

2026

PAYE TAX SEMINAR AND IRP5 WORKSHOP

09 March to 14 April 2026



**NEW
IN 2026**

PayDay Payroll and Support Manager,
presenting on:

Payroll reconciliation & tax submission

- Tax season troubleshooting
- Real-life filing season scenarios

PRESENTATIONS BY

PayDay Software Systems and
other key Stakeholders

PAYE TAX SEMINAR

R 4,399.00 VAT INCL.

FOCUS POINTS

- ✓ Latest PAYE legislation affecting employees
- ✓ Any new legislation pertaining to PAYE fully unpacked and explained
- ✓ Payroll reconciliation & tax submission
- ✓ Q & A

ITINERARY

- ✓ FULL DAY
- ✓ 08:30 — 09:00 Registration
- ✓ 09:00 — 16:00 PAYE Tax Seminar

Includes: Manual, tea/coffee break and lunch

Excludes: Flights, accommodation and transfers

IRP5 WORKSHOP

R 4,399.00 VAT INCL.

FOCUS POINTS

- ✓ Latest mandatory fields on the payroll system
- ✓ Reports to generate when reconciling PAYE
- ✓ Preparation of electronic file to e@syFile
- ✓ Q&A

ITINERARY

- ✓ FULL DAY
- ✓ 08:30 — 09:00 Registration
- ✓ 09:00 — 16:00 irp5 workshop

Includes: Manual, tea/coffee break and lunch

Excludes: Flights, accommodation and transfers

EARLY BIRD SPECIAL

Book and pay before 31 January 2026 and receive a 5% discount

WHO WILL BENEFIT

New and existing clients | Payroll practitioners | HR practitioners



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TRAINING@PAYDAY.CO.ZA



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MURRAYFIELD, PRETORIA, 0184



WWW.PAYDAY.CO.ZA

 **PayDay**[®]
Software Systems (Pty) Ltd

2026

PAYE TAX SEMINAR AND IRP5 WORKSHOP

SELECT THE DATE/S

DATE	EVENT	# DELEGATES
09 March 2026	Example	2
PRETORIA		
09 March 2026	PAYE Tax Seminar	
10 March 2026	IRP5 Workshop	
BLOEMFONTEIN		
12 March 2026	PAYE Tax Seminar	
13 March 2026	IRP5 Workshop	
CAPE TOWN		
16 March 2026	PAYE Tax Seminar	
17 March 2026	IRP5 Workshop	
EAST LONDON		
19 March 2026	PAYE Tax Seminar	
20 March 2026	IRP5 Workshop	
UMHLANGA		
31 March 2026	PAYE Tax Seminar	
01 April 2026	IRP5 Workshop	
JOHANNESBURG		
08 April 2026	PAYE Tax Seminar	
09 April 2026	IRP5 Workshop	
PRETORIA 2ND EVENT		
13 April 2026	PAYE Tax Seminar	
14 April 2026	IRP5 Workshop	

BOOK ONLINE @
www.payday.co.za

REGISTRATION

Company name: _____

Contact person: _____

Email address: _____

Alternative email address: _____

Person responsible for payment: _____

Contact number: _____

No. delegates attending PAYE Tax Seminar: _____

No. delegates attending IRP5 Workshop: _____

Signature of authorised representative: _____

By signing this form, the authorised signatory/representative agrees and accepts the terms and conditions as indicated below.

Registration Terms & Conditions

- ▶ On completion of registration form, please fax proof of payment and/or order form to 012 803 7734 or send via email to training@payday.co.za.
- ▶ Receipt of completed registration form or online booking strictly serves as a temporary reservation.
- ▶ Please ensure that booking and purchase order form/proof of payment reach PayDay's offices no later than 10 working days prior to the event. Should the aforesaid not be received within the provided time frame, the temporary reservation will be cancelled.
- ▶ Please note: No admission will be granted unless a signed order or proof of payment has been received within the 10 working days prior to the event.
- ▶ A map and directions to the venue will be sent to delegates upon receipt of proof of payment and/or order form.

Cancellation Policy

PayDay reserves the right to reschedule or cancel bookings in the event of insufficient delegates.

In the event of cancellation or postponement of a confirmed booking by the client the following conditions will apply:

- ▶ No cancellation fee will apply if written cancellation/postponement of the booking is received prior to the specified 10 working days before the commencement of the event.
- ▶ 50% cancellation fee will apply if written cancellation of the booking is received during the 10 working days prior to commencement of the event.
- ▶ Written postponement received prior to the 10 working days before the event is allowed once off at no additional charge.
- ▶ If written postponement is received within the 10 working days prior to the event, an additional 50% postponement fee will be charged.
- ▶ 100% cancellation fee will automatically apply to the booking if no prior written cancellation/postponement is received or should a delegate fail to attend (no show) the confirmed event.

Banking Details

Account Name: PayDay Software Systems | Account No.: 62190292195 | Bank: First National Bank (FNB) | Branch: Lynnwood (252045)
Payment Reference: Your company name | Email Proof of Payment to: training@payday.co.za

Co. Reg. No.: 2006/010098/07 | VAT No.: 4850106677



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