How to download your documents

Notice of Assessment from SARS eFiling — tax years 2026 and 2025

What is an ITR12?

An ITR12 is the standard **Income Tax Return for Individuals** issued by the South African Revenue Service (SARS).

It's the form that SARS completes on behalf of auto-assessed taxpayers or that individual taxpayers complete to declare their income, deductions, and tax credits for a given tax year, allowing SARS to calculate whether they owe tax or are due a refund.

What is an ITA34?

Your ITA34 is your Notice of Assessment — the document SARS produces after processing your tax return. It shows whether you owe tax, are due a refund, or are up to date. We need your ITA34 for both the 2025 and 2026 tax years to help you with your auto-assessment.

Before you start, make sure you have:

- Your SARS eFiling username and password
- A stable internet connection
- Somewhere to save the documents — your computer, phone, or cloud storage (Google Drive, OneDrive etc.)

Follow these steps

1 Go to SARS eFiling and log in

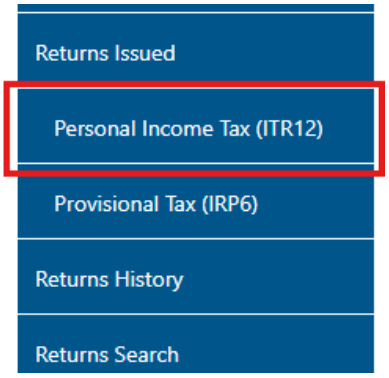
Open your browser and go to www.sarsefiling.co.za. Enter your username and password and click Log In. If you have forgotten your password, click Forgot Password on the login page — SARS will send a reset link to your registered email or phone number.

2 Home Page

Once you are logged in, it will open on the Home page or select Home from the top menu

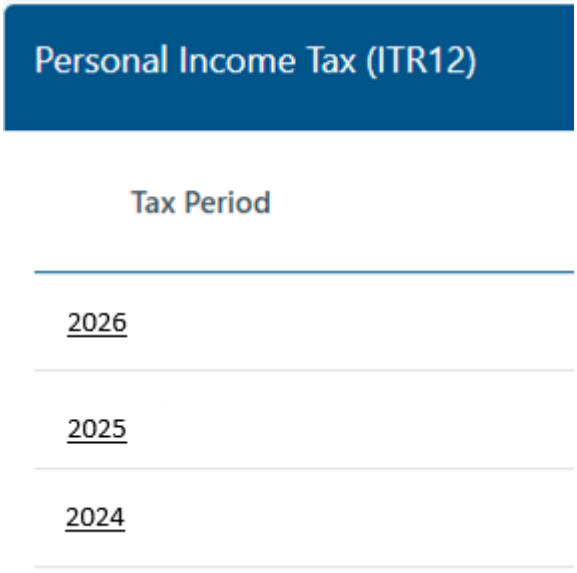
3 Select Personal Income Tax (ITR12)

You will see a list of return types. Click on Personal Income Tax (ITR12). This opens a list of your individual income tax returns, organised by year.



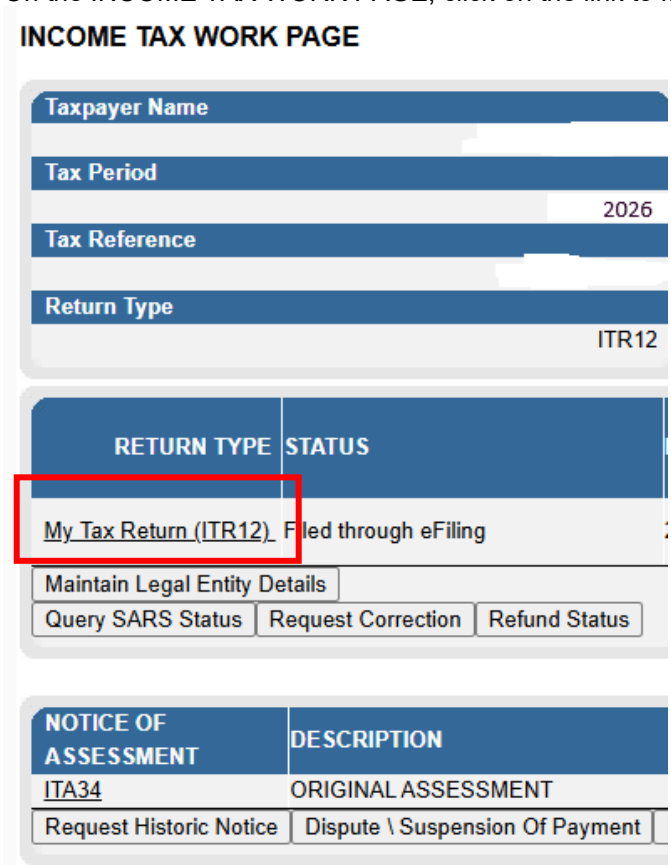
4 Open the 2026 tax year

You will see a list of your tax years. Find 2026 and click on it to open the return.



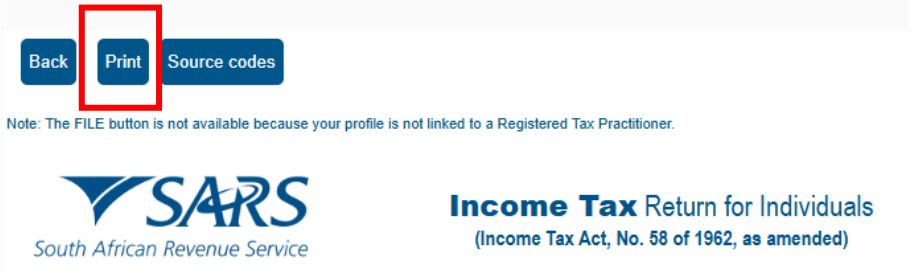
5 Find an open My Tax Return (ITR 12)

On the INCOME TAX WORK PAGE, click on the link to My Tax Return

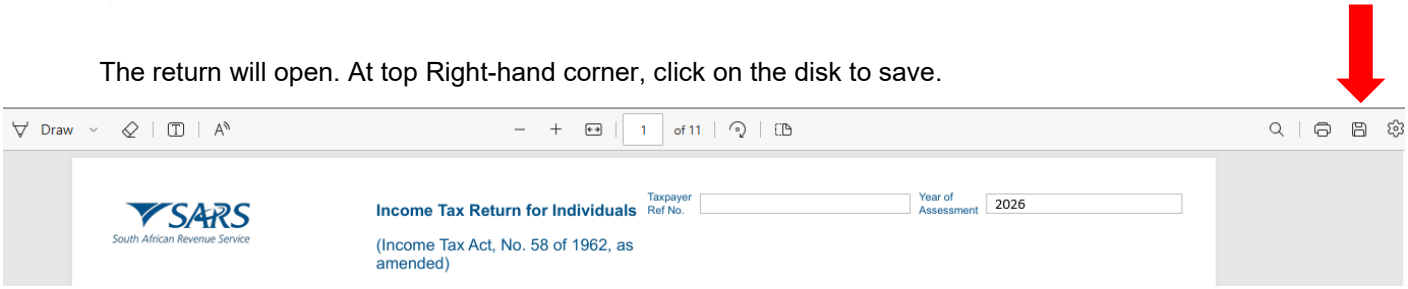


6 Save ITR12

Once the return page is open, choose PRINT:



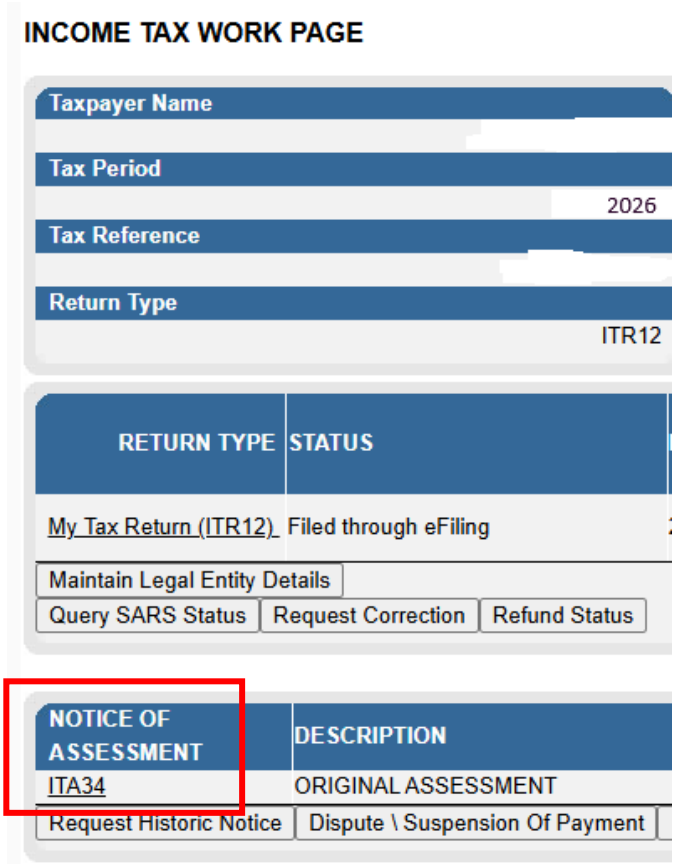
The return will open. At top Right-hand corner, click on the disk to save.



Find a place to save it that you will remember. Save it to your computer or phone. Give it a clear filename so you can find it easily, e.g., **ITR12 2026**.

7 SAVE your ITA34

Click the back button until you are again at the **INCOME TAX WORK PAGE. Click on ITA34**



Your ITA34 will open as a PDF on-screen. Save it to your computer or phone. Give it a clear filename so you can find it easily — for example: **ITA34_2025.pdf**

8 Repeat for the 2026 tax year

Go back to the Home page and repeat steps 4-7 for the 2025 tax year. You will need four documents before your clinic session. If you were not a taxpayer or not assessed in 2025, then you only submit your 2026 ITR12 and ITA34.

Prefer to use the SARS MobiApp?

If you find the website difficult to navigate, you can also download your ITR12 and ITA34 from the SARS MobiApp on your phone:

1. Open the SARS MobiApp and log in.
2. Tap Tax Returns or Documents.
3. Select your tax year and look for ITR12 or ITA34 or Notice of Assessment.
4. Download and save the documents