



## **Deloitte School of Tax & Legal** **Completing the Company Tax Return** **(ITR14) & Provisional Taxes**

We have the pleasure of inviting you to our “Completing the Company Tax Return & Provisional Taxes” Workshop.

### **Session 1: Completing the ITR14**

The completion of a company tax return requires a surprisingly amount of work. During 2016 SARS released an updated version and enhancements of the ITR14 return for companies. For those who are less familiar with the revised ITR14, several areas could be easily overlooked. A good understanding of the ITR14 could help to avoid unnecessary post-submission administration, ensure the correctness of the company tax computation and prevent administrative penalties and interest.

The overall approach to the workshop will be practical and we will focus on taking the preparer or reviewer of the “ITR14 Tax return for Companies” through each stage, and each page, of the latest tax return for companies. We will provide background to any recent changes introduced to the return, including an overview of the tax section(s) relating to the change and what information is required to be prepared.

Where relevant, we will also discuss and explain key recent tax amendments which impact on the understanding and completion of the company tax return.

## Session 2: Provisional Taxes

After the lunch break, the workshop will continue to work through the basic framework of provisional tax, including the registration process for provisional tax, how to calculate and submit provisional tax returns, and the penalty and interest regime applicable to provisional tax. As we work through the session, we will discuss the most recent amendments applicable to the area of provisional tax that we are working through, as well as the answers to some of the frequently asked questions we encounter when dealing with our clients in each particular area.

**Delegates are invited to register for one or both of the sessions.**

The agenda for this workshop:

Topic	Content	Timing
Registration		08:00a.m. – 8:30a.m.
Before completing the ITR14	A Company must verify and update their legal entity data (public officer details) etc. on a separate form, the RAV01.	8:30a.m. – 08:40a.m.
Information to create the ITR14	This session will work through explanations of each of the key sets of questions which a taxpayer must complete on the first page of the ITR14, inclusive of the new questions which have been added in the latest version.	8:40a.m. – 10:30a.m.
Tea Break – 15 minutes		
Information to create the ITR14	Session continues	
Completion of the ITR14	This session will consider and discuss the key areas of the tax return to complete that have not yet been discussed in the "information to create the ITR14" session.	10:45a.m.– 11:55 a.m.
Submission of the ITR14	Do you know what needs to be uploaded with the ITR14? In this session we will discuss all the supplementary documentation that is required to be uploaded on eFiling.	11:55a.m. – 12:05p.m.
Corrections to the ITR14	I have made a mistake in submitting my tax return - what now?	12:05p.m. – 12:15p.m.
Wrap-up and Questions – 15 minutes		
Lunch – 45 minutes		

Registering as a provisional taxpayer	When and how to register for provisional tax and potential exemptions from provisional tax	13:15 p.m. – 13:30 p.m.
Calculating provisional tax	How to calculate estimates of taxable income and provisional tax payable for the first, second and third payment including worked examples	13:30 p.m. – 14:15 p.m.
Penalties and interest	We will discuss the late payment, late submission and underpayment penalties as well as the interest sections applicable to provisional tax, with worked examples to demonstrate how the penalties and interest sections are applied.	14:15 p.m. – 15:00 p.m.

Wrap-up and Questions – 15 minutes

### Facilitator:

**Richard Loyson** specialises in taxation and financial accounting. He was a senior lecturer at Nelson Mandela Metropolitan University where he lectured at postgraduate level. Richard now consults largely on corporate tax and provides corporate tax services to a number of large listed corporate clients. Richard also provides a range of tax services to smaller to medium sized clients in the Eastern Cape. Richard has been involved with accounting and tax training at various levels over several years. He is a Chartered Accountant and has a Masters in Taxation.

### Dates and Venues:

Port Elizabeth	16 May 2018
Cape Town	22 May 2018
Durban	23 May 2018
Johannesburg	24 May 2018

### Cost:

	<b>Session 1 only (4hrs)</b> Completing the ITR14	<b>Session 2 only (2hrs)</b> Provisional taxes	<b>Both sessions (6hrs)</b>
<b>Cost incl. VAT</b>	R1 466.25	R747.50	R1 955.00 (10% discount)
<b>Cost excl. VAT</b>	R1 275.00	R650.00	R1 700.00

Payment is due after the seminar date.

Company Discount: 10% for 2 or more participants from the same company and region. The discount applies from participant 2 onwards.

Alumni Discount: 10% for Deloitte alumni. This applies if you are a former employee of Deloitte and have registered as Deloitte alumni. ([Click here](#) to register as an alumnus)

You will only qualify for one of either the 10% Company / Alumni discounts (i.e. maximum discount is 20% with the Early Bird discount)

### Cancellation Policy:

Our standard cancellation policy is to invoice 50% of the cost of the workshop, for attendance not cancelled within 2 business days. This is to recover the overhead costs incurred relating to your planned attendance and the cost of the course material.

### Time:

**Session 1:** 8:30 a.m. – 12:30 p.m. (Registration from 8:00)  
Session 1 will contribute to **4 hours** CPD/CPE per day.

**Session 2:** 13:15 p.m. – 15:15 p.m. (Registration from 13:00)  
Session 2 will contribute to **2 hours** CPD/CPE per day.

### RSVP:

Please note that we use an online booking system. Kindly complete the online booking form using the link below.

The link will open the booking page of the Deloitte School of Tax & Legal but it will not select the course or region for you. Please be sure to select the correct course, date and region from the drop-down menu.

You will be able to register several people using one form. (Please contact us at [dsot@deloitte.co.za](mailto:dsot@deloitte.co.za) if you wish to make bookings for more than 10 people at once.)

[Register Here](#)

### Course Material:

In the interests of the environment, and to move with technology, this will be a paperless course. We will email you the course material within 48 hours of the planned session date. You will then have the option to bring the course material on your laptop/tablet, or should you prefer, to print the material. We will have plug points in the venues for laptops/tablets.

### Contact us:

Should you have any administrative questions regarding this workshop, please contact us at [dsot@deloitte.co.za](mailto:dsot@deloitte.co.za)

[Deloitte School of Tax & Legal Website](#)

Sincerely,

The Deloitte School of Tax & Legal Team



Deloitte Touche Tohmatsu Limited

Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited, a UK private company limited by guarantee, and its network of member firms, each of which is a legally separate and independent entity. Please see [www.deloitte.com/about](http://www.deloitte.com/about) for a detailed description of the legal structure of Deloitte Touche Tohmatsu Limited and its member firms.

Deloitte provides audit, tax, consulting and financial advisory services to public and private clients spanning multiple industries. With a globally connected network of member firms in more than 150 countries, Deloitte brings world-class capabilities and high-quality service to clients, delivering the insights they need to address their most complex business challenges. The more than 200 000 professionals of Deloitte are committed to becoming the standard of excellence.

This communication contains general information only, and none of Deloitte Touche Tohmatsu Limited, its member firms, or their related entities (collectively, the "Deloitte Network") is, by means of this communication, rendering professional advice or services. No entity in the Deloitte Network shall be responsible for any loss whatsoever sustained by any person who relies on this communication.

© 2018 Deloitte & Touche. All rights reserved. Member of Deloitte Touche Tohmatsu Limited