

**PERSONAL INCOME TAX****Notification of Personal Income Tax Audit**

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Issue Date: 13/04/2018
Tax Period: 2016
Case No: 264373167
Tax Reference No: 0272010844

South African Revenue Service

SARS
Alberton
1528

Contact Centre Tel: 0800 00 SARS (7277)
SARS online: www.sars.gov.za

Dear Taxpayer

NOTIFICATION OF PERSONAL INCOME TAX AUDIT

The South African Revenue Service (SARS) will conduct an audit in terms of the Tax Administration Act as set out below, based on a risk assessment.

The audit will be conducted by the following SARS official(s):

1. Deon Boshoff

The scope of the audit is the following:

2013

INTEREST - LOCAL

2014

INTEREST - LOCAL

2015

INTEREST - LOCAL

2016

INTEREST - LOCAL

Circumstances may warrant a broadening of the scope of the audit, which may result in a request for further relevant material.

You are required to provide copies of the relevant material indicated below within 21 days from the date of this letter.

- Your IRP5/IT3(a) certificates
- Your Investment income Certificates (IT3(b))
- Proof of foreign income received
- Proof of foreign dividend/ interest
- Detailed Capital Gains Tax calculation
- Contract in respect of the sales that gave rise to the capital gain/ loss



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- Proof of the base cost used in calculating your capital gain/loss
- Rental: Income statement/s
- Rental contract/s
- Bond statement/s in respect of your rental property
- Detailed travel log book
- Purchase / lease contract in respect of motor vehicle(s) against which you claimed
- Service records in respect of the motor vehicle/s against which you claimed
- Medical scheme certificate
- Schedule of medical expenses not recovered from the medical scheme with supporting invoices and proof of payment
- Pension fund and Retirement Annuity Contributions certificate
- Loss of income protection certificate/s
- Detailed calculation of all other expenses claimed
- Detailed travel calculation including purchases contract
- Assets and Liabilities report.
- Income tax return for the 2017 year of assessment.
- Details of all accounts held with financial institutions in which you have a direct or indirect interest within the Republic as well as in foreign jurisdictions.
- Copies of all bank statements and investment accounts referred to above.
- Details of all donations made and received.

Please retain the originals for your own records. Despite the required retention period you are obliged to retain all records relevant to this audit until the audit is concluded.

Any refunds which may be due to you in respect of the aforementioned tax period(s) will be withheld pending the finalisation of the audit.

It is a criminal offence to wilfully and without just cause fail to provide the relevant material.

When submitting your relevant material, enclose this original letter as it contains a unique bar-coded reference which links it to your income tax account with SARS. A photocopy of this letter will not be accepted by SARS. You may make a copy of this letter for your records.

Note that SARS only accepts relevant material in A4 format and no other formats will be accepted. Electronically stored data can be submitted by arrangement with the SARS official.

Relevant material can be submitted through the following channels:

- At your nearest SARS branch
- By post to the address above
- Electronically via eFiling

Should you have any queries relating to the audit, please address them to the SARS official as per the contact details below.

Auditor Information

Name: Deon Boshoff
 Telephone : 0123403376
 Fax : 0123403478
 Email : dboshoff@sars.gov.za

Should you have any other queries please call the SARS Contact Centre on 0800 00 SARS (7277). Remember to have your income tax number at hand when you call to enable us to assist you promptly.

Sincerely

ISSUED ON BEHALF OF THE COMMISSIONER FOR THE SOUTH AFRICAN REVENUE SERVICE



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