



THE UNITING
PRESBYTERIAN
CHURCH
IN SOUTHERN
AFRICA

30th April 2020

TO ALL MODERATORS, SESSION CLERKS, PRESBYTERY AND CONGREGATIONAL TREASURERS AND ADMINISTRATORS

FINANCE UPDATE

SARS DEADLINES

Dear All

The Finance Committee continuously send our reminders of pertinent dates in the tax year, which are applicable to congregations, Presbyteries and the General Assembly, in order to ensure our tax affairs across the denomination are as up to date as can be.

As mentioned previously, these circulars are not only “informative” but also a formal reminder of your obligation as a PBO to the state and to the South African Revenue Services – the onus still rests on you as fiduciary officers, of your congregation and Presbytery to ensure your tax affairs are in order, meaning you are registered correctly with SARS, that all returns are submitted, and all payments are made to SARS and the Department of Labour timeously.

Please take note of the following important dates and deadlines for the next 12 months from begging of the current tax year (01 March 2020) which the denomination / individuals need to comply with.

Submission and payment of Second Provisional Tax for 2020 tax year (Individuals) – your Minister and any employee who is deemed a provisional taxpayer (Tax Period 202002)	28 February 2020
Deadline for submission of 2019 year end	Remember as a PBO you have 3 months after your year-end to submit your tax , so if your year-end is June, your IT12EI return for your congregation should have been submitted by 30 September 2019 for the 2019 June year-end. December 2019 year-end is due 31 March 2020 (both dates having been passed)

Start of Annual Employers Tax Season EMP501 2020/02	01 April 2020
End of Annual Employers Tax Season EMP501 2020/02	29 May 2020 (This means you have until 29 May 2020 , to submit your EMP501, which is a yearly recon of all your EMP201's for the PAYE you have deducted off your employees). You are required to submit an EMP501 to SARS by this deadline, including IRP5's and IT3(a)'s for all employees on your payroll. Failing to miss this deadline will: <ul style="list-style-type: none"> 1. Result in a fine for late submission 2. Not allow your Minister or employee to complete his tax return when the tax season opens on 01 July 2020, and then you put your Minister and employee at risk, filing a manual return which WILL result in a tax audit of both the Minister and the congregation concerned when a manual IRP5 is captured on your personal ITR14 return.
Start of Tax Season for Individuals (2020 tax year)	01 July 2020 (this is the date when your Minister and employee can start to complete their annual tax return)
End of Interim Employers Tax Season EMP501 2021/08	31 August 2020 - By end of August, you would need to submit an EMP501 to SARS, again a reconciliation of the last 6 months PAYE (filed through your monthly EMP201) to SARS.
Congregations with June 2020 Financial Year End – IT12EI	30 September 2020 – you have 3 months after your year-end to have your congregational meeting, and to submit your annual tax return via an IT12EI – please do NOT miss this date, SARS are very strict and will issue a fine for late submission.
End of Tax Season for non-provisional individual taxpayers for 2020 tax year	31 October 2020 (this is the date by when your Minister and employee should have completed their personal tax return and submitted it to SARS)
End of Tax Season for provisional individual taxpayers for 2020 tax year	31 January 2021 (IF you are a PROVISIONAL taxpayer) you have until 31 January 2021 to submit your personal tax

	return, otherwise if you are a normal taxpayer, it is due by 31 October 2020 (see previous line).
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PLEASE ENSURE IF YOU ARE NOT REGISTERED AS A PBO THIS IS DONE AS A MATTER OF URGENCY – the tax is 28% of your total income for the year – if you are NOT registered.

I cannot stress this point enough and at this stage after numerous reminders, ignorance will not be accepted by SARS if you are in contravention of the Income Tax Act. (we had 10 years in which to register as PBO's and the grace period expired last year!)

The government is hungry for money, more now than ever, and the easiest way to make money is to fine individuals, organisations and charities for non-compliance.

CONCLUSION

Please treat this communication as urgent and adhere to the Income Tax Act and laid down deadlines. They are not our deadlines. They are the law of the country and we all need to abide by them.

Please speak to your Presbytery Treasurer if you are unsure what to do, and if they cannot assist you they can refer the query to the CFO and I after having exhausted all avenues.

Sincerely



Ryan Johnson
GENERAL TREASURER
On behalf of the Finance Committee of the General Assembly