

## Application for a Tax Clearance Certificate

### Purpose

Select the applicable option .....Tenders ☐ Good standing ☐

If "Good standing", please state the purpose of this application

|  |
|--|
|  |
|  |

### Particulars of applicant

|   |                                      |   |
|---|--------------------------------------|---|
| Name/Legal name<br>(Initials & Surname<br>or registered name) |                                      |   |
| Trading name<br>(if applicable)                               |                                      |   |
| ID/Passport no  | Company/Close Corp.<br>registered no |   |
| Income Tax ref no   | PAYE ref no                          | 7 |
| VAT registration no   | SDL ref no                           | L |
| Customs code  | UIF ref no                           | U |
| Telephone no  | Fax no                               |   |
| E-mail address  |                                      |   |
| Physical address  |                                      |   |
| Postal address  |                                      |   |

### Particulars of representative (Public Officer/Trustee/Partner)

|                  |                   |  |
|------------------|-------------------|--|
| Surname          |                   |  |
| First names      |                   |  |
| ID/Passport no   | Income Tax ref no |  |
| Telephone no     | Fax no            |  |
| E-mail address   |                   |  |
| Physical address |                   |  |

**Particulars of tender** (If applicable)Tender number Estimated Tender amount R , Expected duration of the tender  year(s)

## Particulars of the 3 largest contracts previously awarded

| Date started         | Date finalised       | Principal            | Contact person       | Telephone number     | Amount               |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

**Audit**Are you currently aware of any Audit investigation against you/the company?.....  

If "YES" provide details

**Appointment of representative/agent (Power of Attorney)**I the undersigned confirm that I require a Tax Clearance Certificate in respect of  or .I hereby authorise and instruct  to apply to and receive from SARS the applicable Tax Clearance Certificate on my/our behalf.

Signature of representative/agent

Date

Name of representative/agent

**Declaration**

I declare that the information furnished in this application as well as any supporting documents is true and correct in every respect.

Signature of applicant/Public Officer

Date

Name of applicant/  
Public Officer**Notes:**

- It is a serious offence to make a false declaration.
- Section 75 of the Income Tax Act, 1962, states: Any person who
  - fails or neglects to furnish, file or submit any return or document as and when required by or under this Act; or
  - without just cause shown by him, refuses or neglects to-
    - furnish, produce or make available any information, documents or things;
    - reply to or answer truly and fully, any questions put to him ...
 As and when required in terms of this Act ... shall be guilty of an offence ...
- SARS will, under no circumstances, issue a Tax Clearance Certificate unless this form is completed in full.**
- Your Tax Clearance Certificate will only be issued on presentation of your South African Identity Document or Passport (Foreigners only) as applicable.