

TAXONAPP PAYMENT STEPS

The following are the step-by-step payment processes for TaxOnApp for Domestic Tax and Customs;

- Download **TaxOnApp** from **Play Store** for Android users and **istore** for iPhone users
- TaxOnApp requires internet connectivity
- A taxpayer should ensure that the account (mobile money or a bank account) is sufficiently funded before processing a payment.

1. CUSTOMS TAX PAYMENTS

- As a logged-in user, Under **Pending PRNs**, select a **Customs PRN**, and proceed to pay by entering your **mobile number and PIN**.
- Under e-Services, Select **Make Payment**, then **Pay for PRN**, input **PRN**, and proceed to pay by entering your **mobile number and PIN**.
- Under e-Services, Select **Make Payment**, then **miscellaneous**, complete the form and proceed to pay for the generated **PRN** by entering your **mobile number and PIN**.

2. DOMESTIC TAX PAYMENTS

For Domestic taxes, either select **Pay for liabilities** or **Advance Payments or Pending PRNs**

- Under Pay for liabilities, simply select the liabilities you intend to pay for, generate PRN, and proceed to pay by entering mobile number and your PIN.
- Under **Advance payments**, Complete account details, liability details, period details and amount details, then submit to generate **PRN**, proceed to pay by entering your mobile number and PIN.
- Under Pending PRNs, select a DOMT PRN, proceed to pay by entering your **mobile number and PIN**.

A message of either successful transaction or failure will be displayed. Where a payment is successful, a receipt will be sent to the tax payers registered email address and a text to the registered phone number.

RETRIEVE PAYMENT RECEIPT

Under Payment History, a taxpayer will find the paid PRNs and will be able to view and share receipt using the available options. The receipt can be retrieved using either Search by Tax Type or Search by PRN.

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