

eTAX

The gateway to IRD's electronic services

By a single login to your eTAX Account at www.gov.hk/etax, you can keep track of your tax position, manage your tax affairs and communicate with us anytime anywhere.

Discharge your tax obligations more easily and conveniently

- ◆ Checking any outstanding tax return or tax payment
- ◆ Updating your particulars and preferences
- ◆ Filing tax return and obtaining instant estimation of Salaries Tax payable
- ◆ Viewing tax assessment and requesting amendment
- ◆ Applying for holdover of provisional tax
- ◆ Viewing e-receipt for tax payment

Opt for electronic notices

- ◆ Notice to file tax return
- ◆ Notice of assessment

Receive e-alert messages before due date for

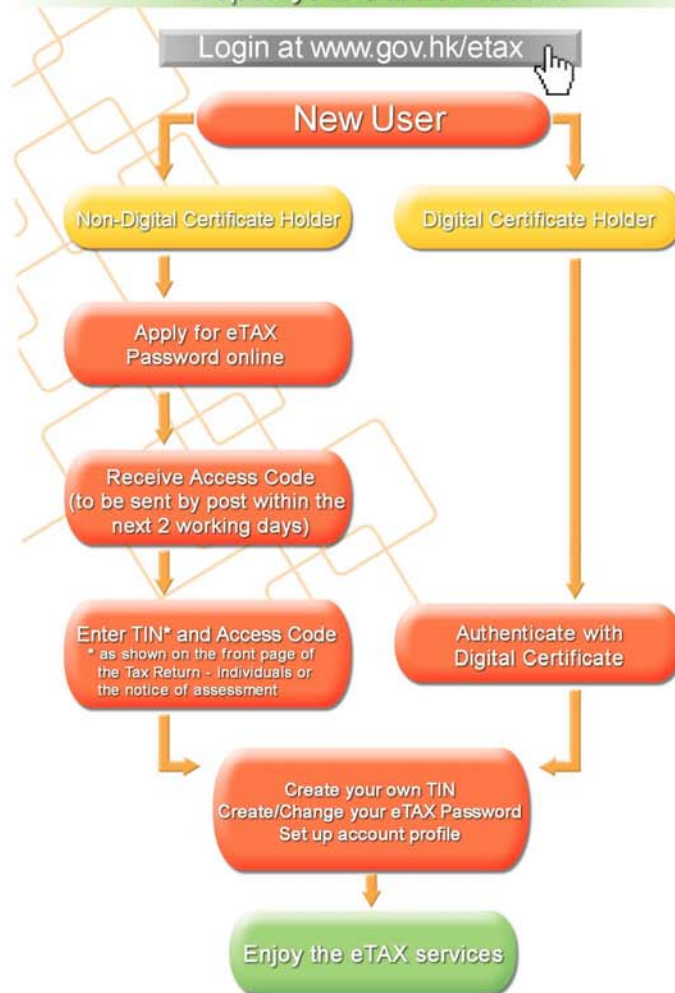
- ◆ Tax return filing
- ◆ Tax payment

Enjoy other online services for

- ◆ Filing of Profits Tax Return
- ◆ Filing of Property Tax Return
- ◆ Filing of Employer's Return
- ◆ Stamping of property document
- ◆ Business Registration
- ◆ Payment

You can rest assured that your personal data are secure, because eTAX is operated on a highly secured platform employing strict security standards and procedures to prevent unauthorized access and protect data privacy.

To open your eTAX Account



You may

- ◆ Create a TIN of your own choice
- ◆ Help protect the environment by selecting to receive electronic notices and documents related to tax return filing, assessment and tax payment

Need help?

Refer to the Online Demo, Frequently Asked Questions and eTAX Help Desk information at the web site.

如需本單張的中文版, 請致電(187 8022)或使用「表格傳真服務」(2598 6001)。IR6144 [1/2012]



Tax Return - Individuals

- Pre - filling of data
- Estimation of Salaries Tax payable
- Automatic extension for filing



For details, please visit www.gov.hk/etax

Added Benefits

- ▶ File your Tax Return - Individuals through the Internet and enjoy:
 - ❑ Automatic extension of 1 month for filing;
 - ❑ Pre-filling of data* including income amount details*, if applicable, to save your time in completing the tax return;
 - ❑ Saving of partially completed return for further completion within 2 months; and
 - ❑ Computation of your estimated Salaries Tax payable# before submission, to help you optimize total tax payable

Available for the year of assessment 2011/12 Tax Return only.
* Dependent on when the Employer's Returns are filed.

Simple Criteria

- ▶ An eTAX Account holder who is required to file a tax return for 2009/10, 2010/11 or 2011/12 can file through the Internet if he / she in that year of assessment
 - ❑ does not claim exemption in respect of part or all of his / her salaries income;
 - ❑ does not own any sole proprietorship business with gross income of more than \$2,000,000;
 - ❑ does not have any deemed assessable profits pursuant to section 20AE of the Inland Revenue Ordinance ; and
 - ❑ has not obtained an advance ruling on any of his / her tax matter in relation to that year.

Environment-friendly
Always available
Secure
@Your service



Easy Steps

Step1 Read Important Notes

Step2 Complete the Tax Return

Check the pre-filled data and update/fill in relevant parts of the tax return requiring completion.

Step3 Sign and Submit

Check accuracy of data before signing the tax return by eTAX Password, MyGovHK Password or digital certificate.

Step4 Acknowledgement

Quick Save and Retrieval

- ❑ Click the **Save & Quit** button to save the data which will be retained for 2 months
- ❑ Follow filing procedures to retrieve your return for completion

Instant Viewing

- ❑ You can view the return and the estimated Salaries Tax computation in the Tax Position section instantly after submission

More Information

- ❑ Related information on the left menu of the screen
- ❑ Interactive instruction and **Guide** shown on the screen
- ❑ Online Demo
- ❑ Frequently Asked Questions

Easy Access

Via www.gov.hk/etax

- choose "eTAX Account" *
- click "Open/Login eTAX Account now"
- select "Filing of Tax Return-Individuals" under "Top eTAX Services"
- login eTAX Account

*See overleaf for eTAX Account opening procedures

OR

Via www.gov.hk/mygovhk

- login MyGovHK Account *
 - select My Online Services/Forms
 - access eTAX Account
- (Pre-registration of eTAX Account is required)

*Visit www.gov.hk/mygovhk for MyGovHK Account registration