



Tax Payments
with Online
Banking
**Self-Help
Guide**

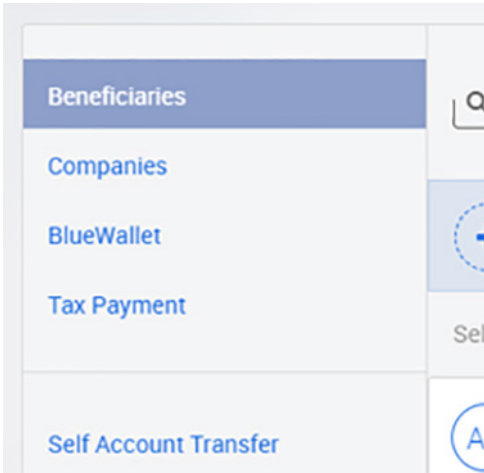
A close-up photograph of a hand holding a pencil, writing the word 'TAX' in large, bold, black capital letters on a white notepad. The notepad has faint grid lines. The pencil is positioned at the end of the word 'TAX'.

Tax Payments with Online Banking

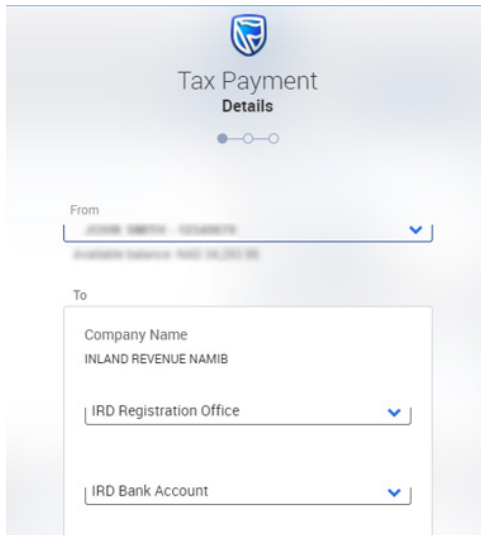
Click on the **Pay & Transfer** tab on your dashboard



Click on **Tax Payment**



Select the **From** account

A screenshot of the 'Tax Payment Details' form. At the top, there is a logo and the title 'Tax Payment Details' with a progress indicator. Below the title, there are two main sections: 'From' and 'To'. The 'From' section has a dropdown menu with 'JESSE SMITH - 12345678' selected. The 'To' section contains three fields: 'Company Name' with 'INLAND REVENUE NAMIB', 'IRD Registration Office' with a dropdown arrow, and 'IRD Bank Account' with a dropdown arrow.

- Select the **IRD Registration Office** – this is where you were registered as a tax payer
- Select the **IRD Bank Account** – based on the type of tax you are paying: **Main, VAT or Amnesty**
- Select the **Tax Type**
- Enter your **Tax Identification Number (TIN)** – you'll find this on your Tax registration document. E.g. 0123456-01-1 (only enter the first 7-8 digits).
Newer TINs have 8 digits
- Select the **Payment Type – Account or Tax Period payment**
- If **Tax Period Payment** is selected, specify the **Year and Period** e.g. **2019-01**

To

Company Name
INLAND REVENUE NAMIB

IRD Registration Office ▼

IRD Bank Account ▼

Tax Type ▼

Tax Identification Number


Payment Type ▼

My reference

NAD Amount

- Enter **My reference** – this is your reference on your bank statement
- Enter the **Amount**

- On the **Review** page, confirm that all details are correct and click on **Pay**
- The 19 digit **Tax Reference Number (TRN)** is system generated based on the selections and inputs on the Payments page. The Ministry of Finance uses this reference, received from the Bank, to allocate the payment


Tax Payment
Review

● — ● — ○

NAD **1.00**

TRN **1060033107811999999**

From

IN INLAND REVENUE
NAMIB

IRD Registration Office
Keetmanshoop Regional Office

IRD Bank Account
Main

Tax Type
Income Tax

Tax Identification Number
00331078

My Reference
Tax

[← Back](#) [Pay →](#)

