

TAXONPHONE PAYMENT STEPS

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

- Dial *858#
- Select option 11- Pay for Tax
- Select either **1. Domestic** or **2. Customs** or **3. Pay using PRN**

1. PAY FOR PRN

- Enter PRN (Domestic or Customs)
- Details of PRN will be displayed
- Select Accept and send
- Enter mobile money PIN to complete the payment

2. CUSTOMS TAX PAYMENTS

There are 2 options available, **1. Pay as Consignee** and **2. Pay as Declarant**

Option 1 Pay as Consignee

- All available PRNs (assessments) will be displayed
- Select the PRN you want to pay for
- Enter mobile money PIN to complete the payment

Option 2 Pay as Declarant

- All the available PRNs (assessments) will be displayed.
- Select the PRN you want to pay for
- Enter mobile money PIN to complete the payment

3. DOMESTIC TAX PAYMENTS

There are 2 options available, **1. Pay for self** and **2. Pay for someone else.**

A. PAY FOR SELF

- Select either **1. Pending liabilities**, **2. Advance payment** or **3. Pending PRNs**
- Under **Pending liabilities**, Select the tax type, all pending liabilities will be displayed, Select the liability to pay for and enter pin to complete payment
- Under **Advance payment**, Select Tax type, then account name, account liability, tax liability, period (**MMYYYY**), amount and enter pin to complete payment.
- Using **Pending PRNs**, select the pending PRN and proceed to pay

B. PAY FOR OTHER

- Select either 1. Advance Payment or 2. Pending PRNs
- Under **Advance payment**, Select Tax type, then account name, account liability, tax liability, period (**MMYYYY**), amount and enter PIN to complete payment.
- Using **Pending PRNs**, enter **TPIN**, select the pending PRN and proceed to pay

*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

Call Centre

☎ 4111

✉ advice@zra.org.zm

www.zra.org.zm