

## ONLINE IRD PAYMENT INSTRUCTIONS

Please contact our office if you require further assistance with this method of payment.

Below are the details needed for online tax payment:

**Payee Name:** Inland Revenue  
**Bank Account:** **03 0049 0001100 27**  
**Particulars:** this is your IRD number (no dashes)  
**Payee code:** is the tax type you are paying and the period/Year

Tax Types are:	<u>IRD Code</u>	<u>Name</u>	<u>PAYEE Code</u>
<b>INC</b>		Provisional Tax	INC 310320xx
<b>INC</b>		Terminal Tax	INC 310320xx (xx is year)
<b>SLS</b>		Student Loan	SLS 310320xx
<b>GST</b>		Goods & Services Tax	GST ddmm20xx (the period end date)
<b>DED</b>		PAYE	DED ddmm20xx (the period end date)

Please be aware each bank has a different cut-off time for processing payments, if they are made after these cut-off times, the payment will be processed the following business day. Therefore, it is important that you check you bank's cut-off time to ensure your payment will not be late (and potentially incur penalties).

Most of the major banks have an online tax payment feature to help with making an online tax payment, below are instructions on where to find this feature for some of the major banks. After you have logged into your online banking:

- ANZ            Along the top of the page, click on Pay & Transfer, then chose pay tax, choose the bank account, click on make payment, then enter in the tax payment details.
- BNZ            Along the top, click on transfer and pay, then choose make a tax payment, and then choose the tax type and enter the other payment details
- Westpac      Along the left click on Transfer Money / Pay Anyone, then click on pay tax, choose the tax type and enter the other payment details
- Kiwibank     Along the top click Pay & Transfer, then click pay tax, then enter in the tax payment details
- Rabobank    Along the top click payment and transfers, then chose IRD payment and then enter in the tax payment details.