

## Retirement annuity contributions tax certificate [IT3(f)] explained

**The tax filing season for individuals typically runs from the dates below. As the South African Revenue Service (SARS) may adjust the filing season dates, please check the SARS website for the exact opening and closing dates.**

- July to October for non-provisional taxpayers using eFiling and the SARS MobiApp.
- July to October for taxpayers submitting at a SARS branch, by appointment only.
- July to January for provisional taxpayers using eFiling.

During tax season, you may need to submit an income tax return (ITR12) to SARS so that they can calculate the tax on your income and any tax-deductible expenses for the assessment year (1 March to the end of February).

Depending on your products with Momentum, we'll publish the relevant tax certificates online by the end of June.

### **Automatic assessment (Auto-assessment)**

Based on data received from employers, financial institutions, medical schemes, retirement annuity fund administrators and other third-party data providers, SARS may automatically assess you (also referred to as an original estimate assessment). If you are selected for auto-assessment, SARS will send you an SMS to log in to SARS eFiling or the MobiApp. You should check the prepopulated information against the information on your various tax certificates.

- If you agree with the outcome, you don't need to take any further action.
- If you don't agree with the auto-assessment, edit your tax return and ensure you file it before the filing season due date.

If SARS didn't prepopulate your return, use the information on your tax certificates to complete your return. Please make sure that your tax information with Momentum is up to date.

SARS doesn't require copies of your tax certificates when filing your return. However, it is important to keep your certificates on record, as SARS may request supporting documents for up to five years after you file your return, to verify your declaration.

If you need any help completing your tax return, you can:

- click on 'Help-You-eFile' on the SARS eFiling website (<https://sarsefiling.co.za>);
- request a call back by phoning the SARS Contact Centre on 0800 00 7277 and selecting option 5 for Help-You-eFile; or
- use the SARS USSD code to make an eBooking appointment. Phone the code \*134\*7277# to establish real-time communication with SARS. SARS will then call you back to set up the eBooking appointment.

Please click [here](#) for all the methods available to interact with SARS.

## General questions and explanations

<b>What is a retirement annuity contributions tax certificate [IT3(f)]?</b>	It reflects the voluntary contributions you made to a retirement annuity fund during the tax year.
<b>Why am I receiving it?</b>	We report the voluntary contributions you made to SARS as you may qualify for a tax deduction when SARS calculates your income tax.
<b>When will a deposit be allocated to my retirement annuity fund?</b>	<p>A deposit is defined as a voluntary contribution when both of the following conditions are met:</p> <ul style="list-style-type: none"> <li>• The deposit is paid into the correct bank account and reflects on or before 28 February 2025.</li> <li>• A clear and complete investment instruction was received by 7 March 2025.</li> </ul>
<b>Will my certificate details and values automatically be updated on my tax return on eFiling?</b>	Yes, if we have your most recent tax information, the contribution amount and investment number should be prepopulated on your income tax return (ITR12).
<b>Where can I get more information and help with this tax certificate?</b>	<p>Speak to a registered tax practitioner or visit <a href="http://taxtim.co.za">taxtim.co.za</a> (a Momentum partner), who can help you file your tax return.</p> <p>You can also contact SARS on 0800 007 277 or visit their website at <a href="http://sars.gov.za">sars.gov.za</a>.</p>

## Specific questions and explanations

<b>Why am I not seeing certain inflow amounts on my certificate?</b>	<p>You can only claim voluntary contributions as a tax deduction. We'll report all voluntary contributions to you and SARS in the yearly submission process.</p> <p>We don't include compulsory contributions (transfers from other retirement funds) in this certificate as contributions for previous years should have been reported to SARS already.</p>
<b>What if there was a delay in processing my investment instruction or receiving my contribution?</b>	If the contribution didn't show in our bank account and we didn't receive a clear and complete investment instruction by the cut-off dates mentioned above, we will report the contribution received in the next tax year. It isn't possible to backdate contributions that didn't meet our deadlines.
<b>Where and how do I claim my tax benefit?</b>	<p>If you are a registered eFiler, go to the first page of the wizard of your tax return (ITR12). Select 'Y' (yes) for the following question: 'Did you make any retirement annuity fund contributions?' The relevant section of the return will become available and should reflect the data we submitted to SARS on your behalf.</p>

<b>How do you show my current retirement annuity fund contributions?</b>	<p>The retirement annuity fund to which you contributed will issue a tax certificate confirming the total voluntary contributions made for the tax year.</p> <p>You must use the amount shown on your tax certificate next to source code 4006 (current retirement annuity fund contributions) when reporting it on your tax return (ITR12).</p> <p>Limits apply to the amount you're allowed as a tax deduction. SARS will calculate the allowable deduction and any contributions that didn't qualify for a deduction in the current year, will roll over to the following tax year in which they may qualify for a deduction, provided they aren't more than the maximum limit.</p>
<b>Why do you show my contributions net of the premium waiver or contribution replacer?</b>	<p>The risk premiums don't contribute to your investment in the pension fund. You can receive tax relief only on the actual contribution to the fund; risk contributions may not be included.</p>

## Other information fields on this certificate

### Tax year

The South African tax year starts on 1 March of a particular year and ends on the last day of February of the following year. The tax year on your certificate shows in which tax year the information must be reported to SARS.

### Income tax reference number

Your income tax reference number refers to the number that SARS issued when you registered as a taxpayer. From August 2017 SARS requires all retirement annuity funds to supply a valid tax reference number when reporting contributions. Please ensure we have your most updated tax information so that your contribution information prepopulates on your return.

Financial success is about you and how you use the money you earn to make a living and shape your financial future throughout the different stages of your life and that of your family.

How you structure your income, and therefore your tax payable, can have a significant effect on your journey to success. A financial adviser or registered tax practitioner can help you understand how to structure your tax best.

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