



THE TAX CORNER

Claiming of Input Tax for Vat Return Submission under Tax and Revenue Management System (TARMS)

The Zimbabwe Revenue Authority (ZIMRA) introduced Tax and Revenue Management System (TaRMS) and the Fiscalisation Data Management System (FDMS). TaRMS is a new system for automating Domestic Taxes processes which focuses on simplifying tax compliance for the convenience of the Taxpayer, while FDMS transmits sales data from the taxpayer's fiscal device to ZIMRA servers. TaRMS and FDMS have been integrated, leading to the introduction of invoice management to manage the claiming of input tax electronically, which has done away with the submission of physical tax invoices in the claiming of input tax.

The following are the steps that should be followed in order to successfully claim input tax in the system:

1. Log on to TaRMS using URL <https://mytaxselfservice.zimra.co.zw>
2. Go to Invoice Management
3. Click on Invoices
4. Enter the mandatory search parameters i.e. Tax Year and Tax Period and click Search (***NB Tax period should match the pending VAT return period***)
5. Apportion input tax claim where necessary by editing the figure in the column "Input Tax Claimed"
6. Select an Invoice, Debit Note Received or Credit Note Issued by clicking the check box to the extreme right.
7. Select "No" under column "Claimable" where Input Tax **should not be claimed**
8. Click on the dropdown for "Reason", to select a reason for not claiming input tax
9. Click **Save**
10. Go to Return Management
11. Click on Pending returns and submit the pending VAT return which will now show the claimed input tax.
12. Operators can also use the Upload Function to claim input tax where the volumes involved are large and the following steps are performed:
 - Click the Upload Claims button.
 - Put Tax Year and Tax Period.
 - Click on Download Invoices and the list is generated in excel.

- The only editable columns are the 'Input Tax Claimed' and 'Claimable' fields.
- To defer claiming, delete/remove the entire row.
- If the invoice is not claimable, capture 'No' in the Column 'Claimable'.
- Save the excel file on your computer.
- Go back to Invoice Management, under Invoices and select the Upload Claims button, put tax year and tax period.
- Click on Upload Claims (choose/attach saved file).
- Click Submit.

Taxes, My Duties: Building my Zimbabwe.

Claiming of Input Tax for Vat Return Submission under Tax and Revenue Management System (TARMS) June 2026

Disclaimer

This article was compiled by the Zimbabwe Revenue Authority (ZIMRA) for information purposes only. ZIMRA shall not accept responsibility for loss or damage arising from the use of material in this article and no liability will be attached to the Zimbabwe Revenue Authority.

Get in touch with us on our contact centre
Toll free number 585/ for NetOne 08010271
WhatsApp 0717 585 585
Email contactcentre@zimra.co.zw

we are here to serve

