



**ENGAGEMENT WORKSHOP**

**12 APRIL 2013**

**ROYAL SWAZI SPA**

**e-tax**

• **e**asy • **e**fficient • **e**ffective

# SRA VISION & e-Tax



## SRA VISION

*“To be a **modernised**, credible and **customer centric** Revenue Authority”*



# e-Tax in General



## What is e-Tax?

- e - Tax is an Internet-based system that enables taxpayers to conduct their tax affairs online, such as;
  - registering with the SRA to acquire a tax number (TIN),
  - Completion and Submitting of tax returns online (e-Filing),
  - downloading tax forms,
  - the viewing of overall tax compliance i.t.o. submitted returns & tax payments made online, etc.
  - E-payment

# What is SRA e-Tax?



- **“SRA e-Tax”** is an electronic platform through which taxpayers may submit returns as well as access tax information and forms online.
- This platform is a live feed into the SRA Revenue Management System (RMS).
- By accessing the SRA website link, the taxpayer is able to logon, capture, submit and view returns, as well as log queries.



# Benefits of SRA e-Tax



## 1. Easy and convenient filing:

- The ***SRA e-Tax*** is meant to bring efficient tax filing and inquiry convenience.
- ***SRA e-Tax*** is a simple and secure way of engaging with the SRA from the comfort and convenience of your home or office.
- *N.B:* Enquiry feedback is received through SRA contact centre

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## 2. Access to filing history

*SRA e-Tax* allows you access to your tax filing history - viewing past and present returns

# Benefits of SRA e-Tax



## 3. On-line quality checking:

- The ***SRA e-Tax*** system will allow you the opportunity to check your returns and only submit a correct one.
- This provides a quicker processing cycle and saves time in waiting for verification of the data by the SRA, and therefore gives you peace of mind that your return is received.

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# Benefits of SRA e-Tax



- Once e-Tax is fully rolled-out information on return processing progress, taxes due, the status of a return and any other relevant information will be conveniently available.
- **SRA e-Tax** will provide you on-line payment facility that will help you avoid late payment penalties and accrual of interest.

***Registering for SRA e-Tax is therefore a good e-business decision.***

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# E-Tax Road-Map

E-TAX STAGES	DATE
VAT Returns Pilot Roll-Out with 6 Companies	December 2012
VAT Return e-filing full roll-out	March 2013
Taxpayer Inquiry	April 2013
PAYE Return Filing	June 2013
View Payments and Statements	September 2013
Registration Changes	December 2013
Income Tax Filing	March 2014

# Registration for SRA e-Tax



- Application form obtainable from SRA Service Centres or Website.
- Submission of Form to Service Centre or E-mail to [info@sra.org.sz](mailto:info@sra.org.sz)
- USERNAME & PASSWORD to be issued
- **Registration Requirements:**
  - Completed application Form
  - Letter of appointment of nominated person
  - copy of National ID document

# Registration for SRA e-Tax

## Response from SRA

- Maximum 7 days provided taxpayer has submitted all requirements.

## E-Tax registration form Overview

- Refer to handout.

# e-Tax Guide

- Go to SRA website ([www.sra.org.sz](http://www.sra.org.sz))
- Select e-Tax link on the landing page
- Type in Username and password, and click LOGIN
- Select desired function (**Submit returns, View returns, Submit an Enquiry**)
- Submitting a return – Click on **Submit return online**.
  - Select Tax type, Year and Period. Then click **Create Return**.
- Complete the form and click **Submit to SRA**.
- To view submitted returns, click **View Returns**.
- To send a query, click **Submit an Enquiry**
- Click on **Help and Advice** to get online help.
- When done, click LOGOUT

# THANK YOU/SIYABONGA



FOR ANY ENQUIRIES ON e-Tax,  
we introduce to you the SRA  
Contact Centre:

“A reason to Smile”

A large graphic of a smiling face with two black dots for eyes and a wide, black, curved mouth, set against a background of a blue sky with white clouds. The text 'A reason to smile' is written in a bold, blue, sans-serif font with a white outline at the top of the graphic.

**A reason to smile**

The SRA logo is positioned to the left of the main text in the graphic.

Introducing the  
**CONTACT CENTRE**

**2406 4050**

email: [info@sra.org.sz](mailto:info@sra.org.sz)

A black headset with a microphone is shown at the bottom left of the graphic, symbolizing customer service.

For all your Tax enquiries!