

# eTAX

## The gateway to IRD's electronic services

By a single login to your eTAX Account at [www.gov.hk/etax](http://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
- ◆ Keeping records for pre-filing deduction claims under Tax Return-Individuals

## 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

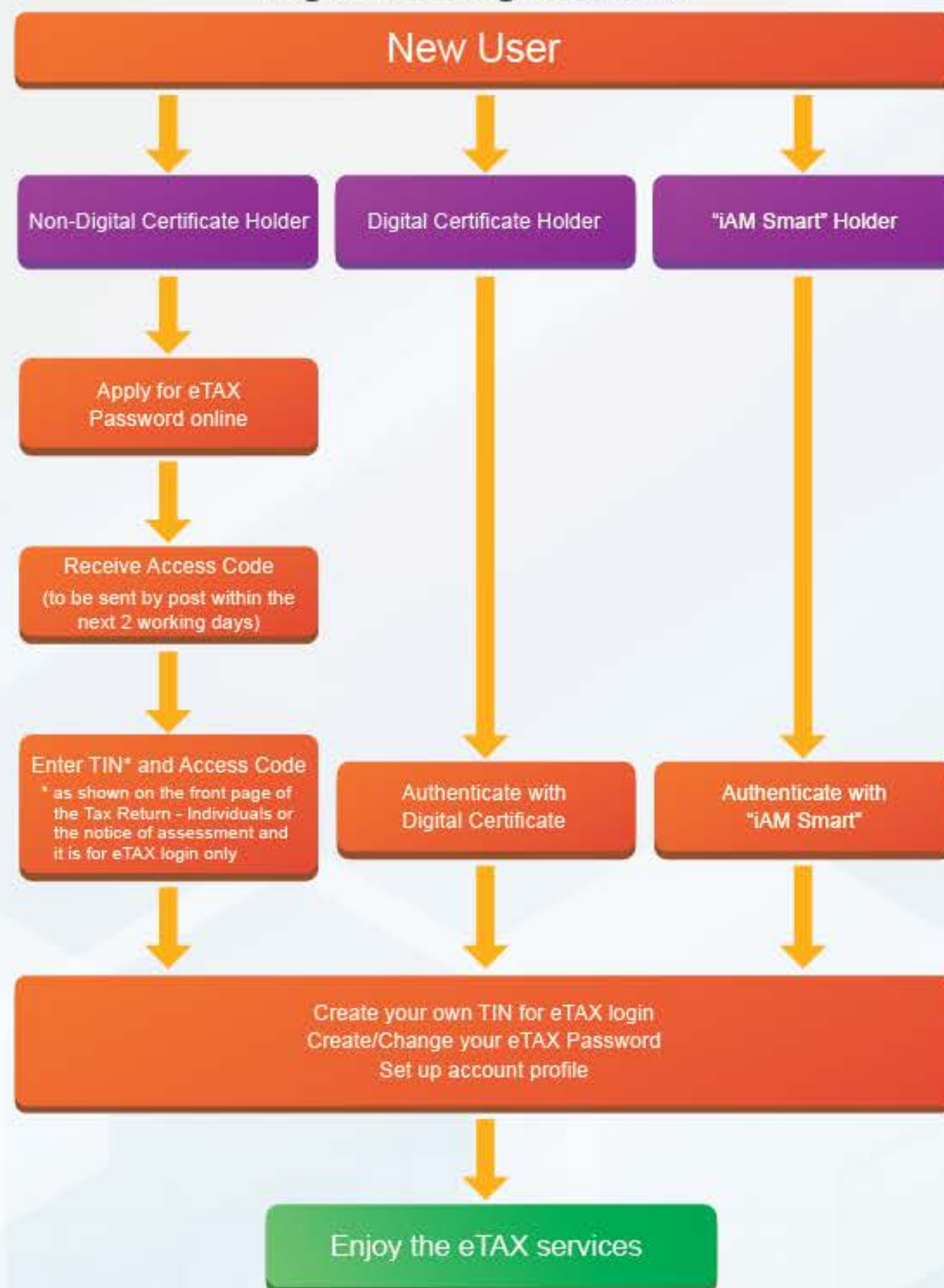
## Enjoy other online services for

- ◆ Filing of Profits Tax Return
- ◆ Filing of Property Tax Return
- ◆ Filing of Employer's Return
- ◆ Stamping of property documents
- ◆ 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

Login at [www.gov.hk/etax](http://www.gov.hk/etax)



## You may

- ◆ Create a TIN for eTAX login 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)。



稅務局  
Inland Revenue Department



# ELECTRONIC FILING

## Tax Return - Individuals

Pre-filing of data

Estimation of Salaries Tax payable

Automatic extension for filing



Convenient



Secure



Green



Easy



Fast

For details, please visit  
[www.gov.hk/etax](http://www.gov.hk/etax)

## Added Benefits

### File your Tax Return - Individuals through the Internet and enjoy:

- Automatic extension of 1 month for filing;
- Pre-filing 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 4 months; and
- Computation of your estimated Salaries Tax payable# before submission to help you optimize total tax payable.

# Available for the tax return for the year of assessment 2023/24 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 2021/22, 2022/23 or 2023/24 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, 20AF, 20AX and/or 20AY of the Inland Revenue Ordinance;
- has not obtained an advance ruling on any of his / her tax matter in relation to that year; and
- does not claim any double taxation relief pursuant to an arrangement specified under section 49(1) or 49(1A) of the Inland Revenue Ordinance in relation to that year.



**Environment-friendly**  
**Always available**  
**Secure**  
**@Your service**



## Easy Steps

### Step 1 Read Important Notes

### Step 2 Complete the Tax Return

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

### Step 3 Sign and Submit

Check accuracy of data before signing the tax return by eTAX Password, MyGovHK Password, digital certificate or "iAM Smart" account with digital signing function.

### Step 4 Acknowledgement

## Quick Save and Retrieval

- Click the **Save & Quit** button to save the data which will be retained for 4 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](http://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



Via [www.gov.hk/mygovhk](http://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](http://www.gov.hk/mygovhk) for MyGovHK Account registration