

Important Notice to Members Regarding SARS Tax Certificate (IRP5) Queries

Dear Member,

The Board has become aware that some members have experienced difficulties when engaging with the South African Revenue Service (SARS) regarding IRP5 tax certificates relating to benefit payments and withdrawals processed by the Fund.

The Fund has engaged with the Administrator on this matter and has been advised that historical delays arose due to challenges relating to SARS tax registration processes. The Administrator has indicated that SARS submissions have subsequently been processed and that affected members are being assisted individually to resolve any outstanding queries.

If SARS has advised you that your IRP5 information does not appear on its records, or if you believe that your tax certificate contains incorrect information, we encourage you to contact the Fund Administrator as soon as possible so that your case can be investigated and corrected where necessary, using the below contact information:

Vinay Naidoo at naidoov@saquantum.co.za; and
Leonardo Mario at mariol@saquantum.co.za
Contact Number: 010 013 3625

In terms of **the Income Tax Act**, an employer is required to provide employees with an Employees' Tax Certificate (IRP5) within the prescribed period. Furthermore, employers are required to submit the relevant tax certificate and reconciliation information to SARS.

Where errors are identified on an IRP5, the correction process generally requires the employer or Administrator to:

1. Investigate and verify the information reported.
2. Submit an amended reconciliation and tax certificate to SARS.
3. Issue a corrected IRP5 to the affected member.
4. Where applicable, the member may then request a correction of their personal tax assessment with SARS based on the amended tax certificate.

Members experiencing SARS-related issues are requested to provide the following information to the Administrator:

- Full name and surname;
- ID number;
- Contact details;
- SARS tax reference number (if available);
- A copy of any SARS correspondence received; and
- A copy of the relevant IRP5 certificate.

The Board is monitoring this matter closely and has instructed the administrator to provide assistance to affected members as a priority. Members who have not yet received assistance should contact the Administrator directly so that their cases can be escalated and resolved without delay.

The Fund remains committed to ensuring that all member records and SARS submissions are accurate and compliant and appreciates members' cooperation while any outstanding cases are being addressed.

Yours faithfully,

The Board of Trustees
Construction Industry Retirement Benefit Fund