

STEPS TO PAYING PROPERTY TAX ONLINE

STEP 1: LOGIN

On the home page of the website www.jamaicatax.gov.jm click on the **Login** tab or the **Client Login** mini banner ad.

The screenshot shows the homepage of the Tax Administration Jamaica website. The browser's address bar displays <https://www.jamaicatax.gov.jm/web/guest/home>. The website header features the logo and tagline "Tax Administration Jamaica Working together to serve you EVEN better". A navigation menu includes "Home", "About TAJ", "Publications", "Forms", "Media Room", "How To...", and "Tax Calendar". A "Login" button is highlighted with a red box in the top right corner. The main content area includes a "Featured Items" section with a "Property Tax 2016/2017 DUE APRIL 1" banner, a "Client LOGIN" banner (also highlighted in red), and a "PROPERTY TAX Query" banner. Below these is a "News Releases" section with a search bar and a news item titled "TAJ's 2015/16 eCampaign reaps benefits". The Windows taskbar at the bottom shows the time as 2:31 PM on 5/27/2016.

STEP 2: SIGN IN

Enter **username** and **password**, if you already have an account to make payment. Otherwise create a **new login** to make payments.

Home GenTax - Logon Options (1) JamaicaTax (@Ja... Login - TAJ Portal (103) Tax Administrat... +

https://www.jamaicatax.gov.jm/web/guest/login?p_p_id=58&p_p_lifecycle=0&_58_redirect=%2Fweb%2Fguest%2F Search

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Our Offices Government of Jamaica

Tax Administration Jamaica
Working together to serve you **EVEN** better

Login

Home About TAJ Publications Forms Media Room How To.. Tax Calendar

Login

Sign In

Username
merissa

Password
.....

Remember Me

Sign In

Create Account Forgot Password

Information

READ HERE BEFORE YOU LOGIN

THE UPGRADE IS COMPLETE!!

IT'S HERE!!! The upgrades to our Revenue Administration Information System (**RAiS**) are now complete and you can do **EVEN** more online while doing business with us, [click here](#) for details or see **RAiS hub**.

2:32 PM
5/27/2016

STEP 3: PAY ONLINE

On the eServices page under **Pay Taxes and Fees** click on the option **property tax**.

The screenshot shows the Jamaica Tax Authority's eServices portal. The browser address bar displays <https://www.jamaicatax.gov.jm/web/guest/do-business>. The page is titled "eServices" and features a navigation menu on the left with the following categories:

- Validate a Zero Rated Letter
 - Validate a Tax Compliance Certificate (TCC)
- Other Non-Logon Services
 - Make a payment
 - Apply for a Taxpayer Registration Number (TRN)
 - Apply for an e-Services Account
 - Check Refund Status
 - Request an Advisory Visit
 - Search for a saved request
- Pay other Taxes and fees
 - Stamp Duty/Transfer Tax
 - Property Tax** (highlighted with a red box)
 - Betting Tax
 - Traffic Tickets
 - Other Licences
 - Other Fees
- File Other Tax Returns
 - Withholding Tax Specified Service Return
 - Issue Tax Withholding Certificate
 - Cancel Tax Withholding Certificate
 - Print Tax Withholding Certificate/Return

The main content area is divided into several sections, each with a blue button:

- Business Taxes**: "Business Taxes without having an e-Services account. Nonetheless, TAJ recommends making payments using the logon option which provides a view of the history of payments made." Button: **Make a Non-Logon Payment**
- Apply for a TRN**: "You may submit an application for a Taxpayer Registration Number (TRN) and follow-up later by presenting the required originals of supporting documents in person or via mail." Button: **Apply for TRN**
- Apply for an e-Services Account**: "You may submit a request for an e-Services account which gives you the ability to conduct additional online business with TAJ." Button: **Apply for e-Services Account**
- Check Refund Status**: "You may view the status of your request for a refund." Button: **Check Refund Status**
- Tax Advisory Visits**: "Request officers from the department to visit you and advise you on how to implement, manage and..."

On the right side, there are three sections, each with a blue button:

- Pay Stamp Duty**
- Property Tax**: "Property Tax, commonly referred to as Land Tax is levied on a person in possession of land such as the owner, occupier or mortgagee. Revenue from Property Tax is used to fund property related services such as the collection of garbage, expansion and maintenance of street lighting, community infrastructure and civic improvements, repairs to fire stations and rehabilitation of the parochial road network." Button: **Pay Property Tax** (highlighted with a red box)
- Betting Tax**: "Betting, Gaming & Lottery are fees, levies, duties and taxes that are imposed on games of chance. These are taxes and levies paid by book-makers, racing promoters, exempted machine operators and lottery companies." Button: **Pay Betting Tax**

At the bottom, there is a section for **Other Licenses**: "This group currently contains Hotel Licence Fees, to be paid periodically by hotel owners." Button: **Pay Other Licenses**

At the very bottom, there is a section for **Other Fees**.

The Windows taskbar at the bottom shows the time as 2:33 PM on 5/27/2016. The system tray includes icons for network, volume, and power.

STEP 4: PAYING PROPERTY TAX ONLINE

Enter the **valuation number**, the **strata lot number** and select the **fiscal year** being paid. Please note that if the property is not a strata, enter 0, i.e. zero for strata number.

Add to today's total and proceed.

The screenshot shows a web browser window with the URL https://www.jamaicatax.gov.jm/web/guest/jtp-iframe?p_p_id=48_INSTANCE_YcJZZpnZjisH&_48_INSTANCE_YcJZZ. The page title is "eServices / .". The main content area is titled "Pay Property Tax - Specify" and includes the following instructions:

- Please complete the following information about the property tax. Select "Show Amount" to review and edit the amount to pay.**
- A red asterisk indicates that the field is mandatory.*
- The valuation number must be all numeric or contain a format of NNNANNNNNN.**

Information about the property
Your Valuation number can be found on your Assessment Notice.
If you think you may need to pay for **more than one year**, please select one year first, add it to Today's Tax Total, and return to this page to select another year.

The form fields are as follows:

- * Valuation Number:** 12345678901
For example, 12345678901 or 123A1B12345
- * Strata Lot Number:** 3
If not a strata property enter 0, i.e. zero
- * Fiscal Year:** 2016-2017

A "Show Amount" button is located at the bottom right of the form area.

The left sidebar contains the following menu items:

- Pay Online**
 - Today's Tax Total
 - Select Tax**
 - Betting Tax
 - Property Tax
 - Other Fees
 - Other Licences
 - Traffic Tickets
 - Stamp Duty/Transfer Tax
 - Tax Returns**
 - Issue Tax Withholding Certificates
 - Cancel Tax Withholding Certificates
 - File Withholding Taxes Return
 - Print Certificate/Return
 - Registration**
 - Signing Agents
 - Permitted Logins
 - Managed Entities
 - Tax Reminders**
 - Register/Update
 - Deregister
 - About You**

STEP 5: PAYMENT INFORMATION

Review the tax information to be paid, then enter the credit card data, making sure the information supplied is correct. Once the payment is completed you may **email** or **print the statement of payment** for your records.