

Inland Revenue Department

Mission Statement

To administer the tax laws in an efficient and effective manner to maximize State Revenue from internal taxation sources

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REPUBLIC OF NAMIBIA



MINISTRY OF FINANCE

INLAND REVENUE DEPARTMENT



TAX PAYMENTS

*Strengthening Knowledge of
Tax Laws and Procedures*

TAX PAYMENTS

The following methods are acceptable as a means of payment for all taxes administered by Inland Revenue Department.

1. Electronic Funds Transfer (EFTs);
2. Direct Deposit;
3. Cash; and
4. Usage of Point of Sale Devices.

Electronic Funds Transfer (EFTs):

Funds can be transferred into Inland Revenue's account being:

General Revenue Account
Account number: 165001
Branch: 980 172
Bank of Namibia

Direct Deposits

Over the counter deposits can be made at any commercial bank by filling the deposit slip with the above banking details

Cash Payments

Cash payments, in Namibian dollars or South African rands, can be made at Inland Revenue Department's Cash Offices between 08:00 and 13:00 on Monday to Friday.

Point of Sale Devices (Speed Point Machines)

Debit and credit cards are acceptable at all our cash offices. These cards can only be used Monday to Friday from 08:00 – 13:00.

Inland Revenue Department has stopped accepting cheques. All cheques, guaranteed or not, submitted or sent to our offices will be rejected.

Payment reference codes are as follows:

Type of Tax followed by the tax number and then the year and period/month to which it relates

Tax	Account	Period
Income Tax	ITA	ITP
Employee's Tax	ETA	ETP
Value Added Tax	VTA	VTP
Import	VIA	VIP
Withholding - Interest	WTA	WTP
Withholding - Services	WSA	WSP

Example- **Employee's Account Payment:**

ETA123467014000000

Employee's Period Payment for June 2018:

ETP1234567014201806

For safety and security reasons, Inland Revenue Department encourages taxpayers not to carry large stacks of cash as this might put their lives in danger or get lost.

For other Taxes administered by Inland Revenue, the reference code should be followed by the tax number and year and month

Tax	Ref
NRST	NRS
Tax on Royalties	TOR
Stamp duties	SDP
Company Annual duties	CAD
Transfer Duties	TDP

Importance of Reference codes

Reference codes are mandatory to ensure that a payment made is allocated to the right taxpayer's account and also to the correct tax type.

For all tax payments made at the Cash Office, via EFT or Direct Deposit at the commercial banks, taxpayers are required to submit their tax returns on time and attach such a proof of payment.