



labour

Department:  
Labour  
REPUBLIC OF SOUTH AFRICA



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## How to Pay the UIF

### How to Pay the UIF

There are various ways to pay the UIF. It is employers' responsibility to deduct money from their workers and pay it and their own contributions to the UIF.

#### Paying by stop order

If employers want to pay with a stop order they must use the following steps:

##### Step 1: Go to your bank

Employers must go to their bank and fill in the forms they give you to pay the money into the UIF account. You can use one of the following accounts of the UIF:

###### **FNB (employers of domestic workers only)**

Account number: 62052400547  
Branch code: 25-31-45

###### **FNB (commercial employers)**

Account number: 51420056941  
Branch code: 25-31-45

###### **ABSA (all employers)**

Account number: 4055481885  
Branch code: 32-31-45

###### **Standard Bank (all employers)**

Account number: 010032185  
Branch code: 00-45  
CDI No: 0068730083641

###### **Nedbank (all employers)**

Account number: 1454041560  
Branch code: 14-54-05

The name of the account holder is Unemployment Insurance Fund.

Ask the bank to use your employer reference number as reference.

##### Step 2: Send the payment advice

The UIF send employers the payment advice form every month. You can also get it on the website. Complete this form when you pay and send it in one of the following ways:

- Mail it to:  
UIF  
Pretoria  
0052
- Fax it to:  
(012) 337 1931
- E-mail it to:  
enquiries@uif.gov.za

#### Paying by cheque

As from 1 February 2005, the UIF will no longer accept cheques as a form of payment.

Please make use of one of the other available payment methods.

#### Paying by Direct Bank Deposit

If employers want to pay the money directly into the UIF's account they must use the following steps:

##### Step 1: Go to your bank

Employers must go to their bank and fill in a deposit slip. You can use one of the following accounts of the UIF:

###### **FNB (employers of domestic workers only)**

Account number: 62052400547  
Branch code: 25-31-45

###### **FNB (commercial employers)**

Account number: 51420056941  
Branch code: 25-31-45

ABSA (all employers)  
Account number: 4055481885  
Branch code: 32-31-45

###### **Standard Bank (all employers)**

Account number: 010032185  
Branch code: 00-45  
CDI No: 0068730083641

###### **Nedbank (all employers)**

Account number: 1454041560  
Branch code: 14-54-05

The name of the account holder is Unemployment Insurance Fund.

Use your employer reference number as reference when you fill in the slip.

## Step 2: Send the payment advice

The UIF send employers the payment advice form every month. You can also get it on the website. Complete this form when you pay and send it in one of the following ways:

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UIF  
Pretoria  
0052
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(012) 337 1931
- E-mail it to:  
enquiries@uif.gov.za

### Paying by Internet Banking

If employers want to use internet banking to pay the UIF they should use the following steps:

#### 1. Set the UIF up as a beneficiary

Employers must set the UIF up as a beneficiary. Some banks already have to UIF set up (this will be in the same way they set up clothing accounts and water and electricity accounts). If you are not sure about this, contact your bank.

You can use one of the following accounts of the UIF:

#### **FNB (employers of domestic workers only)**

Account number: 62052400547  
Branch code: 25-31-45

#### **FNB (commercial employers)**

Account number: 51420056941  
Branch code: 25-31-45

#### **ABSA (all employers)**

Account number: 4055481885  
Branch code: 32-31-45

#### **Standard Bank (all employers)**

Account number: 010032185  
Branch code: 00-45  
CDI No: 0068730083641

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UIF  
Pretoria  
0052
- Fax it to:  
(012) 337 1931
- E-mail it to:  
enquiries@uif.gov.za

## Related Links

- **Basic Guide to UIF Contributions**  
Employers must pay UIF contributions of 2% of the value of each worker's pay per month. The employer and the worker contribute 1% each.
- **Employer's Guide to UIF**  
Employers must register themselves and their workers with the UIF and pay contributions monthly.
- **Worker's Guide to UIF**  
All workers must contribute 1% of their pay to the UIF. To claim for benefits certain documents need to be completed and handed in at a labour centre.
- **How To Apply to Pay the UIF Annually**  
Employers who want to pay UIF annually may do so before the 7 of March every year.
- **Form UI-19 - Declaration of information of commercial employees and workers employed in a private household**  
Employers' must forward this form to the UIF, PRETORIA, 0052 or alternatively fax.
- **Form UI-2.8 - Application to pay UIF benefits into banking account**  
Application to pay UIF benefits into banking account
- **Form UI-8 - Application for registration as an employer with the UIF**  
An application form to register as an employer with the UIF.
- **Contact Us**  
How to contact the Department of Labour
- **Labour Centres**  
Short description