



**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](http://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

## Disclaimer

This Guide is for general information only, and has no binding legal authority. For any queries, you may contact RSL toll free number on 80022009 or email us: [info@rsl.org.ls](mailto:info@rsl.org.ls) or visit the nearest RSL digital service centre for further assistance and guidance. Please take note that it is your obligation to verify independently any matters dealt with in this Guide from primary sources of information and by taking specific professional advice, should it be necessary. The RSL excludes any liability for any costs, losses, claims, damages, expenses or proceedings (including special, incidental or consequential loss or damage, loss of profits and wasted management time) incurred or suffered by you arising directly or indirectly in connection with this Guide.