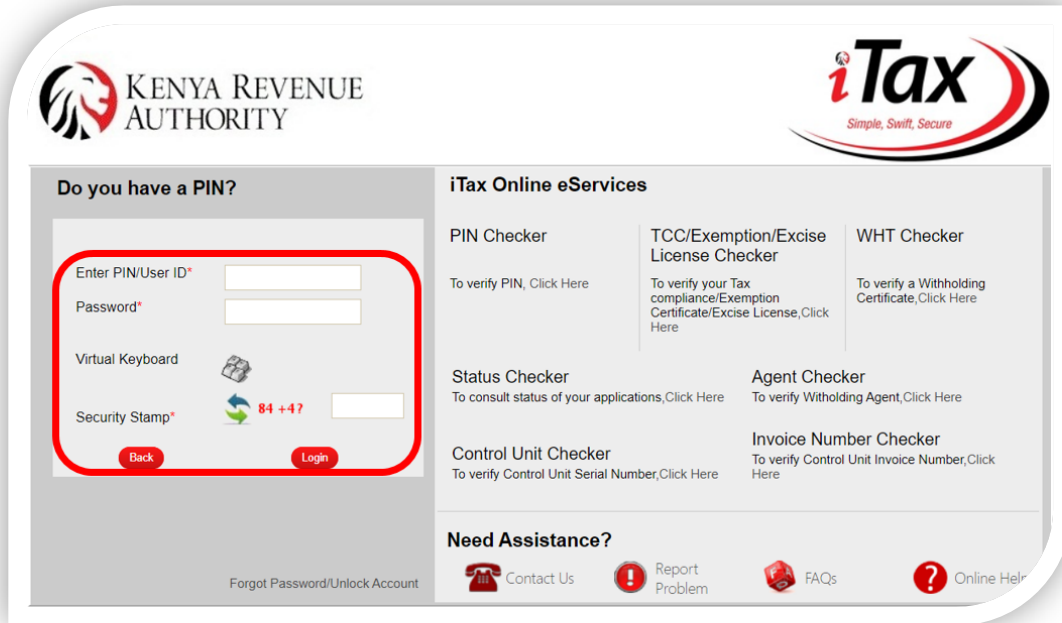



PAYMENT RETURN USER GUIDE FOR DIGITAL SERVICE TAX (DST)

1. Log in to your iTax profile using your PIN and Password from <https://itax.kra.go.ke>

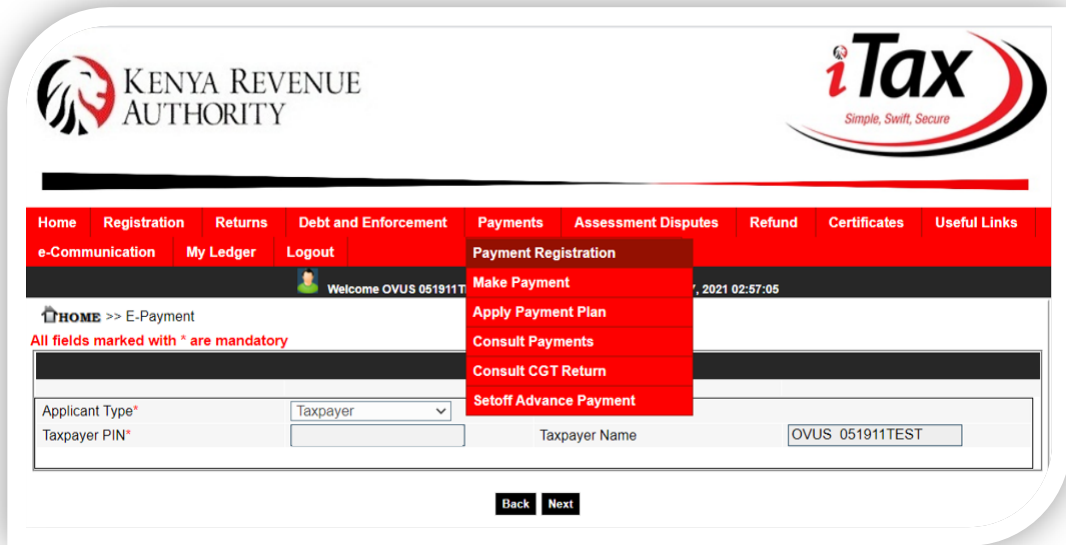


The screenshot shows the iTax login interface. On the left, under 'Do you have a PIN?', there is a login form with fields for 'Enter PIN/User ID*', 'Password*', and 'Security Stamp*'. A red box highlights these fields. Below the fields are 'Back' and 'Login' buttons. On the right, under 'iTax Online eServices', there are several service links: 'PIN Checker', 'TCC/Exemption/Excise License Checker', 'WHT Checker', 'Status Checker', 'Agent Checker', 'Control Unit Checker', and 'Invoice Number Checker'. At the bottom, there is a 'Need Assistance?' section with links for 'Contact Us', 'Report Problem', 'FAQs', and 'Online Help'.

2. Click on **Payment Registration** icon on the landing page or on Payment Registration under the Payments drop down menu.

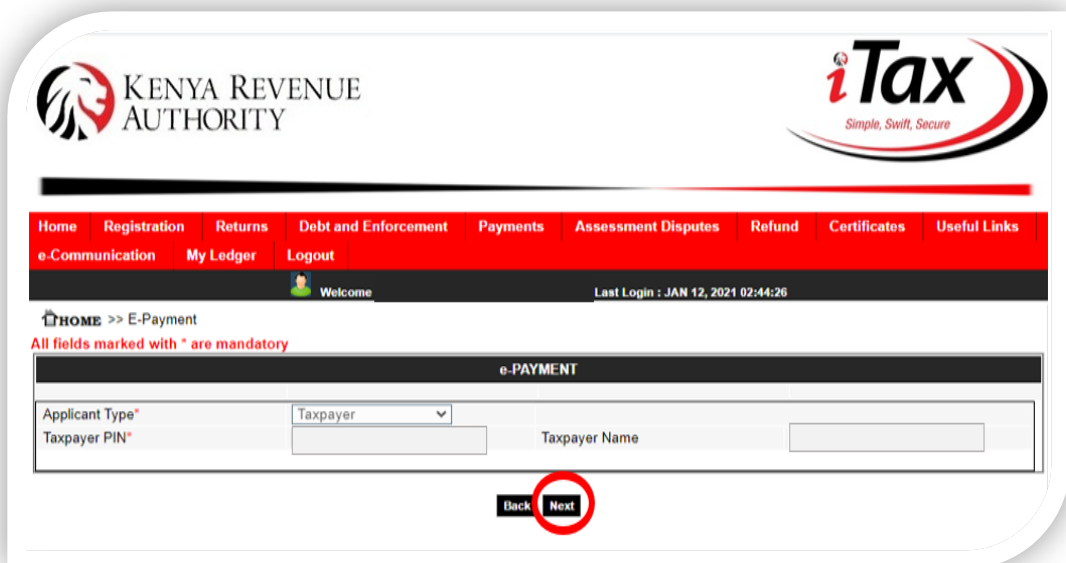


The screenshot shows the iTax landing page. At the top, there is a navigation bar with links for 'Home', 'Registration', 'Returns', 'Debt and Enforcement', 'Payments', 'Assessment Disputes', 'Refund', 'Certificates', and 'Useful Links'. Below the navigation bar, there is a 'Welcome' message and a 'Last Login' timestamp. The main content area is divided into four sections: 'e-Registration', 'My Profile', 'e>Returns', and 'e-Payments'. The 'e-Payments' section is highlighted with a red circle, and it contains a 'Payment Registration' icon.



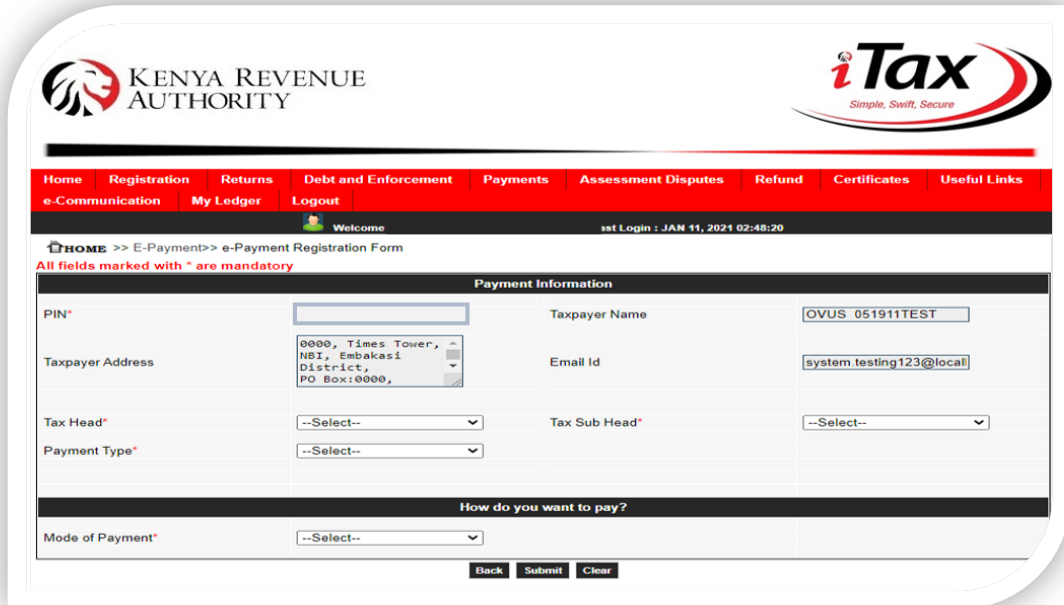
The screenshot shows the iTax portal interface. At the top left is the Kenya Revenue Authority logo. At the top right is the iTax logo with the tagline 'Simple, Swift, Secure'. Below the logos is a navigation menu with items: Home, Registration, Returns, Debt and Enforcement, Payments, Assessment Disputes, Refund, Certificates, Useful Links, e-Communication, My Ledger, Logout. A 'Welcome' message is displayed: 'Welcome OVUS 051911TEST, 2021 02:57:05'. The main heading is 'HOME >> E-Payment'. A red banner states 'All fields marked with * are mandatory'. A dropdown menu is open over the 'Payments' menu item, listing: Payment Registration, Make Payment, Apply Payment Plan, Consult Payments, Consult CGT Return, and Setoff Advance Payment. The form fields include: Applicant Type* (Taxpayer), Taxpayer PIN*, and Taxpayer Name (OVUS 051911TEST). At the bottom are 'Back' and 'Next' buttons.

3. Click **next** to proceed.

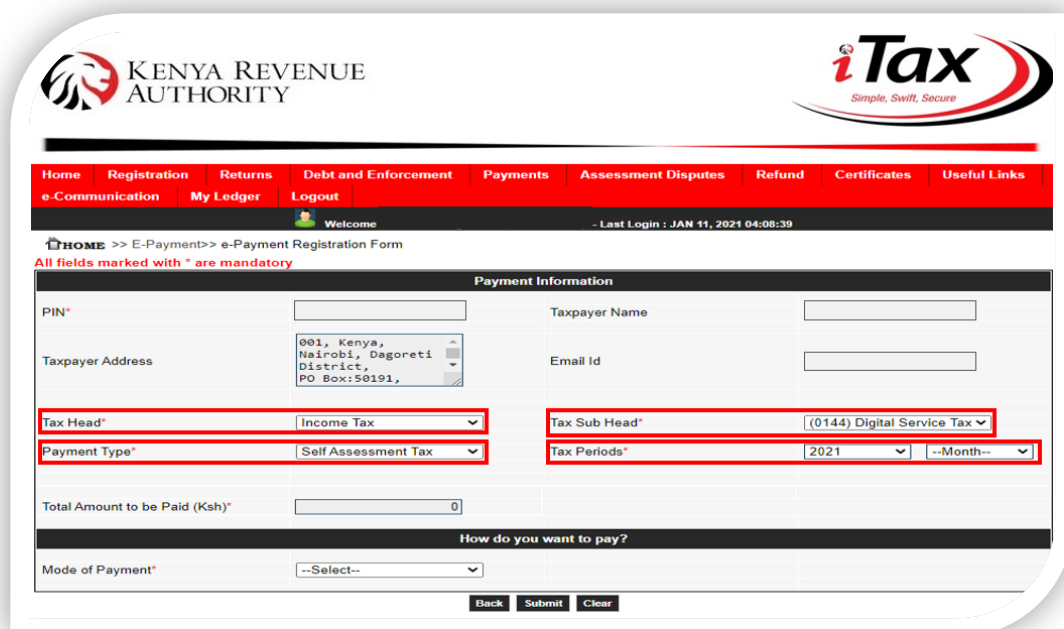


This screenshot shows the same iTax portal interface as the previous one, but the dropdown menu is closed. The 'Welcome' message now says 'Welcome' and 'Last Login : JAN 12, 2021 02:44:26'. The main heading is 'HOME >> E-Payment'. The red banner 'All fields marked with * are mandatory' is still present. The form fields are: Applicant Type* (Taxpayer), Taxpayer PIN*, and Taxpayer Name. The 'Next' button at the bottom is circled in red, indicating it should be clicked to proceed.

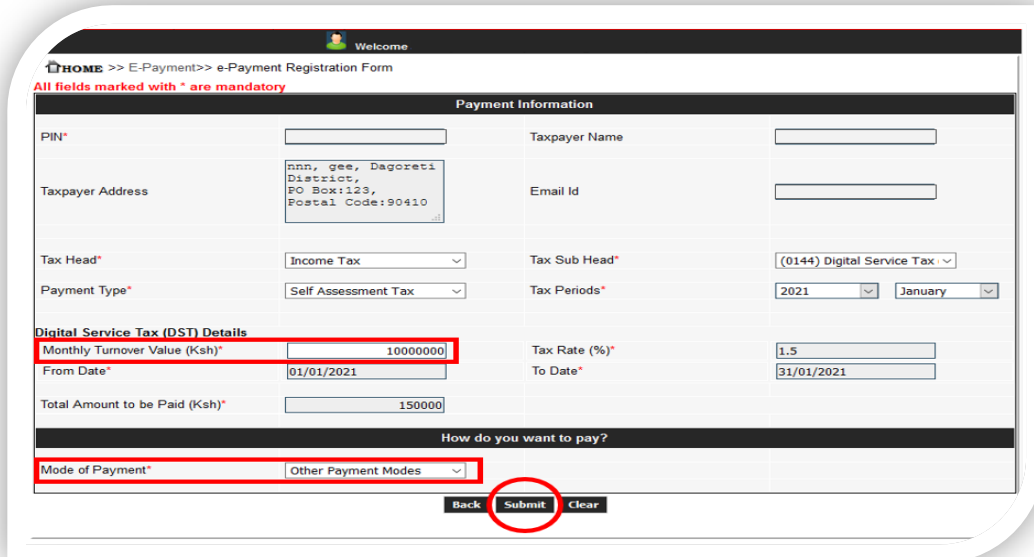
4. An e-Payment Registration Form will be displayed as shown below.



5. Select the **Tax head** as Income Tax, **Tax Sub Head** as Digital Service Tax- (DST), **Payment Type** as Self-Assessment Tax and the **Tax Period** (Year and Month).



6. Input the **Monthly Turnover Value**, select your **Mode of Payment** and click on **Submit**.

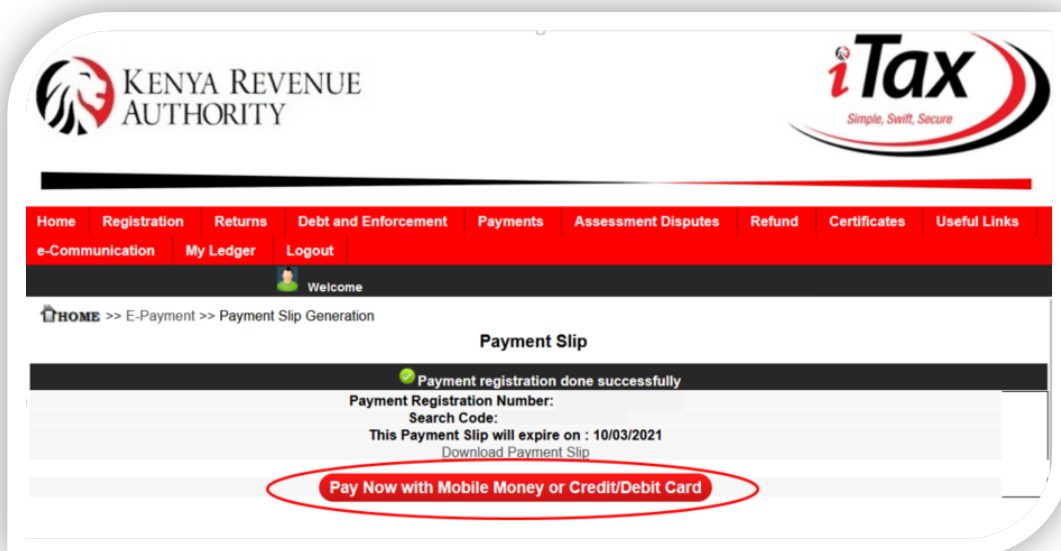


The screenshot shows the 'e-Payment Registration Form' with the following fields and values:

Payment Information			
PIN*	<input type="text"/>	Taxpayer Name	<input type="text"/>
Taxpayer Address	nnn, gee, Dagoret1 District, PO Box:123, Postal Code:90410	Email Id	<input type="text"/>
Tax Head*	Income Tax	Tax Sub Head*	(0144) Digital Service Tax
Payment Type*	Self Assessment Tax	Tax Periods*	2021 January
Digital Service Tax (DST) Details			
Monthly Turnover Value (Ksh)*	10000000	Tax Rate (%)*	1.5
From Date*	01/01/2021	To Date*	31/01/2021
Total Amount to be Paid (Ksh)*	150000		
How do you want to pay?			
Mode of Payment*	Other Payment Modes		

Buttons: Back, **Submit**, Clear

7. Click on the **Pay Now with Mobile Money or Credit Card** button or on **Make Payment** under the Payment Registration menu to access the Web Checkout form.



The screenshot shows the 'Payment Slip Generation' page with the following content:

KENYA REVENUE AUTHORITY **iTax** Simple, Swift, Secure

Home Registration Returns Debt and Enforcement Payments Assessment Disputes Refund Certificates Useful Links
e-Communication My Ledger Logout

Welcome

HOME >> E-Payment >> Payment Slip Generation

Payment Slip

Payment registration done successfully

Payment Registration Number:
Search Code:
This Payment Slip will expire on : 10/03/2021
Download Payment Slip

Pay Now with Mobile Money or Credit/Debit Card



8. On the Web Checkout Form, select mode of payment as **Debit Card / Credit Card**, your **Type of Card** and **Preferred Bank**. Fill in Mobile Number and click on submit.

Web Checkout Form

All fields marked with * are mandatory

Section A : Basic Details

Taxpayer PIN* Taxpayer Name*

Taxpayer Address* Email Address*

Mode of Payment*

Type of Card*

Choose Preferred Bank*

 section fees

Section B : Payment Details

Payment Registration Number* Amount to be Paid (Ksh)*

Mobile Number* Email Address*

9. System redirects to the iTax Payment page. Confirm your details and click on proceed.



ITAX PAYMENT

Ecobank
The Pan African Bank

**KENYA REVENUE
AUTHORITY**

Transaction Cost KES 0.00

PRN/Estip
2020210

Amount
KES 2

Mobile Number

Email Address

Tax Payer

PROCEED

10. Select **Pay with Card** and click on proceed.





ITAX PAYMENT


Ecobank
The Pan African Bank

**KENYA REVENUE
AUTHORITY**

How would you like to pay?
Select a payment method that is most convenient for you.

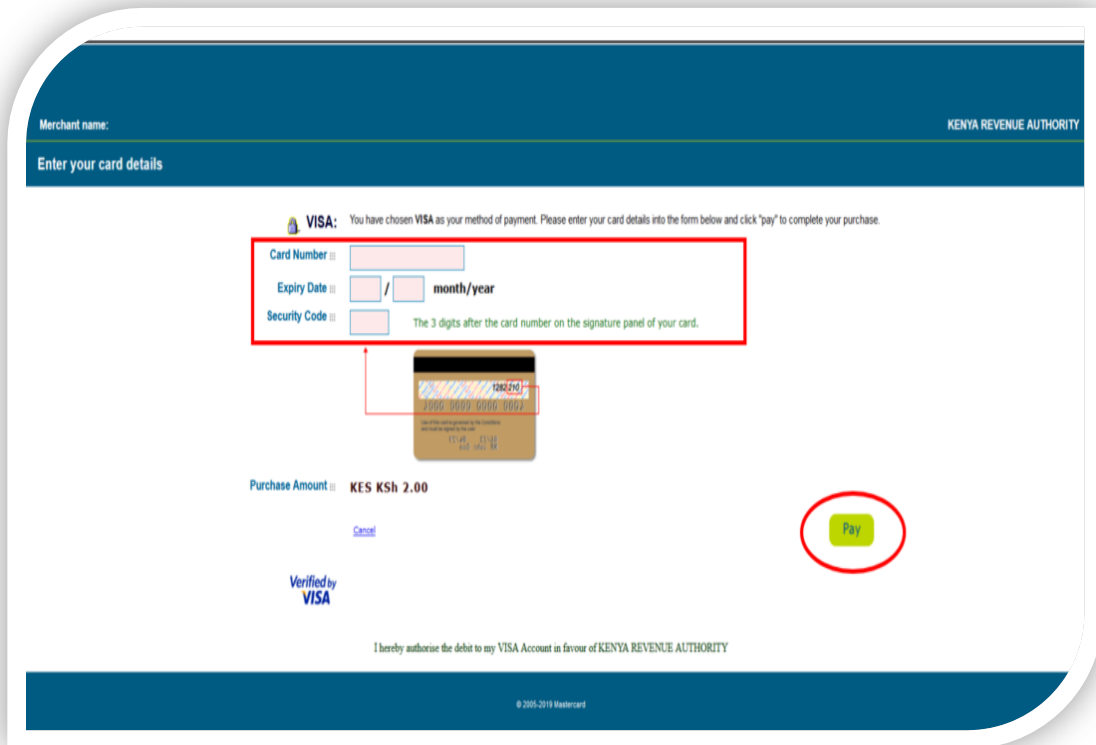
Pay with Card 
You will be redirected to card payment page to complete your purchase securely

Pay using Mobile Money Wallet 
You will be asked to provide your mobile money number to complete your purchase securely

Pay using QR Code 
You will be presented with an Ecobank QR to scan and complete your purchase

PROCEED

11. Enter your card details and click on pay to complete the payment process.



Merchant name: KENYA REVENUE AUTHORITY

Enter your card details

VISA: You have chosen VISA as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.

Card Number:

Expiry Date: / month/year

Security Code: The 3 digits after the card number on the signature panel of your card.

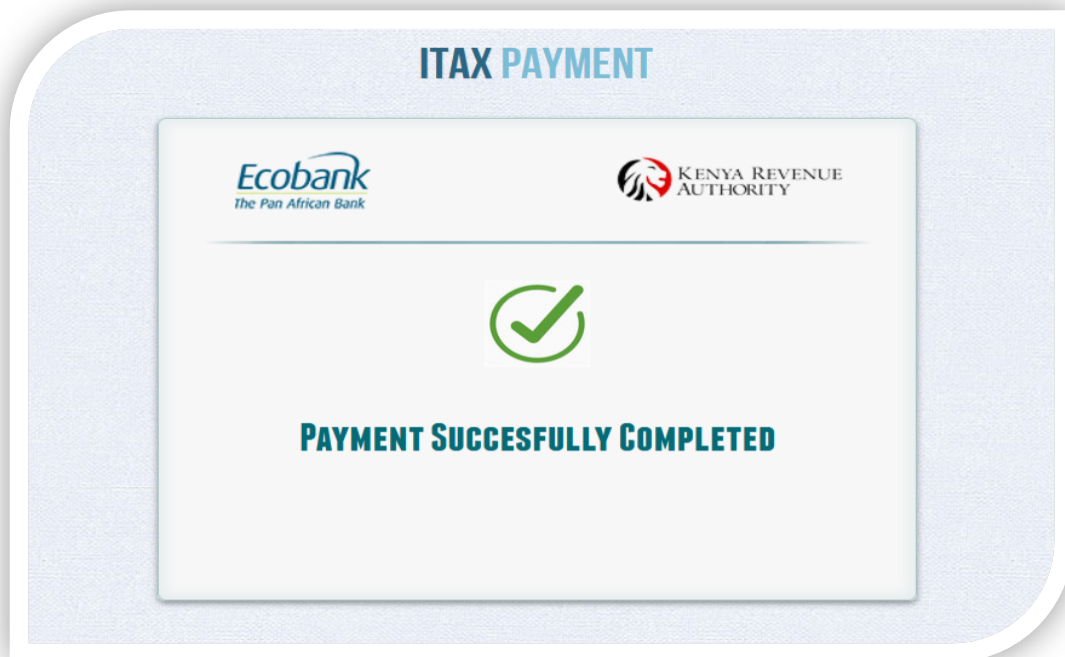
Purchase Amount: KES KSh 2.00

[Cancel](#) [Pay](#)

Verified by VISA

I hereby authorise the debit to my VISA Account in favour of KENYA REVENUE AUTHORITY

© 2005-2010 Mastercard



PAYMENTS VIA SWIFT FOR NON-RESIDENT TAXPAYERS

For non-resident/offshore taxpayers who have successfully raised a Payment Slip in iTax for DST, they can also pay via Swift.

The SWIFT details MUST include the Payment Registration slip Number and the Tax Head i.e. Income Tax - DST.

PAYMENT INSTRUCTIONS

**ACCOUNT NAME: KENYA REVENUE AUTHORITY COLLECTION
ACCOUNT**

**ACCOUNT NUMBER: (REFER TO THE SPECIFIC ACCOUNT FOR THE
SELECTED BANK).**

NOTE: These Accounts are denominated in Kenya shillings (KES) and therefore the taxpayer should send the payment to the relevant bank in Kenya Shillings Equivalent to allow for a seamless update/ application of the payment slip.

The non-resident or offshore taxpayers should instruct their bankers to transfer **Kenya Shillings equal to the amount as per the Payment Slip generated in**

Refer to the table below for the list of KRA Agent Commercial banks:

KRA AGENT COMMERCIAL BANKS

	BANK NAME	ACCOUNT NUMBER	SWIFT CODE	Contact Information/ Email / Phone no.
1	ABSA BANK	2031960749	BARCKENX	Edgar Wamalwa +254 729768354 Andrew isokata +254 722811301
2	CITI BANK	0300093093	CITIKENA	citIService.kenya@citi.com +254 20 2754807 / +254 711014807
3	KENYA COMMERCIAL BANK	1108976298	KCBLKENX	FMO@kcbgroup.com
4	CFC STANBIC BANK	100002716307	SBICKENX	corporatebankingkenya@stanbic.com +254 020-3268 212, +254 711 068 212, +254 732 113 212.
5	CO-OPERATIVE BANK	1136001340300	KCOOKENA	+254 703027000 For calls +254 736690101 For WhatsApp customerservice@co-opbank.co.ke
6	BANK OF BARODA	95900200001113	BARBKENXXX	+254 020 2248402/412 +254 020 2250768 OPERATIONS.NMO@BANKOFBARODA.COM nairob@bankofbaroda.com kenya@bankofbaroda.com

KRA AGENT COMMERCIAL BANKS

	BANK NAME	ACCOUNT NUMBER	SWIFT CODE	Contact Information/ Email / Phone no.
7	EQUITY BANK	240299657063	EQBLKENAXXX	CAROLYN.NGUGI@equitybank.co.ke Tel +254 716508822
8	ECOBANK	10135018639601	ECOCKENA	ANJINO@ecobank.com POMONDI@ecobank.com IKINUU@ecobank.com SOMONDI@ecobank.com SKANYARATI@ecobank.com
9	AFRICAN BANKING CORPORATION (ABC)	1200001000724	ABCLKENA	Elizabeth Kimani - 254721642625. Elizabeth.kimani@abcthebank.com Chea Ngolo - chea.ngolo@abcthebank.com +254 722867515 / +254 730210375 Esther Njau - esther.njau@abcthebank.com +254 721418770 / +254 73021045
10	FAMILY BANK	68000011053	FABLKENA	+254 703 095 000 info@familybank.co.ke
11	NATIONAL BANK OF KENYA	1001005109600	NBKEKENXXXX	AlternateChannels@nationalbank.co.ke

KRA AGENT COMMERCIAL BANKS

BANK NAME	ACCOUNT NUMBER	SWIFT CODE	Contact Information/ Email / Phone no.
12 FIRST COMMUNITY BANK	115768000	IFCBKENA	crono@fcb.co.ke eisaboke@fcb.co.ke +254 724284434
13 ACCESS BANK	18942001	TNBLKENA	ContactCentreKenya@ACCESSBANKPLC.com KenyaFinancialControl@ACCESSBANKPLC.com +254 720081772
14 DIAMOND TRUST BANK	0008527001	DTKEKENA	Charles Muchiri +254732121453
15 GUARANTY TRUST BANK	1149500004	GTBIKENA	Irene Njuki - irene.njuki@gtbank.com +254 723 623104 Andrew Amadi - andrew.amadi@gtbank.com +254 723 125741 Janet Ndolo - janet.ndolo@gtbank.com +254 722 535765
16 MAYFAIR	101360003	MYBKKENA	+254 709063000 +254 020-3951000 itax@mayfaircib.com

KRA AGENT COMMERCIAL BANKS			
BANK NAME	ACCOUNT NUMBER	SWIFT CODE	Contact Information/ Email / Phone no.
17 HABIB BANK	20331-546-280931	HBZUKENAXXX	+254203341172/6/7 +254 789548254/ +254 734595375
18 CREDIT BANK	21015000002	CRBT KENA	Email:info@creditbank.co.ke +254 709 072 000 +254 20 228 3000
19 GULF AFRICAN BANK	0004-001-210810-05200000-000	GAFRKENA	gab_bss@gab.co.ke +254 711 075000
20 MIDDLE EAST BANK	250609019	MIEKKENA	David Kalume: dkalume@mebkenya.com +254 020-2723120 Dora Kambale: dkambale@mebkenya.com +254 020-2723120
21 SIDIAN BANK	010011000038	SIDNKENA	contactcenter@sidianbank.co.ke , OR payments@sidianbank.co.ke +254 711 058 000/ +254 732 158 000/ +254 711 058 013

KRA AGENT COMMERCIAL BANKS

	BANK NAME	ACCOUNT NUMBER	SWIFT CODE	Contact Information/ Email / Phone no.
22	GUARDIAN BANK	5501000001	GUARKENA	+254 20 8693300 +254 703 005000 +254 20 8693300 +254 703 005000 treasuryswift@guardian-bank.com joseph@guardian-bank.com
23	VICTORIA COMMERCIAL BANK	001012150001	VICMKENAXXX	+254 709876100
24	ORIENTAL COMMERCIAL BANK	10011205	MORBKENA	+254 728 450 485-Enock Ondieki enock.nyangau@moriental.co.ke +254 724 763 340- Yusuf Feisal yusuf.feisal@moriental.co.ke
25	STANDARD CHARTERED BANK	108023908300	SCBLKENX	
26	PRIME BANK	807261000	PRIEKENX	
27	NCBA BANK	7135210017	CBAFKENXXXX	
28	HOUSING FINANCE OF KENYA	704 - 0000604	HFCOKENA	
29	STATE BANK OF MAURITUS	82078700001		
30	UNITED BANK FOR AFRICA	55010030000857		

KRA AGENT COMMERCIAL BANKS

	BANK NAME	ACCOUNT NUMBER	SWIFT CODE	Contact Information/ Email / Phone no.
31	BANK OF AFRICA	01075870000		
32	CONSOLIDATED BANK	10021209000002		
33	BANK OF INDIA	2027000023049		
34	PARAMOUNT BANK	10006161191		
35	INVESTMENTS & MORTGAGES (I & M) BANK	100816369910	N/A VISA ONLY	