



**Revenue
Services**
Lesotho

**ELECTRONIC TAX
CLEARANCE
CERTIFICATE (E-TCC)
GUIDELINES**

“Rea Aha”

To apply for an Electronic Tax Clearance Certificate (ETCC), follow the steps below:

1. Register for an Electronic Tax Clearance Certificate (E-TCC)

- i. Visit the RSL website – www.rsl.org.ls.
- ii. Go to – **E-Services**
- iii. Go to – **e-Clearance Certificates**
- iv. Click on Register

Fill in the relevant details in the fields provided and click on the Register button at the bottom of the screen. Once registered for E-SERVICES, you will receive verification code via sms which you will enter and click “**submit**” button.

2. How to change your first-time login password:

Once you are registered, you will be required to change your temporary password. Follow the simple steps to change your first-time login password to a new and secure password with 6 or more digits.

To Login you will be required to fill in your TIN and password.

3. How to apply for an Electronic Tax Clearance Certificate (E-TCC)

Now that you are registered in the system you can apply for a tax clearance certificate by clicking “**apply**” and fill in the relevant details in the fields provided. After submitting your application, confirmation that your application is successfully submitted will be displayed on the screen. Then you can track your application status on notifications on your dashboard (whether pending, completed, or rejected)

Once your application is approved you can click “**view**” button and the certificate will appear. You will be able to download and save or print your tax clearance certificate.

4. Electronic Tax Clearance Certificate (E-TCC) Verification

To verify the validity or authenticity of the tax clearance certificate follow the steps below:

1. Visit the RSL website
2. Go to – E-Services
3. Go to – e-Clearance Certificates
4. On the e-Clearance Certificates home page – click on the text box to enter the Certificate ID from the Tax Clearance Certificate.
5. Then click Verify TCC
6. The valid TCC will pop up

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