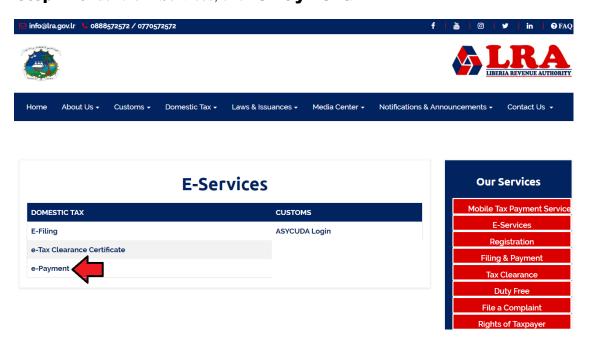


LRA Online Tax Clearance Request System:

Step 1: Log on to the LRA website, and click **E-Services**.

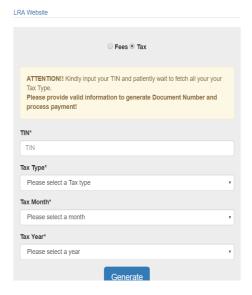


Step 2: Under the E-Services, click e-Payment.

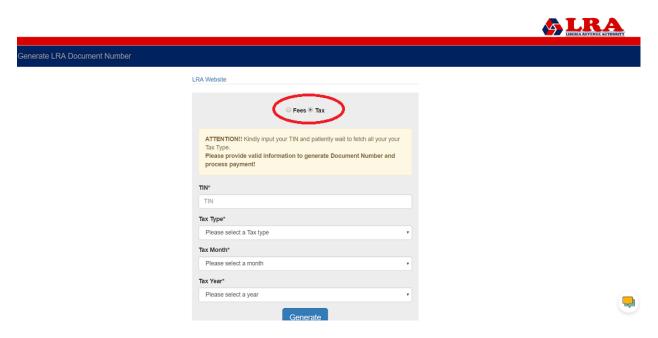




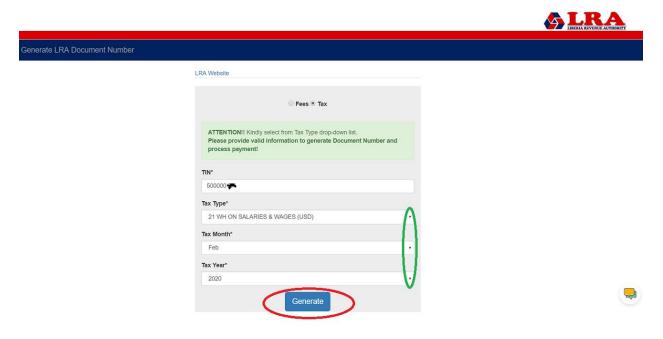
Senerate I RA Document Number



Step 3: Select a Service to Perform: On the Home page of the e-Payment page, select *Tax* to pay taxes or *Fees* to pay fees and proceed.

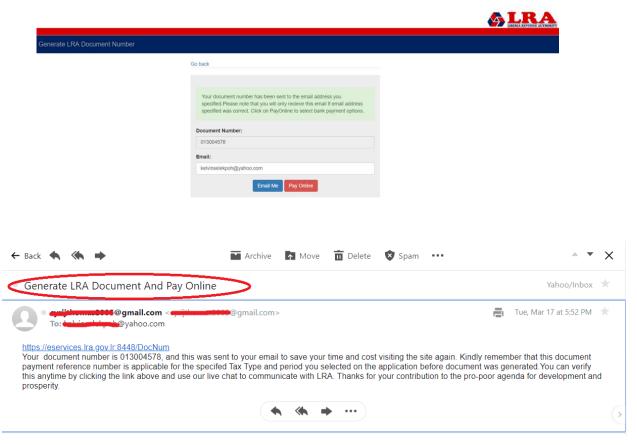


Step 4: Request Form. Input your *TIN*, *TAX TYPE*, *TAX MONTH*, *TAX YEAR* and click Generate.

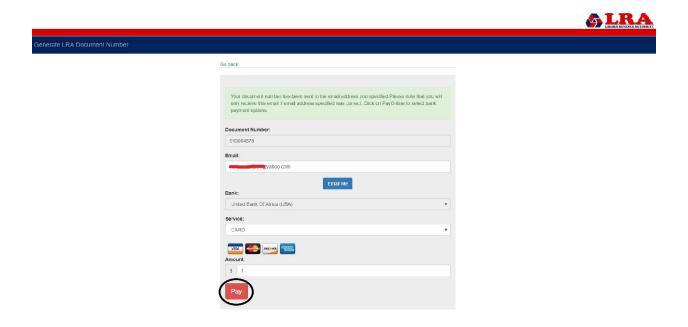


Note: Click the Drop-down arrow (green circled) for more options in each field.

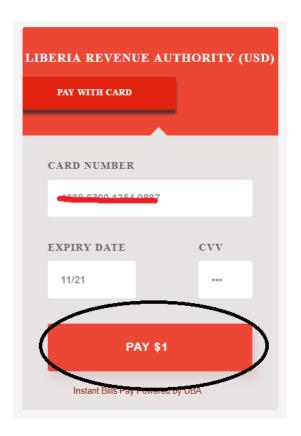
Step 5: Enter your email address, and click Email Me to receive an email with your document number. Better still, you may manually copy your document number.



Step 6: Click **Pay Online** to make e-Payment through your bank. Select your Bank, Service, and input the Amount you are paying, and click **Pay**.



Step 7: You will be redirected to the bank's page to make your payment to LRA. Enter your **Card Number**, **Expiry Date**, and **CVV**. Click **Pay** to pay the Tax amount. You are then redirected back to e-Payment page to complete your process.



Step 7: Complete your payment and use your Transaction details for onward processing.

a). If your payment is successful, you will see the below screen confirming the success of your transaction along with your Transaction Details.



Generate LRA Document Number

SUCCESS!!! Thank You, your payment using card on UBA platform was successful.

Transaction Details:

Transaction Details:
Document Number: 013000724, Amount: 1.00, Transaction Id: LR20200313171932

b). If your payment Failed, you will see the below Failure screen indicating that payment didn't go through. You may contact the LRA using our live chat (red arrow), or any of our contact details for immediate response.



Generate LRA Document Number

FAILED!!! This Transaction has failed. Please contact the LRA using any of the following: WhatsApp, Messenger, email or by Phone.

Transaction Details:

Transaction Details:

Document Number: 013000724, Amount: 1.00, Transaction Id: LR20200313171932



c). If your payment was cancelled, you will see the below screen indicating that payment has been cancelled. You may click the black circled area to return to the e-payment page.

