **Payment Details:** This field is not applicable
- d) **Refund Details:** This field is not applicable

6 THE PAYMENT METHOD

a) Use the SWIFT MT103 payment method. The turnaround time when using this payment method is dependent on the initiating bank payment service.

b) **Example** of a completed **SWIFT 103 message format**:

Taxpayer Name : XYZ Services (situated in the USA)
 VAT Tax Reference Number : 4999999999
 Period Payable : July 2014
 Amount Payable : R 50,374-61
 Effective Payment Date : 20 August 2014
 19 digit payment reference : 4999999999V00072014 (provided by SARS)

c) Use the following tax reference number and banking details to apply the SARS payment rules:

19 digit payment reference : 4999999999V00072014
 SARS Bank Account / ID : SARS-FOR-999
 Financial Institution : First National Bank Ltd, SWIFT Address: **FIRNZAJJ**

d) These fields would appear in the SWIFT 103 message as follows:

Message Type 103 fields	Field Descriptions
:20:BAFZMO93001 7737	Issuing (foreign) bank's reference
:23B:CRED	Bank Operation Code
:32A:070820USD50374,61	Value Date, Currency and Settled Amount
:33B:USD50374,61	Currency and Instructed Amount
:50K:/091 969801	Payer Account
XYZ Services	Payer Name
P0 Box 1234	Payer address
UNITED STATES OF AMERICA	Payer address
:53A:/05002371 3	Sender's Correspondent
:57A:FIRNZAJJ	Beneficiary' banking institution
:59:/SARS-FOR-999	Beneficiary Account Number
SOUTH AFRICAN REVENUE SERVICE	Beneficiary Name
299 BRONKHORST STREET	Beneficiary Address
SOUTH AFRICA	Beneficiary Address
:7O:4999999999V00072014	Remittance Information
:71A:0 U R	Details of Charges
:72:/ACC/FNB CORPORATE	Sender to receiver info - e.g. Branch Details
//RSA	Sender's Reference

e) **Note** that the above is only an **example**. When making a payment it is imperative that the correct unique PRN is quoted to ensure the payment is easily identified and correctly allocated. Do not use the PRN provided in the example.

f) SARS' foreign payments are administered solely by the First National Bank (FNB). Any queries regarding the completion of the SWIFT 103 message should be directed to the FNB call centre on **08601 FOREX (08601 36739)**.

7 CANCELLATION OF VAT REGISTRATION

a) A Foreign Supplier of electronic services or Foreign Intermediary may apply to cancel their VAT registration, where the total value of electronic services supplied to SA recipients did not exceed the R1 million threshold within a 12-month period, or R50 000 for the period starting from 1 June 2014 to 31 March 2019.

b) The request to cancel a VAT registration together with the information listed below must be emailed to: eCommerceRegistration@sars.gov.za

c) In instances where the Foreign Supplier of electronic services or Foreign Intermediary has not exceeded the R1 million threshold within a 12-month period or R50 000 for the period starting from 1 June 2014 to 31 March 2019, the request to cancel a VAT registration must consist of the following information:

- i) Legal name of the entity.
 - ii) VAT registration number of the entity.
 - iii) The date at which the cancellation of registration is to be effected.
 - iv) A declaration that the cancellation of registration request is as a result of the value of taxable supplies (value of electronic services supplied to recipients in SA) not exceeding the R1 million threshold in a period of 12 months (or R50 000 for the period starting from 1 June 2014 to 31 March 2019).
 - v) Financial records of the Foreign Supplier of electronic services or Foreign Intermediary, certified by an accountant or auditor, confirming that the value of taxable supplies (value of electronic services supplied to recipients in SA) made in a 12 month period has not exceeded the R1 million threshold (or R50 000 for the period starting from 1 June 2014 to 31 March 2019).
- d) Kindly note that the cancellation a VAT registration will not be effected where there are outstanding VAT201(s) and/or VAT payment(s).
- e) A Foreign Supplier of electronic services or Foreign Intermediary must continue charging VAT on its supplies, filing VAT201s and making payments of VAT to SARS, even if it has submitted a request to have its registration cancelled. SARS will communicate to the Foreign Supplier of electronic services or Foreign Intermediary as to its last tax period for which a VAT201 must be filed and the VAT that was charged, in respect of that tax period, must be paid.

8 DEFINITIONS, ACRONYMS AND ABBREVIATIONS

- a) Refer to the [Link](#) for centralised definitions, acronyms, and abbreviations.

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
- Visit your 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)
- If calling from outside South Africa, contact the SARS Contact Centre on +27 11 602 2093 (only between 8am and 4pm South African time).