



Qdos Tax Enquiry Insurance Policy Summary of Cover

Introduction

Some important facts about Qdos Tax Enquiry Insurance are summarised below. This summary does not describe all the terms and conditions of the policy. To ensure full understanding of the cover provided by this policy it is recommended that this document is read alongside the policy wording. A copy of the full Policy Wording is held by Qdos and is available on request or at www.qdosconsulting.co.za

Qdos Tax Enquiry Insurance will provide cover of up to R250,000 (business policyholders) or R50,000 (private policyholders) for fees, expenses and other disbursements, less any policy excess that may apply, reasonably incurred should you become involved in enquiries or dispute covered by this policy.

This Policy Will Cover (PWC)
<u>Full Enquiries and Investigations</u> - An enquiry by SARS into your self-assessment return following the issue of a notice, request, or action under Sections 74, 74A, 74B, 74C or 74D of the Income Tax Act No 58 of 1962 which includes a request to examine all of your books and records.
<u>Employees Tax Provisions</u> – Fees incurred in respect of any challenge in writing by SARS of the accuracy or completeness of returns submitted in accordance with the Employees Tax Provisions following a compliance review by SARS into the operation of employee tax.
<u>SARS Enquiries</u> - An enquiry by SARS provided that at the culmination of such enquiry it is proved that you were not guilty of any fraud.
<u>VAT Disputes</u> - An appeal to a dispute resolution hearing following an assessment or written decision issued by SARS into your VAT affairs. This Policy will also cover an enquiry held under Section 59 of the VAT Act No 89 of 1991 provided that at the culmination of such enquiry it is proved that you were not guilty of any fraud.

As with any insurance policy there are some exclusions, which include:

This Policy Will Not Cover (PWNC) Conditions of Cover – General (COGG)
Professional fees incurred without the prior consent of Qdos.
Where any circumstances of a claim are known of at inception of this Policy or where an incident arises directly from an enquiry or dispute undertaken by SARAS prior to inception of this policy.
Professional fees relating to attendance at a routine inspection undertaken by SARS (Employee Tax and/or VAT) or routine correspondence prior to the dispute or assessment being raised.
Enquiries or disputes involving tax returns, which are submitted late.
Any taxes, interest, penalties and fines or any other duties which may be imposed by SARS.

Duration of Cover

This policy will expire one calendar year from the date it was issued.

Cancellation Right

We hope you are happy with the cover this policy provides. However, you have the right to cancel it within 14 days of receiving the policy. The insurer may also cancel this policy at any time by giving 30 days notice.

Insurer

Hollard Insurance Partners
PO Box 87419
Houghton
2041

Telephone No. +27 011-351 5000
Fax No. +27 011-351 8014

Making a Claim

Claims should be notified to Qdos on the telephone advice line or in writing to the Claims Department at:

Qdos Consulting SA (Pty) Ltd
Noland House
2nd Floor
River Park
River Lane
Mowbray
7700
PO Box 788
Cape Town
8000

Telephone No. +27 086 073 6772
Fax No. +27 086 677 5622
Email: enquiries@qdosconsulting.co.za

How to Make a Complaint

We hope that you will be pleased with the service we provide. However, if you have a complaint about our service or about a claim, please write to:

Complaints

If you have a complaint about the service or the advice you received from Qdos, please write to:
The Managing Director | Qdos Underwriting Managers (Pty) Ltd | Nolands House River Park | River Lane | Mowbray | 7700

If you have a complaint about this policy or the service you received from Hollard, please contact:
Hollard Insurance Partners | PO Box 87419 | Houghton | 2041
Telephone number: +011 351 5000 | Facsimile number: 011 351 8014

If your enquiry or your dispute is not satisfactorily resolved, you may contact:
The Ombudsman for Short Term Insurance | P O Box 32334 | Braamfontein | 2017
Telephone number: 011 726 8900 | Facsimile number: 011 726 5501