

STEP-BY-STEP GUIDE ON HOW TO DECLARE PROPERTY TAX

- 1 Visit www.rra.gov.rw
- 2 Click on "**Declare.**"
- 3 Enter your **TIN** and **password**, then click on "**Sign in**". (If you forgot your password, click on "Forgot password," enter your TIN and phone number starting with 07..., you will receive a new password via SMS.)
- 4 Click on "**Declaration**".
- 5 Select "**Taxes**".
- 6 Check tax types and choose "**Property tax**".
- 7 Choose the year **2023**.
- 8 Click on "**Send**".
- 9 Click on displayed **Doc. N°**.
- 10 **Fill in** necessary information (The market value of the building and the plot).
- 11 **Confirm** the information on your declaration.
- 12 Click on "**Calculate Tax**" then Click on "**Submit**".
- 13 Add your **Email** or **Phone** number to receive the reference number.
- 14 You will receive an email or SMS on your phone detailing the amount of taxes to be paid and the reference number to be used.

You can pay your tax using **Mobile Money (*182#), Mobile Banking, Internet Banking** or **MobiCash**.

PAY TAX, BUILD A BETTER RWANDA