
KRA e-Tims USSD Context

Access Kenya Revenue Authority services using your eCitizen account.



eCitizen

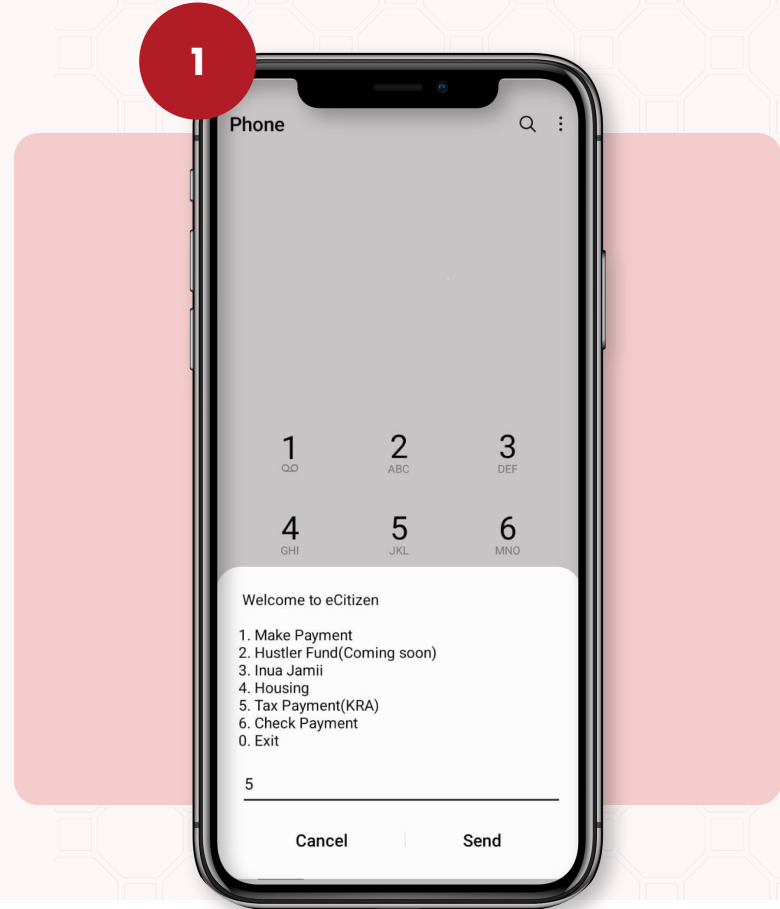


KENYA REVENUE
AUTHORITY

eTims

USSD

- Dial *222#
- Select option 5 for **Tax Payment (KRA)**
- Click on **Send**
- If you click on **Cancel**, the USSD session ends.



Sales Invoice

- Enter Option 2 - **Sales Invoice**
- Click on **Send**
- Proceed to enter your **ID Number**
- Then click on **Send**



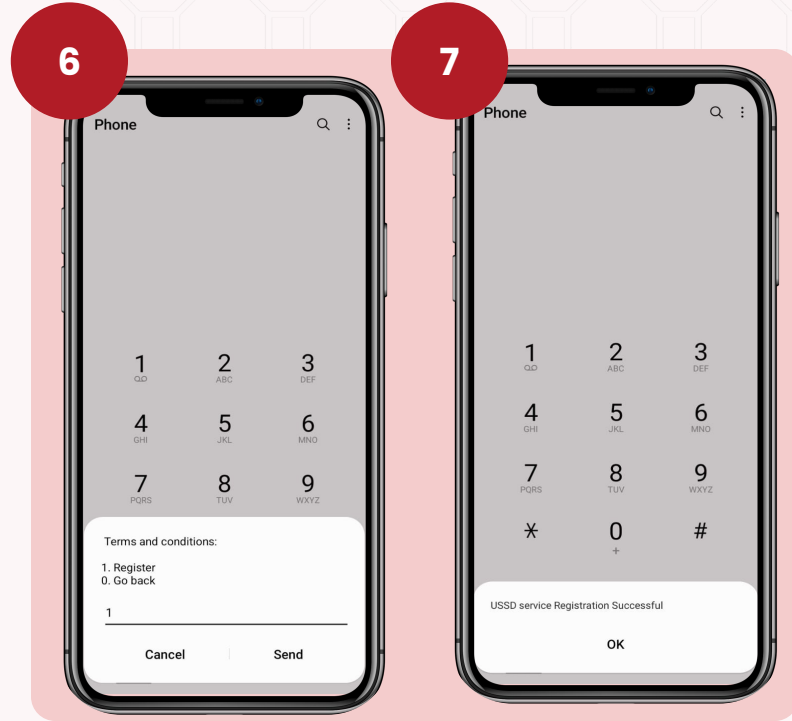
Enter the Year of Birth and confirm.

- Then click on **Send** - If the Year is Incorrect, you will get a message to try again.
-
- Proceed to enter the correct Year of Birth and click on **Send**



Terms and Conditions

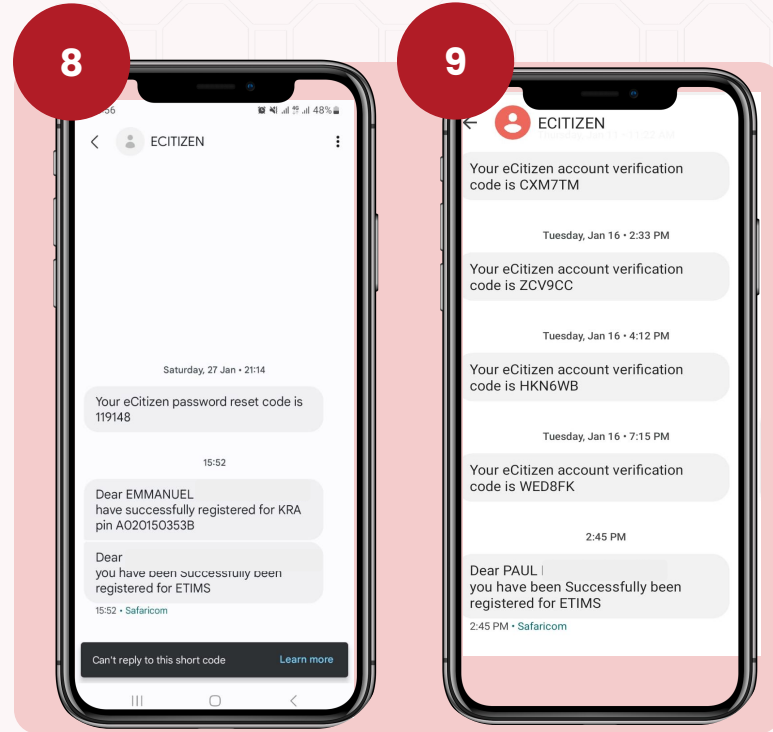
In this section a new user is required to select **1** to register in order to access ETIMS services.



Registration

After registration the user receives a message stating they have successfully been registered for ETIMS.

The user will also get a message upon successful registration of PIN.



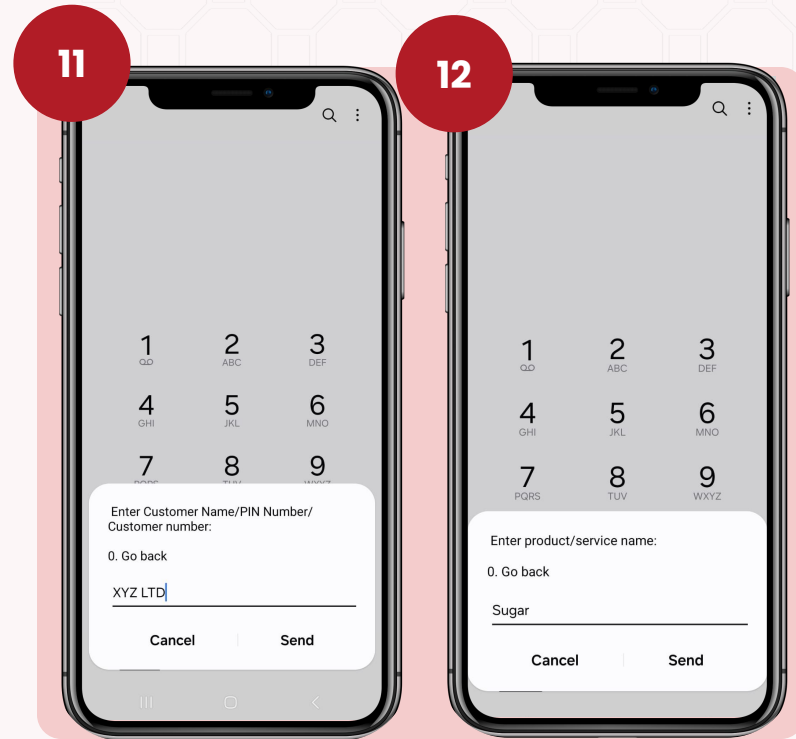
Sales Invoice

A user is required to select number 2 to access sales invoice service.



Sales Invoice

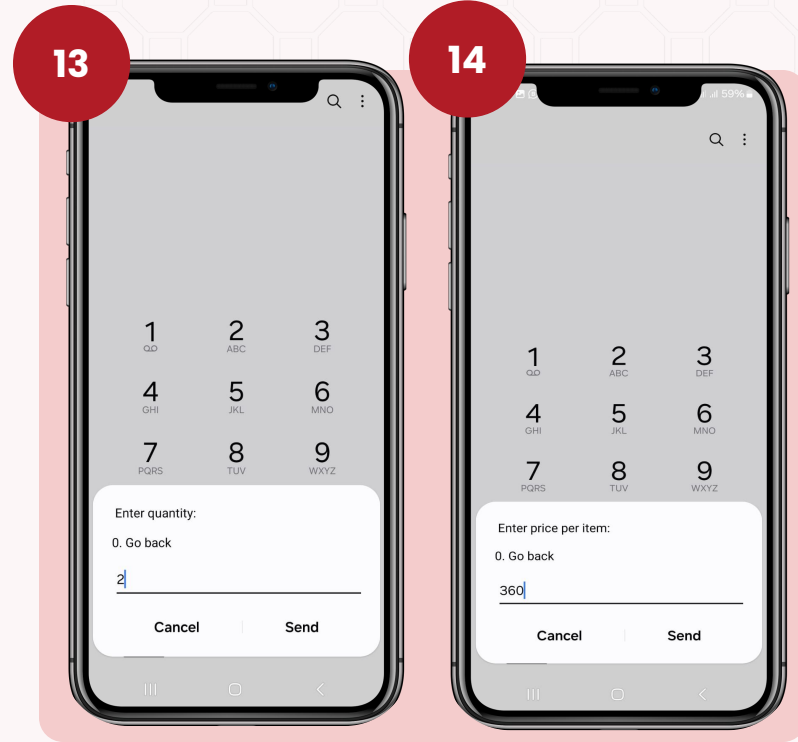
- After selecting option 2 the user is required to key in **customer name/ PIN number/ customer number.**
- Then proceed to Key in **product/ service name.**



Sales Invoice

13. Key in **quantity**
Click on **Send**.

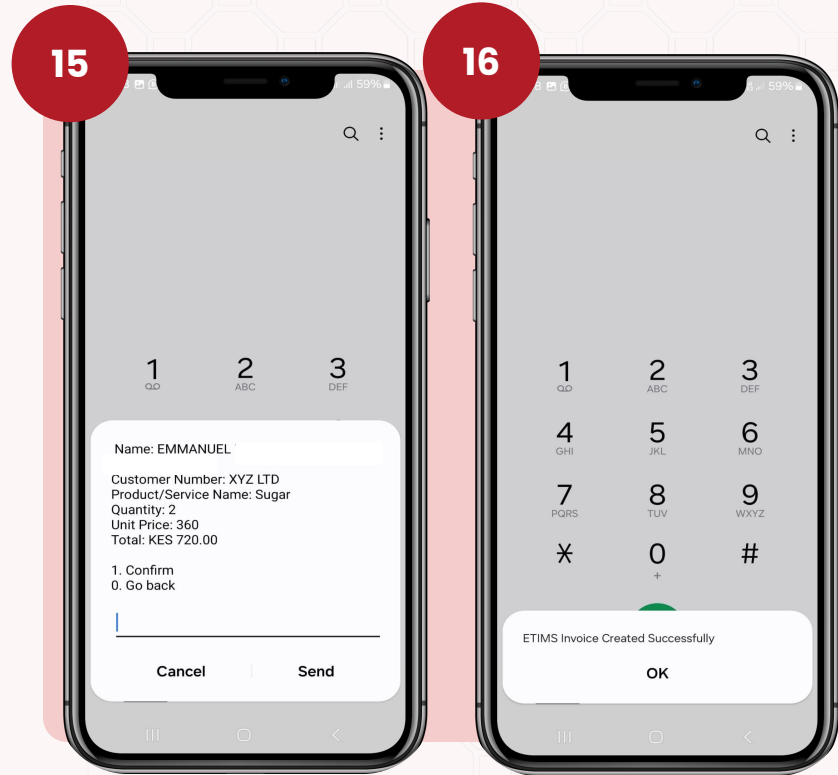
14. Key in **price per item**.
Click on **Send**



eTims Invoice

Once the user is done keying in quantity and price per item, a message is sent confirming the name of the user the customer number, product/ service name, quantity, unit price, total which also requires selecting number one to confirm.

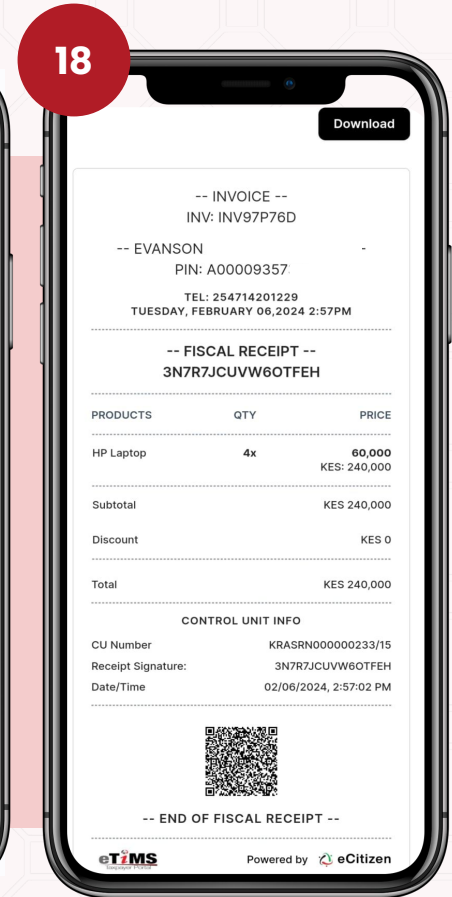
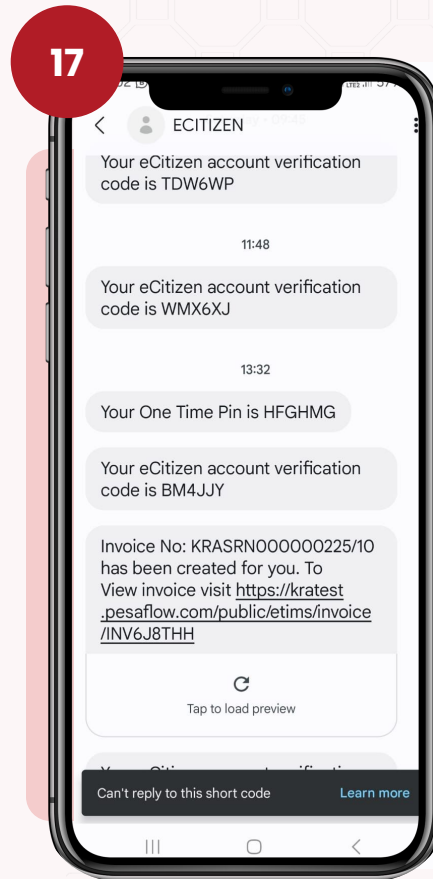
Upon confirmation, a notification is sent via SMS on successful creation of invoices.



Sales Invoice Message

An invoice number is sent via sms stating the invoice has been created with a link to the invoice template.

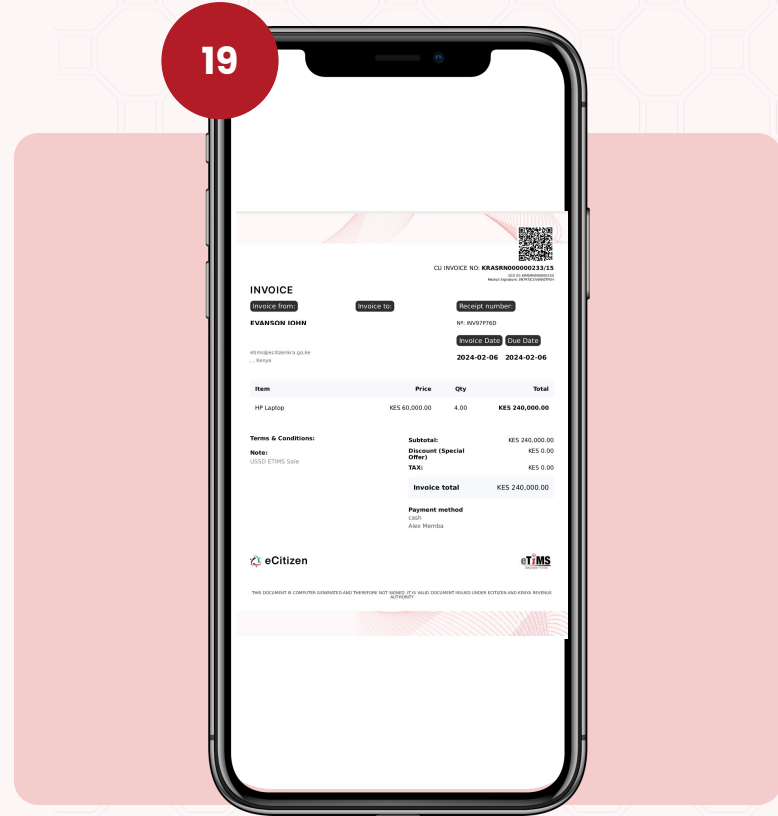
Upon clicking the link, it redirects to image 18 showing a view of the invoice.



Sales Invoice

The invoice number sms link will redirect to a template view.

To download the invoice, click on **Download**



Credit Note

Dial ***222#** select option 3 for Credit Note.

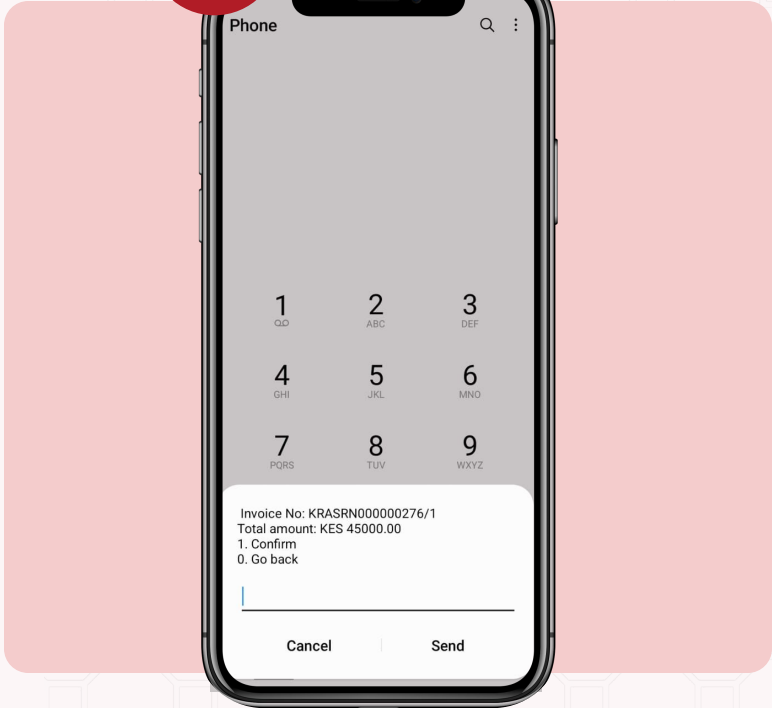
Key in KRA etims invoice number.
Example If the
Invoice No: KRASRN000000225/1.
User keys in number 1.



Credit Note

After keying in an etims invoice number, a message with the invoice number along side a total amount is displayed prompting the user to select option 1 for **confirm** or 0 to **Go back**.

22



Credit Note

A notification is sent via SMS for successful creation of a credit Note

The message will have a link to the template

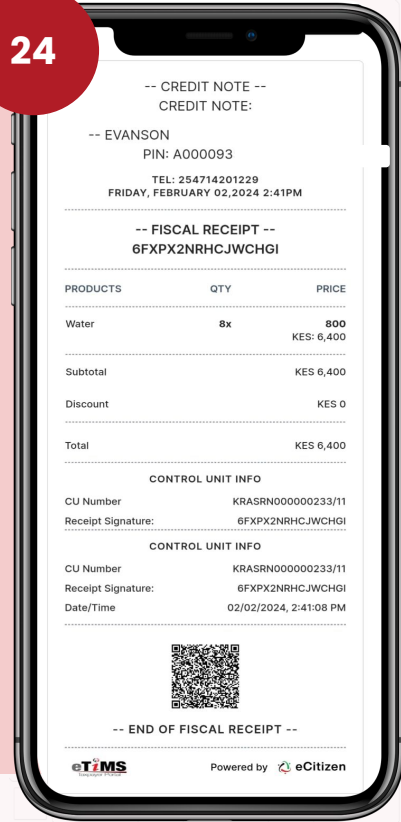


Credit Note

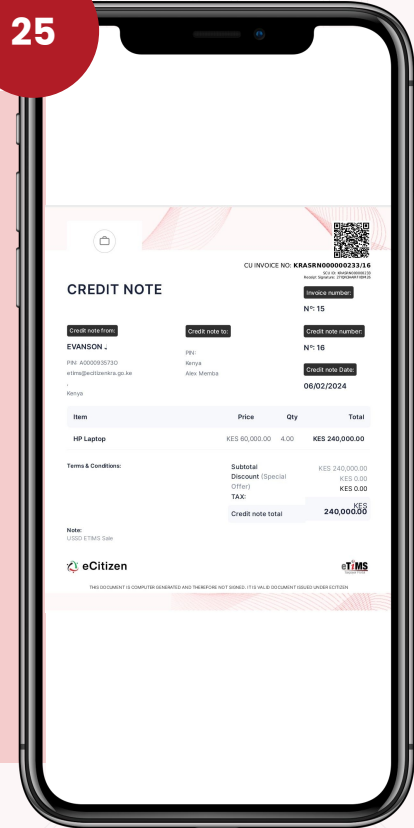
The credit note sms link will redirect to a template view.

To download the invoice, click on **Download**

24



25



END

