

**ANNEXURE 9.1: TAX COURT DATE APPLICATION FORM**

**IN THE TAX COURT OF THE REPUBLIC OF SOUTH AFRICA  
MEGAWATT PARK**

CASE NO: 2020/1

In the matter between:

**ABC (PTY) LTD**

Applicant

and

**THE COMMISSIONER FOR THE SOUTH  
AFRICAN REVENUE SERVICE**

Respondent

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**APPLICATION TO SET DOWN**

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**KINDLY TAKE NOTICE** that the applicant herewith requests a date for hearing on the first available day, determined by the registrar, but not less than 10 (ten) days after service of such notice.

SIGNED AT PRETORIA ON THIS ..... DAY OF ..... 20...

**ANNEXURE 9.2: TAX APPEAL DATE APPLICATION FORM**

**IN THE TAX COURT OF THE REPUBLIC OF SOUTH AFRICA  
MEGAWATT PARK**

CASE NO: VAT 1610 / IT 25736

In the matter between:

**ABC (PTY) LTD**

Appellant

and

**THE COMMISSIONER FOR THE SOUTH  
AFRICAN REVENUE SERVICE**

Respondent

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**APPLICATION TO SET DOWN**

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In pursuance of the provisions of the Tax Administration Act 28 of 2011 and the Tax Court rules promulgated under section 103, the Appellant request the registrar to allocate a date for the hearing of the abovementioned appeal.

SIGNED AT PRETORIA ON THIS ..... DAY OF ..... 20...

**ANNEXURE 9.3: TAX COURT HEARING DATE NOTIFICATION**

**IN THE TAX COURT**

**HELD AT (*insert division of court and province*)**

In the matter between

**CASE NO: (*insert*)**

**(*insert*)**

**APPELLANT**

**AND**

**(*insert*)**

**RESPONDENT**

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**NOTIFICATION TO APPELLANT AND RESPONDENT (OR HIS AGENT) OF THE SITTING OF TAX COURT, RULE (*insert*)**

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Kindly take notice that the **TAX COURT**<sup>1</sup> will sit in the (*insert court division*) **HIGH COURT, (*insert court physical address*) on (*insert court date*) at 10:00** or as soon thereafter on that date, when the above-mentioned Application will be heard. **Please acknowledge receipt of this notification by return of service by email or post or delivery at the office of the Registrar of Tax Court's physical address stated below.**

Please state whether the Appellant or the Respondent will be represented at the hearing. A Special Power of Attorney in favour of the person representing the Appellant/Respondent must be filed with the Registrar of the Tax Court. **It is the parties' responsibility to ensure that copies of all case law referred to, are made available to the Court.**

**If for any reason the Appellant or Respondent does not intend to oppose or continue with the Application, please advise the Office of the Registrar immediately.**

**TO: APPELLANT'S REPRESENTATIVE**

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<sup>1</sup> In pursuance of the provisions of the Tax Administrative Act No. 28, 2011 and the Tax Court Rules.

*(insert contact person and full address of Appellant)*

**Ref:**  
**Email:**  
**Tel:**

**AND TO: FOR THE RESPONDENT**

*(insert contact person and full address of respondent)*

**Ref:**  
**Email:**  
**Tel:**

**Dated at Pretoria** on this *(insert date)* day of *(insert month)* 20..

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*(insert full name of Registrar sending notice)*  
**Registrar of the Tax Court**

**NOTES:**

**1. Special Power of Attorney**

The respondent may appear and conduct his case in person or by means of any person authorized by special power of attorney in writing and signed by the Appellant or Respondent and such power of attorney must be filed with the Registrar of the Tax Court at the commencement of the hearing.

**2. Registrar's physical address:**

**Private Bag X923  
Pretoria  
0001**

**271 Bronkhorst Street  
Khanyisa Building  
Nieuw Muckleneuk**

**Tel:** (012) *(Insert direct line of Registrar)*  
**Email:** [registrartaxcourt@sars.gov.za](mailto:registrartaxcourt@sars.gov.za)

The address of the Registrar of the Court during the sitting mentioned in this notification will be as mentioned in page 1.



**ANNEXURE 9.4: TAX COURT APPLICATION FOR TAXATION DATE**

**IN THE TAX COURT OF SOUTH AFRICA  
GAUTENG DIVISION: MEGAWATT PARK**

CASE NO: XXX

In the matter between:

**ABC (PTY) LTD**

Applicant

and

**THE COMMISSIONER FOR THE SOUTH  
AFRICAN REVENUE SERVICE**

Respondent

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**NOTICE OF TAXATION**

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**KINDLY TAKE NOTICE THAT**

1. The applicant's notice of intention to tax bill of cost was served on the Respondent on.....**XXX**.
2. The 20 (twenty days to file the notice of intention to oppose the taxation after receipt of the aforementioned notice expired on **XXX** and a notice of opposed was **(not)** been received;  
and
3. The Applicant hereby applies for a date for taxation on an **(un)**opposed basis

BE PLEASED TO TAKE NOTEICE THEREFORE that the Applicant's Bill of Cost in respect of the above matter will be taxed at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

SIGNED AT ..... ON THIS ..... DAY OF ..... 20...

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**Applicant's Representative**

**To the: Registrar of Tax Court**  
Email: [Registrartaxcourt@sars.gov.za](mailto:Registrartaxcourt@sars.gov.za)

**To the Respondent:**

**The Commissioner for the South African Revenue Service**  
Email: [taxcourtlitigation@sars.gov.za](mailto:taxcourtlitigation@sars.gov.za)



**ANNEXURE 9.5: TAX COURT NOTICE OF TAXATION**

IT46 Taxation

**IN THE TAX COURT OF SOUTH AFRICA  
GAUTENG DIVISION HELD AT MEGAWATT PARK**

CASE NO: XXX

In the matter between

**ABC**

APPELLANT

And

**THE COMMISSIONER FOR THE SOUTH  
AFRICAN REVENUE SERVICE**

RESPONDENT

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**NOTICE OF TAXATION**

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Kindly note that the Taxing Master has set down a date for taxation on **XXX, date XXX** at 10:00 am, to be held at **TAX COURT, MEGAWATT PARK, 1 MAXWELL DRIVE, SUNNINGHILL, JOHANNESBURG**

It is your responsibility to furnish all supporting documents for the execution of the taxation process.

Please acknowledge receipt of this notification by responding to the writer herein.

**Your reply should be addressed to:**

MR/MS XXX  
Taxing Master  
Private Bag X923  
Pretoria  
0001  
Tel: (012) 422 5557  
Email: Registrartaxcourt@sars.gov.za

To: XYZ Attorneys  
Applicant's Attorneys

**And To:** Commissioner For The South African  
Revenue Service  
271 Bronkhorst Street  
Nieuw Muckleneuk  
Pretoria  
0181  
Email: taxcourtlitigation@sars.gov.za

Email:

DATED AT PRETORIA THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_