



**Revenue  
Services**  
Lesotho

# E-REGISTRATION GUIDE

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## How to Register for Tax in e-Taxation (e-Tax) Platform

There are two ways in which a Client can register for Tax online through e-Tax platform:

1. A Client who is already registered for tax (Individual Clients, Companies, Trust & Estates, Partnerships) and wants to register in e-Tax platform.
2. A Client who is registered for tax and e-tax platform but needs to register an additional business.

### 1. A Client who is already registered with RSL (with a TIN) and wants to register in e-Taxation platform must follow the steps below:

1. Visit RSL website on [http://http://www.rsl.org.ls](http://www.rsl.org.ls)
2. Go to **E-SERVICES – eTax**
3. Click **Register now** and create a unique username and password
4. Follow the registration steps provided
5. After filling all the required fields click **finish**. You will now be able to access the platform using the username and password you created.

### 2. A Client who has a TIN and registered in e-Taxation platform and wants to register a new business must follow the steps bellow:

1. Visit RSL website on <http://www.rsl.org.ls>
2. Go to **E-SERVICES – e-Tax**
3. Login with your username and password
4. Click **BUSINESS REGISTRATION** on the ribbons
5. Fill in the relevant business details on the form, including banking details and upload all the relevant documents required.
6. Click **SUBMIT APPLICATION** button and declare that you filled in the correct and truthful information by clicking **YES** and confirmation that you application is submitted successfully will displayed on your screen.

7. You will then receive email confirmation that your business has been registered successfully with your TIN within 24hrs.

## **Disclaimer**

This Guide is for general information only and has no binding legal authority. For any queries, you may contact RSL toll free number on 80022009 or email us: [info@rsl.org.ls](mailto:info@rsl.org.ls) or visit the nearest RSL digital service centre for further assistance and guidance. Please take note that it is your obligation to verify independently any matters dealt with in this Guide from primary sources of information and by taking specific professional advice, should it be necessary. The RSL excludes any liability for any costs, losses, claims, damages, expenses or proceedings (including special, incidental or consequential loss or damage, loss of profits and wasted management time) incurred or suffered by you arising directly or indirectly in connection with this Guide.