

26 November 2018

Valued client

Good day

ELECTRONIC FILING AT WWW.DROPBOX.COM (5)

All clients, please read further:

*If you are not a client, you do not need to read further.
This is not compulsory reading for all clients.
Only relevant to South African circumstances.
No afrikaans version of this e-mail available.*

Our numerous earlier client notices regarding the use of www.Dropbox.com, available from www.sunjomar.co.za, refer.

1. The latest version of your Salary Register is still available at www.Dropbox.com. (Only applicable to employers using our Salary Register.)
2. The older versions of your Salary Register for earlier taxyears are now available at www.Dropbox.com in a separate shared folder from the current version. (Only applicable to employers using our Salary Register.)
3. Your latest Letter of Good Standing from the Workmens Compensation Fund (WCF) is still available at www.Dropbox.com. (Only applicable to employers who previously requested our firm to renew these letters annually.)
4. Your latest Tax Clearance Certificate from the South African Revenue Services (SARS) is still available at www.Dropbox.com. (Only applicable to taxpayers who previously requested our firm to renew these certificates annually.)
5. Your updated minutes are still available at www.Dropbox.com. (Only applicable to companies, co-operatives, close corporations and trusts who previously requested our firm to conclude these corporate secretarial functions.)
6. Your updated incorporation documents are still available at www.Dropbox.com. (Only applicable to companies, co-operatives, close corporations, trusts, partnerships, home owners' associations and body corporates who previously requested our firm to conclude these corporate secretarial functions.)
7. Your shared Document Transfer folder is still available at www.Dropbox.com. (Currently only applicable to certain VAT registered business clients where tax invoices and other source documents are regularly exchanged between our firm and such clients.)
8. Your latest annual financial statements are still available at www.Dropbox.com. (Also including annual financial statements for earlier taxyears, which will be added to www.Dropbox.com throughout the coming taxyear.)
9. Your latest PAIA Manual is still available at www.Dropbox.com. (Only applicable to business clients.)
10. Your deceased estate documents are still available at www.Dropbox.com. (Only applicable to deceased estates who previously requested our firm to conclude the winding up of these estates.)
11. Your updated estate plan, wills and testaments are still available at www.Dropbox.com. (Only applicable to individuals who previously requested our firm to conduct these estate planning functions.)

You should have received a separate invitation from our firm to each of the shared folders mentioned above, where such folders are applicable to yourself. (If not, please contact our firm to arrange an invitation to such shared folders.)

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

Regards

Mr Johan de Kock
at
SUN JOMAR ACCOUNTANTS
johandekock@sunjomar.co.za