



G S P U & ASSOCIATES LLC
CHARTERED ACCOUNTANTS

Excise Registration Manual



Step by step guide



Sultanate of Oman Tax Authority

Excise Registration Manual
Step by step guide for Registration
form using print-screens and
detailed info.

Step 1: Open the Taxpayer Portal using the correct link

<https://taxoman.gov/>

Step 2: Sign-in

The screenshot displays the website of the Sultanate of Oman Tax Authority. At the top right, there is a navigation bar with the text "العربية | English | Sign In". A red arrow points from the "Sign In" link towards the center of the page. Below the navigation bar is a dark blue header with a search box and several menu items: "Home", "News", "Laws & DTA", "Tax system in Oman", "E-services", and "Help & Support". The main content area features a large banner with the text "الضريبة الانتقائية" (Excise Tax) in Arabic and "Excise Tax" in English. Below the banner, there is a red notification bar that reads: "taxpayers whose financial year ended on 31/12/2019, should submit their Tax Returns of Income electronically from 15/3/2020. • The Tax Authority announces t". At the bottom, there are two columns of content. The left column is titled "Registration" and contains the text: "Every taxpayer shall adhere with the tax registration when carrying out the entry procedures in the commercial registration at the Ministry of Commerce &". The right column is titled "Returns" and contains the text: "The law requires all Taxpayers (except the Enterprise) to submit two returns for any tax year to the Tax Authority on the forms prepared for this purpose:".

العربية | English | Sign In

Sultanate of Oman
Tax Authority

Home News Laws & DTA Tax system in Oman E-services Help & Support

Search

الضريبة
الانتقائية

Excise
Tax

taxpayers whose financial year ended on 31/12/2019, should submit their Tax Returns of Income electronically from 15/3/2020. • The Tax Authority announces t

Registration

Every taxpayer shall adhere with the tax registration when carrying out the entry procedures in the commercial registration at the Ministry of Commerce &

Returns

The law requires all Taxpayers (except the Enterprise) to submit two returns for any tax year to the Tax Authority on the forms prepared for this purpose:

Step 3: Sign-in by ID card or by Username

Login with username and password

عربي | English

Log-in by Username

Login using Digital Certification Service (Tam)

Mobile

Login using Mobile requires:

- 1. Mobile Simcard
- 2. Pin Code

Enter phone number

Log-in by ID card

ID Card

Login using ID Card requires:

- 1. ID Card/Resident Card
- 2. Pin Code

Card Reader

Login

Login

Step 4: Enter username and password

Login Help  



With Smart Card/USB token or Mobile ID

To use this login method you need civil ID card and ID card reader or PKI enabled SIM card.

Login



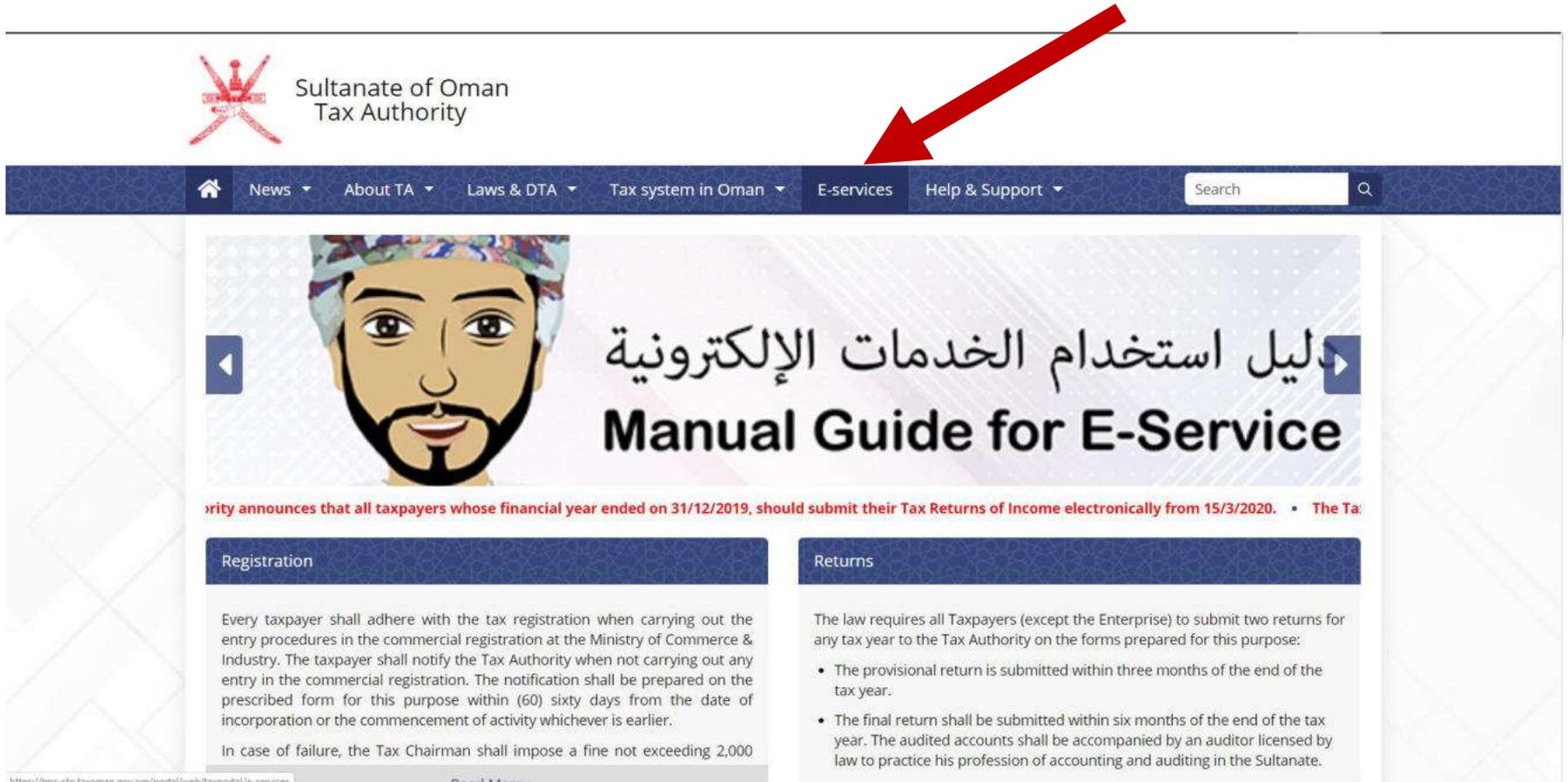
With username & password

To use this login method you need username and password issued by SGT.

Forgot password

Login

Step 5: Go to E-Services



The screenshot displays the website of the Sultanate of Oman Tax Authority. The header includes the logo and name of the authority. A navigation menu is visible with the following items: Home, News, About TA, Laws & DTA, Tax system in Oman, E-services, and Help & Support. A red arrow points to the 'E-services' menu item. Below the navigation bar, there is a banner for the 'Manual Guide for E-Service' in Arabic and English. Below the banner, there is a news announcement regarding electronic tax returns. The main content area is divided into two columns: 'Registration' and 'Returns'.

**Sultanate of Oman
Tax Authority**

News ▾ About TA ▾ Laws & DTA ▾ Tax system in Oman ▾ **E-services** Help & Support ▾ Search

دليل استخدام الخدمات الإلكترونية
Manual Guide for E-Service

Authority announces that all taxpayers whose financial year ended on 31/12/2019, should submit their Tax Returns of Income electronically from 15/3/2020. • The Ta

Registration

Every taxpayer shall adhere with the tax registration when carrying out the entry procedures in the commercial registration at the Ministry of Commerce & Industry. The taxpayer shall notify the Tax Authority when not carrying out any entry in the commercial registration. The notification shall be prepared on the prescribed form for this purpose within (60) sixty days from the date of incorporation or the commencement of activity whichever is earlier.

In case of failure, the Tax Chairman shall impose a fine not exceeding 2,000

Returns

The law requires all Taxpayers (except the Enterprise) to submit two returns for any tax year to the Tax Authority on the forms prepared for this purpose:

- The provisional return is submitted within three months of the end of the tax year.
- The final return shall be submitted within six months of the end of the tax year. The audited accounts shall be accompanied by an auditor licensed by law to practice his profession of accounting and auditing in the Sultanate.

<https://fms-stg.taxoman.gov.om/portal/web/taxportal/e-services> Read More

Step 6: Click to Taxpayer Registration



Sultanate of Oman
Tax Authority

The screenshot displays the website's navigation bar and the e-Services Menu. The navigation bar includes links for Home, News, Laws & DTA, Tax system in Oman, E-services, and Help & Support, along with a search box. The e-Services Menu is a tree structure with a central node 'Taxpayer portal eServices' and four sub-nodes: 'Taxpayer Registration' (1), 'Taxpayer List' (3), 'Excise product standard prices' (2), and 'Excise Transitional Return' (4). A large red arrow points to the 'Taxpayer Registration' link.

Navigation: Home, News, Home, Laws & DTA, Tax system in Oman, E-services, Help & Support, Search

e-Services Menu

- Taxpayer Registration (1)
- Taxpayer List (3)
- Excise product standard prices (2)
- Excise Transitional Return (4)

Taxpayer portal eServices

Step 7: Enter Commercial Registration of the company



Sultanate of Oman
Tax Authority

News Home Laws & DTA Tax system in Oman E-services Help & Support Search

Taxpayer Registration

In order to register taxpayer, you must be authorized signatory of the corresponding taxpayer.
Please enter the Commercial Registration No. of the taxpayer you wish to register.

* Commercial Registration No.: Register

Step 8: Click Register



Sultanate of Oman
Tax Authority

News Home Laws & DTA Tax system in Oman E-services Help & Support Search

Taxpayer Registration

In order to register taxpayer, you must be authorized signatory of the corresponding taxpayer.
Please enter the Commercial Registration No. of the taxpayer you wish to register.

* Commercial Registration No.: Register

Step 9: Select type of Registration
Excise Tax Liability Registration

Step 10: Click Continue

The screenshot shows a 'Taxpayer Registration' dialog box. The 'Type of Registration' dropdown menu is open, showing two options: 'Income Tax Liability Registration' and 'Excise Tax Liability Registration'. The 'Excise Tax Liability Registration' option is highlighted in blue. A red arrow points to this option. Another red arrow points to the 'Continue' button in the bottom right corner of the dialog box. The background shows a table with registration details.

ID	Date	Type of Registration	Reference Number	Entity Name	Status
7826101	28/12/2017	Income Tax Liability Registration	12W28M1	Mansur Muscat LLC	Submitted
7921245	28/12/2017	Income Tax Liability Registration	124P301	Mansur Gulf LTD	Submitted

Step 8: Fill the details

Application Form

Details of the Taxable Person

Legal name: سكاى ساكنس الفرانكوفون
Legal name in English: Abdullah Gulf LLC
Trade name:
Commercial Registration No.: 121211212
TIN:
VATIN:
Customs Number:
*** Legal form of the business:**

Business address

*** Business address:** Sultanate of Oman, Al-Buraimi, Dank, Wadi Al Amd, 512, 123456, Elm Street, 456, 123 | **Enter**
*** Contact phone:**
Contact e-mail:

Details of the Principal Officer

*** ID:**
*** Name:**
*** Business address:**
*** Contact phone:**
Contact e-mail:

Details of the Business Activity

Activity	Date of Commencement of Activity	Date of Termination of Activity
011101:Growing of cereals (wheat, corn, barley etc.) except rice	28/12/2017	
071000:Mining of iron ores	02/02/2018	
170202:Manufacture manufacture of containers of corrugated paper or paperboard for foods, beverages and other purposes	03/03/2018	

Correspondence

Address at which you want to receive correspondence:

- Business address
- Address of principal officer
- Different address namely

* Correspondence address: Sultanate of Oman, Al-Buraimi, Dank, Wadi Al Amd, 512, 123456, Elm Street, 456, 123

* Contact phone: 123-456-789

Contact e-mail: kopainia@piasku.com

Bank details

* Bank account number to be used for excise tax: 445402455001046

* Name of account holder: muntaser

* Address of account holder: Sultanate of Oman, Muscat, Al Seeb, Qraht Al Sabarah - Al Seeb Al Jadidah, 135, 323 | Enter

* Name of the bank: Bank Muscat

* BIC/Swift of the bank: contact bnk

* Address of the bank: Sultanate of Oman, Muscat, Muscat, 323, 101, حلة الشيخ, | Enter

Address

* Country: Sultanate of Oman

* Governorate: Muscat

* Province: Al Seeb

* City: Qraht Al Sabarah - Al Seeb Al Jadidah

* Postal Code: 125 - KNOWLEDGE QASB

* Postal Box number: 323

Street:

Building:

House Number:

Cancel Add

Address

* Country: Sultanate of Oman

* Governorate: Muscat

* Province: Muscat

* City: حلة الشيخ

* Postal Code: 101 - City Center Al Seeb

* Postal Box number: 323

Street:

Building:

House Number:

Cancel Add

Address

* Country: Sultanate of Oman

* Governorate: Musandam

* Province: Khasab

* City: Ad Denah

* Postal Code: 312 - Beitha

* Postal Box number: 323

Street:

Building:

House Number:

Cancel Add

Details of Excise Taxed Activities

* Planned activities regarding excise taxed goods:

- Production
- Importation of excise goods
- Licensee under suspension regime
- Others (please specify):

* Which types of goods you will be dealing with?:

- Tobacco and its derivatives
- Carbonated drinks
- Energy drinks
- Alcohol
- Pig Meat
- Sweetened Drinks

* Do you have warehouse (approved by Customs administrations)?:

- Yes
- No

Do you plan to use customs warehouse as tax warehouse?:

- Yes
- No

* Bookkeeping system used in your organization (please list software versions where possible):

tally erp

* Inventory management and material flow system used in your organization:

tally

Licenses in relation to excise activities

Licenses in relation to excise activities:

- License for establishing a warehouse
- Import and export license
- Industrial license
- Agricultural license
- Others, namely:

- License for establishing a warehouse
- Import and export license
- Industrial license
- Agricultural license
- Others, namely:

Licenses in relation to excise activities:

License No.	Authority Issuing the License	Date of Issue of the License	Date of Expiry of the License	Permanent	Place of Activity Code	
LN_123567		04/03/2018		No	POA100	Edit

Additional Place(s) of Activity

Add place of activity

Code	Description	Address	
POA100		Sultanate of Oman, Al-Buraimi, Dank, Wadi Al Amd, 512, 123, Strawberry, 23, 73	Remove

[Back to list](#)

Cancel Save Draft



Close ✕

Add place of activity

*** Place of Activity type** Company ▼

*** Place of Activity** POA100 ▼

*** Business activity** 011101:Growing of cereals (wheat, corn, barley etc.), except rice ▼

Cancel
Add

Step 9: Save Draft

- License for establishing a warehouse
- Import and export license
- Industrial license
- Agricultural license
- Others, namely:

Licenses in relation to excise activities:

License No.	Authority Issuing the License	Date of Issue of the License	Date of Expiry of the License	Permanent	Place of Activity Code	
LN_123567		04/03/2018		No	POA100	Edit

Additional Place(s) of Activity

Add place of activity

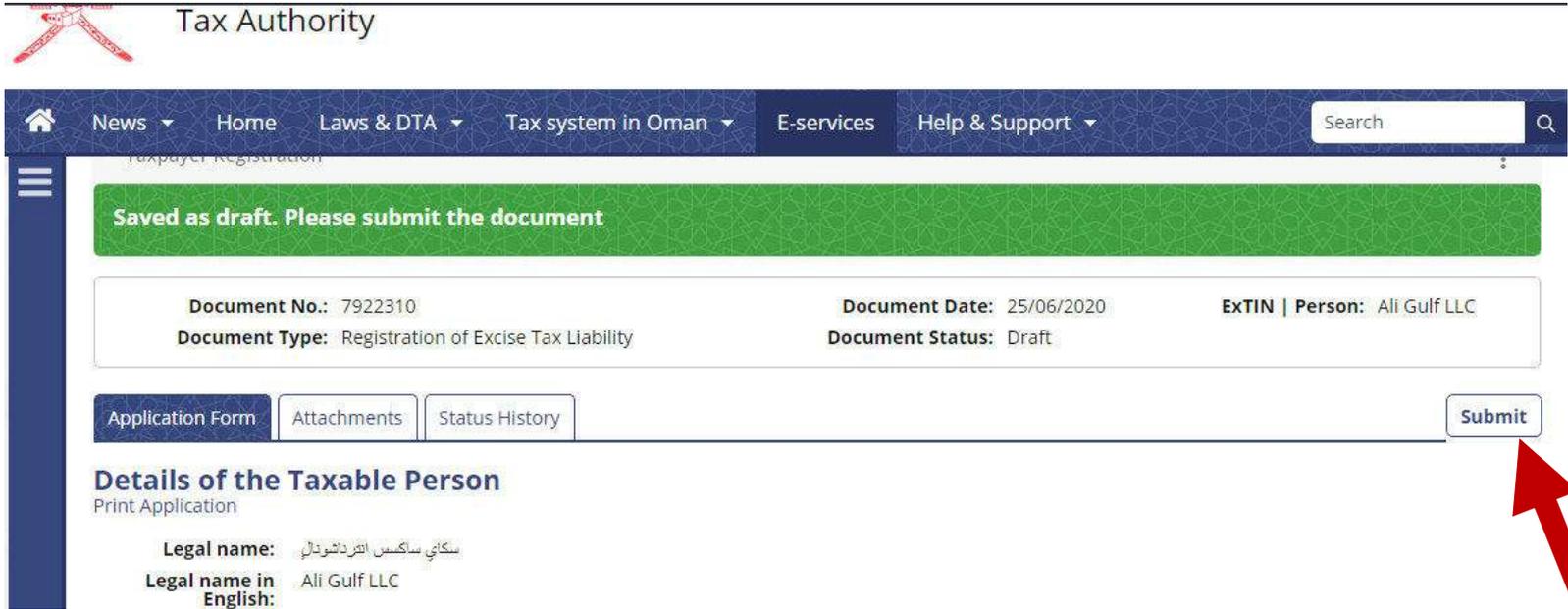
Code	Description	Address	
POA100		Sultanate of Oman, Al-Buraimi, Dank, Wadi Al Amd, 512, 123, Strawberry, 23, 73	Remove

[Back to list](#)

Cancel Save Draft



Step 10: Submit



The screenshot displays the Tax Authority website interface. At the top, there is a navigation bar with a home icon, 'News', 'Home', 'Laws & DTA', 'Tax system in Oman', 'E-services', and 'Help & Support'. A search bar is located on the right side of the navigation bar. Below the navigation bar, a green banner displays the message: "Saved as draft. Please submit the document".

Below the banner, a white box contains document details:

- Document No.: 7922310
- Document Date: 25/06/2020
- ExTIN | Person: Ali Gulf LLC
- Document Type: Registration of Excise Tax Liability
- Document Status: Draft

Below the document details, there are three tabs: "Application Form", "Attachments", and "Status History". A "Submit" button is located on the right side of the page, highlighted by a red arrow.

Below the tabs, the section "Details of the Taxable Person" is visible, with a "Print Application" link. The details include:

- Legal name: سكاى ساكس الفردانودال
- Legal name in English: Ali Gulf LLC

Step 10: Click Yes

Confirmation

Are you sure to submit this application?



Step 10: Request has been Submitted



Sultanate of Oman
Tax Authority

News Home Laws & DTA Tax system in Oman E-services Help & Support Search

Document No.: 7922310 Document Date: 25/06/2020 ExTIN | Person: Ali Gulf LLC
Document Type: Registration of Excise Tax Liability Document Status: Submitted

Application Form Attachments Status History

Details of the Taxable Person

Print Application

Legal name: سكاى ساكسن الفزاندردان
Legal name in English: Ali Gulf LLC
Trade name:
Commercial Registration No.: 121211212
TIN:
VATIN:
Customs Number: C54540
Legal form of the business: General or Limited Partnership

Business address

Business address: Sultanate of Oman, Al-Buraimi, Dank, Wadi Al Amd, 512, 123456, Elm Street, 456, 123
Contact phone: 123-456-789
Contact e-mail: kopalnia@plasku.com

Details of the Principal Officer

ID: 787878778888888
Name: Muntaser