

How to Submit your eFiling / Tax Returns

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Here are step-by-step instructions on how to submit your eFiling / tax return in South Africa:

Kindly note that SARS's systems are updated regularly and that the below process may differ from the current system.

Log in to your SARS eFiling account. If you don't have an account yet, you'll need to register for one first.

Once you're logged in, click on the "Returns" tab at the top of the page.

Under the "Returns" tab, select "Income Tax" from the dropdown menu.

Click on "ITR12" to start your tax return.

Select the relevant tax year and click on "Request Return".

Fill in all the required fields on the return. Be sure to enter accurate information, including all income earned, expenses incurred, and deductions claimed.

Upload any supporting documents that are required for your specific tax type.

Once you've completed your tax return, click on "Calculate Tax" to determine your tax liability or refund.

If you owe taxes, arrange for payment through one of the available payment methods.

Once you've reviewed your tax return and payment details, click on "Submit" to send your tax return to SARS.

You'll receive a confirmation message once your tax return has been successfully submitted.

Here are some additional resources you may find helpful:

SARS eFiling help center: <https://www.sarsefiling.co.za/help/>

SARS eFiling user guide: <https://www.sarsefiling.co.za/Help-And-Info/Supporting-Documents/eFiling-User-Guide.pdf>

SARS contact center: 0800 00 7277 (South Africa only) or +27 11 602 2093 (international)

It's important to note that tax laws and requirements can change over time, so it's always a good idea to keep up with the latest information from SARS to ensure that you're submitting your tax return accurately and on time.