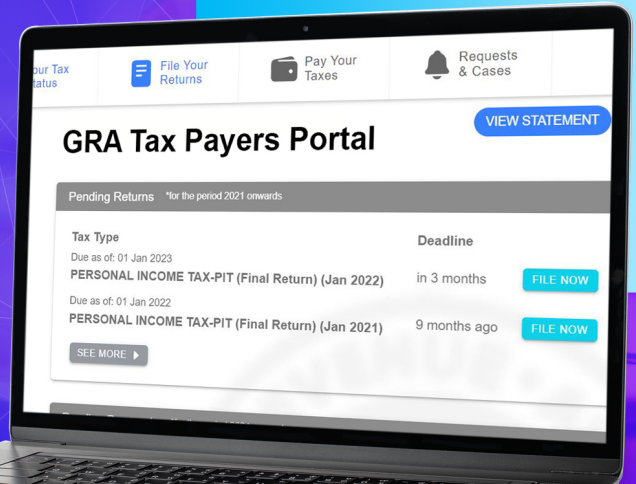


# Tax flash alert

## Online Filing of Personal Income Tax

February 2023



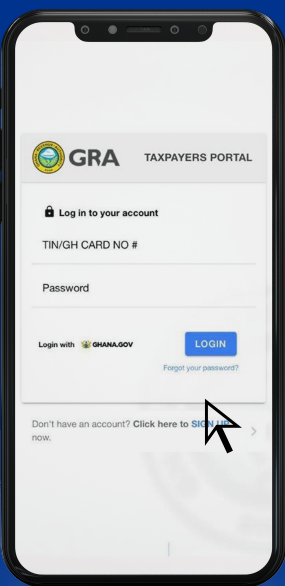
To support Ghana's digitization agenda for efficient and effective socio-economic transformation, the Ghana Revenue Authority (GRA) has implemented the Taxpayers Portal to ensure that all tax returns are filed online.

In compliance with this, individuals are required to use the Taxpayers Portal in filing their personal income tax returns. Based on this directive, paper based personal income tax returns will no longer be accepted by the GRA.

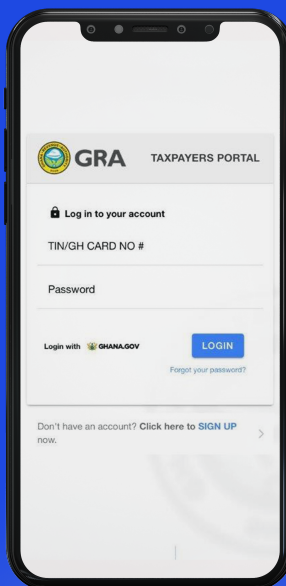
To this end, the 2022 personal income tax returns due on or before 28 April 2023 is required to be filed online.

This alert provides a guide to individuals on how to set up on the Taxpayers Portal for the filing of their tax return.

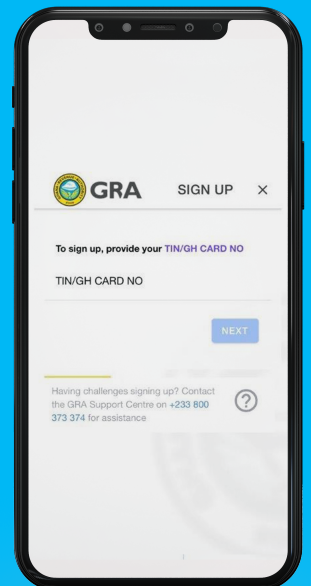
**1** Go to [www.taxpayersportal.com](http://www.taxpayersportal.com)



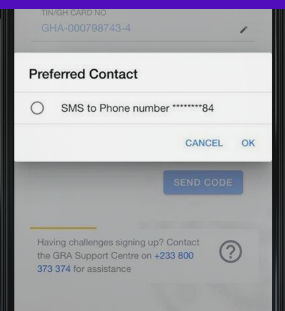
**2** Click on **SIGN UP** for first time registration



**3** Enter **TIN/GHANA Card Number** and click **NEXT**

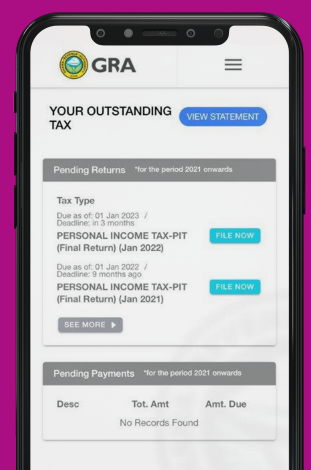


**4** Confirm the Preferred Official Contact provided to the GRA when registering the TIN/GHANA Card and click **SEND CODE** (Note: a preferred contact will have to be linked to the TIN/GHANA Card at the GRA to be signed up)



**5** Enter the **VERIFICATION CODE** that was sent to the contact provided earlier and click **VERIFY**.

**6** Setup a new **PASSWORD** and upon successful setup, **GO TO LOGIN**. Login with **TIN** and **PASSWORD**



### Contact Us



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