

Tax Invoice Monitoring System (TIMS)

Accredited EFD comprises of 3 components, when assembled together you will know it is accredited when you see on every receipt issued:

- 1) it contains your TIN, name and your address
- 2) goods/service sold is labeled with appropriate tax
- 3) unique 8 character identifier on the bottom corresponds to your digital certificate
- 4) QR code or hyper link that leads you to MCR website that confirms receipt is verified

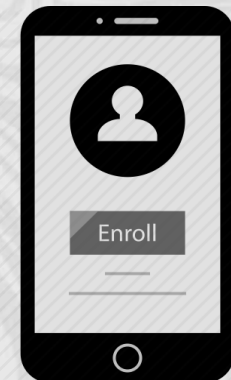
A step further to the modern world

Tax Invoice Monitoring System (TIMS)
 Inland Revenue Services
 DBS Building Level 4 & 5,
 Savalalo

www.revenue.gov.ws
tims@revenue.gov.ws

Tel 685 20411
 Fax 685 20414

How to Enroll?



Is your business included in the announced group?

Yes: Enroll to become compliant

No: Await for your assigned group or be register early voluntarily

Enrollment Process

- **Step 1:** Submit **Information Update Form** to Tax Payer Services Division or email to tims@revenue.gov.ws.

(Form can be downloaded from www.revenue.gov.ws or uplift from MCR offices in Apia (DBS Building Leve 4) or Salelologa (Salelologa Market)

- **Step 2:** Receive invitation to enroll via registered email and delivered printed letter. Follow instructions in email or printed letter to enroll and await confirmation.

(Use smartphone or computer with internet connection to enroll or visit Tax Payer Services if need of assistance)

- **Step 3:** Upon receiving email confirmation, pick up Smart Card/Secure Element from MCR offices in Apia (DBS Building Leve 4) or Salelologa (Salelologa Market)

Step 4: Setup on your own or choose vendor to assist and provide you with EFD accredited solution.

Information Update form Individual / Sole Trader form Non – Individual form

(Please uplift relevant form for your business from MCR offices or download from www.revenue.gov.ws)

What is needed?

- Tax Identification Number (TIN)
- Taxpayer Registered Name
- Business trade name (if any)
- Authorized Person Details
- List of Business activity and their location (village)

How to look for Electronic Fiscal Devices that is compatible with TIMS Requirements?

Suppliers of accredited systems shall be announced by MCR through the means of official public notifications. Taxpayers must be aware not to buy equipment from those who claim to be accredited instead always look at the source of information. If taxpayer is still not sure who is authorized supplier, our call center will provide consultations.

List of Accredited companies available at link below.

- <https://www.revenue.gov.ws/accreditation/>