



ΤΜΗΜΑ ΦΟΡΟΛΟΓΙΑΣ  
TAX DEPARTMENT

# **TAXISnet Registration Guide**

for Income Tax/Defence

**This guide was created to facilitate registration in the TAXISnet system (for Income Tax and Defence purposes). It contains instructions following the corresponding screens, as they appear when registering in the TAXISnet system.**

**Step 1:** Visit the TAXISnet website <https://taxisnet.mof.gov.cy>.

**Step 2:** Choose the link “TAXISnet Registration for Income Tax/Defence”

Home page | Announcements | Informative Material | Contact us | 23/04/2020

**Access to System**

Username:

Password (PIN):

[I forgot my credentials](#)

**Registration**  
TAXISnet Service consists of two separate systems and different registration is required for each system.

[TAXISnet Registration for Income Tax/Defence](#)

[TAXISnet Registration for VAT/VIES](#)

**Step 3:** Complete details required , accept terms and conditions and choose “submit”

**APPLICATION FOR REGISTRATION TO THE TAXISnet ELECTRONIC SUBMISSION OF INCOME TAX RETURNS SYSTEM**

I hereby apply for registration to the TAXISnet system of the Tax Department - Income Tax, for the purpose of submitting Tax Returns electronically

**with the data below:**

Taxpayer's Identification Code (T.I.C.) \*

Telephone Numbers (enter at least one telephone number) \*

Home Telephone Number

Business Telephone Number

Mobile Telephone Number

Electronic Mail Address \*

**Fill in the unique registration number you have received**

Unique registration number \*

\* Compulsory fields

I hereby declare that I have full knowledge and I accept all the terms and conditions concerning the operation of the TAXISnet system

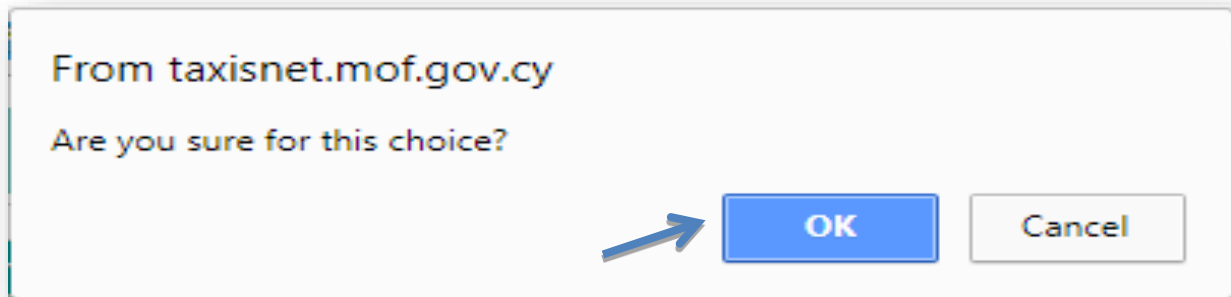
**Taxpayer's Identification Code (T.I.C.):** It consists of 8 digits and a capital latin character at the end e.g. 99999999X. T.I.C. is acquired upon registration to the Tax Department.

**Telephone numbers:** Enter at least one telephone number (preferably your mobile phone number)

**Electronic Mail Address:** Enter your email address

**Unique Registration Number:** It consists of 17 digits. This number is given upon registration to the Tax Department. If you are already a registered taxpayer and you do not know your unique registration number, [contact the Tax Department or send an email to \[taxisnet@mof.gov.cy\]\(mailto:taxisnet@mof.gov.cy\)](#).

**Step 4:** Click «OK» to confirm the registration process.



**Step 5:** Check the details displayed on the screen below and click “confirmation”.

APPLICATION FOR REGISTRATION TO THE TAXISnet ELECTRONIC SUBMISSION OF INCOME TAX RETURNS SYSTEM	
<b>For Identification purposes please confirm that the details below belong or belonged in the past to you.</b> If your Correspondence Address differs it can be changed either during the submission of your electronic declaration, or by submitting form T.D.2003 to the nearest Tax Department District Office.	
Taxpayer's Identification Code (T.I.C.)	<b>00454591Z</b>
Name	<b>ΚΥΡΙΑΚΟΥ ΑΝΤΡΕΑΣ</b>
Correspondence Address:	<b>ΝΕΟΦΥΤΟΥ ΔΟΥΚΑ 13Α</b> <b>4153</b> <b>ΛΕΜΕΣΟΣ Κ ΠΟΛΕΜΙΔΙΑ</b>
	<input type="button" value="Confirmation"/>

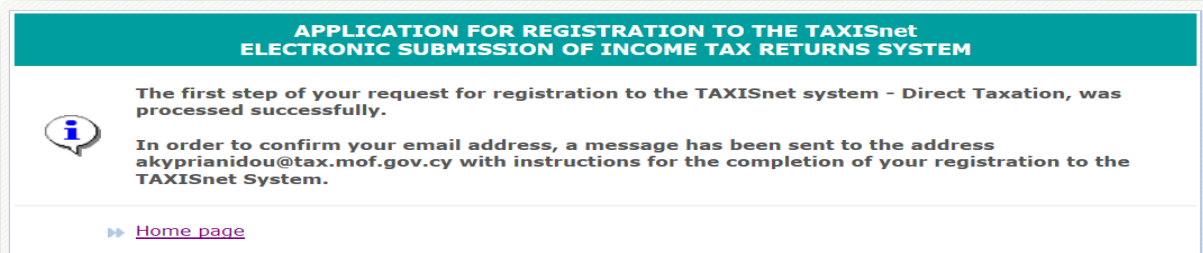
**1. Taxpayer's Identification Code (T.I.C.)**

If **T.I.C. is not correct**, please [contact the Tax Department](#), **before** proceeding with the registration process.

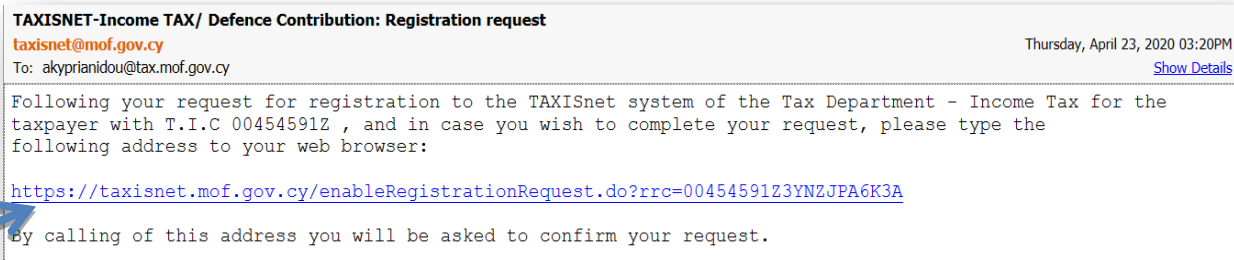
**2. Correspondence Address:**

The correspondence address displayed on the screen is the one declared upon your registration to the Tax Department. Choose “confirmation” even in the case where the address displayed has changed and submit data amendment form [TD2003](#) to the tax dept's district offices to make the relevant address corrections.

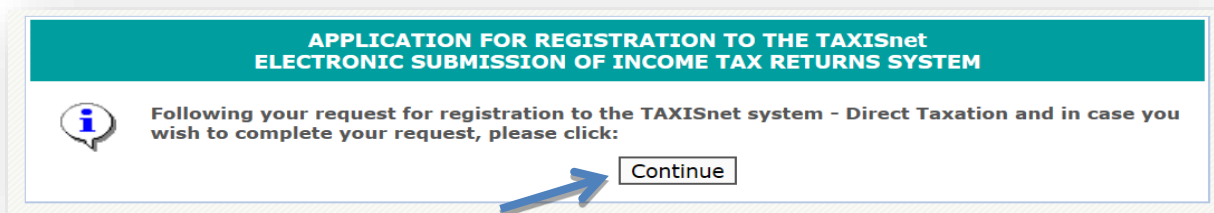
*The first step of your application for registration in the TAXISnet system has been successfully processed.*



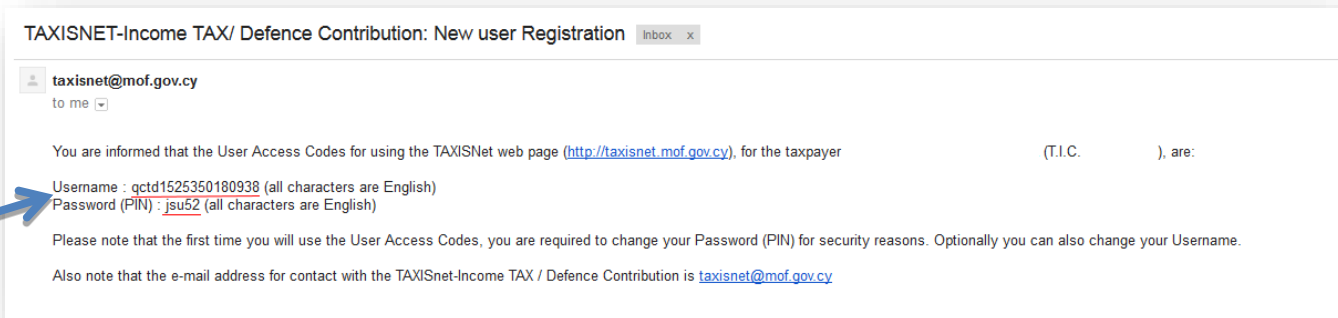
**Step 6:** Check for a confirmation email sent to your personal email address and **click** on the link appearing in blue letters.



**Step 7:** Click “Continue” to complete the registration process.



**Step 8:** Check for your User Access Codes sent to your email address.



*The registration process has been successfully completed*

**Step 9:** Click “Home Page” to access the system.

30/03

**APPLICATION FOR REGISTRATION TO THE TAXISnet  
ELECTRONIC SUBMISSION OF INCOME TAX RETURNS SYSTEM**

Your request for registration to the TAXISnet system - Direct Taxation, was completed successfully.

You will receive a message at the address: testing@taxisnet.com with the new Username and the new Password (PIN). For security reasons, at the next login, you will be prompted to change this password.

[Home page](#)

**Step 10:** Copy and Paste the Username and Password (PIN) sent to your e-mail and Click «Continue».

**Access to System**

Username: qctd1522415930976

Password (PIN): \*\*\*\*\*

[I forgot my credentials](#)

**Registration**  
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TAXISnet Registration for Income Tax/Defence  
TAXISnet Registration for VAT/VIES

**Step 11:** Change your User Access Codes for security and easily recall purposes and choose “Update”.

**USER ACCESS CODES**

The User Access Codes you are using are temporary. Please, update current Use Access Codes.

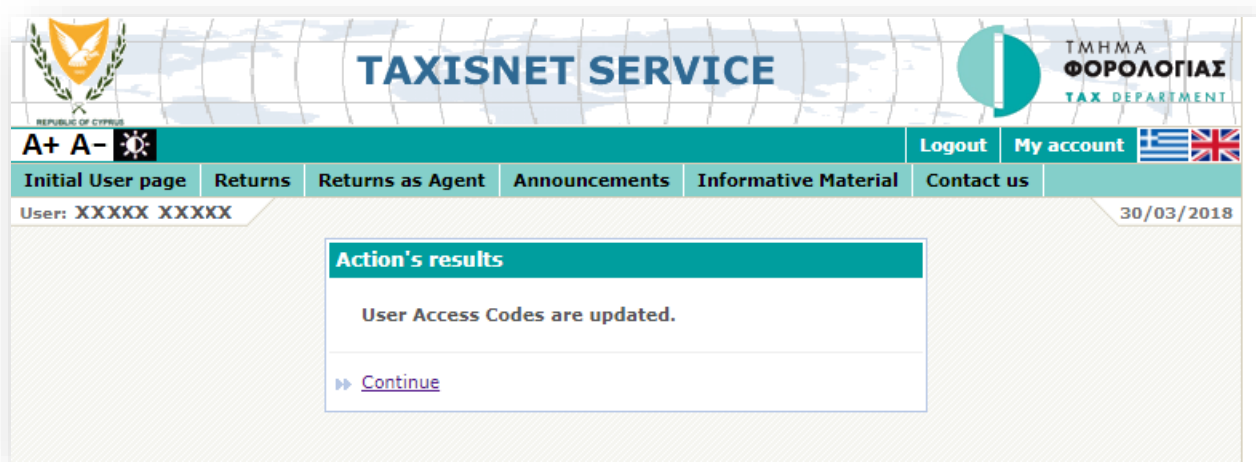
**Username update**  
New Username:

**Password (PIN) update**  
Password (PIN):   
New Password (PIN):   
Confirm New Password (PIN):

**ATTENTION:**

1. **New username:** Latin characters and or digits must be used (max number 30)  
**Optional change**
2. **New password (PIN):** Latin characters and or digits must be used (max number 12)  
**Mandatory change**
3. **NO punctuation symbols should be used.**

*Username and Password (PIN) are now updated. Keep your TAXISnet Access Codes safe and use them anytime you need to login to the TAXISnet system.*



**USEFUL LINKS:**

- TAXISnet:** <https://taxisnet.mof.gov.cy>  
**E-mail Address:** [taxisnet@mof.gov.cy](mailto:taxisnet@mof.gov.cy)  
**Cyprus Tax Department:** [www.mof.gov.cy/tax](http://www.mof.gov.cy/tax)  
**You Tube channel:** [Tax Department Cyprus](#)