## Step 1: Download Application For Apple and Android/Windows Devices

Download the application "Google Authenticator" from the App Store/Play Store.



## Step 2: Set Automatic Date and Time

For Apple devices, once the application is downloaded, on your mobile go to Settings => General => Date & Time => Set Date & Time Automatically.

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	Wallpaper	>						
<b>(</b> )	Sounds	>	iTunes Wi-Fi Sync		>			
	Siri & Search	>	VPN	Not Co	nnected >			

For Android/Windows devices, once the application is downloaded, on your mobile go to Settings => More => Date and Time => Set Date & Time Automatically.





#### Step 4:

Visit the CFR website on <u>cfr.gov.mt</u> and from the E-Services menu choose the VAT e-Services option.



## Step 5:

Click on the LOG IN button under Assigned or Delegated Services.







## Step 6:

Select e-ID and Authentication Code option to log in.



# Step 7:

Sign in using the e-ID username and password.

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gn In with your e-ID	Account
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ssword	
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SIGN IN	۶.
Sign-in and change	my password
rgot your password?	
Ip on how to start using e-I	D

## Step 8:

Click on Continue to Taxation Online Services.

Logg	ed In	EN   MT	
Welco	me,		
Last logg	ged on 08/11/2017 at 14:00		
CON	TINUE TO TAXATION ONLINE	SERVICES +	
	CHANGE PASSWORD >		
You wi	I be automatically redirected i	in 5 seconds	
	n we are an internet of the second of		

#### Step 9:

## Click on Got it.



#### COMMISSIONER FOR REVENUE - ONLINE SERVICES

# SET UP 2-STEP VERIFICATION

Commissioner for Revenue online services require 2-step verification as an added layer of security to your account.

Get started by downloading an authenticator app on your mobile phone:

- Android Google Authenticator App
- iOS Google Authenticator App
- Windows Microsoft Authenticator App
- · Other (e.g. Blackberry) Search your app store for an authenticator app

Got it

## Step 10:

Open the Google Authenticator application from your mobile device and click on Begin Setup and then on Scan Barcode.





## Step 11:

Scan the barcode displayed on your screen using the mobile device.



## COMMISSIONER FOR REVENUE - ONLINE SERVICES



# SET UP 2-STEP VERIFICATION

Open the app and scan the QR Code below to add your account:



#### I cannot scan this barcode!

Enter the verification code generated by the app below:



Verification Code
Verify

## Step 12:

Enter the 6 digit code from the mobile device in the Verification Code text box. Click on Verify to proceed to the VAT online services.



This is a one time process. For future authentication you will be prompted with the below screen to enter the verification code generated by the mobile application. Click on Verify to access the VAT online services.



# For further information

Kindly contact us on 153 or send an e-mail on servizz@gov.mt