

## Modes of Payment

Where the submitted Income Tax Form shows a **TAX PAYABLE**, the payment of tax can be effected as follows:

### (1) By Electronic means:-

Payment can be effected through Internet Banking via the following banks SBM, MCB, SBI, HSBC & MPCB.

### Other modes of payment

#### (2) At MRA Counters:-

MRA will accept payment at its counters, Eham Court, Cnr Sir Virgil Naz & Mgr Gonin Streets, Port Louis. Openings hours are 09.00 hrs to 15.30 hrs. Payment at counter from Monday to Friday may be made by Cash or Cheque. Please ensure you have your Tax Account Number (TAN) while effecting payment.

#### (3) By Post :-

Cheques drawn to the order of the Director General MRA crossed "MRA A/c" or "Account Payee Only" may be sent by post. Please write your name, Tax Account Number (TAN) and Assessment year on verso of cheque.

### **TAX PAID IN EXCESS: Refund**

"Where the Income Tax Form shows a TAX PAID IN EXCESS, that is a Negative Balance, after processing, MRA will send a crossed Cheque to your residential address."



Eham Court

Cnr Sir Virgil Naz & Mgr Gonin Streets, Port Louis

**Tel:** 207 6000 **Fax:** 211 8099 **Hotline:** 207 6035

**Email:** headoffice@mra.mu

**website:** <http://mra.gov.mu>



**-Filing  
-Payment**

**Individual Returns  
IT Forms 1A & 1**



# Individual Returns

In line with the project of "Maurice Ile Durable", individual taxpayers are now being provided with the facility for filing their Income Tax Forms electronically through the MRA website .

Individuals deriving employment income as well as individuals deriving income falling under Current Payment System (CPS) can file their income tax returns online.

## E-Filing Advantages

### Simple and easy

Submitting your return in just a breeze.

### Secure

File your return safely online. We ensure total confidentiality.

### Time Saver

Filing your return has never been so fast and worry free.

### Automatic

All your calculations are done on the fly.

### No queues

Long, stressful and tiring queues are a thing of the PAST.

### Convenience

Sumit your return in your free time anywhere and at your convenience.

### Paperless

No need to attach any documents when submitting an electronic return.

### Instant Confirmation

Get notified through E-mail on submission.

## electronic Filing

### General instructions for E-filing

"Ensure that you have all the required information before you start E-Filing. No need to submit any document if you file your income tax return electronically, but you must ensure that all the required fields are duly filled in."



### Step by step Guide for E-filing

Please log on MRA Website .

Click on **E-Filing 1A & 1**.

Select the appropriate Income Tax Form.

**Income Tax Form 1A** – For individuals deriving Employment Income and interests only.

**Income Tax Form 1** - For individuals deriving income falling under Current Payment System (CPS) that is Trade, Business, Profession, Agriculture, Rent and from Other Sources.



● Enter your Tax Account Number (TAN) and click OK. Please ensure that the correct TAN is inserted.

● After inserting your TAN, the appropriate Income Tax Form will be displayed.

● Please ensure that your National Identity Number (NID) is inserted in the appropriate field.

● Please give a valid **e-mail address** to receive an acknowledgement that your return has been duly received at the MRA.

● To move from one field to another, click on the **tab** key on your keyboard.

● Your TAN will be automatically displayed on the form.

● Insert your Name, Other name and address in the respective fields.

● All **red** highlighted fields are **mandatory fields** and should be filled in.



**Please note that only the first Income Tax Form sent electronically will be processed. In case you wish to amend your electronic Income Tax Form filed, a manual Income Tax Form available at MRA Service Counter, Ehram Court, Port Louis has to be filled.**

● While inserting the figures on the form, your tax will be calculated automatically.

● After completion of the Return, please ensure that the amount of tax payable / tax paid in excess is equal to Payment of Tax / Refund of Tax at Section 1 (Declaration).

● After ascertaining the above, you can save, print and submit your return.