SARS Application for Registration as a Taxpayer or Changing of Registered Particulars: Individual

IT77

TPINF01

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Тахра	yer Informa	tion		TPINF01
Taxpayer ref. no.		Area code	 Where registered details have changed, the applicant must only fill in the taxpayer reference number and the details that I Use capital letters and where applicable, mark with an "X" 	have changed
Persona	al Details			
Surname				
First Two Names				
ID No.		13	Passport No. 18 Passport Country (e.g. South Africa = ZAF)	
Home Tel No.			Bus Tel No. Passport Issue Date (CCYYMMDD)	
Cell No.			Fax No. Married in Community of Property	Not Married
Contact Email				
Spouse	Details			SPSDT01
Initials		5 ID No.	Passport No. 18 Passport Country (e Africa = ZAF)	.g. South
Physica	Address		Voluntary Disclosure Programme	
Unit No.		Complex (if applicable)	Is this registration made in respect of a VDP agreement with SAR	RS? Y N
Street No.		Street / Farm name	VDP Application No.	
Suburb / District				
City / Town			Declaration	
Country code	e (e.g. South Africa =	ZA)	Postal Code I I declare that the information furnished in this application is true, correct and complete.	xxxxxxxxxxxxxxxxxxxxxxxxx
Postal A	ddress			
Mark here with if same as ab				ease ensure you sign over the 2 lines of "X"s above
complete you Address	r Postal		Date (CCYYMMDD)	
		Country code (e.g. South Africa = ZA)	Postal Code	For enquiries go to www.sars.gov.za or call 0800 00 SARS (7277)

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Contact Email																																																
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Estate Details			ESTIF01
Type of Estate	Effective Date (CCYYMMDD)	Meeting Dates for Company in Liquidation	
Voluntary liquidation		First meeting Second meeting (CCYYMMDD)	Special meeting (CCYYMMDD)
Involuntary liquidation			
Other: Specify			
Representative Taxpa	yer Details		
Surname			Initials
First two names			Taxpayer ref. no.
ID No.	Date of Birl (CCYYMM	Passport Image: Passport No.	Passport Country (e.g. South Africa = ZAF)
Home tel no.		Bus tel no.	Passport issue date (CCYYMMDD)
Cell no.		Fax no.	Date of Appointment (CCYYMMDD)
Email Address			
Physical Address			Contact Numbers
Unit No.	Complex (if applicable)		Tel No.
Street No.	Street / Farm name		Cell No.
Suburb / District			Fax No.
City / Town			
Country code (e.g. South Africa = Z	A)	Postal Code	
Postal Address			Capacity of Representative
Mark here with an "X"			Liquidator
complete your Postal Address			Administrator
			Other (Specify)
	Country code (e.g. South Africa = ZA)	Postal Code	

Information Required for Registration / Change of Registered Particulars

RQINF01

The following information is required in order for SARS to process your application. Your application may be rejected where the required information has not been submitted.

Application Form

This IT77 form must be completed in full and signed by the taxpayer or the representative taxpayer.

Proof of identity

Individual: A certified or uncertified copy of a valid identity document, driving license, passport, temporary identity document, asylum seekers certificate, permit together with the original identification.

Deceased Estate:

Copy of the death certificate

Death notice in the Government Gazette

Copy of the last will and testament, if a valid will and testament is not available, a next of kin's affidavit is acceptable

Copy of the liquidation and distribution account

Letter of appointment as Executor

Inventory

Proof of address

General accounts: Utility account i.e. rates and taxes/ water or electricity account/student fee account/medical aid statement/mortgage statement from mortgage lender/all telephone network account/eToll account/major retail accounts

Government documents: Motor vehicle licence documentation/court order/subpoena/traffic fine/UIF payout document/pension payout

Letter from the institution: A letter from an educational institution confirming the physical address of the student.

Lease agreement: A valid lease agreement signed by the lessor.

Legal document: Any statutory body, local government or any other legal document statement that bear the residential address of the taxpayer.

Insurance and investment document/short-term insurance document/health insurance document/funeral policy document/investment statement from share, portfolio or unit trust

CRA01 form: Where the place of residence is in the name of a third party, a 'Confirmation of Entity Residential / Business Address (CRA01) form must be completed by the third party.

Bank Account Details

Original letter from bank not older than one month confirming the account holder's legal name; account number, account type; branch code and the date reflecting the date on which the account was opened; Recent bank statement with original bank stamp; ABSA bank eStamped statementT Internet statement with or without an original bank stamp A clear bank statement drawn from an ATM machine containing all the information such as the account holder's legal name, account number, account type, branch code and must reflect the date the bank account was opened

If the wife/husband does not have a bank account and chooses to use his/her spouse's banking details a certified copy of the marriage certificate is required. In instances of a Life Partner, an affidavit must be provided.

Representative Taxpayer

Power of attorney/letter of authority/letter of executorship or appointment signed and stamped by the Master of the High Court. Certified copy of the identity/driving licence/passport/temporal identity document/asylum seekers certificate/permit

For Office Use Only			FOINF01
Initial year of liability	Taxpayer Sub-Category	Suspense Code	Suspense Effective Date (CCYYMMDD)
	Normal Mining	Short term imprisonment	
	Assurance Exempt	Overseas	
		Study / University	