



E Returns - Nil

Company Registration

Copy of i.d

Tax Numbers (PAYE)

Efiling Logins

N.B : If client is not on efilling, the process takes 7 working days. The efilling profile must be requested same day on the efilling system.

E Returns - Schedule

Company Registration

Copy of i.d

Tax Numbers (PAYE)

Efiling Logins

Employee Salary Schedule

Registration

Company Registration

Copy of i.d

Proof of Address

Proof of Banking

3 Months Bank Statements

Efiling Logins

Invoices (In 3 consecutive months)

Port & Export Registration

Company Registration

Copy of i.d

Proof of Address

Proof of Banking

3 Months Bank Statements

Resolution

Proof of Business Telephone

Nature of Imports

Tax Clearance Certificate

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