



# Tax Payment Service – Bank Transfers

## What is it?

Any taxpayer wishing to pay their tax bill via bank transfer can now use the Income Tax Office's Tax Payment Service.

## How do I access it?

You can access this service at: <https://tax.egov.gi/>.

## What information do I need to provide?

To be able to use this service you will need to provide YOUR name, telephone number and email.

If making a payment on behalf of another taxpayer you will also need to know THEIR name and taxpayer reference number.

## How do I use the service?

The service asks you to complete an on-line data capture portal. This allows you to plan and reconcile your tax payments through a user-friendly interface.

Here you can carefully set out multiple payments, including those of different types, for different periods or on behalf of different taxpayers.

Once you have completed your payment plan, you will be presented with a payment confirmation containing the Income Tax Office's banking details in order for you to arrange the necessary bank transfer.

**You MUST quote the PAYMENT REFERENCE in any bank transfer payment to the Income Tax Office.**

A copy of the payment confirmation will be sent to the email you provided initially.

A promotional video demonstrating the use of the tax payment service is also available at: <https://tax.egov.gi/>

## Why must I quote the Payment Reference?

Quoting the Payment Reference as the narrative or description of your bank transfer payment will enable the allocation of your designed payment plan in the manner you have set out.

## What benefits are there in using the service?

Most bank transfer payments do not allow for sufficient narrative to identify clearly the nature of the payment made, particularly when the payment includes amounts in respect of different types, periods or even taxpayers.

An insufficient narrative may result in either misallocations or a delay in the processing of your payment.

The use of a dedicated payment plan linked to a uniquely generated Payment Reference allows the Income Tax Office to retrieve your plan to ensure the timely and accurate processing of your payment(s) meanwhile minimising errors.

It also allows you to plan multiple payments in relation to different types, periods or even taxpayers in one go and include all these in a single transfer payment with a minimal narrative or description.

## Any queries?

If you have any queries on the payment service please contact us by email: [tax.paymentserviceenquiries@gibraltar.gov.gi](mailto:tax.paymentserviceenquiries@gibraltar.gov.gi).