

Sage HR & Payroll

Tax Year-End

The tax year is almost over. Is your payroll information up to date and ready to roll over into the new tax year? Attend our tax year-end workshop for a complete understanding of the year-end process.

What will be covered?

- Updating to the latest software update to ensure the new SARS IRP5/ IT3(a) tax certificate validations are applied on your payroll information.
- Correct setup of retirement funding income.
- Reconciliation of tax deducted from your employees and balancing to the IRP5/ IT3(a) tax certificates.
- Detect and correct user-errors which may cause your electronic submission file to be rejected and clearing of the IRP5/ IT3(a) exceptions report.
- The statutory limits for pension and retirement annuity contributions.
- Making use of the EMP501 report to easily reconcile tax and balance your EMP201 monthly returns.
- Understanding the “Year End” period.
- How to make successful backups of year end data.
- How to create a copy company of year end information to refer back to when required.
- Distinguishing between your live company data and your copy company data.
- Rolling your live payroll data into the new statutory tax year in order to continue with salaries and wages for the first period of the new tax year.
- Detailed guidelines that will assist in preventing electronic certificate rejections by SARS.

Investment per delegate

R1, 487.00 Incl. VAT

Duration

Registrations: 08h30 – 09h00

Duration: 09h00-12h30

Click [here](#) to make your booking

Dates & Areas:

Area	January	February	March
Johannesburg	23	20	13, 27
Pretoria	24	20, 27	24, 27
Cape Town	23	7, 10, 20	8, 20
Durban	23	7, 10, 20	8, 20

Chat to us today

JHB +27 11 304 4270 - PTA +27 11 420 7000

training.pastelpayroll@sage.com