

TAX CLEARANCE CERTIFICATE (TCC)



1st Ed. e-TCC/2018

ONLINE APPLICATION FOR TAX CLEARANCE CERTIFICATE

Application and verification of Tax Clearance Certificate is available online.

1. What Is A Tax Clearance Certificate (TCC)?

A Tax Clearance Certificate is a certificate issued by BURS to applicants (taxpayers) who are up to date with their tax affairs as a compliance tool. This certificate is further used as a requirement for any person who bids for tenders offered by PPADB, Government departments, ministries or parastatals and Local Government Tender Boards. The Certificate is also used for other purposes apart from tendering.

2. Online Application For Tax Clearance Certificate

Online application for Tax Clearance Certificate is available for taxpayers who are registered for BURS e-services.

To apply, follow these steps:

- i) Go to www.burs.org.bw
- ii) Go to **e-services** tab
- iii) Select **e-Tax**
- iv) Log on to your **e-services** account
- v) Click on **Applications**

- vi) Click on **Tax Clearance Certificate**
- vii) Click on **Apply**
- viii) Click **Preview** to view or print your TCC

3. Verification Of Tax Clearance Certificate

Third parties can verify the Tax Clearance Certificate online, and do not need to be registered to verify the TCC online.

To verify, follow these steps:

- i) Go to www.burs.org.bw
- ii) Go to **e-services** tab
- iii) Select **e-Tax**
- iv) Click on **Verify TCC**
- v) **Enter** the required information
- vi) Click **Continue**

NOTE: BURS NO LONGER CERTIFIES COPIES OF TAX CLEARANCE CERTIFICATES AS THEY ARE NOW VIEWED ONLINE FOR VERIFICATION BY THIRD PARTIES.