

2026

BIANNUAL SEMINAR AND PRATICAL

03 August to 15 September 2026



Presentations by PayDay Software Systems
and other key Stakeholders

Make Tax Season Stress-Free

Give your employees the confidence to stay compliant and avoid costly mistakes. This practical session explains when tax returns must be submitted, how to prevent penalties and AA88 garnishees, how to read SARS notices and debt, plus simple eFiling guidance — all while highlighting the most common compliance errors employees make.

BIANNUAL SEMINAR

R 4,399.00 VAT INCL.

FOCUS POINTS

- ✓ Payroll tax types fully and clearly explained plus overview of 2026/2027 PAYE
- ✓ Understanding the latest SARS regulations, UIF, SDL and COIDA compliance
- ✓ Tax Directives (complying to SARS on the system)
- ✓ Basic tax calculation practical example
- ✓ Q & A

ITINERARY

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

Includes: Manual, tea/coffee break and lunch
Excludes: Flights, accommodation and transfers

BIANNUAL PRACTICAL

R 4,399.00 VAT INCL.

FOCUS POINTS

- ✓ Mandatory fields from SARS
- ✓ Accurate source codes
- ✓ Reports to generate to assist with balancing
- ✓ Tax types and accurate parameter setup on the company earnings and deduction screens
- ✓ Q & A

ITINERARY

- ✓ FULL DAY
- ✓ 08:30 — 09:00 Registration
- ✓ 09:00 — 16:00 Biannual Practical

Includes: Manual, tea/coffee break and lunch
Excludes: Flights, accommodation and transfers

EARLY BIRD SPECIAL

Book and pay before 30 June 2026 and receive a 5% discount

WHO WILL BENEFIT

New and existing clients | Payroll practitioners | HR practitioners

2026

BIANNUAL SEMINAR AND PRATICAL

SELECT THE DATE/S

DATE	EVENT	# DELEGATES
03 August 2026	Example	2
CAPE TOWN		
03 August 2026	Biannual Seminar	
04 August 2026	Biannual Practical	
BLOEMFONTEIN		
06 August 2026	Biannual Seminar	
07 August 2026	Biannual Practical	
JOHANNESBURG		
12 August 2026	Biannual Seminar	
13 August 2026	Biannual Practical	
PRETORIA 1 ST EVENT		
17 August 2026	Biannual Seminar	
18 August 2026	Biannual Practical	
EAST LONDON		
01 September 2026	Biannual Seminar	
02 September 2026	Biannual Practical	
UMHLANGA		
08 September 2026	Biannual Seminar	
09 September 2026	Biannual Practical	
PRETORIA 2 ND EVENT		
14 September 2026	Biannual Seminar	
15 September 2026	Biannual Practical	

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 Biannual Seminar:	_____
No. delegates attending Biannual Practical:	_____
Signature of authorised representative:	_____
<small>By signing this form, the authorised signatory/representative agrees and accepts the terms and conditions as indicated below.</small>	

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.

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