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## How To do UIF Declarations

Employers can mail, fax or e-mail the UI-19 form or do their declarations online.

### UIF declarations

If employers want to send declarations they must use the following steps:

#### Step 1: Fill in the form

Employers must fill in the UI-19 form (the same form you use to register workers) with the new details for workers. The forms are available at your nearest labour centre or on the website.

Commercial employers who have electronic payroll systems can use their systems instead of the form if it complies with the declaration specifications set by the UIF. Employers can also do the declarations online.

#### Step 2: Send in the form

Employers can send the form to the UIF by -

- mailing it to:  
UIF  
Pretoria  
0052
- faxing it to:  
(012) 337 1636
- e-mailing it to:  
webmaster@uif.gov.za if you are an **employer of a domestic worker** or  
webmaster@uif.gov.za if you are a **commercial employer**.  
Employers with electronic payroll systems must send their information to declarations@uif.gov.za.

### Related Links

- [Basic Guide to UIF Declarations](#)  
Certain information about workers must be sent to UIF or SARS every month by employers.
- [How to Pay the UIF](#)  
Employers' must deduct UIF from workers and pay it and their own to the UIF.
- [How To Register with the UIF](#)  
It is the employers' responsibility to fill in and send the forms to register themselves and their workers.
- [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.
- [Contact Us](#)  
How to contact the Department of Labour
- [Labour Centres](#)  
Short description