



Rwanda Revenue Authority

**MINIMUM REQUIREMENTS FOR RECEIVING THE EBMV2 CLIENT SOFTWARE- (Technical part)**

All VAT –registered taxpayers must satisfy the following conditions to receive EBMV.2.0 Software:

***Note: The EBMV2 software is supplied, trained and installed free of charge by RRA.***

1. Have a stable internet connection (to be able to connect to RRA servers)
2. Have a computer or laptop and a printer with the following characteristics:

Criteria	Requirement
2.1. Device type	Laptop or Desktop and Printer <b>Note ( MAC computer are not compatible)</b>
2.2. Operating System	Microsoft Windows 7, or a later version
2.3. Processor Clock speed	2 GHZ or higher
2.4. Minimum RAM	2 GB of RAM
2.5. Minimum storage	20 GB free or higher
2.6. Antivirus	Any licensed, updated antivirus is acceptable
2.7. Input devices	A keyboard in combination with a mouse (or a touch screen)
2.8. Minimum screen size	5.5 inches screen or above
2.9. Connectivity	Any of the following: Wi-Fi Adapter, RJ45 Ethernet Port ( for Local Area Network), SIM Card Slot (for 3G or 4G SIM Card)
2.10. Ports (minimum)	Mandatory USB or SD Optional: Parallel, Serial, HDMI, SIM Slot, RJ45
2.11. Printer	Any printer ( Wirelessly or physically connected to the computer) Necessary for printing EBM invoices
2.12 For POS printer	The paper should have a width of 80 mm

**REQUIEREMENTS FOR RECEIVING EBM V2 –(Administrative part)**

**1. TRAINING**

Attending the EBM V2 training before receiving EBMV2.0 software  
(Choose one day between: Monday, Wednesday and Thursday from **08:00am to 12:00pm**)

**2. FILLING ONLINE FORM**

Use the following link address for requesting EBM V2: <https://ebm2.rra.gov.rw> (click sign up, fill the form and submit the form).

**3. ADMINISTRATIVE DOCUMENTS REQUIRED**

A taxpayer should provide the following documents before EBMV2 installation and must come with a computer/laptop which contains windows operating systems.

**If you are the owner/ shareholder of the company, bring:**

- A copy of RDB Full Registration Certificate;
- A copy of VAT Certificate;
- A copy of national ID or passport.

**If you are not owner of the company, bring:**

- “Procuration” letter/ letter of representation(Powers of attorney) (Containing Names and ID number of the representative)
- A copy of RDB Full Registration Certificate;
- A copy of VAT Certificate;
- Copies of national ID or passport (Owner of the company and representative)

**NOTE: FOR MORE INFORMATION CONTACT EBMV2 SUPPORT TEAM**

No	NAME	PHONE NUMBER
1	<b>OFFICE Fixed line 1</b>	+250788185132
2	<b>OFFICE Fixed line 2</b>	+250788185462
No	SUPPORT STAFF NAMES	MOBILE PHONE NUMBER
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