

# KBZ iBanking – Online Tax Payment User Guide

### **KBZ iBanking Online Tax Payment**

Online Tax Payment feature is to provide convenience and time-saving way for corporate and retail customers to make Corporate and Employee Tax payments to Internal Revenue Department (IRD) via KBZ Bank online banking.

- Pay Bills anytime 24/7 online
- Safe and easy to use
- Replace cash payments transactions
- No need to queue and pay OTC at Branch.

#### **KBZ iBanking Tax Payment Process**

- 1. Login to "KBZ iBanking" https://ibanking.kbzbank.com
- 2. Select "Payments" from the menu
- 3. Select "Tax Payment"
- 4. Enter "TIN Number"
- 5. Fill "Payment Details":
  - Debit Account
  - Tax Type
  - Payment Type
  - Tax Period
  - Income Year
  - Amount
  - Email Address
- 6. Enter OTP & Submit to complete payment
- 7. Save "Receipt"



## **Tax Bill Payment**

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1. Please enter company *<u>TIN Number</u>*. (\* please read important note in red before clicking the <u>*NEXT*</u> button).

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2. After enter *TIN Number*, KBZ iBanking will display *Tax Payment Information Details* automatically.



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3. Select *Payment Details* and enter *Amount*. Click *Calculate Charges*.

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4. After entering *Mandatory Fields*, click *Confirm*.



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5. Enter *OTP* from mobile phone number to complete the payment.

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8. Create folder in computer and click <u>Save.</u>