

Registering for the ATR Service

Step One: Access the SARS eFiling Portal

You can access the Portal at www.sarsefiling.co.za or by clicking on this icon



. You can also reach the Portal through the SARS website (www.sars.gov.za).

Step Two: Register for the ATR Service

New eFiling Users: Once you've reached the SARS eFiling Home Page, simply click on "register" and follow the step by step instructions. When asked to choose the service for which you are registering, just tick the "Advance Tax Ruling" box and then complete the registration process.

Existing eFiling Users: If you're already a registered eFiling User, but haven't registered for the ATR Service yet, log in to eFiling and click on the "Services" prompt at the top of the page. When you reach the Services Page, click on the "Setup" prompt under "Other Services" in the left hand column. On the next page, tick the "Advance Tax Ruling" box and click on register.

Step Three: Access the ATR Services Site

Once you've completed Steps One and Two, go to the eFiling Services page and click on the "Advance Tax Ruling" prompt in the left hand column. This will take you to the ATR Home Page. Once you're there, just click on "New" to begin filing your application.

If you have any questions about the ATR Service, please contact the Advance Tax Ruling unit at atrinfo@sars.gov.za.