



Dear Valued Stakeholder

In preparation for the closure of the financial year that ends on 31 March 2022 and to ensure an accurate account of liabilities, the Services SETA requests suppliers to submit invoices (with required supporting documents) for goods and services provided prior to 28 February 2022 through the Invoice Management System (IMS) by no later than **15 March 2022**. Please take note of the following deadlines:

- For goods and services that were delivered but not invoiced due to expiry of contracts, suppliers must submit invoices with supporting documents by 15 March 2022 to OverDueInvoices@serviceseta.org.za.
- For service providers who performed work but were not able to submit invoices on IMS due to awaiting contracts, suppliers must submit invoices and supporting documentation by 15 March 2022 to OverDueInvoices@serviceseta.org.za.
- For work done in March 2022, the deadline for suppliers to submit invoices (with supporting documents) is 11 April 2022.

The above notification does not apply to Mandatory Grant (MG) employers registered with Services SETA since they do not provide goods or services to Services SETA.

Regards

The Finance Team

021 501 1111

The Services Sector Education and Training Authority (Services SETA) was established and registered in March 2000 in terms of the skills development Act of 1998 and is responsible for the disbursement of the training levies payable by all employers. These levies are collected by the South African Revenue Service (SARS) via the Department of Higher Education and Training (DHET), and are to be disbursed through a management system motivated by skills requirement assessment and monitoring.

Service Sector Education & Training Authority (Service SETA) 15 Sherborne Road, Parktown, Gauteng, 2193, P O Box 3322, Houghton, 2041 Email: customercare@serviceseta.org.za | 011 276 9600.

This email was sent from an account we use for sending messages only. Please do not respond to this email. Instead use this email address customercare@serviceseta.org.za. Should you wish to unsubscribe from the mailing list, please click on the "Unsubscribe" button below Unsubscribe.

WWW.SERVICESETA.ORG.ZA

TEL: 011 276 9600

CONNECT WITH US

