

Template letter from tax practitioner to clients

[Your Name] [Your Title]
[Your Company]
[Company Address] [City, State, Zip]
[Date]

Dear Valued Client,

News Update: SARS's ongoing compliance drive bears fruit

I hope this letter finds you well. As your tax practitioner, it is my responsibility to keep you informed about the latest developments at the South African Revenue Service (SARS) and how these may impact your tax compliance and planning strategies.

Over the past several years, SARS has embarked on a remarkable journey of transformation, aiming to enhance efficiency, broaden the tax base, and ensure fairness in the tax system. Their efforts have not only resulted in significant improvements in revenue collection but have also redefined the landscape of tax compliance in South Africa.

SARS's Achievements and Strategic Advancements

Between the fiscal years 1994 and 2024, SARS collected an impressive R21.5 trillion, demonstrating a strong and consistent growth in revenue collection. This period saw the tax-to-GDP ratio rise from 20.2% to 24.7%, a testament to SARS's effective strategies in expanding the tax base and enforcing compliance.

Key to these achievements has been SARS's innovative use of data analytics and digital platforms. These tools have allowed SARS to enhance its compliance measures, making it easier for compliant taxpayers to fulfil their obligations while identifying and taking stricter actions against non-compliance.

Compliance Is Not Negotiable

Given the advancements in SARS's approach to tax collection, compliance is no longer negotiable. SARS's focus on leveraging technology means that discrepancies and non-compliant behaviour are more likely to be detected. As such, it is imperative that we, together, ensure that your tax filings and payments are complete, accurate, and timely.

Our Commitment to Your Compliance

In response to these changes, we are committed to providing you with the highest level of service to navigate this evolving landscape. Our team is continuously updating our knowledge and skills, particularly in the areas of digital engagement and data analytics, to offer you the most current and effective tax planning and compliance advice.

We understand that these developments may seem daunting. However, our goal is to ensure that you are not only compliant but also positioned to take full advantage of any tax planning opportunities that arise as a result of these changes.

Next Steps

In the coming weeks, we would like to schedule a meeting with you to review your current tax strategy and ensure it aligns with the latest compliance requirements. This will also be an opportunity to discuss any concerns you may have and how we can address them together.

Please feel free to reach out to my office at [Your Contact Information] to schedule this important meeting at your earliest convenience.

Thank you for your continued trust in us to manage your tax affairs. We are here to support you through these changes and ensure your peace of mind when it comes to tax compliance.

Warm regards,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Position]

[Your Contact Information]