



PUBLIC NOTICE: AUTOMATIC ISSUANCE & E-MAILING OF TAX CLEARANCE CERTIFICATES [ITF263] FOR YEAR 2021

The Zimbabwe Revenue Authority (ZIMRA) is pleased to advise all valued taxpayers who are **compliant** in payments, submission of Tax Returns and all Fiscalisation Requirements (*if registered for VAT*) of the following updates in accessing **valid Tax Clearance Certificates** (ITF263) for 2021 with effect from 1st March 2021:

- ✚ There is no longer need to apply for **valid Tax Clearance Certificates** (ITF263) on ZIMRA portal; ZIMRA has now automated the process.
- ✚ Taxpayers will automatically receive **valid Tax Clearance Certificates** (ITF263) only through email address registered with ZIMRA. Update of email addresses may be done through the ZIMRA e-service portal.

To guarantee smooth access to **Tax Clearance Certificate** (ITF263), registered operators are advised to:

1. Update **Master Data information** such as ***E-Mail Address, Telephone Number, Bank Accounts, and Industry Class***
2. Be up to date with **submission of Tax Returns and Tax Payments**
3. **Fully Fiscalise and Interface all registered fiscal devices** with ZIMRA server through your device supplier for those who are Value Added Tax (VAT) registered.

For ease of communication and resolution on any tax clearance related issues, clients are advised to submit their issues to the following email addresses:

- | | |
|--------------------------------|--|
| 1. Large Client Office (LCO) | - itf263queriesdesklco@zimra.co.zw |
| 2. Medium Clients Office (MCO) | - itf263queriesdeskmco@zimra.co.zw |
| 3. Small Clients Office (SCO) | - itf263queriesdesksco@zimra.co.zw |
| 4. Region 2 | - itf263queriesdeskregion2@zimra.co.zw |
| 5. Region 3 | - itf263queriesdeskregion3@zimra.co.zw |

- ✓ Submit Tax Returns online via ZIMRA e-services <http://www.efiling.zimra.co.zw> or alternatively use email addresses as published on ZIMRA website.
- ✓ All Tax Payments, use ZIMRA Bank Accounts on website <https://www.zimra.co.zw/profile/203>

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My Taxes, My Duties: Building my Zimbabwe!!

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