Compliance
Transfer Duty

Office:
Western Cape

Telephone:
0800 007277

Date: 11 April 2022

To All Conveyancers

South African Revenue Service
Enforcement Building,
Project 166
22 Hans Strijdom Avenue
Cape Town
8001

Dear Conveyancer

TRANSFER DUTY APPLICATIONS – DID YOU KNOW YOU ONLY HAVE SEVEN DAYS TO UPLOAD SUPPORTING DOCUMENTS AFTER THE FINAL REQUEST LETTER HAS BEEN ISSUED

In our letter dated 6th October 2021, we requested that you only create a case once you are ready to upload supporting documents.

We are currently receiving a number of queries as to why certain applications have not been audited and, in most cases, the reason stems from the fact that supporting documents were uploaded after the expiry of the seven days allowed from the date the Final Request letter was issued.

TIME FRAMES:
If a case is selected for audit, an auto response letter will be issued. If no response is received within 21 days, a Final Request letter will be sent. If no documents are uploaded within those seven days, the case will be removed from our work items and the case will not be audited even though supporting documents may have been uploaded after the expiry of the said seven days.

WHAT TO DO?
It is always best to create a case only once you are ready to upload.

Should the seven days from date of Final Request have expired or should you find that you uploaded documents after the expiry period, you can 'revive' the case by doing a Request for Correction. The system will see the application as a new submission and the first automated letter will be re-issued. This will open the link for you to upload supporting documents. Should you already have uploaded documents after the expiry date, you will need to upload at least one document again in order to resubmit the case to SARS.

For more information please call the SARS Practitioner Contact Centre on 0860 12 12 19.

Sincerely

THE SOUTH AFRICAN REVENUE SERVICE