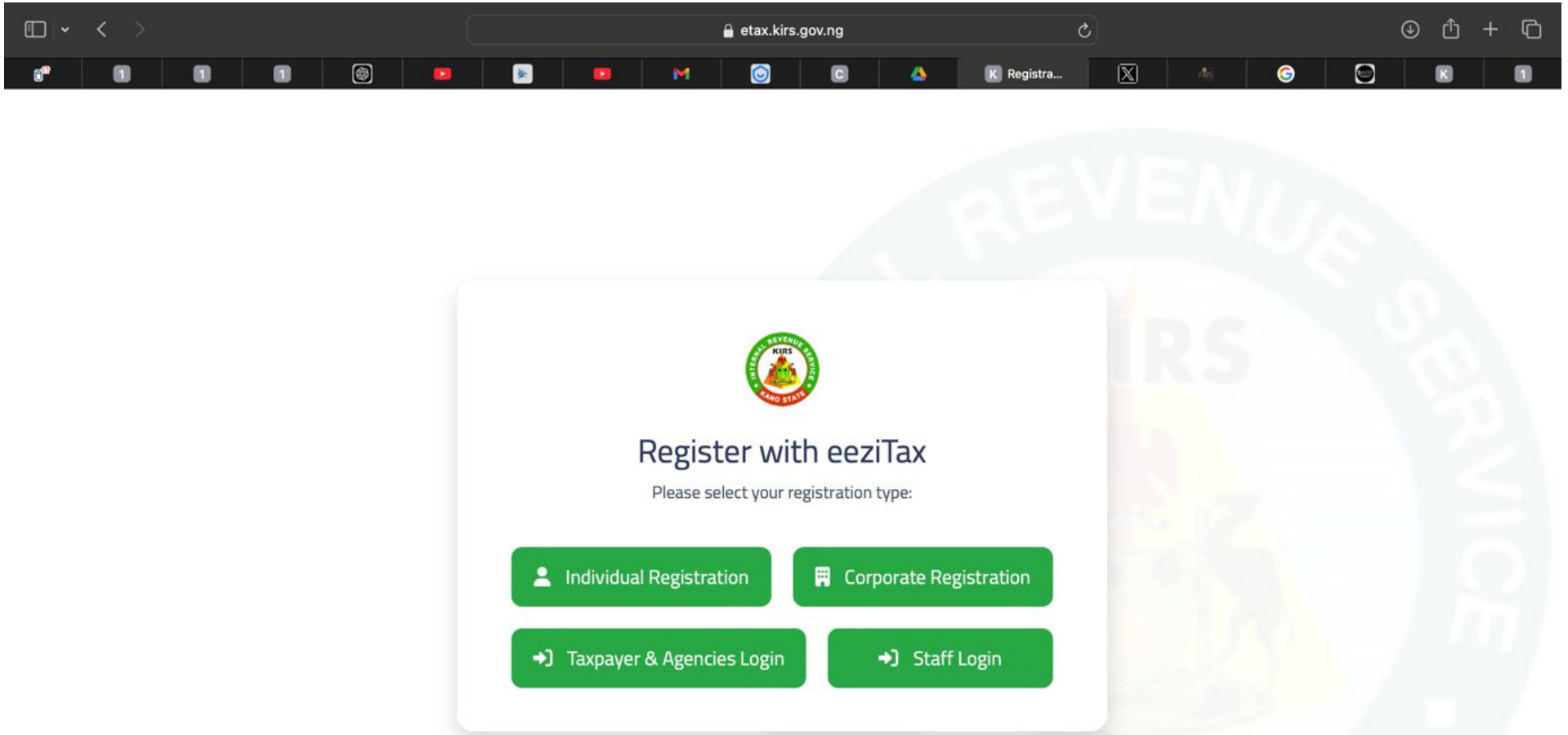
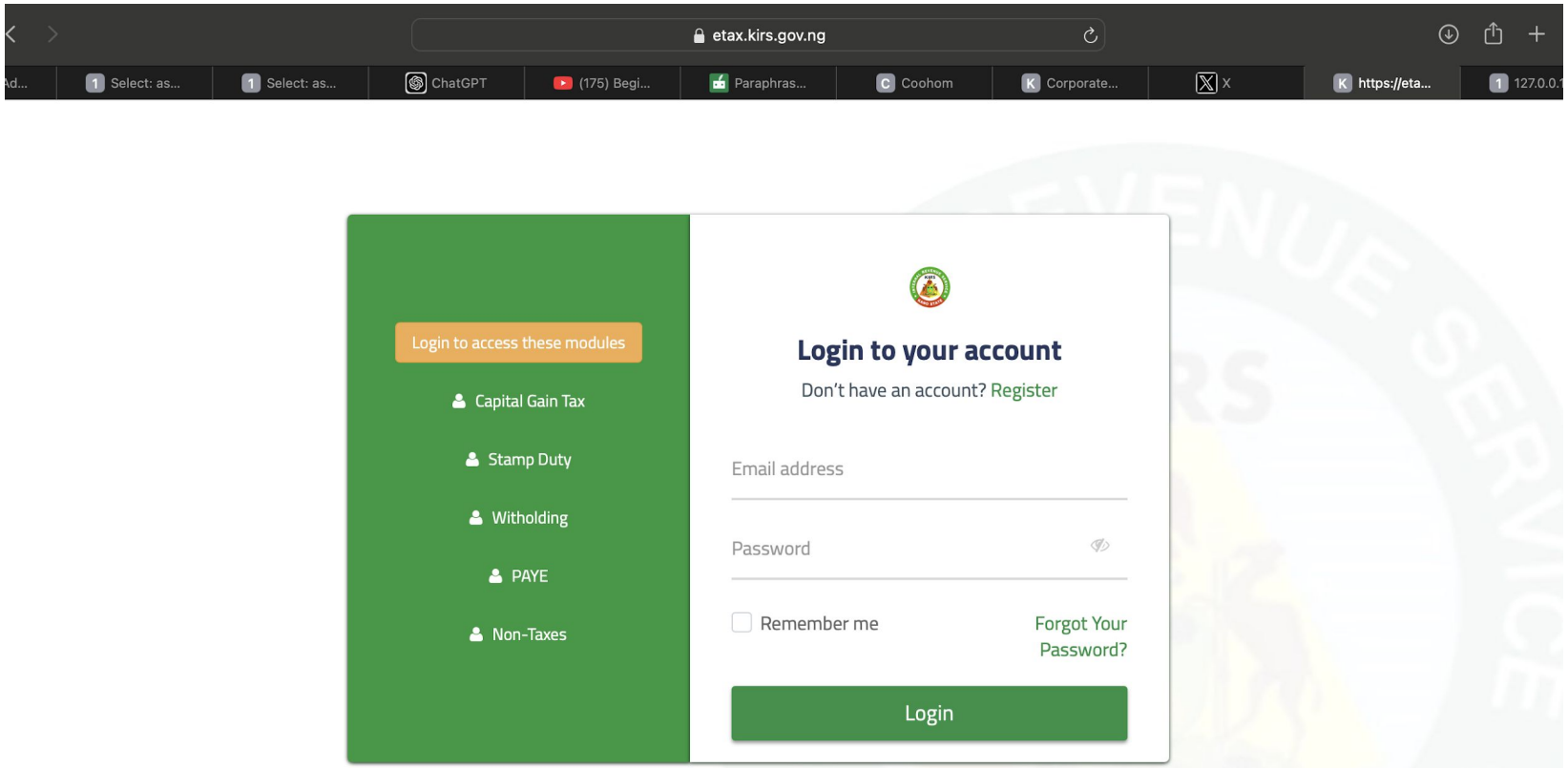
ETAX

KANO STATE INTERNAL REVENUE SERVICE

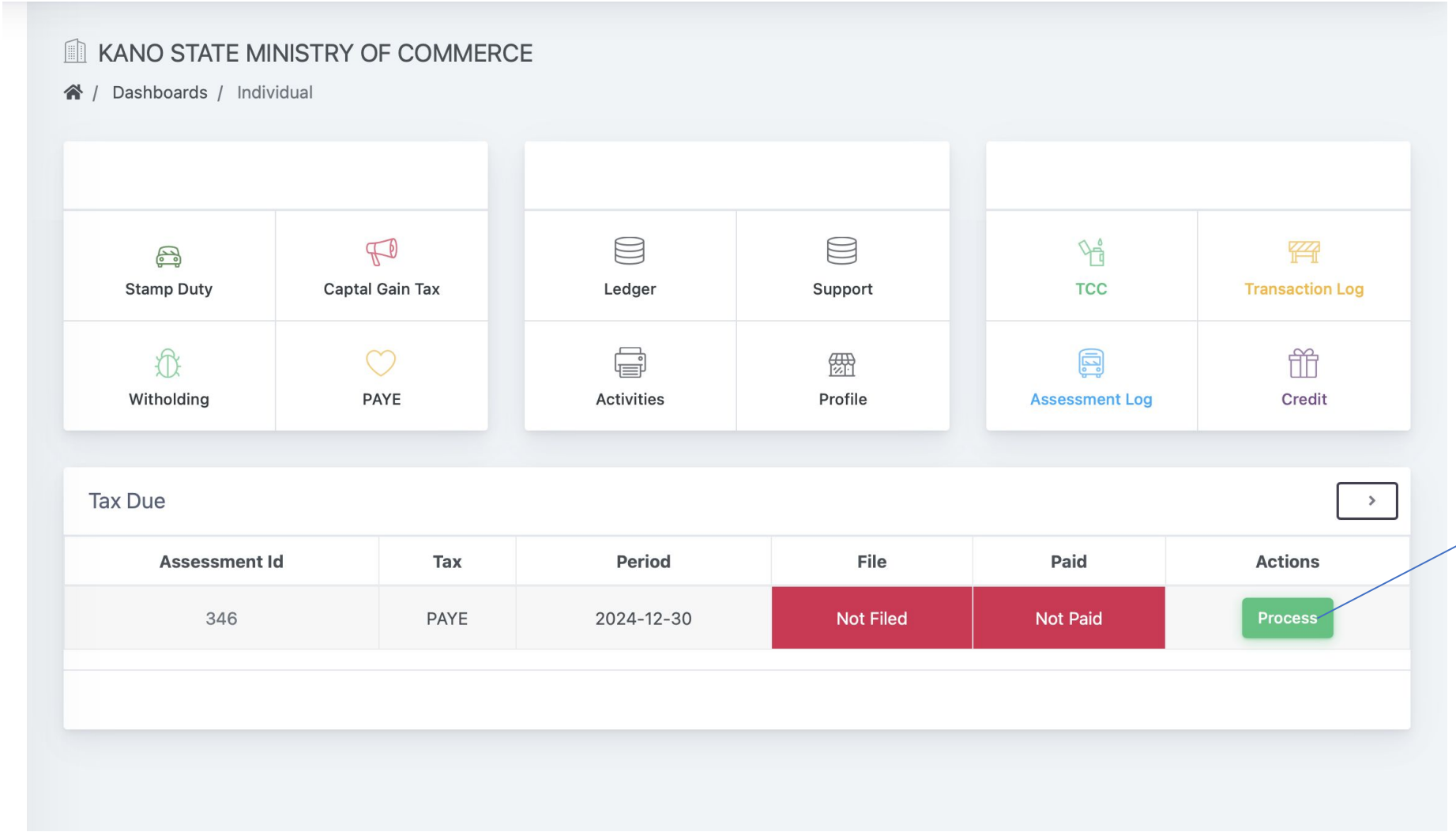
Returns Monthly PAYE



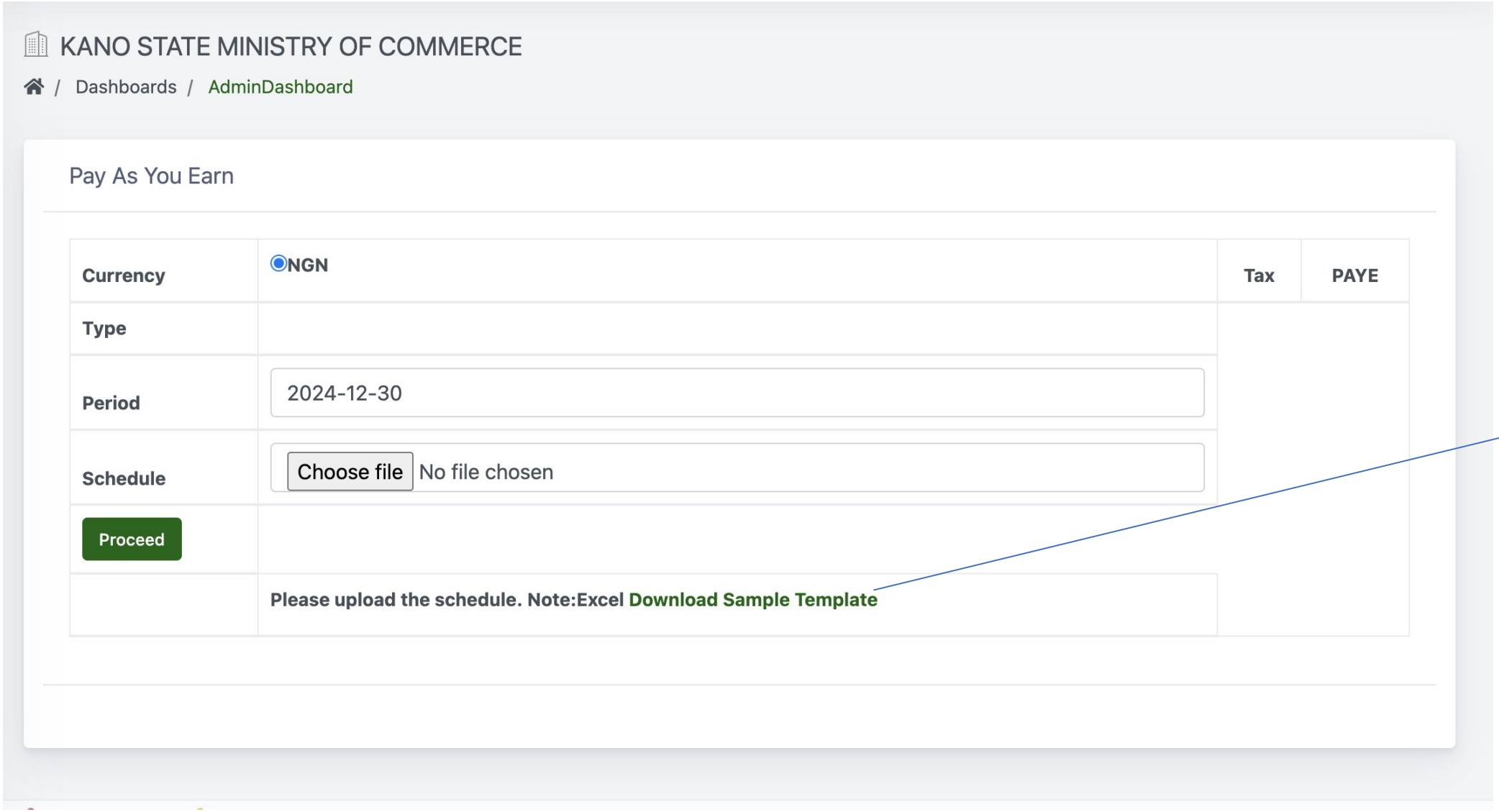
1. Visit the URL etax.kirs.gov.ng
2. Click on the Taxpayer & Agencies Login



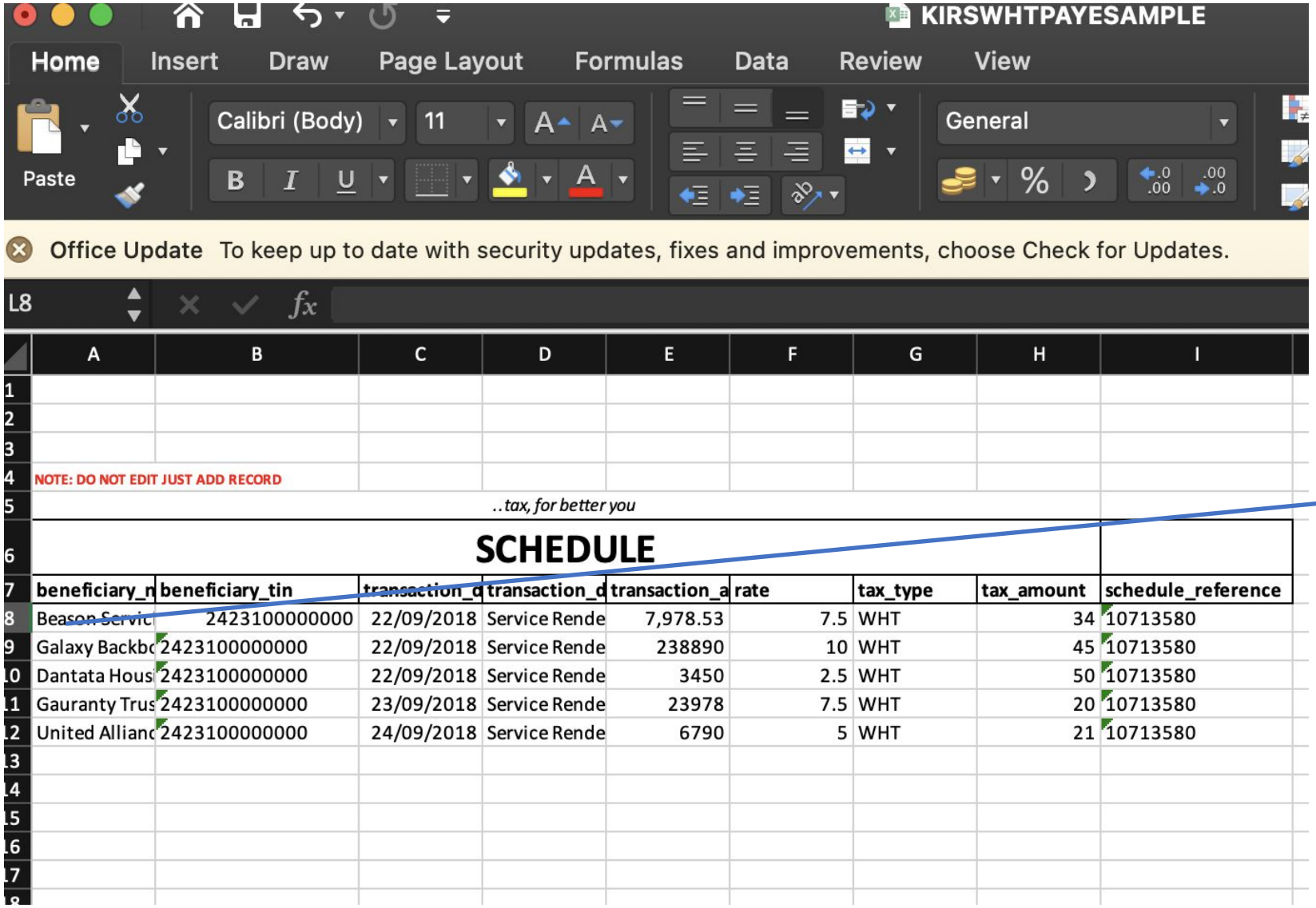
3. Enter your login information to begin



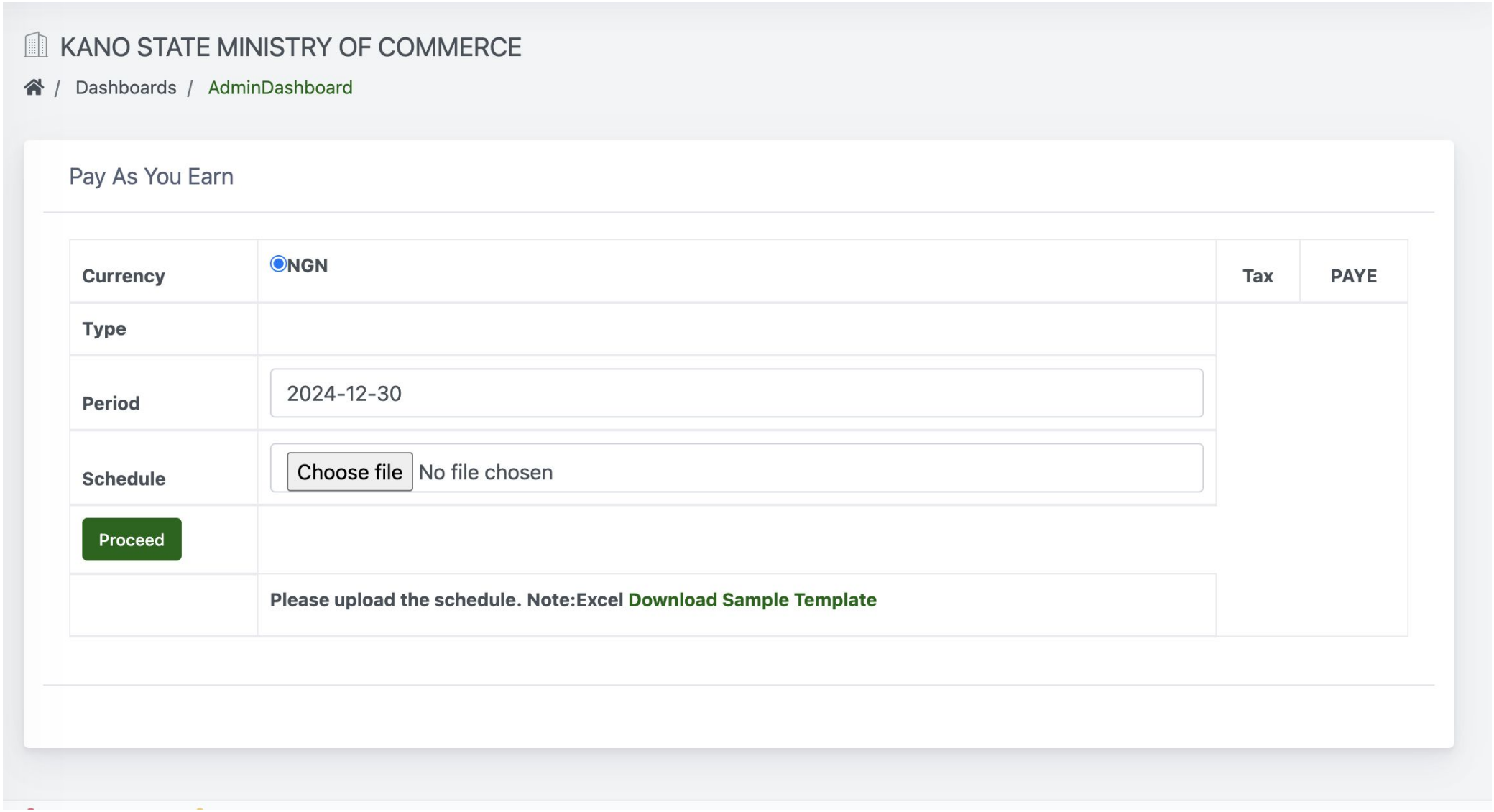
4. Every month, the system will release the monthly PAYE task.



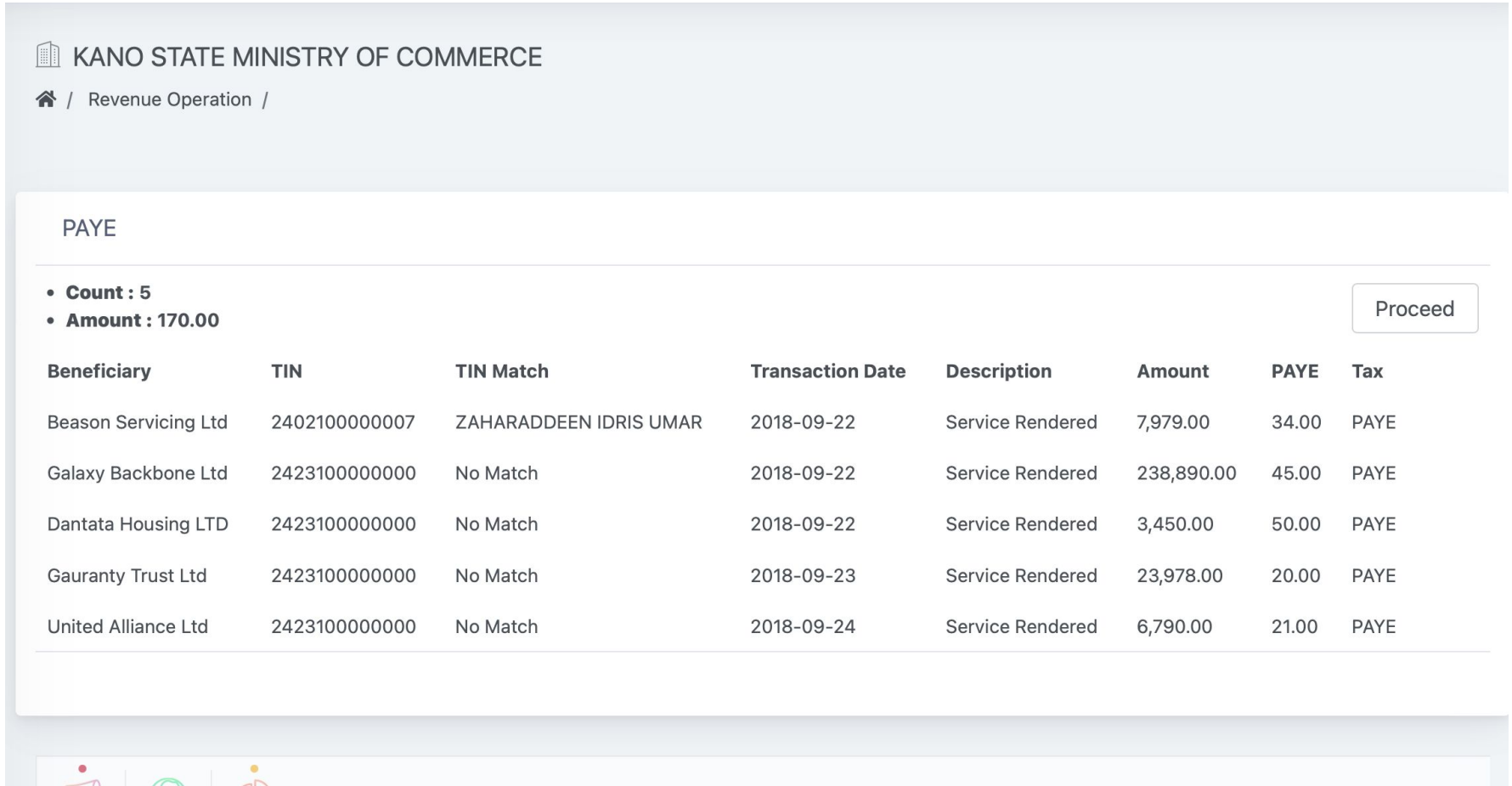
5. Download the sample template



Start adding
Records from here

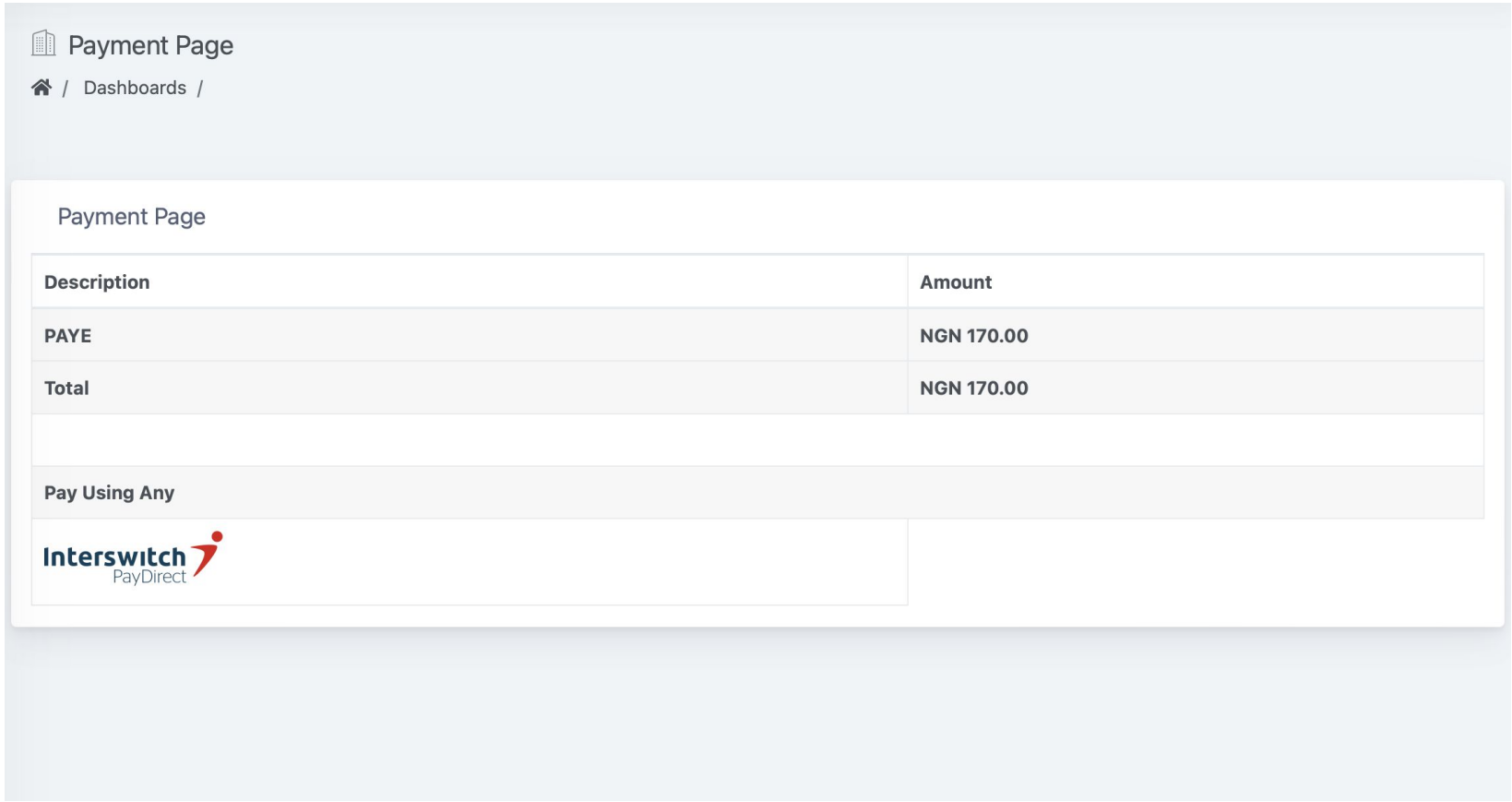


6. Locate the file and upload it by clicking on the "choose file" button.

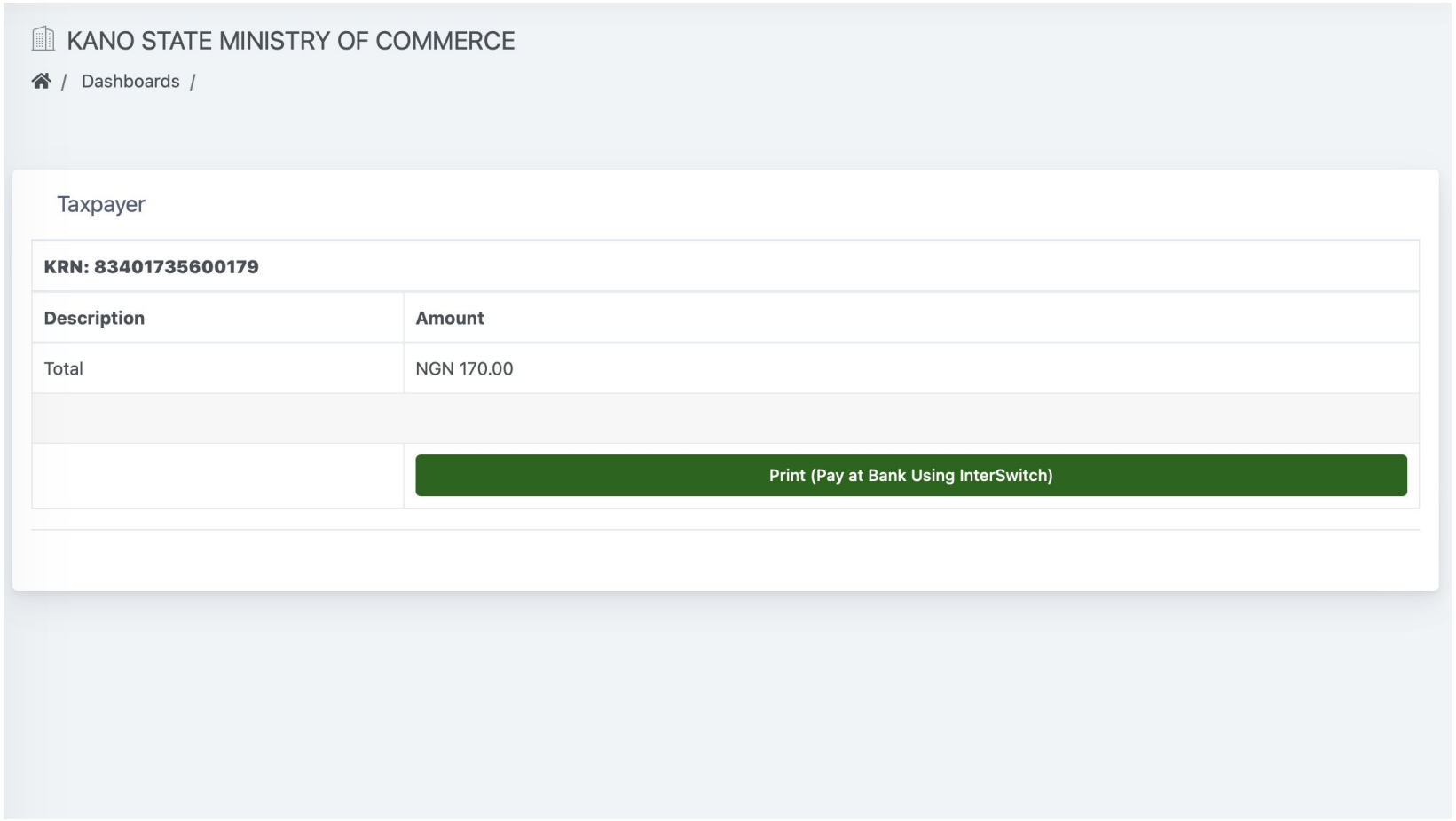


7. Review your information, and if everything looks good, click the 'Proceed' button in the upper right corner to complete the process. If you don't have the beneficiary's TIN, simply enter zero ('0') and continue.

8. After submitting your returns, you can update the beneficiary's TIN from zero to the actual number. However, please ensure you provide the names of the individuals during this initial submission.



9. After clicking the 'Proceed' button, you can select from the available payment options on the payment page. A KRN invoice will be generated for you to print and pay immediately.



10. KRN has been generated; to view your invoice with all the details, click the Print button.