

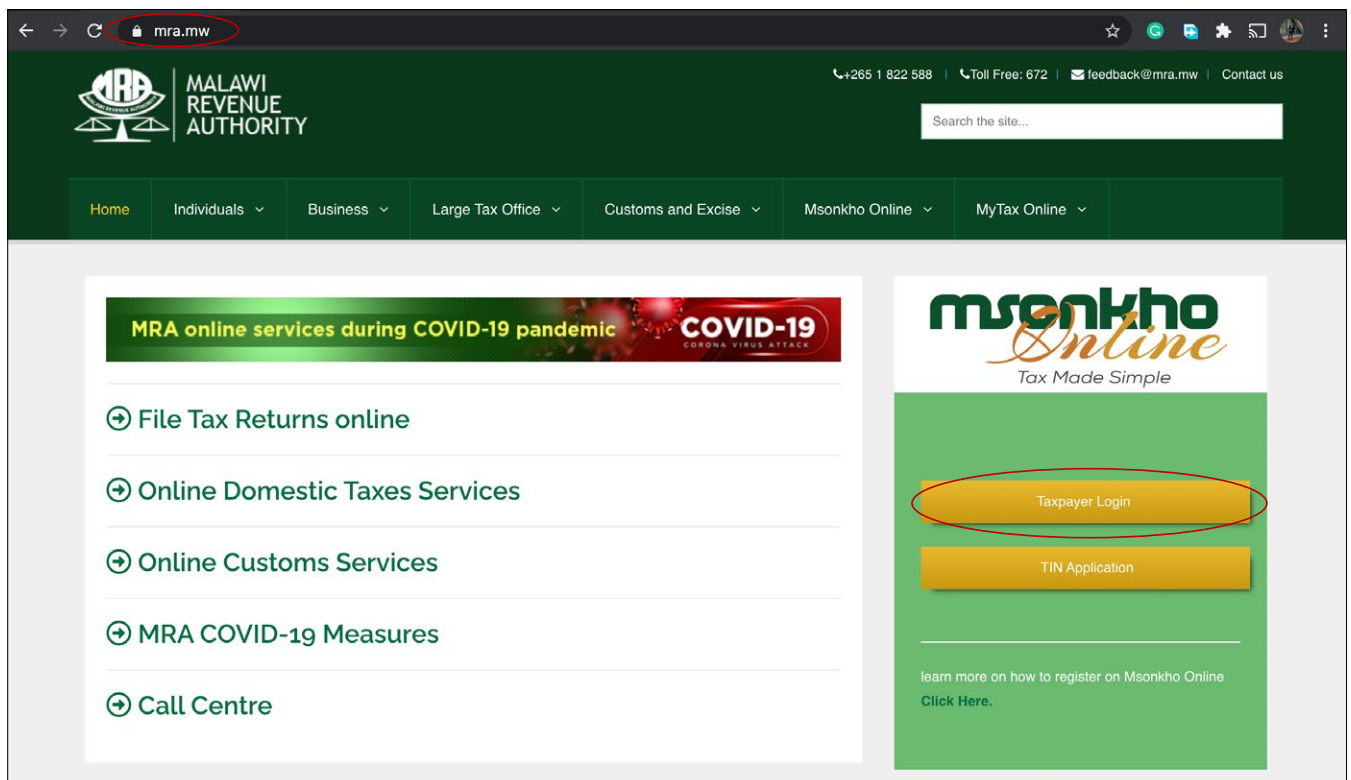
ONLINE FRINGE BENEFIT TAX (FBT) FILING E-GUIDE

Dear taxpayer, in order to file tax return for FRINGE BENEFIT TAX (FBT) please follow the steps below:

STEP 1

ON YOUR BROWSER TYPE

“www.mra.mw” then “Taxpayer Log in”



The screenshot shows the MRA website interface. The browser address bar displays 'mra.mw'. The website header includes the MRA logo, contact information (+265 1 822 588, Toll Free: 672, feedback@mra.mw, Contact us), and a search bar. A navigation menu contains links for Home, Individuals, Business, Large Tax Office, Customs and Excise, Msonkho Online, and MyTax Online. The main content area features a banner for 'MRA online services during COVID-19 pandemic' and a list of services: File Tax Returns online, Online Domestic Taxes Services, Online Customs Services, MRA COVID-19 Measures, and Call Centre. On the right, the 'msonkho Online' logo is displayed above a green panel with two yellow buttons: 'Taxpayer Login' (circled in red) and 'TIN Application'. A link to 'learn more on how to register on Msonkho Online' is also visible.

STEP 2

ON TAXPAYER LOG IN PAGE TYPE “Username” then “Password” then Click “Log in”

msonkho-online.mra.mw/#/security/login/taxpayer

msonkho Online
Tax Made Simple

TAXPAYER LOGIN

Username

Password

Log in Cancel

Forgotten your password?

Not registered yet? Register Now

Efficiency | Convenience | Automation

STEP 3

LOG IN MSONKHO ONLINE AND CLICK “Submit a Return Button”

msonkho Online
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HOME MY ACCOUNT MY TAX MY AGENTS SUPPORT

Register As Agent
Submit a Return
Make a Payment
NEED HELP? Chat Now

Welcome to your Tax Services portal

Account Type	Balance
Suspense	0.00
Capital Gain Tax(CGT)	2,925,293.84
Non Resident Tax(NRT)	0.00
Domestic Excise	2,089,000.00
Fringe Benefit Tax	0.00
PAYE	158,300.00
Domestic VAT	44,250,000.00 CR

Taxpayer Notification

STEP 4

ON RETURNS SUMMARY WINDOW WITH RETURNS OUTSTANDING CLICK “Fringe Benefit Tax” then click “continue”

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Returns Summary

Select	Tax Type	Returns Outstanding
<input type="radio"/>	Capital Gain Tax(CGT)	N/A
<input type="radio"/>	Domestic Excise	11
<input checked="" type="radio"/>	Fringe Benefit Tax	5
<input type="radio"/>	Non Resident Tax(NRT)	N/A
<input type="radio"/>	PAYE	15

1 2

Fringe Benefit Tax

Select	Period	Period From	Period To	Return Document
<input checked="" type="radio"/>	2020/01	01/07/2020	30/09/2020	Fringe Benefit Tax Return
<input type="radio"/>	2020/02	01/10/2020	31/12/2020	Fringe Benefit Tax Return
<input type="radio"/>	2020/03	01/01/2021	31/03/2021	Fringe Benefit Tax Return
<input type="radio"/>	2020/04	01/04/2021	30/06/2021	Fringe Benefit Tax Return
<input type="radio"/>	2022/01	01/07/2021	30/09/2021	Fringe Benefit Tax Return

1

Continue

STEP 5

ON FBT RETURN CLICK “New” then click “Add” and Finally click “Next”

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FBT Details Attachments Summary

FRINGE BENEFITS TAX (FBT) RETURN

Taxpayer Details

Tin: C0022818
Taxpayer Name: chap chap
Period: 2020/1
Period From: 01/07/2020
Period To: 30/09/2020
NIL Return?

Fringe Benefit Details

Fringe Benefit: School fees
Taxable Percentage: 50
Benefit Value: 1,000.00
Taxable Value: 500,000.00

STEP 6

ON Attach document Details click “**New**” then click “**choose**” to upload the click “**add**” and finally click “**Next**”

FBT Details Attachments Summary

New Edit

Attachment Details³

Document Name/Number 14

Attachment

+ Choose x Clear Download

EXCISE CGT FBT CONSOLIDATED_Pilot group... 29.807 KB x

Notes

Characters remaining: 500

Delete Add Cancel

< Previous Save As Draft Cancel Next >

STEP 7

ON FRINGE BENEFIT RETURN SUMMARY CHECK IF THE DETAILS ARE CORRECT TICK TO “**CERTIFY**” then “**SUBMIT**”

HOME MY ACCOUNT MY TAX MY AGENTS SUPPORT

FBT Details Attachments Summary

FRINGE BENEFITS TAX (FBT) RETURN - SUMMARY

Taxpayer Details

Tin C0022818

Taxpayer Name chap chap

Period 2020/1

Period From 01/07/2020

Period To 30/09/2020

NIL Return? No

FRINGE BENEFIT	BENEFIT VALUE	TAXABLE PERCENTAGE	TAXABLE VALUE
Motor Vehicles	50,000,000.00	15.00	7,500,000.00
School fees	1,000,000.00	50.00	500,000.00
Total Taxable Value			8,000,000.00
Tax Rate %			30.00
Fringe Benefit Tax			2,400,000.00

ATTACHMENTS

Document Name/Number 15

Notes

I hereby certify that the information given in this FRINGE BENEFIT TAX Return is true and correct

< Previous Print Cancel Submit

STEP 8

CONFIRMATION WITH REFERENCE NUMBER

