

18 June 2009

Dear Credit Provider

COMPLIANCE REPORTING UNDER THE NATIONAL CREDIT ACT

Registrants are required to submit compliance and statistical returns to the National Credit Regulator within specified timeframes. These requirements are set out in Chapter 8 of the Regulations that have been issued in terms of the National Credit Act.

The following table summarises some of the important reporting obligations. In the remainder of this document we provided guidance that may assist in the completion of the different returns.

Return / Report	Format	Frequency and Due Date	Accounting Professional involved?
Compliance Report	Guideline to be issued by NCR	Once p.a. - Within 6 months of Financial Year End	No
Statistical Return	Form 39	Large Credit Providers- Quarterly Small Credit Providers- Once per annum. Both due within 45 days of end of period	No
Annual Financial Statements	As prepared by accounting professional	Once per annum- Within 6 months of Financial Year End	Yes
Annual Financial and Operational Return	Form 40	Once per annum. Within 6 months of Financial Year End	Yes
Assurance Engagement Report for Audited Credit Providers	Guidelines and Illustrative report have been issued	Once p.a. - Within 6 months of Financial Year End	Yes
Assurance Engagement Report for Unaudited Credit Providers	Guideline to be issued by NCR	Once p.a. - Within 6 months of Financial Year End	Yes

Form 39: Statistical Return

Credit providers that grant credit of up to R15 million per annum must submit Form 39 annually. These annual returns must cover the period 1 January to 31 December for each year and *not the financial year of the registrant*. The submission date is 15 February of each year.

Credit providers that grant more than R15 million per annum in credit must submit a quarterly return. The return must be submitted by the due dates indicated in the table below. The Returns must cover the quarters as defined and *not quarters based upon the financial year of the registrant*.

The standardization of quarters is required to enable the NCR to aggregate the statistics.

Reporting for credit providers that enter into credit agreements worth more than R15 million p.a.

Quarter	Reporting period	Due Date
1	1 January to 31 March	15-May
2	1 April - 30 June	15-August
3	1 July - 30 September	15-November
4	1 October- 31 December	15-February

Form 39 available in Excel format

We enclose a copy of Form 39 with this letter. Form 39 is also available from www.ncr.org.za or via e-mail request to returns@ncr.org.za.

Guidelines on the Compliance Assurance Reports

The National Credit Regulator is currently finalising guidelines dealing with the Compliance Report by Credit Providers and guidelines on the Assurance Report which has to be completed by accounting professionals. The NCR has had extensive consultation with the relevant professional bodies in respect of the guidelines on the Assurance Report. These guidelines will be published in the near future.

Further information

For further information regarding compliance reporting, please contact the registration officer responsible for your registration at the NCR or e-mail returns@ncr.org.za

Yours sincerely

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