

10 April 2015

Valued client

Good day

SALARY REGISTER - 2016, VERSION 0004

All employers, please read further:

If you are not an employer, you do not need to read further.

This is compulsory reading for all employers.

Only relevant to South African circumstances.

No afrikaans version of this e-mail available.

Version 0004 of your Salary Register for the 2016 tax year is now available at www.Dropbox.com.

This upgrade includes:

- Expansion for up to a total of 70 weekly paid employees.
- Expansion for an external payroll link.
- Expansion for employees making voluntary additional PAYE deductions to SARS.
- Expansion for salary payment reference numbers.
- Expansion for employers making medical aid contributions on behalf of employees.
- Official discontinuing of MS Excel.
- Erata on several formulas.

How to proceed:

- Employers, with more than 60 weekly paid employees, may now update the Salary Register to include all weekly paid employees.
- Employers, using a third party payroll system, may now update the Salary Register with such details using the external payroll link.
- Employers, with employees making voluntary additional PAYE deductions to SARS, may now update the Salary Register with these additional deductions and payments to SARS.
- Employers, who wish to add salary payment reference numbers next to all payments, being either the cheque number, EFT reference number, petty cash voucher number or salary payment envelope number, may now update all payments with cross reference to these source documents.
- Employers, who make medical aid contributions on behalf of employees, effecting the taxable income of these employees, may now update all such contributions.
- All employers should download, install and use OpenOffice.org Calc 4.1.1 and discontinue the use of MS Excel.
- Refer back to the Salary Register for March and April 2015, both weekly and monthly, for possible changes to gross remuneration, deductions and nett remuneration of employees due to the above-mentioned amendments, and adjust those actual payouts accordingly.

We trust that you will find this in order.

Please contact us, should you require any further advice or assistance.

Regards

Mr Johan de Kock

at

SUN JOMAR ACCOUNTANTS

johandekock@sunjomar.co.za