DECLARATION FORM ON PERSONAL SERVICE PROVIDERS

Kindly complete the questionnaire below with a **YES** or **NO** answer to every one of the questions.

Provide any further explanation in the space provided, especially if the answer is "yes".

1. Do you personally render any service to the Actuarial Society of South Africa ("**the Society**") on behalf of a company or trust (including a close corporation), in relation to which you are a connected person (e.g. a beneficiary or shareholder holding 20% or more of the shares or members' interest)?	Yes / No
2. Would you be regarded as an employee of the Society if you rendered such service directly (i.e. personally and not on behalf of the company or trust) to the Society?	Yes / No
OR	
3. If the duties must be performed mainly at the premises of the Society, are you or the company or trust subject to the control or supervision of the Society as to the manner in which the duties are performed or are to be performed in rendering such service?	Yes / No
OR	
4. Will more than 80% of the income of the company or trust during the year of assessment, from services rendered, consist of or be likely to consist of amounts received directly or indirectly from the Society?	Yes / No

If you answered **YES** to question 1 and **YES TO ANY ONE** of questions 2, 3 or 4, the company or trust will most likely be regarded as a **personal service provider ("PSP")** and its income from the Society will be subject to the deduction of employees' tax at the rate of 27% for a company and 45% for a trust (IRP5 tax certificates will be issued at the end of the tax year). In that case you may consider applying for a fixed amount directive from SARS in terms of paragraph 11 of the Fourth Schedule to the Income Tax Act, No 58 of 1962, for a lower rate of tax to apply. In order to do so, a form IRP3(c) must be completed and submitted at your SARS branch office. We suggest that you discuss this with your tax advisor.

An exception to the above will apply if the company or trust employs three of more full-time employees who are on a full-time basis engaged in the business of the company or trust of rendering the service to the Society, other than any employee who is a shareholder or member of the company or the trust or a connected person is relation to such shareholder or member. Is so, the company or trust will not be a PSP, regardless of your responses to the questions above. Please consider whether this is the case.

Banking Details:

Bank	
Branch Code	
Account Name	
Account Number	
Account Type	

Duly authorised representative:

Surname	
Full Name	
Member number	
Company / Trust / CC Name	
Registration Number	
Income Tax Number	

I hereby declare that

i. **I am the duly authorised representative of the Company / Trust / CC which provides a personal service to the Society in terms of the agreement concluded between the Parties.**

ii. **I am duly authorised to depose to this Affidavit, and to represent the Service Provider in its dealings with the Society.**

iii. **The facts contained herein are within my personal knowledge and are true and correct and I shall inform the Society if anything in this declaration were to change at any future date.**

iv. **I will notify the Society if the banking details change.**

Signature: ______________________________ **Date:** ______________________