



DOMESTIC TAXES DEPARTMENT

BUSINESS TRANSFORMATION OFFICE

External User Guide on processing of payments for excise stamps

1.0 Introduction:

The Excisable Goods Management System (EGMS) has been integrated with the Enhanced Payment Gateway (EPG) system to facilitate payments for excise stamps. Taxpayers will be able to generate e-slips directly from EGMS and once a taxpayer has made the payment, the same shall be recognized on EGMS without requiring the taxpayer to visit the KRA Cash Office for processing of the payment.

The purpose of this user guide is therefore to provide guidance to taxpayers on the procedure for processing payments for excise stamps

2.0 Procedure for processing payments for excise stamps

- 2.1 The taxpayer shall access the EGMS system and click on the *Stamps Account Management* as shown below.



- 2.2 Click on *Add Payment Registration* and the taxpayer's name, the address and PIN will be automatically populated.

- 2.3 Then input the amount to be paid depending on the *type* and *quantity* of excise stamps ordered e.g. 100,000 and proceed to click *payment registration*.





NB: User may click *cancel* if you do not want to proceed.

- 2.4 After clicking *payment registration* there will be a confirmation pop up on the screen with the message '*payment registered successfully*' as shown below

Payment Confirmation

Payment registered successfully

Registration number: 222022000000104
eSlip will be valid for 30 days till 20/02/2022

You can download E-Slip invoice here  

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- 2.5 Download the e-slip invoice by clicking the icon as shown above. Note: the e-slip is valid for 30 days.
- 2.6 The e-slip can then be used to make the payment via MPESA or through the banks listed on the payment registration slip. A sample e-slip is shown in the next page.

For any clarifications and facilitation, please contact the EGMS Help Desk on
Tel: 0709012649/0709013504 or Email: **egmshelp@kra.go.ke**



Sample of the Payment Registration e-slip.



Payment Slip

For General Tax Questions
Contact KRA Call Centre
Tel: +254 (020) 4888 888
Cell: +254(0711)088 888
Email: oalioentre@kra.go.ke
www.kra.go.ke

Taxpayer PIN:

Payment Registration Date:

Name and Address:

Payment Registration Number

Nairobi, Nairobi, Kenya
Postal Code: 00100

222022000000094



Payment Details

Sr.No.	Payment Type	Tax Obligation	Amount to be Paid (Ksh)
1	Advance Payment	(5500) Excise Stamp Fee for Excisable Goods	90000
Total Amount to be Paid (Ksh)			90000

(To be filled by taxpayer during payment at bank)

CHEQUES ONLY		
Drawer Bank	Cheque No.	Amount (Ksh)

Amount in Words: Ninety thousand Kenyan Shillings

CASH ONLY		
Currency	Count	Amount (Ksh)
1,000 x		
500 x		
200 x		
100 x		
50 x		
40 x		
20 x		
10 x		
5 x		
1 x		
Total Amount (Ksh)		

BANK STAMP AND ENDORSEMENT

Paid In by		Contact Number	
Date		Signature	
Search Code			
M-Payment	M-Pesa: Paybill -> Business No. 572572 -> Account No. 222022000000094 -> Amount 90000. NB: Amount should be <=150,000 Kshs.		
Bank Details	You can make payment at any of the below mentioned authorized banks. Bank of Africa, MAY FAIR, BOI, Chase, Equity, I&M, SIDIAN, ABSA, CBKEN, KCB, Eco Bank, Trans-National, Standard Chartered, USA, CBA, NBK, SBM, Habib AG Zurich, Post Bank, Stanbic, GT Bank, Oriental Commercial, Bank of Baroda, DTB, Citibank, ABC, Consolidated, Co-op Bank, Credit, Family, First Community, Gulf African, Guardian, Middle East, Paramount, Prime, NIC, Victoria, Giro.		
Disclaimer	If this slip is lost or defaced, you can reprint / regenerate from the nearest KRA EGMS office. This is NOT a Receipt of payment. The payment must therefore be made through either of the Partner Banks/M-Payment by the Tax Due Date as defined by the relevant Tax Laws.		

Notice: Employers are reminded that the due date for PAYE Returns and remittance is the ninth day of each calendar month.