



IMPORTANT NOTICE

ENFORCEMENT OF INCOME TAX NUMBERS FOR EMPLOYER FILING SEASON

Enquiries should be addressed to SARS:

Contact Detail

SARS
Alberton
1528

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

Details

Taxpayer Reference Number: [REDACTED]

Case Number: [REDACTED]

Issue Date: [REDACTED]

Always quote this reference
number when contacting SARS

Dear Taxpayer

IMPORTANT NOTICE - ENFORCEMENT OF INCOME TAX NUMBERS FOR EMPLOYER FILING SEASON

As part of our ongoing efforts to ensure a smooth filing season for individuals and to enable the auto-assessment and pre-population of returns during the Personal Income Tax Filing Season, we would like to bring to your attention an important update regarding the employer filing season.

Income Tax numbers have been mandatory for several years. However, a relaxation was introduced in e@syFile to display a warning to employers, allowing them time to source Income Tax numbers and enhance their internal processes to prevent reconciliations from being rejected.

Please be advised that from the 2026/02 employer filing season, the enforcement of Income Tax numbers will be strictly implemented. Employers will not be able to submit their reconciliations without the inclusion of Income Tax numbers. Failure to comply with this requirement will result in administrative penalties.

We urge all employers to take the necessary steps to ensure that Income Tax numbers are sourced and included in their submissions to avoid any disruptions or penalties. Your cooperation in this matter is essential to the success of the filing season and the accurate processing of returns.

Process for Employers to Obtain Income Tax Numbers for Individuals

Employers can register and/or request income tax numbers for the employees using the ITREG/BundleReg process on eFiling or e@syFile
Tax Reference Number (TRN) Enquiry Services on eFiling

Process for Individuals to Obtain Their Own Income Tax Numbers

Individuals can visit the SARS Website and navigate to the "Individuals" section

To Register: select "How do I register for tax"

To Obtain Income Tax Number: select "I need my tax number"

Sincerely

ON BEHALF OF THE COMMISSIONER FOR THE SOUTH AFRICAN REVENUE SERVICE