

# South Africa Tax Invoice Template (Sales) in PDF Format

*South Africa Tax Invoice Template (Sales)* was initially released on <http://www.InvoicingTemplates.com> on Saturday, August 01, 2015, and is categorized as **Sales**. As always **South Africa Tax Billing Format (Sales)** was published in two editions - one free **South Africa Tax Invoice Template (Sales)**, and another Uniform Invoice Software version that is able to turn **South Africa Tax Invoice Template (Sales)** into a complete invoicing system. This "**South Africa Tax Invoice Template (Sales) in PDF Format**" document includes brief description about the template, as well as a PDF invoice form exported from "southafrica-sales-vat.xlsx".

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## South Africa Tax Invoice Template (Sales)

### Features and Facts

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To create a valid tax invoice that meets the requirements from South African Revenue Services (SARS), your invoice template should have formatted in a professional way. Download **South Africa Tax Invoice Template (Sales)** for free and start creating professional invoices in minutes.

With this implementation of south Africa tax billing format, the shipping address is included on the format, so that the template is categorized as sales invoice template. With this tax invoice template, the prices defined on the form excluding VAT, i.e. VAT is added separated. As detailed on the [SARS \(South African Revenue Services\)](#) site, Value-Added Tax is commonly known as VAT. VAT is an indirect tax on the consumption of goods and services in the economy. Revenue is raised for government by requiring certain businesses to register and to charge VAT on the taxable supplies of goods and services. These businesses become vendors that act as the agent for government in collecting the VAT.

In order to comply with VAT regulations, for any sale of more than R50, you have to issue a tax invoice, with the word "tax invoice" printed on it. This is the most important document in the VAT system. The VAT Act prescribes that a tax invoice must contain certain details about the taxable supply as well as the parties to the transaction. This includes:

1. The value of the goods/services excluding VAT
2. The VAT amount (calculated at 14% of the above amount)
3. The value of the goods/services including VAT

4. The name, address and VAT registration number of the person buying the goods/services
5. And your own name, address and VAT registration number.

It is of utmost importance to adhere to these valid tax invoice requirements. It is found that the South African Revenue Services (SARS) became very strict when they review or audit a Value added tax (VAT) period.

If you are a service provider that does not need the shipping address section on the invoice form, see [South Africa Tax Invoice Template \(Service\)](#) here on InvoicingTemplate.com. We are also providing a special template that is suitable for attorney, where a "Date" column is added to the invoice detail section. Please refer to [Free Attorney Invoice Template \(South Africa Currency\)](#) for the details. All these templates and layout work with Uniform Invoice Software (UIS), which is able to turn a simple Microsoft Excel invoice template into a complete invoicing software system.

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### South Africa Tax Invoice Template (Sales)

# TAX INVOICE

Street Address  
 City, ST ZIP Code  
[Phone Number, Web Address, etc.](#)  
 VAT#

**DATE:**  
**INVOICE #:**

#### BILL TO

Name testcustomer1  
 Address  
 City, State ZIP  
 Country  
 Phone  
 Email  
 Client VAT # customer-vat-1

#### SHIP TO

Name  
 Address  
 City, State ZIP  
 Country  
 Contact

P.O. #	Sales Rep. Name	Ship Date	Ship Via	Terms	Due Date

Description	Quantity	Unit Price	Line Total
Test Product 3	1	R 300.00	R 300.00

SUBTOTAL	R	300.00
VAT 14.000%	R	-
SHIPPING & HANDLING	R	-
<b>TOTAL</b>	R	300.00
<b>PAID</b>	R	-
<b>TOTAL DUE</b>	R	300.00

**NOTES:**

*THANK YOU FOR YOUR BUSINESS!*