

EXTERNAL GUIDE

HOW TO DECLARE YOUR FOREIGN TAX INFORMATION (FTI) FOR THE AUTOMATIC EXCHANGE OF INFORMATION (AEOI)

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1 PURPOSE

- The purpose of this guide is to assist South Africa's Reportable Financial Institutions in complying with FATCA and/or the CRS by submitting null returns to SARS and/or declaring their institution's Foreign Tax Information (FTI) via eFiling. The guide is structured as follows:
 - How to activate FTI on eFiling;
 - How to submit null returns to SARS; and
 - How to declare FTI via eFiling.

2 INTRODUCTION

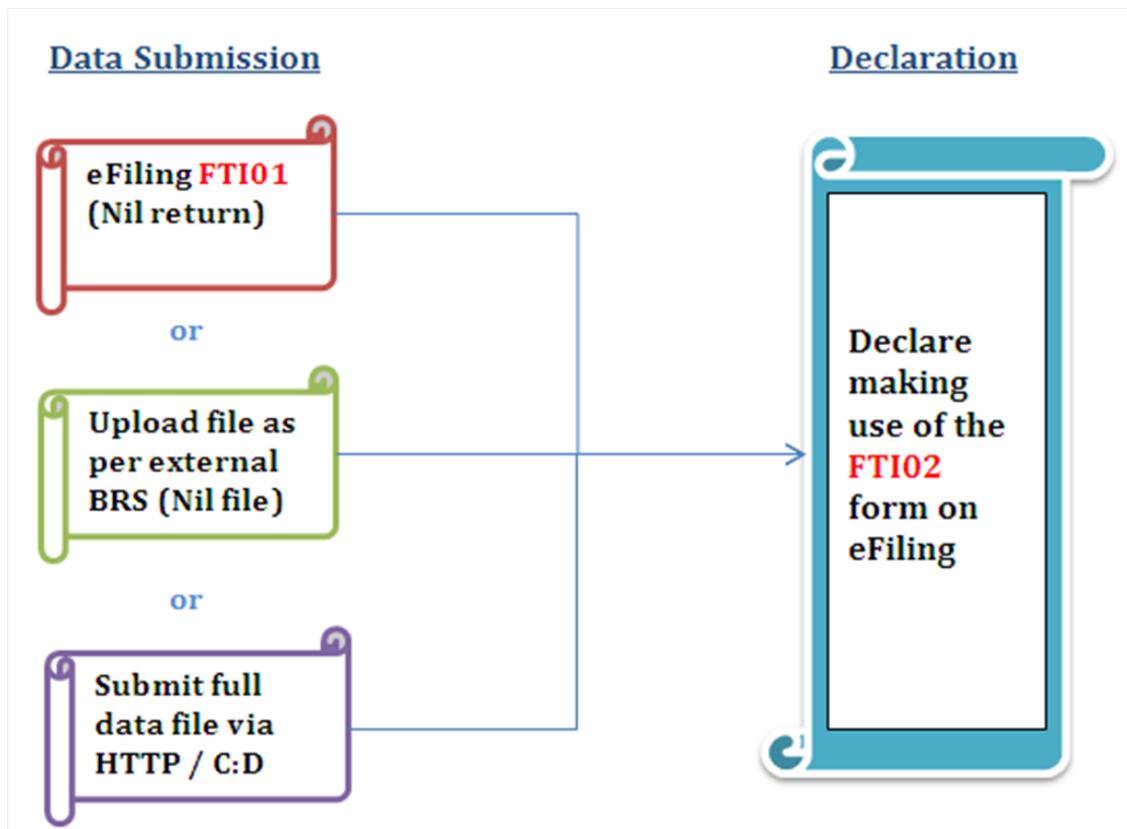
- In 2014 an inter-governmental agreement (IGA) between South Africa and the United States of America was approved by Parliament with regards to the USA's Foreign Account Tax Compliance Act (FATCA). In the same year South Africa also adopted the OCED/G20 (Common Reporting Standards (CRS)) standard automatic exchange of information for financial accounts. FATCA reporting does not deviate exclusively from the CRS reporting. The slight alteration is driven by the multilateral nature of the CRS system and the specific aspects unique to the USA such as the concept of taxation on the basis of citizenship and the existence of a significant and comprehensive FATCA withholding tax.
- Under the terms of the agreement listed, South Africa's Foreign Financial Institutions (FFIs) are to report to SARS on certain required information under FATCA and the OECD Common Reporting Standard, effective from the 1st of July 2014. South Africa's Foreign Financial Institutions who should report include South African banks and custodians, brokers, asset managers, private equity funds, certain investment vehicles, long-term insurers and other participants in the financial system. South Africa's Foreign Financial Institutions which are exempt are beneficial owners or deemed compliant FFIs and the accounts which are excluded from the definition of Financial Accounts which are described in Annexure II of the IGA.
- The first FATCA reporting period is from 1 July 2014 to 28 February 2015 and thereafter annually for every tax year ending February. Financial Institutions are required to do their first submission to SARS by 30 June 2015. These financial institutions are required to upload data on SARS systems and then declare the data making use of eFiling. This guide is to assist financial institutions in their activation and declaration of FTI to SARS.

- Any queries relating to FTI, must be sent to the following email address: Bus_Sys_CDsupport@sars.gov.za (the subject line of the email, must be addressed as FTI/CRS)

3 REQUIREMENTS FOR A SUCCESSFUL FTI SUBMISSION

- In order to successfully submit your FTI, the user may either complete and submit a null return FTI01 and declare via FTI02 of the file/form submission made, or submit data via HTTP or Connect Direct and declare via FTI02 of the data submission made.
- Data/file submission can be made to SARS via the following channels:
 - Null returns via the completion and submission of the FTI01 form;
 - Null returns via the upload of a file specified as per external BRS; and
 - Full data file submission via HTTP or Connect Direct.
- Once the file/form has been submitted, the user must login on eFiling and declare via the FTI02 of the data/file/form submission made.

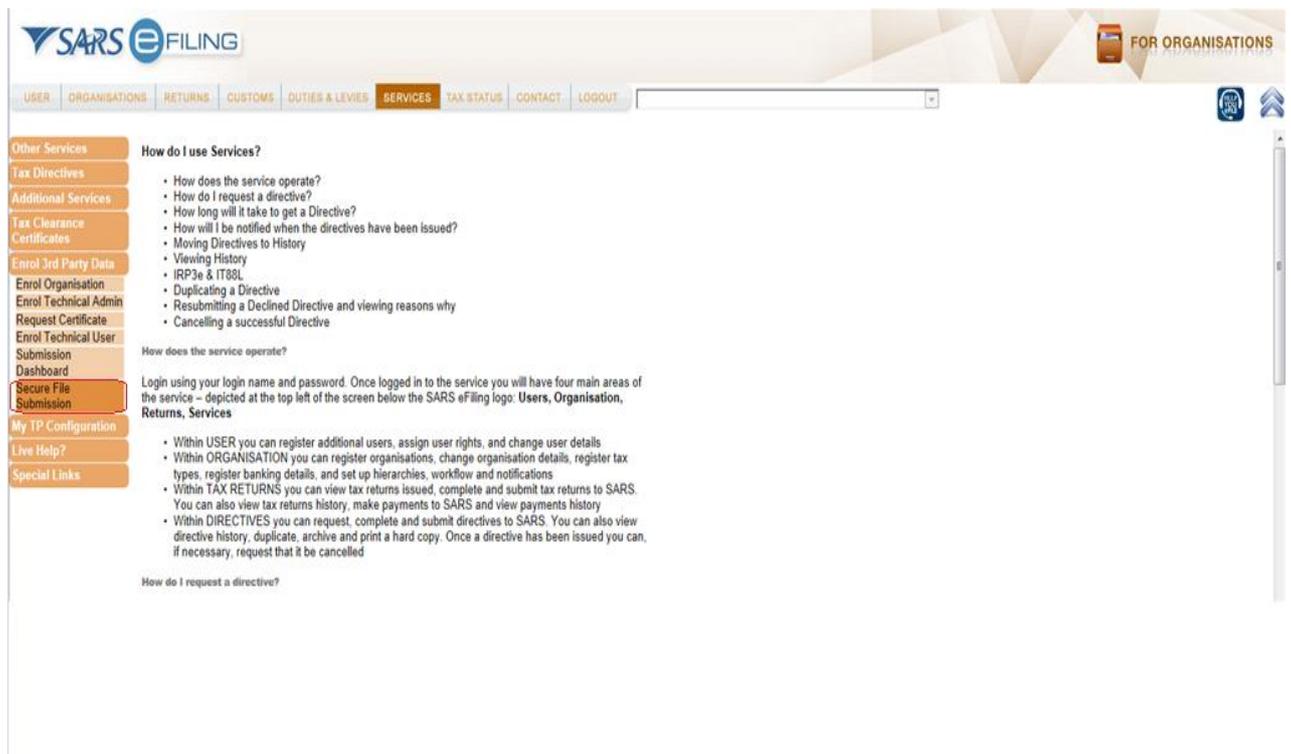
Figure 1: Data submission and declaration workflow for FTI



- Figure 1 illustrates the workflow of FTI. The files/data/form that has been submitted must be declared by submitting the FTI02 form via eFiling.

4 DATA SUBMISSION

- Data submission requires the organization to be enrolled and activated for 3rd Party data submission on eFiling.
- This section will illustrate how to submit data once the organisation has been enrolled.
- Once enrolled, proceed as follows:
 - Click on **Services**
 - Click on **Enrol 3rd Party Data**
 - Select **Secure File Submission**



- The user will be redirected to the secure site where data may be uploaded
- Refer to the following guides for more on this:
 - GEN-ENR-01-G01 - Guide for Submission of Third Party Data using the Connect Direct Channel - External Guide
 - GEN-ENR-01-G02 - Guide for Submission of Third Party Data Using the HTTPS Channel - External Guide
- Any technical related queries should be send to the following email address:
Bus_Sys_CDsupport@sars.gov.za
- Once the data has been submitted, the user should be able to view a dashboard report of the submitted file. To do so, proceed as follows:
 - Login
 - Click on **Services**
 - Click on **Enroll 3rd Party Data**
 - Click on **Submission Dashboard**
 - Select the appropriate data product from the dropdown list
 - The dashboard will present the following screen:

The screenshot displays the SARS eFiling '3rd PARTY DATA DASHBOARD'. The interface includes a top navigation bar with 'SERVICES' highlighted, a search bar, and a sidebar with 'Enroll 3rd Party Data' selected. The main content area features a 'Client Details' form, a 'Search Criteria' form with fields for 'From Date' (2014/04/21), 'To Date' (2014/04/23), and 'Certificate Type' (DIV), and a 'Data Submitted' table.

Created Date	Unique File ID	Channel Identifier	File Response Reason	Total No of Submitted Records	No Of Accepted Records	No Of Rejected Records	No Of Warning Accepted Records	No Of Duplicated Records	Summary Return
2014-04-22T08:00:00.00	Testeing	CD	Accepted with warnings: This can be any combination of accepted fields, fields accepted with a warning and duplicate records.	4	4	0	0	0	View

5 ACTIVATION AND ACCESS RIGHTS FOR THE SUBMISSION OF FTI

- eFiling requires you to activate your tax types so that appropriate forms will be created for submission purposes. Activating FTI involves creating a platform on your profile to declare FTI. This is available for the following profiles:
 - Tax practitioners and
 - Organisations.
- To activate FTI, proceed as follows:
 - Click on **Organisations** displayed on the main menu
 - Click on **Organisation** displayed on the left menu
 - Click on **Organisation Tax Type**
 - The following screen will be displayed

The screenshot shows the SARS eFiling interface for activating tax types. The top navigation bar includes 'USER', 'ORGANISATIONS', 'RETURNS', 'CUSTOMS', 'DUTIES & LEVIES', 'SERVICES', 'TAX STATUS', 'CONTACT', and 'LOGOUT'. A 'Taxpayer List' dropdown is visible on the right. The left sidebar contains a menu with 'Organisation Tax Types' highlighted in red. The main content area is titled 'Excise Agent' and contains several sections for activating different tax types, each with a 'Reference Number' field and a 'Tax Office' dropdown menu set to 'ALBERTON':

- Excise Agent**: Reference Number [], Tax Office [ALBERTON]
- IT3**: Reference Number [], Tax Office [ALBERTON], Status: Successfully Activated
- Medical Scheme Contribution**: Reference Number [], Tax Office [ALBERTON]
- Insurance Payment**: Reference Number [], Tax Office [ALBERTON]
- Foreign Tax Information (FTI)**: Reference Number [], Tax Office [ALBERTON], Status: Awaiting Registration Verification

At the bottom of the form, there are 'Register' and 'Reset' buttons. A note at the bottom of each section states: 'Please note that you will automatically be activated to receive SARS notices for this tax type online.'

- Select **Foreign Tax Investment**
- Fill in the organisation's **Reference Number** and the **Tax Office** the organisation was registered at
- Once done, click on **Register**

Note that only an Income Tax reference number may be used for activation.

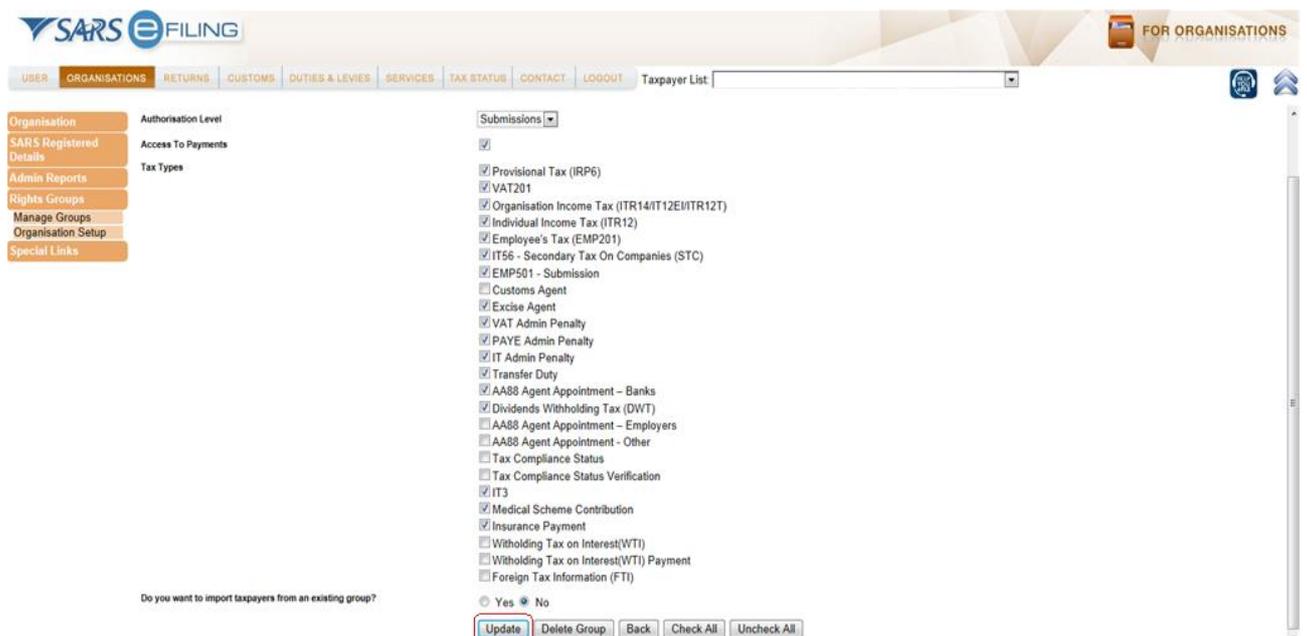
<input checked="" type="checkbox"/> IT3	Reference Number <input type="text"/>	Tax Office <input type="text" value="ALBERTON"/>	Status: Successfully Activated
Please note that you will automatically be activated to receive SARS notices for this tax type online.			
<input checked="" type="checkbox"/> Medical Scheme Contribution	Reference Number <input type="text"/>	Tax Office <input type="text" value="ALBERTON"/>	Status: Awaiting Registration Verification
Please note that you will automatically be activated to receive SARS notices for this tax type online.			
<input checked="" type="checkbox"/> Insurance Payment	Reference Number <input type="text"/>	Tax Office <input type="text" value="ALBERTON"/>	Status: Awaiting Registration Verification
Please note that you will automatically be activated to receive SARS notices for this tax type online.			
<input checked="" type="checkbox"/> Foreign Tax Information (FTI)	Reference Number <input type="text"/>	Tax Office <input type="text" value="ALBERTON"/>	Status: Successfully Activated
Please note that you will automatically be activated to receive SARS notices for this tax type online.			
<input type="button" value="Register"/> <input type="button" value="Reset"/>			

- Once the **Register** button is selected, the initial **Status** statement besides FTI, will read as **Awaiting Registration Verification**. This status will change after 48 hours, once activation verification has been completed. The **Status** statement will display **Successfully Activated** once activated.
- When the **Status** statement has not changed and no communication has been received from SARS, kindly contact the SARS Contact Centre for further assistance.

- For access of FTI returns, the user must obtain access rights by proceeding as follows:
 - Click on **Organisations**
 - Click on **Rights Groups**



- Click on the **Open** hyperlink
- Click on **Foreign Tax Information (FTI)**



- Once you have clicked the check box on **Foreign Tax Information FTI**, click on **Update**

6 AUTOMATIC EXCHANGE OF INFORMATION (AEOI)

- The automatic exchange of information button on the left side of the menu allows the user to submit null returns and/or submit a FTI02 declaration form. This section will illustrate how to submit a null return and also how to declare your FTI by submitting the FTI02 form via eFiling.
- Login
- Click on **Returns**

The screenshot displays the SARS eFiling web application interface. At the top, the SARS eFiling logo is on the left, and a banner for 'FOR TAX PRACTITIONERS' is on the right. Below the logo is a navigation bar with tabs: USER, ORGANISATIONS, RETURNS (highlighted), DUTIES & LEVIES, SERVICES, TAX STATUS, CONTACT, and LOGOUT. On the left side, a vertical menu contains various options, with 'Automatic Exchange Of Information (AEOI)' highlighted in orange. The main content area is divided into several sections: 'USER DETAILS' (User Name, Login Name, Date Registered), 'COMPANY DETAILS' (Trading As Name, Registration Number, Date Registered), 'INCOME TAX QUICK SEARCH' (with a search input field and button), and two informational sections: 'Introduction of new Adobe Flash forms to eFiling' and 'Penalties'.

- As part of the left menu, the **Automatic Exchange of Information (AEOI)** tab will be visible.

Note: This menu will be visible once you have been granted access to FTI declaration (the activation process explained above)

Automatic Exchange Of Information (AEOI)
Submit New Data (FTI01)
Submitted Data (FTI01)
Submit New Declaration (FTI02)
Submitted Declaration (FTI02)
Dashboard

- The **Automatic Exchange of Information (AEOI)** tab displays the following five options:
 - Submit New Data (FTI01),
 - Submitted Data (FTI01),
 - Submit New Declaration (FTI02),
 - Submitted Declaration (FTI02), and
 - Dashboard.

6.1 SUBMIT NEW DATA (FTI01)

- Submitting a null return implies that the financial institution has no foreign clients, thus cannot declare Foreign Tax Information to SARS. This tab is used to submit null returns.
- Submitting null returns may be done in one of the following ways:
 - Submitting a file to SARS, or
 - Completing and submitting the FTI01 form via eFiling
- The next section will describe how to submit null returns via each of the above mentioned methods.

6.1.1 SUBMITTING A FILE TO DECLARE NULL RETURN

- Download the sample NULL file from the SARS website www.sars.gov.za .

- Insert the required information on the NULL file as indicated below. The data fields are as explained in the external BRS available on the SARS website. Do not remove the pipes (|).

CRS Null:

```
H|GH|2017-02-06T08:05:05|2|SAMPLE-CRS-NULL-UniqueFileIdentifier|T|FTI|CD|ASD8137D-6526-4C00-A283-D79142147ED4C8AA0B4F-029E-4B51-88F4-F0B1A0A851D2920B70D2-CDC2-41EB-96C3-818CDBF68B090EASCFFF-D24A-4594-8372-BF1CFB41EA97|GROUPEID|1|1|SARSSAP|1.1.7|TECHNICAL|USER|0121234567|0121478523|0731234567|SAMPLE@FTIsars.gov.za

H|SE|2017|2016-03-01|2017-02-28|PRIVATE_CO||SUBMITTING ENTITY 1 (RFI-ADMINISTRATOR)|SUBMITTING ENTITY 1 (RFI-ADMINISTRATOR)||2000/000000/23|9536378848||PO LINE 1|PO LINE 2|PO LINE 3|PO LINE 4|0001

B|RFI|N|RFICRSNULLUniqueNumberBY|1|PRIVATE_CO||9123456789|FINANCIAL INSTITUTION 1 NAME|FINANCIAL INSTITUTION 1 NAME|N|Y|PHYSICALCARENAME|100|COMPLEX|STREET05|STREET NAME|SUBURB|CITY|0002|ZA|Y|POSTALCARE|PO LINE 1|PO LINE 2|PO LINE 3|PO LINE 4|0003|ZA|NAME|SURNAME|0121234567|0121234567|0831234567|SAMPLE@FTIsars.gov.za

T|1|3b08f8695de302c93d4eaaaf0144293a7|0.00
```

FATCA Null:

```
H|GH|2017-02-06T08:05:05|2|SAMPLE-FATCA-NULL-UniqueFileIdentifier|T|FTI|CD|ASD8137D-6526-4C00-A283-D79142147ED4C8AA0B4F-029E-4B51-88F4-F0B1A0A851D2920B70D2-CDC2-41EB-96C3-818CDBF68B090EASCFFF-D24A-4594-8372-BF1CFB41EA97|GROUPEID|1|1|SARSSAP|1.1.7|TECHNICAL|USER|0121234567|0121478523|0731234567|SAMPLE@FTIsars.gov.za

H|SE|2017|2016-03-01|2017-02-28|PRIVATE_CO|FATCA607||SUBMITTING ENTITY 1 (SPONSOR-RFI-ADMINISTRATOR)|SUBMITTING ENTITY 1 (SPONSOR-RFI-ADMINISTRATOR)||2000/000000/23|9123456789|GIINUM.MBER0.SP.852|PO LINE 1|PO LINE 2|PO LINE 3|PO LINE 4|0001

B|RFI|N|RFIFATCANULLUniqueNumberBY|1|PRIVATE_CO|FATCA601|GIINUM.MBER0.LE.254|9536378848|FINANCIAL INSTITUTION 1 NAME|FINANCIAL INSTITUTION 1 NAME|N|Y|PHYSICALCARENAME|100|COMPLEX|STREET05|STREET NAME|SUBURB|CITY|0002|ZA|Y|POSTALCARE|PO LINE 1|PO LINE 2|PO LINE 3|PO LINE 4|0003|ZA|NAME|SURNAME|0121234567|0121234567|0831234567|SAMPLE@FTIsars.gov.za

T|1|68f40a66e34b046cdf6cf4e55f38238c|0.00
```

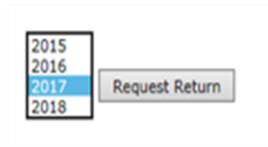
6.1.2 SUBMITTING THE FTI01 FORM

- Click on **Submit New Data (FTI01)**
- The **DATA SUBMISSION SEARCH** work page will be displayed.

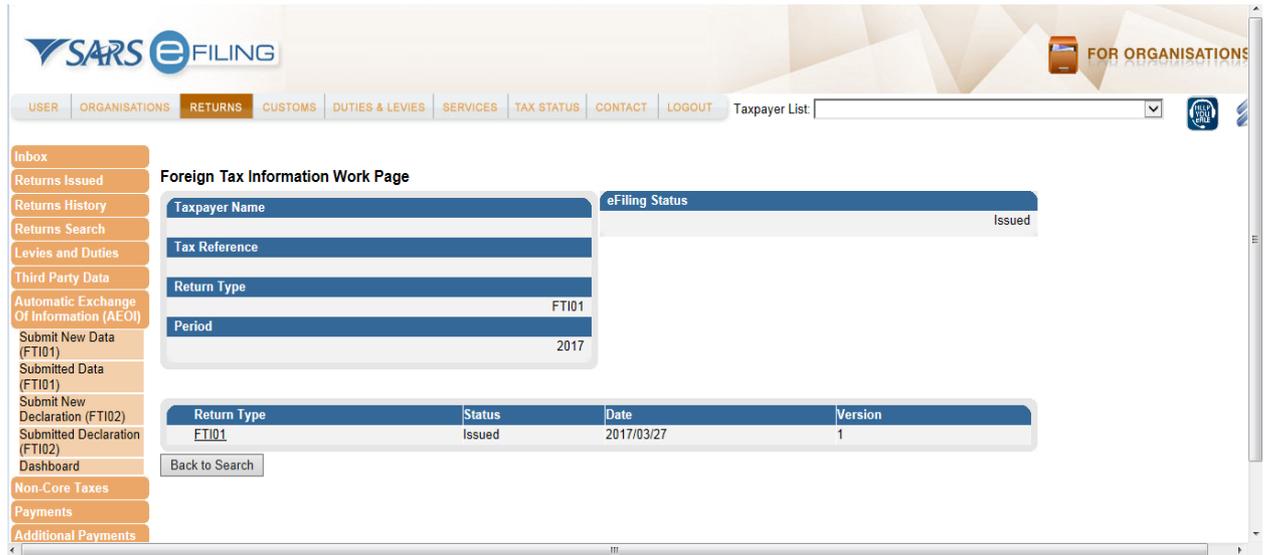
The screenshot shows the SARS eFiling portal interface. At the top, there is a navigation bar with tabs for USER, ORGANISATIONS, RETURNS, CUSTOMS, DUTIES & LEVIES, SERVICES, TAX STATUS, CONTACT, and LOGOUT. A 'Taxpayer List' dropdown is visible. On the left, a sidebar menu lists various options, with 'Submit New Data (FTI01)' selected. The main content area displays 'SUBMIT NEW DATA (FTI)' and 'Automatic Exchange Of Information'. Below this, there is a 'Please Note' section with a bullet point: 'Helpdesk operating hours: 08h00 - 17h00 (excluding weekends and public holidays)'. A table titled 'Data Submission Search' shows one entry:

Name	Reference Num	Period	Return Type	Status	Open
1		ReportingPeriod: 2017	FTI01	Issued on 27/03/2017	Open

- Selected the appropriate year of submission and click on the **Request Return** button.



- The **Foreign Tax Information Work Page** will be displayed.



- Click on the hyperlink under **FTI01**.



- The **FTI01** form will be displayed.

Note that some fields will be pre-populated, ensure the information is correct and complete where the field is marked in red.

6.1.2.1 THE FTI01 FORM COMPLETION

- The FTI01 form captures the demographic information of the Reporting Financial Institution. This section will assist the user by detailing the requirements of the form for the ease of completion.

6.1.2.1.1 REPORT INFORMATION

- Do you have a FATCA GIIN number?:** Complete by selecting either 'Yes' or 'No'

6.1.2.1.2 TECHNICAL CONTACT PERSON

- First Names:** Complete the first names of the technical person.
- Surname:** Complete the surname of the technical person.

6.1.2.1.4 REPORTING FINANCIAL INSTITUTION

Reporting Financial Institution														
Unique Reference No.														
Tax Ref No.				GIIN No.					RFI Filer Category					
Nature of Person										Record Status	Correction	<input type="checkbox"/>	Deletion	<input type="checkbox"/>
Registered Name														
Trading Name														

- **Unique Reference No:** Complete the unique reference number of the Reporting Financial Institution.
- **Tax Ref No:** Complete the tax reference number of the Reporting Financial Institution.
- **GIIN No:** Complete the GIIN number of the Reporting Financial Institution.
- **RFI Filer Category:** Complete the Reporting Financial Institution filer category as per Appendix B.
- **Nature of Person:** Complete the nature of person of the Reporting Financial Institution (e.g.: individual, organisation, tax practitioner).
- **Record Status:** Complete the record status of the Reporting Financial Institution.
 - **Correction** – Indicate that a previously submitted record is amended.
 - **Deletion** – Indicate that a previously submitted record must be deleted.

Note: Care must be taken when deleting a record since it will affect all the subsequent fields.

- **Registered Name:** Complete the registration name of the Reporting Financial Institution.
- **Trading Name:** Complete the trading name of the Reporting Financial Institution.

6.1.2.1.4.1 PHYSICAL ADDRESS

Physical Address													
Indicate if Physical address is "Care Of?"										Y	<input type="checkbox"/>	N	<input type="checkbox"/>
Care of Name													
Unit No.				Complex (if applicable)									
Street No.				Street / Farm Name									
Suburb / District													
City / Town													
Postal Code					Country Code								

- **Indicate if physical address is "Care of"?** Select either 'Yes' or 'No'
- **Care of Name:** Complete the Care of Name of the Reporting Financial Institution.
- **Unit No:** Complete the unit number of the Reporting Financial Institution.
- **Complex (if applicable):** Complete the complex number of the Reporting Financial Institution.
- **Street no:** Complete the street number of the Reporting Financial Institution.

- **Street/Farm name:** Complete the street or farm name of the Reporting Financial Institution.
- **Suburb / District:** Complete the suburb or the district name of the Reporting Financial Institution.
- **City / Town:** Complete the city or town of the Reporting Financial Institution.
- **Postal Code:** Complete the postal code of the Reporting Financial Institution.
- **Country Code:** Complete the country code of the Reporting Financial Institution.

6.1.2.1.4.2 POSTAL ADDRESS

- **Indicate of physical address is 'Care Of':** Select either 'Yes' or 'No'.
- **Care of Name:** Complete the Care of Name of the Reporting Financial Institution.
- **Mark here with an "X" if same as physical address or complete your postal address:** Mark if the physical address and the postal address are the same
- **Postal Code:** Complete the postal code of the Reporting Financial Institution.
- **Country Code:** Complete the country code of the Reporting Financial Institution.

6.1.2.1.5 CONTACT PERSON DETAILS (RFI)

- **First Names:** Complete the first names of the Reporting Financial Institution contact person.
- **Surname:** Complete the surname of the of the Reporting Financial Institution contact person.
- **Bus Tel No1:** Complete the 1st business telephone number of the Reporting Financial Institution contact person.

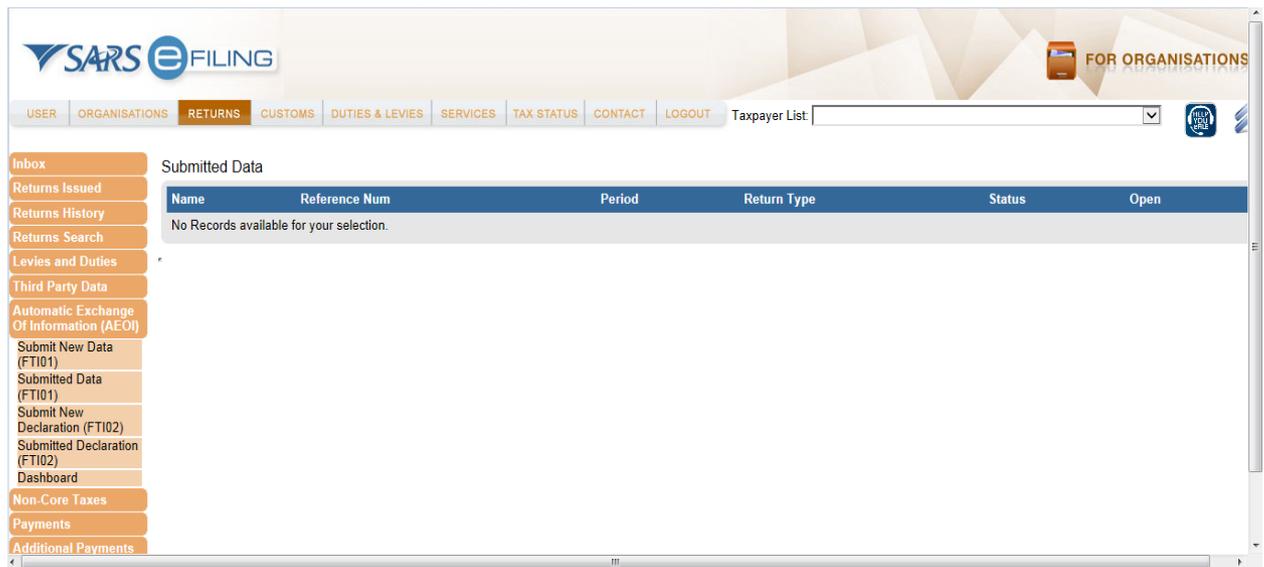
- **Bus Tel No2:** Complete the 2nd business telephone number of the Reporting Financial Institution contact person.
- **Cell No:** Complete the cell number of the Reporting Financial Institution contact person.
- **Email Address:** Complete the email address of the Reporting Financial Institution contact person.



- The following buttons are displayed on the top of the form. They represent the following:
 - **Back** - This will take the user back to the search page.
 - **Save return** – This will save the data/information completed on the form for future completion.
 - **File return** – This will submit the declaration to SARS.
 - **Save as PDF** – This will allow the user to save the declaration to their computer in PDF format.
 - **Print** – This will allow the user to print the declaration.

6.2 SUBMITTED DATA (FTI01)

- This section is to be utilised when the user wants to view all the submitted FTI01 forms.
- To do this, proceed as follows:
 - Click on **Submitted Data (FTI01)**
 - The **Submitted Data** page will be displayed



- Click on the **Open** hyperlink adjacent to the appropriate file of interest
- The **Foreign Tax Information Work Page** will be displayed

Foreign Tax Information Work Page

Taxpayer Name	eFiling Status
Tax Reference	Filed
Return Type	FTI
Period	2017

Return Type	Status	Date	Version
FTI01	Filed through eFiling	2016/12/20	1

Request for Correction Back to Search

- The user can either click on the **Request for Correction** button to rectify any corrections he/she wishes to make. When clicking on the **Back to Search** button, the user will be taken to the **Submitted data** work page.

6.3 SUBMIT NEW DECLARATION (FTI02)

- To declare your FTI proceed as follows:
 - Select **Submit New Declaration (FTI02)**

The screenshot shows the SARS eFiling interface for submitting a new FTI declaration. The main heading is 'Submit New Declaration (FTI)'. Below this, there are three input fields: 'Taxpayer Name', 'Tax Reference', and 'Return Type' (which is pre-filled with 'FTI'). To the right of the 'Return Type' field, there is a dropdown menu currently set to '2015' and a button labeled 'Request Financial Institution'. Below the form fields, there is a section titled 'Automatic Exchange Of Information' with a warning message: 'To ask for an AEOI declaration you need to have submitted the necessary data that will form your declaration to SARS. Please note that the ability to save issued declarations has been removed because the data is pre-populated from your data submission(s). If you have any queries please e-mail: Bus_Sys_CDsupport@sars.gov.za'. A 'Please Note:' section indicates helpdesk operating hours: '08h00 - 17h00 (excluding weekends and public holidays)'. At the bottom of the form area, there is a section for 'Reporting Financial Institution'.

- **Note: FTI declarations must be submitted as follows:**
 - **1 July 2014 to 28 February 2015, must be submitted by 30 June 2015**
 - **Thereafter annually for every year commencing 1 March and ending February the next year, must be submitted by 31 May of that year.**
- Select the appropriate year
- Click on **Request Financial Institution**
- The following screen will be displayed

The screenshot shows the SARS eFiling system interface. At the top, there is a navigation menu with options: USER, ORGANISATIONS, RETURNS, DUTIES & LEVIES, SERVICES, TAX STATUS, CONTACT, and LOGOUT. On the left side, there is a sidebar menu with options: Inbox, Returns Issued, Returns History, Returns Search, Dividends Tax, Third Party Data, Automatic Exchange Of Information (AEOI), Submit New Data (FTI01), Submitted Data (FTI01), Submit New Declaration (FTI02), Submitted Declaration (FTI02), Dashboard, Non-Core Taxes, Payments, Additional Payments, SARS Correspondence, and Request For Reason. The main content area is titled 'Submit New Declaration (FTI)'. It contains three input fields: 'Taxpayer Name', 'Tax Reference', and 'Return Type' (with 'FTI' entered). To the right of the 'Return Type' field is a dropdown menu set to '2015' and a 'Request Financial Institution' button. Below this is a section titled 'Automatic Exchange Of Information' with a 'Please Note' regarding helpdesk operating hours: 08h00 - 17h00 (excluding weekends and public holidays). At the bottom, there is a section titled 'Reporting Financial Institution' with a table with columns: Registered Name, Trading Name, GIIN Number, and Select. The 'Select' column has a radio button. Below the table is a 'Request Return' button.

- Select the appropriate row (in the case of multiple records being displayed)
 - For a single Reporting Financial Institution (RFI) Tax Reference Number there might exist various GIIN Numbers or Registered Names linked to it. If such options exist the user should be able to view the various options on the screen. The users must use the radio button to select the appropriate combination and the declaration will then be created for the selected options.
 - Note that all of the listed options (list of files) displayed for the RFI must be declared in order to finalize all submissions under a single RFI Tax Reference Number.
 - The Business Administrator of the RFI is required to validate the correctness of the submitted data files for the RFI. Furthermore he/she should validate whether all the files (options) have been declared.
 - When an error is detected, (this can be from an incorrect combination declared by the RFI or an incorrect file /data submitted) the user must rectify this by resubmitting data file or FTI01 null submission and declaring by making use of the FTI02 again. This should be done ASAP to avoid inaccuracy of data.
- Click on **Request Return**
- Click on the hyperlink **FTI Returns**

- Verify and Edit the form

- Notice at the top left of the form, the following selection buttons
 - **Back** – Will take you back to the search screen
 - **File Return** – Will submit the declaration to SARS
 - **Save as PDF** – Will allow the user to save the declaration to your PC in PDF format
 - **Print** – Will allow you to print the declaration
- Click on **File Return**

- This will take you to the **Foreign Tax information Work Page**

Foreign Tax Information Work Page

eFiling Status
Your request could not be processed at this time, please try again in 24 hours or contact the Call Centre.

Return Type	Status	Date	Declared Amount	Version	Last Updated By
FTI Returns	Filed through eFiling	2017/02/24	0.00	1	
FTI Returns	Filed through eFiling	2017/02/24	0.00	2	

Revised Declaration | Query SARS Status | Dashboard | Back to Search

- When you click on the hyperlink **FTI returns** it will lead you back to the form
- To save a copy of the form on your computer click on **Save as PDF** and the following screen will be displayed

UNFILED COPY : SAVED ON 02/20/2017 14:07:16
Automatic Exchange of Information (FATCA)

Reporting Year End: 2016 | FTI02

Reporting Financial Institution (RFI01)

Tax Ref No.: [] GIIN No.: []

Registered Name: []

Trading Name: []

Contact Person Details (RPI)

First Name: TESSA

Surname: JOANS

Bus Tel No.: [] Bus Tel No. 2: [] Cell No.: []

Email Address: TESETING@GMAIL.COM

Postal Address: []

Postal Code: []

Submitting Entity (SUDEN01)

Tax Ref No.: [] GIIN No.: []

Registered Name: THOMAS

Trading Name: []

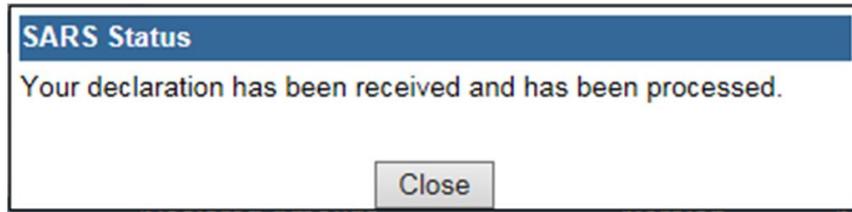
FOR PERSONAL RECORDS ONLY

Note that the saved copy will inform you whether you saved a filed copy or not and further state the date and time which the copy was saved.

- On the **Foreign Tax Information Work page**, you will notice at the bottom of the page the following buttons

Revised Declaration	Query SARS Status	Dashboard	Back to Search
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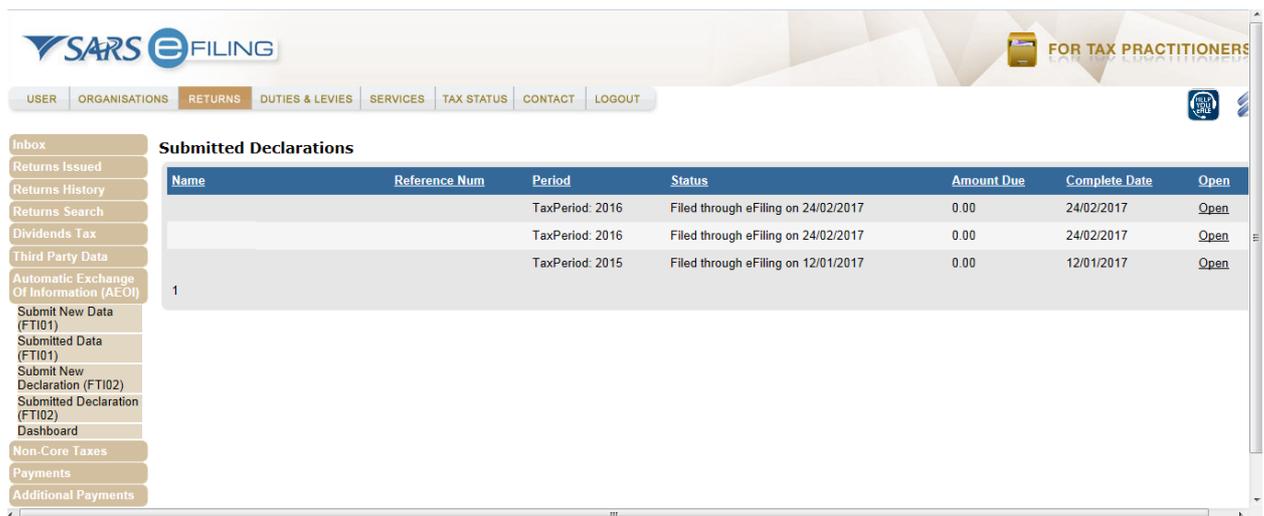
- **Revised Declaration** should be used when you want to revise your FTI declaration.
- When you click on the tab, the FT102 form will be displayed, this acts as a data refresh command where the FT102 form will be un-editable.
- When you have selected **Query SARS Status** a message will pop up displaying the status of your submitted FTI. An example of a message is given below



- When you select dashboard the summary **Dashboard** will appear, which is displayed.
- When you select back to search the listed **Submitted Declarations** screen will be displayed.

6.4 SUBMITTED DECLARATION (FTI02)

- If you click on **Submitted Declaration (FTI02)** displayed at the left of the menu screen. The **Submitted Declarations** page will be displayed

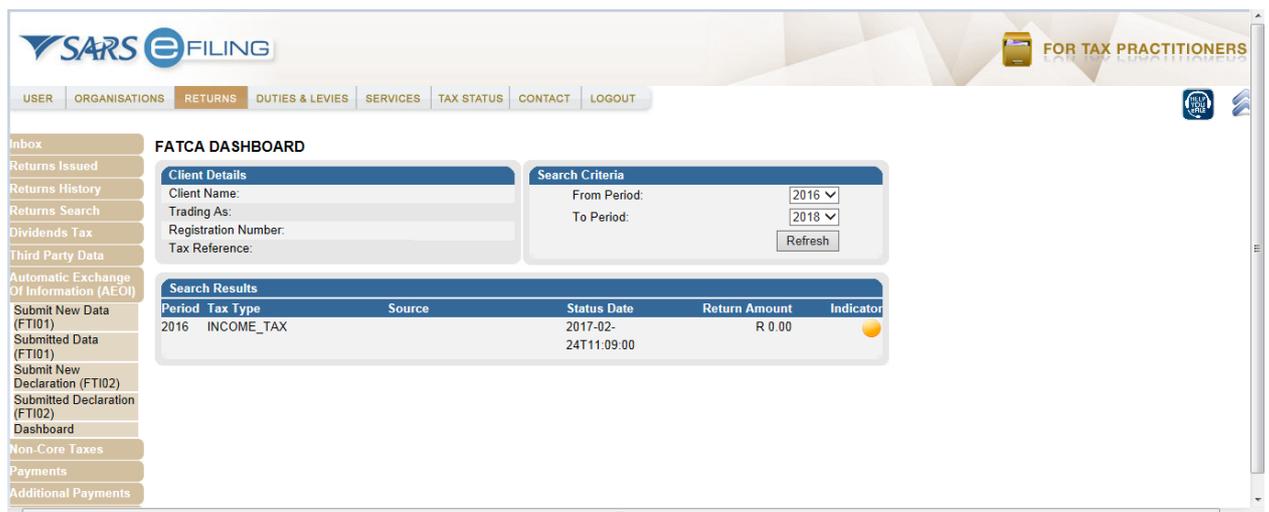


- Click on the **Open** hyperlink
- This will lead you to the **Foreign Tax Information Work Page**



6.5 DASHBOARD

- You can either access the dashboard directly without going through the **Foreign Tax Information work page** or by clicking on the left menu screen below **Automatic Exchange of Information** tab
- When you click on **Dashboard**, the following screen will be displayed:



7 CROSS REFERENCES

DOCUMENT #	DOCUMENT TITLE	APPLICABILITY
GEN-ENR-01-G02	Guide for submission of third party data using the HTTPS Channel	All
GEN-ENR-01-G01	Guide for submission of third party data using the Connect Direct Channel	All

8 DEFINITIONS AND ACRONYMS

FTI	Foreign Tax Information
OECD	Organisation for Economic Co-operation and Development
FATCA	Foreign Account Tax Compliance Act
FFI	South African Foreign Financial Institutions
SARS	South African Revenue Service
AEOI	Automatic Exchange of Information
GIIN	Global Intermediary Identification Number
RFI	Reportable Financial Institution

DISCLAIMER

The information contained in this guide is intended as guidance only and is not considered to be a legal reference, nor is it a binding ruling. The information does not take the place of legislation and readers who are in doubt regarding any aspect of the information displayed in the guide should refer to the relevant legislation, or seek a formal opinion from a suitably qualified individual.

For more information about the contents of this publication you may:

- Visit the SARS website at www.sars.gov.za
- Visit your nearest SARS branch
- Contact your own tax advisor/tax practitioner
- If calling from within South Africa, contact the SARS Contact Centre on 0800 00 SARS (7277)
- If calling from outside South Africa, contact the SARS Contact Centre on +27 11 602 2093 (only between 8am and 4pm South African time).