



PUBLIC NOTICE: FINAL REMINDER – Registration of Taxpayers in TaRMS.

Following the Tax and Revenue Management System (TaRMS) Go Live Public Notice 68 of 2023 to the public, the Zimbabwe Revenue Authority (ZIMRA) would like to advise all **Existing Taxpayers** (Taxpayers with BP Numbers) who received Taxpayer Identification Numbers (TINs) that they should complete the registration process through the Self-Service-Portal (SSP) by following the steps given below on how to get started.

Existing Taxpayers who did not receive their TIN can access it through the Self-Service Portal by using their current BP Number to register. Taxpayers should note that the BP number should be prefixed with a "0".

All **Existing Taxpayers** should not register as New Registrants but use their BPs to proceed with registration. Please note that those who have registered as new taxpayers but have existing BP Numbers should approach ZIMRA offices for rectification of the errors.

All new registrants (Taxpayers without BP Numbers) have to register through the Self Service Portal (SSP) and be allocated a TIN.

All taxpayers should not use the training platform (UAT) upon registration, but use the following link "mytaxselfservice.zimra.co.zw"

Filing of Tax Returns and payment of taxes shall continue in the old system (SAP) where returns will be submitted through e-services and e-taxes platforms and payments will be made through banks **until 28 October 2023**. Taxpayers with outstanding returns and payments should update their records before this date. Further information on filing of tax returns and payment procedures after **28 October 2023** will be communicated to all taxpayers and the public.

To get started, follow the instructions below:

- Visit the official Self Service Portal – SSP at mytaxselfservice.zimra.co.zw
- Create an SSP user account by clicking on the "**Sign Up**" hyperlink and follow the steps to get your Username and Password.
- Log into the system using your username and password and follow the steps as directed.
- If you are an existing taxpayer with BP number, click on the "**Register with an Existing BP Number**" hyperlink and follow the instructions.
- If you are a new taxpayer, choose the appropriate option from "**Register as an Individual**" or "**Register as an Organisation**" or "**Register as a Representative of a Deceased Taxpayer**" and follow the steps.
- Select your preferred bank to link to the ZIMRA Single Account located in that bank. Note that, you should be an account holder in that bank to facilitate tax transactions.

All Taxpayers are encouraged to contact their nearest ZIMRA Offices should they face registration challenges or get in touch with the ZIMRA Contact Center on the details provided below.

My Taxes, My Duties: Building My Zimbabwe!!

Public Notice 71 of 2023, issued on 24/10/2023.



www.zimra.co.zw



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