

26 March 2020

Valued client

Good day

COVID-19 LOCKDOWN

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.

Except for the following three exceptions, our office will, as far as practically possible, remain open for business during the COVID-19 lockdown period from Friday, 27 March 2020 at 09:00 to Thursday, 16 April 2020 at 16:00:

1. We shall unfortunately not physically meet with or otherwise physically interact with clients and others. Please re-schedule meetings for after the COVID-19 lockdown period.
2. We shall unfortunately not physically receive documents or any other paperwork from clients and others. Please deliver such paperwork to our offices either today or after the COVID-19 lockdown period.
3. We shall unfortunately not answer the phone. Please contact us by e-mail. Please see our website for our functional contact details.

Please note the following specific dates and arrangements:

1. We shall proceed to, as far as practically possible, submit returns and payments on 31 March 2020 and 7 April 2020.
2. We shall proceed to assist businesses with specific COVID-19 arrangements regarding UIF, WCF and tax relief, where applicable.
3. We shall assist individuals with the updating of last and living wills, where applicable.

My staff and I would like to wish you, your staff and your family well over this testing time.

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

Regards

Mr Johan de Kock

at

SUN JOMAR ACCOUNTANTS

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