



labour

Department:  
Labour  
REPUBLIC OF SOUTH AFRICA

## Unemployment Insurance Fund • Werkloosheidversekeringsfonds

Church Street 94 Kerkstraat, Pretoria  
Postal Address/ Posadres: UIF / WVF, Pretoria, 0052.

UIF Enquiries Only/WVF Navrae Alleenlik: Call Centre/Oproepsentrum: (012) 337-1680  
Web: [www.labour.gov.za](http://www.labour.gov.za)

Reference / Verwysing

MASITHUTHUKE HOLDINGS PTY LTD  
1089 BERG AVENUE  
30 MOUNT ERMILINDA  
NANAPARK  
0182

UIF / WVF 2456451/2  
SARS / SAID 7820793695  
Date: 02/02/18

Dear client / Geagte kliënt

### UNEMPLOYMENT INSURANCE CONTRIBUTIONS ACT, 2002 REGISTRATION AS EMPLOYER / REGISTRASIE AS WERKGEWER

1. This is to confirm that you have now been listed as an employer at the **Unemployment Insurance Fund** under the **UIF** reference number indicated above. This number must please be quoted in all communication with **this office** and must also be indicated on all applications for the declaration of employees or the amendment of employee information.
1. Hiermee word bevestig dat u nou as werkgever by die **Werkloosheidversekeringsfonds** gelys is onder die **WVF** verwysingsnommer hierbo aangedui. Die nommer moet asseblief in alle kommunikasie met **hierdie** kantoor gemeld word en moet ook aangedui word op alle aansoeke vir die verklaring van werknemers of wysiging van werknemer inligting.
2. The SARS reference number is the number under which your UIF contributions must be paid to the SARS. A monthly return form (EMP201) will be issued by the SARS. Please ensure that that your UIF contributions are indicated on the form and that payment is made to the SARS.  
**Important:** The Fund will not accept responsibility, or engage in any communication with the SARS or employers in the event of penalties and/or interest being raised if payments are submitted to the Fund instead of to the SARS.
2. Die SAID verwysingsnommer is die nommer waaronder WVF bydraes aan die SAID betaal moet word. 'n Maandelikse opgawevorm (EMP201) sal deur die SAID uitgereik word. Verseker asseblief dat u WVF bydraes op die vorm aangedui word en dat betaling aan die SAID gedoen word.  
**Belangrik:** Die Fonds gaan nie verantwoordelikheid aanvaar, of in briefwisseling met die SAID of werkgevers betrokke raak indien boetes en/of rente gehef word as betalings aan die Fonds in plaas van aan die SAID gestuur word nie.

***ALL enquiries regarding the payment of contributions to the SARS, must please be referred to your local SARS branch office***

***ALLE navrae in verband met die betaling van bydraes aan die SAID, moet asseblief aan u plaaslike SAID takkantoor gerig word***

#### IMPORTANT: DECLARATION OF EMPLOYEES

#### BELANGRIK: VERKLARING VAN WERKNEMERS

3. In terms of the Unemployment Insurance Act that came into effect on 1 April 2002 (Act No. 63 of 2001), benefits can only be paid to unemployed workers whose details appear on the database of the **Fund**. Therefore, **ALL employers (including those employers registered with SARS)** are required to furnish details of their employees to the **Fund**.
3. Ingevolge die Werkloosheidversekeringswet wat op 1 April 2002 in werking getree het (Wet No. 63 van 2001), kan voordele slegs aan werklose werkers wie se besonderhede op die **Fonds** se databasis voorkom, betaal word. **ALLE werkgevers (ingesluit werkgevers by die SAID geregistreer)** moet derhalwe besonderhede van hul werknemers aan die **Fonds** voorsien.
- 3.1 If employers fail to declare the details of employees from whom contributions are being collected, they will not only be in contravention of the Act, but will also be causing hardship to the workers when they lose their jobs, as the processing of claims will be delayed.
- 3.1 Indien werkgevers nalaat om besonderhede van werkers van wie hulle bydraes vorder te verklaar, sal hulle nie net in stryd wees met die Wet nie, maar sal hulle ook ontbering teenoor werkers wie hul werk verloor veroorsaak, aangesien die afhandeling van eise vertraag sal word.
- 3.2 Declarations can be submitted as follows:
  - By completing a UI-19 form and submitting it to the Fund or the nearest office of the Department of Labour. Forms are obtainable from the Fund, nearest office of the Department of Labour or via the website [www.labour.gov.za](http://www.labour.gov.za); or
  - By submitting an electronic declaration. Please refer to the EMP10 guidelines for file formats and other information. This guideline is available from the SARS
- 3.2 Verklarings kan soos volg gedoen word:
  - Deur 'n UI-19 vorm te voltooi en dit aan die Fonds, of die naaste kantoor van die Departement van Arbeid te stuur. Vorms is verkrygbaar van die Fonds, die naaste kantoor van die Departement van Arbeid of via die [www.labour.gov.za](http://www.labour.gov.za) webtuiste; of
  - Deur 'n elektroniese verklaring in te dien. Verwys asseblief na die EMP10 riglyne vir lêerformate en ander inligting. Die EMP10 is van die SAID verkrygbaar

Issued by the Unemployment Insurance Commissioner

Uitgereik deur die Werkloosheidversekeringskommissaris

UF54-SARS