

eTIMS eCitizen Registration

Use Url ecitizen.kra.go.ke
Click *Sign in*



Home Services Checkers Invoicing Rental Management Calculators

Register PIN

Sign In

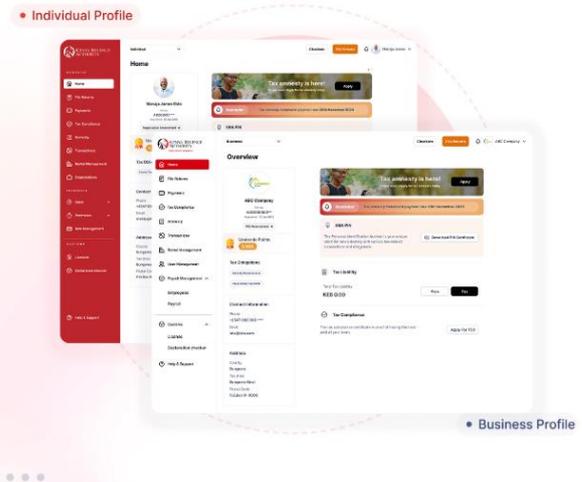


Tulipe Ushuru Tujitegemee.

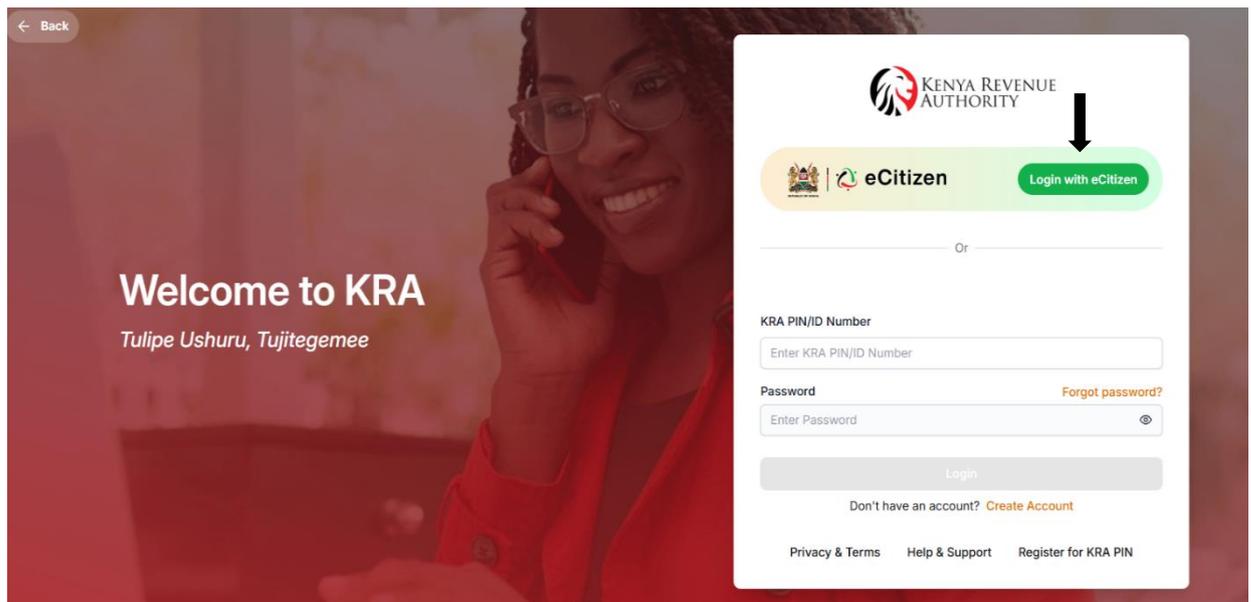
The convenient way for taxpayers to file their tax returns, make tax payments, and access various tax-related services online.
Kenya Revenue Authority online services. Apply and pay for the services conveniently through your eCitizen account.

Sign In

Learn More



Click “Login with eCitizen”



Tulipe Ushuru, Tujitegemee!





Click *Sign Up* for first time eCitizen Users

eCitizen
One Login
All Government Services

Email address or ID number *
Enter your email or ID number

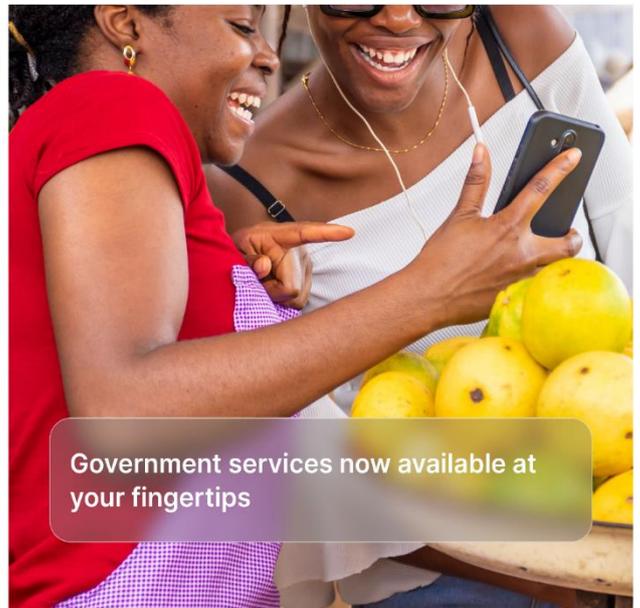
Password *
Password [Show Password](#)

Remember for 30 days [Forgot Password](#)

Sign In

Or continue with

Sign in with Digital ID



Government services now available at your fingertips

Don't have an account? [Sign up](#)



Select Citizen for Kenyan Citizens

Select account type

or [Sign in](#)



Citizen
For Kenyan Citizens

Resident
For Foreign Residents

Refugee
For Refugees

Diplomat
For Diplomats within Kenya

Foreigner
For Visitors to Kenya



Input the following:

- ID Number
- First Name as per ID
- Year of Birth

Then Validate

Register

Kenyan Citizen



ID Number *

First Name as per your ID *

Year of Birth *

Back

Validate

Enter Phone Number & Email Address

Click Next

Register

Kenyan Citizen



Phone Number *

Email Address *

Back

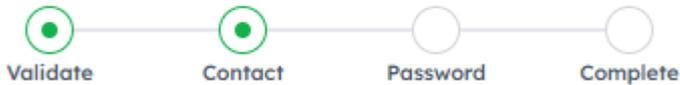
Next



Enter the OTP Send
Click *Next*

Register

Kenyan Citizen



Enter the OTP sent to +2547 [REDACTED] or
joshuanjagi19952@gmail.com

Didn't receive OTP? [Resend](#)

←

Create Password and Confirm

Click *Next* to proceed

Register

Kenyan Citizen



To protect your account, we require that your password;

- Has a minimum of 8 characters
- Contains at least one upper case letter
- Contains at least one lower case letter
- Contains at least one digit
- Contains at least one special character e.g !@#\$%^&*()_+ [] ; : ? / \ \

Password *

Confirm Password *

←

Check the box to agree to Terms and Conditions.



Click *Complete*

Register

Kenyan Citizen



Terms of Service

These terms and conditions will govern your use of and interaction with the E-Citizen Platform . You are requested to familiarise yourself with the Terms and Conditions laid out hereunder as your use of the E-Citizen Platform is contingent upon your acceptance of the terms and conditions. By using the E-Citizen Platform you will have given your tacit consent to the terms and conditions as laid out

The E-Citizen Platform

I agree to the [terms and conditions](#).

[Back](#) [Complete](#)



Activating eTIMS

Log in with email address or ID number
Enter Created eCitizen Password
Click *Sign in*

Kenya Revenue Authority | eCitizen

One Login

All Government Services

Email address or ID number *

Enter your email or ID number

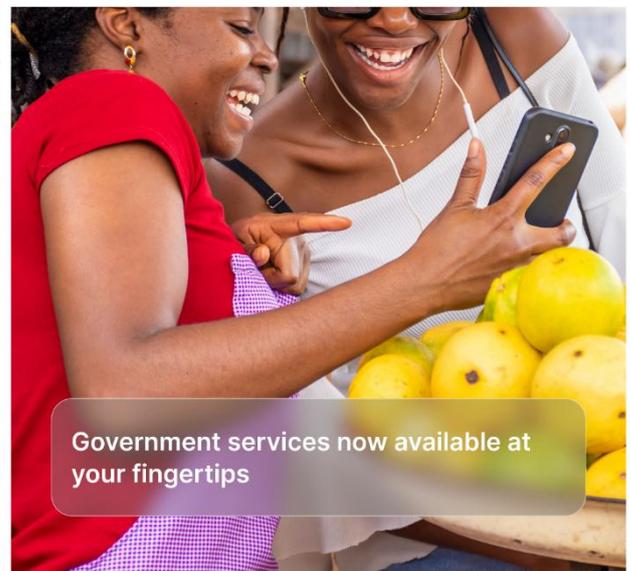
Password *

Remember for 30 days [Forgot Password](#)

[Sign In](#)

Or continue with

[Sign in with Digital ID](#)





Click Invoicing(eTIMS)

Individual

Checkers File Returns

Home

MERCYLINE MSAKA TABITHA
TIN No: A007229957K
Registered

Uzalendo Points
Coming Soon

Tax Obligations
Income Tax - Resident Individual

Contact Information
Phone: +254*****560
Email: je****asa@gmail.com

Address
Country: KENYA
Tax Area: KITUI
Postal Code: P.O.Box 155

Jiondolee Jam
File and pay your taxes today on ecitizen.kra.go.ke by 30th June 2025

Nominate a Tax Agent
Did you know you can appoint a licensed and verified tax agent to handle your taxes?
Nominate Tax Agent

KRA PIN
The Personal Identification Number is your unique identifier when dealing with various tax-related transactions and obligations.

Tax Liability
Total Tax Liability: [REDACTED]
View

Tax Compliance
The tax compliance certificate is proof of having filed and paid all your taxes.
Apply For TCC

Organisations
No organizations added

Check the two boxes and click “Activate E-Invoicing”



Manage Your Business Seamlessly With ETIMS E-Invoicing

Transform the way you manage your business seamlessly with ETIMS E-Invoicing. In the fast-paced and dynamic landscape of modern business, efficient financial processes are crucial for success. ETIMS E-Invoicing is your comprehensive solution to streamline and optimize the invoicing workflow, allowing you to focus on what matters most – the growth and success of your business.

- Accept ETIMS [Terms and Conditions](#)
- I have read and understood the [Privacy Policy](#)

[Learn more](#)

[Activate E-Invoicing](#)





Generating an Invoice

Log in with email address or ID number
Enter Created eCitizen Password
Click Sign in

eCitizen
One Login
All Government Services

Email address or ID number *
Enter your email or ID number

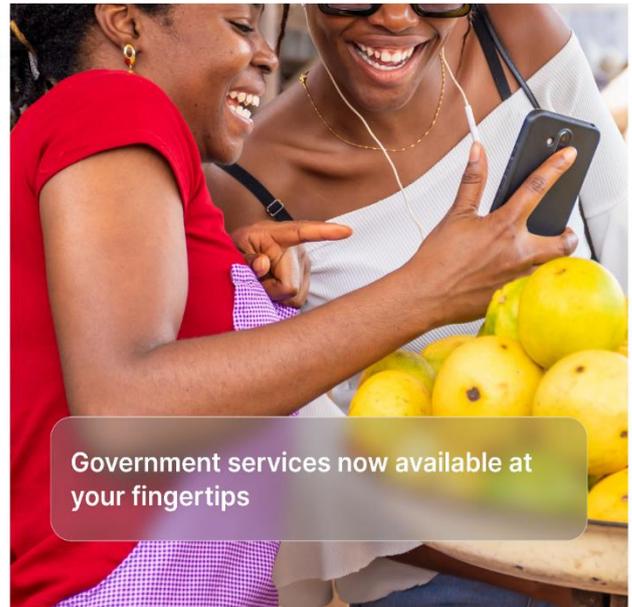
Password *
Password [Show Password](#)

Remember for 30 days [Forgot Password](#)

Sign In

Or continue with

[Sign in with Digital ID](#)



Click *Create Sales Invoice*



Click *Add New* to Enter Buyers Details

The screenshot shows the eTIMS Invoicing interface. On the left is a navigation menu with 'Sales' expanded to show 'Invoice'. The main area is titled 'Individual' and contains a form for adding a new customer. The form includes fields for 'Customer Name', 'Email Address', 'Phone Number', and 'Billing Address Information'. A red arrow points to the '+ Add New' button next to the 'Customer Name' dropdown menu.

Click *Add without Pin* to register Customers without PIN

The screenshot shows a 'New Customer' dialog box. It has a 'Customer Type' section with radio buttons for 'Individual' (selected) and 'Non Individual'. Below is a 'PIN Of Customer' field with a placeholder 'Enter PIN'. A red arrow points to the 'Add without PIN' button located to the right of the PIN field. At the bottom right are 'Cancel' and 'Validate' buttons.



Enter Customer Details Then Click *Add*

New Customer

Customer Type

Individual Non Individual

Use KRA PIN

Name *

KK

Email *

KK@GMAIL.COM

Phone *

 +254

Address

Enter Address

Town/City

Enter Town/City ..

Post Code

Enter Post Code ..

Cancel

Add



Enter Pin Number for Customer with KRA PIN then Click *Validate*

New Customer

Customer Type

Individual Non Individual

PIN Of Customer *

P00 [REDACTED]

Cancel

Validate





Enter the customer's contact details, then click “**Add**” to save the customer.

New Customer

Customer Type

Individual Non Individual

PIN Of Customer

THE [REDACTED] LIMITED
PO [REDACTED]

Wrong User? [Cancel](#)

Phone *

 +254

Email *

BILLING ADDRESS
West of
Nairobi

←

Click *Add Item* to proceed with item registration

Items

Select Add to add details of Items sold

←

Payment Option

Select ...

Other

Add Note

Terms And Conditions



Select if it's a *Service* or *Product*
Click *Add New* & Enter Item Details

- Name
- Description
- Unit Price
- Quantity
- Percentage where applicable Then Click *Add*

Add Item Details

Service Product

Search

Add New

Name Of Item

Description

Sale Price

Quantity

Discount

Total

Cancel **Add** ←

Review Invoice Details and Click *Create Invoice*

Create Sales Invoice

Cancel

Save Draft

Create Invoice ↓

Upload

Payment Option

Select ...

Mpesa

Default

Other

Add Note

Type

Terms And Conditions

Type



Click Download

eTIMS

Individual

Sales Invoice > Preview Sales Invoice

Preview Sales Invoice

INVOICE

Date Created: 2026-03-19 1:18:30
Invoice No: 41 SCU ID: KRASRN [REDACTED] Receipt Signature: BOYNC5ISW4SMRJJ

Sale From: [REDACTED] Sale To: Xyz CU Invoice Number: KRASRN [REDACTED] 11
PIN: AOD [REDACTED] Kenya PIN: +254710000000 Payment Due: 2026-03-19

Amounts are in KES

Item	Qty	Price	Tax Type	Tax	Discount	Total
Books	1.00	200.00	D Non-VAT	0.00	0.00	200.00

Number of Items: 1

Payment Method:	Rate	Taxable Amount	VAT
mpesa			
Terms & Conditions:	D Non-VAT	200.00	0.00
Note:			
	Subtotal		200.00
	Total VAT		0.00
	Total Discount		0.00
	Invoice total		200.00

eTIMS

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Download Send



Generating Credit Note

Click view on the invoice you want raise credit note on

Sales Invoice

Invoice Date	Reference Number	Etims Invoice Number	Etims Receipt	Customer Name	Total Amount (KES)	Source	Status	
19/03/2026	INVFGHPIL	41	BOYNCSISW4SMIRJZ	Xyz	200.00	WEB	Synced	View
19/03/2026	INVTKDIYOX	40	Z6WHV6JMV2X26EU	THE CORNER SHOP LIMITED	200.00	WEB	Synced	View
27/02/2026	INVTFVSPOL	38	M5PDFXITQ6G6UADY	EMBA17 TEST LEX07	5,000.00	WEB	Synced	View
27/02/2026	INVZFYNJEP	35	GSFACXCFWFMHIGBG	WIDHI29 TEST AUL05	800.00	WEB	Synced	View
20/02/2026	INVIILLWSB	32	HDTQJXNKK5FZTXKQ	WIDHI29 TEST AUL05	7,000.00	WEB	Synced	View
20/02/2026	INVYLGREKR	22	YWSUYH5TUI4RPMBE	WIDHI29 TEST AUL05	7,000.00	WEB	Synced	View

Select Full Credit Note

Invoice Details Synced

TYPE OF INVOICE: sale

DUE DATE: 2026-03-19

INVOICE DATE: 2026-03-19

PAYMENT METHOD: mpesa

ADD NOTE

TERMS AND CONDITIONS

Customer Details

NAME

Items Details

Item	Quantity	Price	Description	Tax Type	Tax	Discount	Total
Books	1.00	200.00	Ruled	D	0.00	0.00	200.00

Subtotal: KES 200.00
 Total VAT: KES 0.00
 Total Discount: KES 0.00
Invoice Total: KES 200.00

View PDF | Create Credit Note

Full credit note | Partial credit note



Select reason for Raising Credit Note

Generate Full Credit Note

Supplier Name	PIN	Invoice Number
IRENE NDANU MUTUA	A005488005T	INVFGHPIL

Items

Please Note
A full credit note includes all items in the invoice

Select Reason

Select..

- Missing Quantity
- Missing data
- Damaged
- Wasted
- Raw Material Shortage
- Refund



Click Generate Credit Note

The screenshot displays the eTMS (Electronic Tax Management System) interface. On the left is a red sidebar with navigation icons for Home, Buyer Initiated, Purchases, Item Management, Manage, Reports, and a search icon. The main header shows 'Individual' and 'Checkers' buttons. The main content area is titled 'Credit Note' and 'Create Credit Note'. A reference number 'REF# CNQYLCQG' is displayed. A QR code is shown on the right. Below the QR code, the text 'CREDIT NOTE' is followed by 'Date Created: 2026-03-19 12:33:03'. Below this, 'Invoice No: 42 SCU ID: KRASRN000024786 Receipt Signature: 6LIZVARGMDSZPCBY' is shown. The form contains fields for 'Invoice from', 'Invoice to', 'CU Invoice number', and 'Original Invoice Number'. The 'Invoice to' field is filled with 'Xyz'. The 'CU Invoice number' field contains 'KRASRN000024786'. The 'Original Invoice Number' field contains 'KRASRN000024786'. A 'Download' button and a 'Send' button are located at the top right of the form area. A black arrow points to the 'Download' button, and another black arrow points to the QR code.

Click *Download*



Credit Note Generated



Credit Note

Date Created: 19/03/2026

Invoice No: 42 | SCU ID: KRASRN[REDACTED] | Receipt Signature: 6LIZVARGMDSZPCBY

Invoice from:

[REDACTED]

PIN: AC [REDACTED]
[REDACTED]@mail.com
0000, 0000, Nairobi, Kenya

Invoice to:

XYZ

PIN:
+254710000000

CU Invoice number:

KRASRN000 [REDACTED] 2

Original Invoice Number:

KRASRN000 [REDACTED] 1

Amounts are in KES

Item	Qty	Price	Tax Type	Tax	Discount	Total
Books	1.00	200.00	NON VAT	0.00	0.00	200.00

Number of Items: 1

Payment Method:

mpesa

Terms & Conditions:

Note:

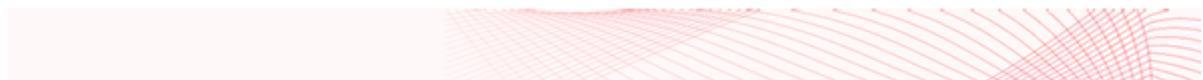
Rate	Taxable Amount	VAT
NON VAT	200.00	0.00

Subtotal	200.00
Total VAT	0.00
Total	200.00
Discount	0.00

Total Amount	200.00
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THIS IS A VALID COMPUTER-GENERATED DOCUMENT ISSUED UNDER ECITIZEN AND THE KENYA REVENUE AUTHORITY.
A CREDIT NOTE IS ONLY VALID IF IT REFERENCES AN ORIGINAL INVOICE.





KENYA REVENUE
AUTHORITY

ISO 9001:2015 CERTIFIED

PUBLIC

END

Tulipe Ushuru, Tujitegemee!

