# UI-19

# UNEMPLOYMENT INSURANCE ACT 63 OF 2001

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|  | Information of employee | FAX NO (012) 337-1943/1944/1580/1581/1582 |

Information to be supplied in terms of Section 56(1&3) read with Regulation 13(1&2)

An employer must before the seventh day of each month inform the Commissioner of any changes arising during the previous month regarding the employer's contact details or employees remuneration details including new appointments and termination of service. The employer must forward this form to the UIF, PRETORIA, 0052 or alternatively fax it to the above numbers.

# 1. EMPLOYER DETAILS

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| 1.1 UIF Employer Reference No | | | | <<ref no>> | | Branch No | | |  |  | 1.2 Trading name of business | | | <<company name>> | | | |
| 1.3 Physical address | | | <<address>> | | | | | | |  | 1.4 Postal address | | <<address>> | | | | |
| 1.5 Address where employees listed in Item 2 work (if different | | | | | | |  | | |  | 1.6 PAYE Reference No (If registered with SARS) | | | | | <<paye>> | |
| to the above address) | |  | | | | | | | |  | 1.7 Company Registration No | | | <<reg no>> | | | |
| 1.8 E-mail address | lesley@prestigepayrolls.co.za | | | | 1.9 Fax No | | | 0866 721 357 | |  | 1.10 Phone No | 021 554 7002 | | | 1.11 **Authorised person**\_[[1]](#footnote-1)1 | | ES Fielden |

# 2. EMPLOYEE DETAILS

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| **A.** Surname | **B.**  **Name** | **C.**  **Clock No** | **D.**  **ID Number**  **(13 Digit RSA ID No.)** | | | | | | | | | | | | | **E.**  **Remuneration[[2]](#footnote-2)2** | | **F.**  **Frequency[[3]](#footnote-3)3** | **G.**  **Contribution Amount [[4]](#footnote-4)4** | | **H.**  **Commencement date as a contributor** | | | | | | **I.**  **Termination Date** | | | | | | **J.**  **Reason for Termination** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | R | c |  | R | c |  | | | | | |  | | | | | |  |
| **<<surname>>** | **<<firstname>>** | **<<clock>>** | **D1** | **D2** | **D3** | **D4** | **D5** | **D6** | **D7** | **D8** | **D9** | **D10** | **D11** | **D12** | **D13** | **<<R1>>** | **<<c1>>** | **MONTHLY** | **<<R2>>** | **<<c2>>** | **<<d1>>** | **<<d2>>** | **<<d3>>** | **<<d4>>** | **<<d5>>** | **<<d6>>** | **<<t1>>** | **<<t2>>** | **<<t3>>** | **<<t4>>** | **<<t5>>** | **<<t6>>** | **<<reason>>** |
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I, ES Fielden (Name of Employer), ID NO 6312110153080 , declare that the above information is true and correct. I understand that it is an offence to make a false statement.

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Description automatically generated

**EMPLOYER SIGNATURE** **DATE** <<date>>

1. 1 If the employer is not resident in the RSA, or is a body corporate not registered in the RSA, an authorised person must carry out the duties of the employer in terms of this Act. [↑](#footnote-ref-1)
2. 2 Remuneration is defined in terms of the fourth schedule of the Income Tax Act **(Declare actual gross salary)** [↑](#footnote-ref-2)
3. 3 Frequency of salary/wage payment ie. M=Monthly, W=Weekly, D=Daily and H=Hourly

   4 Total contribution = the amount payable by both employer and employee i.e. 2% X amount of column E

   5 Employers may also submit these details electronically from their payrolls or on the UIF’s Website at [www.labour.gov.za](http://www.labour.gov.za) – Telephone no (012) 337 1700/1. [↑](#footnote-ref-3)
4. [↑](#footnote-ref-4)