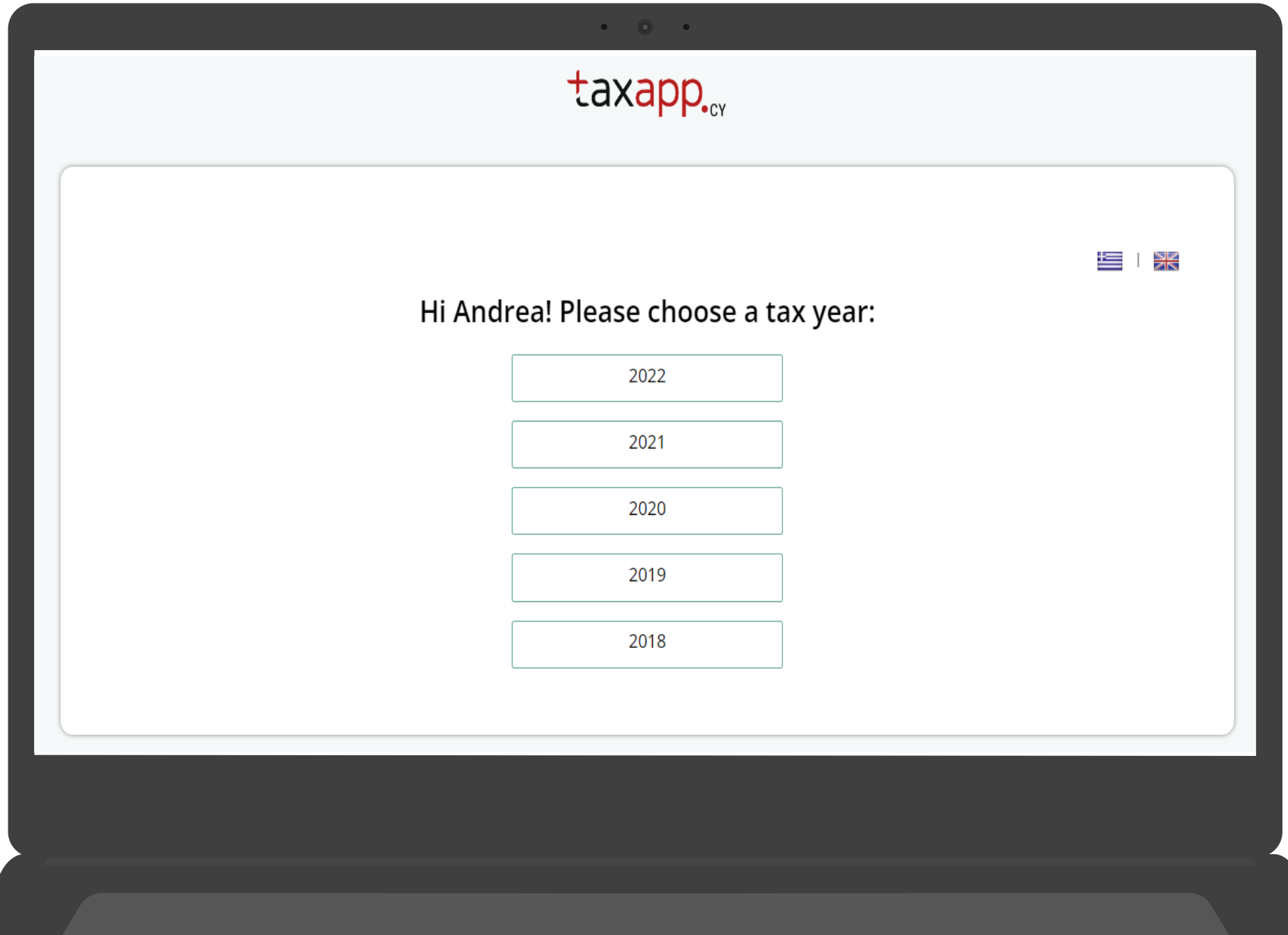


# How TaxApp Works

# Introduction

You choose  
the  
Tax Form  
you wish to  
submit



# STEP 1

You tell us  
about your  
types of  
income









You are now ready to prepare your 2022 Tax form

Andrea 2022 Tax Form progress bar:



Tell us about your 2022 income - you can choose more than one box

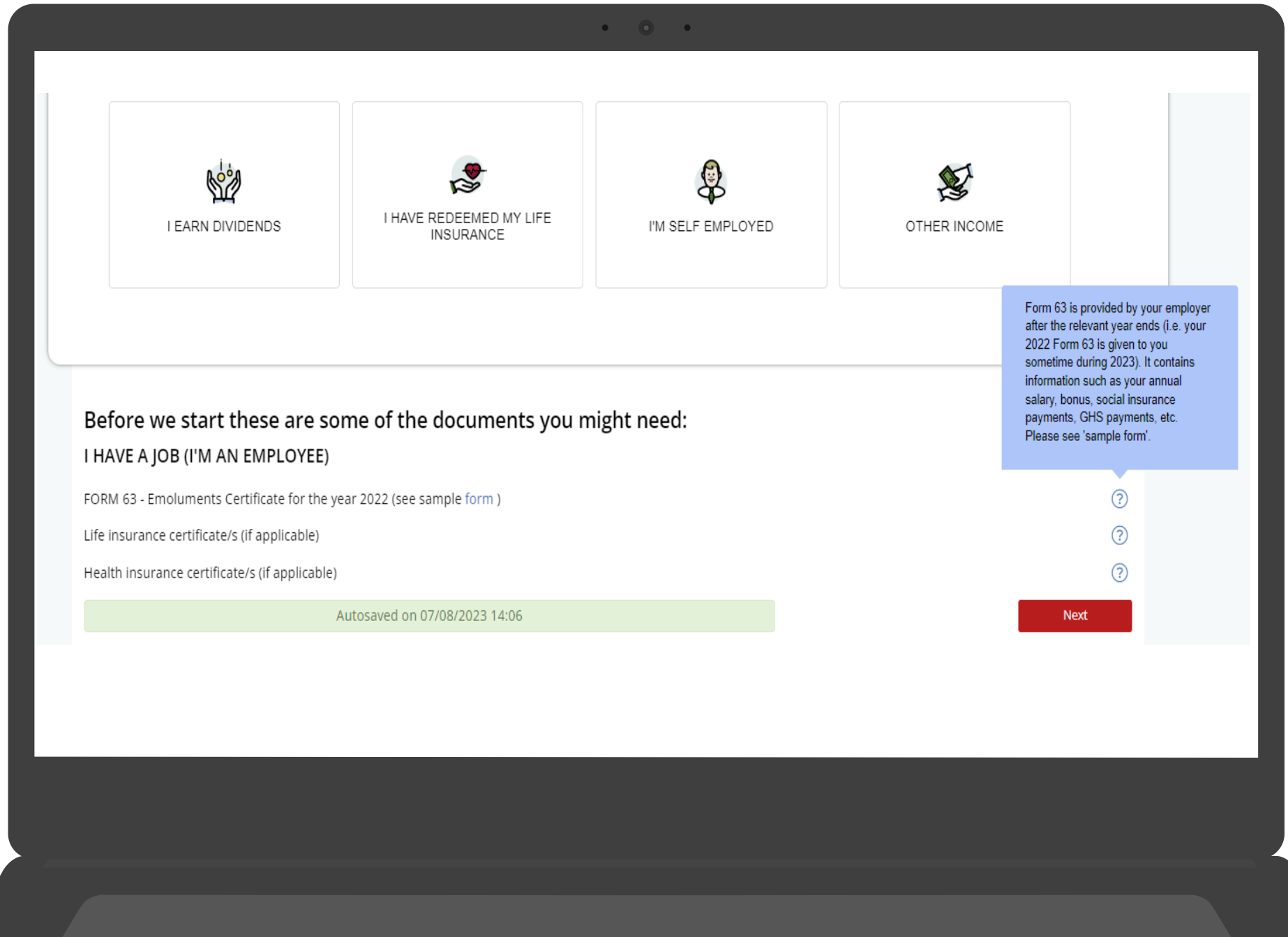
( scroll down & click 'Next' to proceed )

 I HAVE A JOB (I'M AN EMPLOYEE)	 I'M A PENSIONER	 I EARN INCOME FROM RENT	 I EARN INTEREST
 I EARN DIVIDENDS	 I HAVE REDEEMED MY LIFE INSURANCE	 I'M SELF EMPLOYED	 OTHER INCOME

## STEP 1 (cont.)

We show the documents you'll need to prepare your tax form

Help icons along the way explain everything



# STEP 2

We ask for your personal details

TIC stands for 'Tax Identification Code'. Your personal TIC starts with the number '0' and it's made up of 8 digits and a Latin CAPITAL letter at the end (example: 01234567A). Check your 'Form TD63 - Emoluments Certificate for the year', payslip, or any other document / letter from the Cyprus Tax Office.

- 1
- 2
- 3
- 4
- 5

## Tell us about your personal details

( your information is 100% safe and confidential - we're also GDPR compliant )

<b>T.I.C</b> ?	<b>First Name</b>	<b>Last Name</b>
<input type="text" value="12345648T"/>	<input type="text" value="Georgia"/>	<input type="text" value="Fasouli"/>
<b>Street</b>	<b>Number</b>	<b>Apartment No</b>
<input type="text" value="Platonos"/>	<input type="text" value="1"/>	<input type="text"/>
<b>Post Code</b>	<b>Town</b>	
<input type="text" value="2312"/>	<input type="text" value="Lakatamia"/>	
<b>P.O Box</b>	<b>Country</b>	
<input type="text"/>	<input type="text" value="CYPRUS"/>	
<b>Residence Phone</b>	<b>Phone Number</b>	
<input type="text" value="+357"/>	<input type="text" value="+357 99288839"/>	
<b>Email Address</b>	<b>Taxpayers Classification</b>	
<input type="text" value="fasouligorgia@gmail.com"/>	<input type="text" value="EMPLOYEE-MUNICIPALITIES / IMPROVMENT BOARDS"/>	
<b>Date of Birth</b> ?	<b>Cyprus ID</b> ?	<b>Passport Number (if no ID)</b> ?
<input type="text" value="08/11/1982"/>	<input type="text" value="825899"/>	<input type="text"/>
<b>IBAN (optional)</b> ?		
<input type="text" value="CY600700567000000100000000"/>		

# STEP 3

We then ask targeted and simple questions

Andrea 2022 Tax Form progress bar:

1 2 3 4 5

Tax Residence Salaried Services Deductions

Let's determine your 'tax residence'

Have you stayed in Cyprus for more than 183 days during 2022 ?

Yes No

Are you domiciled in Cyprus ?

Yes No I don't know

Are you insured for Social Insurance and General Healthcare Services in any other European Economic Area (EEA) country, or Switzerland, or hold an S1 / A1 / any other certificate of that country ?

Yes No

Days in and out of Cyprus are calculated as follows: 1. the day of departure from Cyprus counts as a day of residence outside Cyprus 2. the day of arrival in Cyprus counts as a day of residence in Cyprus 3. arrival and departure from Cyprus in the same day counts as one day of residence in Cyprus 4. departure and arrival in Cyprus in the same day counts as one day of residence outside Cyprus.

## STEP 3 (cont.)

You enter your numbers in our own 'replica' of the Form 63 (Certificate of Emoluments form)

Φόρος εισοδήματος Income tax		ΤΜΗΜΑ ΦΟΡΟΛΟΓΙΑΣ TAX DEPARTMENT	
ΠΙΣΤΟΠΟΙΗΤΙΚΟ ΑΠΟΔΟΧΩΝ ΓΙΑ ΤΟ ΕΤΟΣ 2022 EMOLUMENTS CERTIFICATE FOR THE YEAR 2022			
Να επισυνάπτεται στη δήλωση εισοδήματος (Έντυπο Τ.Φ.1) του έτους - To be attached to the income tax return (Form TD.1) of the year			
<b>ΣΤΟΙΧΕΙΑ ΥΠΑΛΛΗΛΟΥ / EMPLOYEE DETAILS</b>		Αρ. Κοιν. Ασφ.- Social Insurance No	
Αύξιν Αριθμός Υπαλλήλου (όπως στο έντυπο Τ.Φ.7) Employee Serial Number (as per T.D.7A return): .....		Αρ. Φορλ. Μητρώου. (Α.Φ.Μ.) ή Τύπος (Τ,Α,Φ) & Αριθμός Ταυτοποίησης / Tax Identity Code (T.I.C.) or Type (T,A,Φ) & Identification number	
Πλήρες Όνομα : Full Name : <i>marinos paraegeorgiou</i>		01023366J	
Διεύθυνση Διαμονής: Residential Address: <i>1 Ezekia Papaniou, 1075 nicosia</i>		Ημερ. Πρόσληψης (για νεοπροσληθέντες μόνο) Commenced on (for new employees only) .....	
Ημερ. Τερματισμού Υπηρεσιών Employment Ceased at .....		Αξιωματούχος Officer <input type="checkbox"/>	
<b>Α. ΕΙΣΟΔΗΜΑ / INCOME</b> Αναδρομικά καταχωρούνται σε ξεχωριστό έντυπο για το έτος που αναφέρονται. / Retrospective income must be entered in a separate form for the year they refer to.		<b>Β. ΑΠΟΚΟΠΕΣ Ή ΣΥΝΕΙΣΦΟΡΕΣ (ως έντυπο Τ.Φ.7) DEDUCTIONS OR CONTRIBUTIONS / (as per form T.D.7A)</b> Ο συντελεστής παρακράτησης για ΓΕΕΥ είναι 2,85% / Rate for GHS deductions is 2,85%	
<b>Ασφαλιστία στο Τ.Κ.Α. / Insurable at S.I.F.</b> Αποδοχές / Emoluments	€	Ταμείο Κοινωνικών Ασφαλίσεων / Social Insurance fund	€
Χορηγήματα, προμήθειες, οφέλη & παροχές σε είδος / Allowances, benefits, commissions & benefits in kind		Εγκριμένα Ταμεία Συντάξεων και Προνοίας / Approved Provident and Pension Fund	
<b>Χωρίς εισφορές στο Τ.Κ.Α. / without contributions to S.I.F.</b>		<b>ΑΦΜ Ταμείου / Fund TIC:</b> ?	
Σύνταξη / Pension		Συντεχνία / Trade Union	
Αντιμισθία και άλλα ωφελήματα / Remuneration and other benefits		Ταμείο Υγείας / Medical fund	
Αφορολόγητες παροχές σε είδος / Non Taxable benefits in kind		Εισφορά Γε.Σ.Υ σε ασφαλιστές αποδοχές / G.H.S. on insurable earnings	
		Εισφορά Γε.Σ.Υ σε μη ασφαλιστές αποδοχές / G.H.S. on non-insurable earnings	
		Μείωση Απολαβών και Συντάξεων N168(1)/2012 / Reduction of Emoluments	
Εισόδημα Χωρίς Γε.Σ.Υ./ Income without G.H.S.		<b>ΦΟΡΟΣ ΠΟΥ ΠΑΡΑΚΡΑΤΗΘΗΚΕ</b> (α) από σύνταξη (β) από άλλα ποσά <b>INCOME TAX WITHHELD (P.A.Y.E.)</b> (a) from pension (b) from other amounts	
<b>ΟΛΙΚΟ ΑΠΟΔΟΧΩΝ/ TOTAL OF EMOLUMENTS</b>			

## STEP 3 (cont.)

We explain all relevant tax-exemptions

Αρ. φορολογικού μητρώου (Α.Φ.Μ) / tax identification number (T.I.C.) [redacted] (?)

Όνομα / Name [redacted] (?)

Διεύθυνση / Address.....

Have you claimed any tax exemptions during the year?

No exemption claimed

?

I claim the '50% exemption'

?

Applicable for any employment in Cyprus before 01.01.22 and annual salary over EUR 100,000

I claim the NEW '50% exemption'

?

Applicable for any employment in Cyprus before 26.07.22

I claim the NEW '50% exemption'

?

Applicable for 1st employment in Cyprus after 01.01.22 (& potentially period 2016-2021)

I claim the NEW '20% exemption'

?

Applicable for 1st employment in Cyprus after 26.07.22

The '20% exemption' is for the individual who has been employed in Cyprus before 26th July 2022 and was not living in Cyprus prior to becoming employed. For employment contracts starting during or after 2012 the exemption applies for a period of 5 years, starting from the tax year following the year of becoming employed, with the last eligible tax year being 2030. If in doubt, [Get in touch](#)

Not sure? [Click here](#)

Not sure? [Click here](#)



## STEP 3 (cont.)

And reveal all available tax-deductions!

We then use the data from your answers to prepare your tax form and work out your tax calculations

**Tell us about your 2022 expenses**  
( open all three boxes below - don't miss out on any possible tax deductions! )

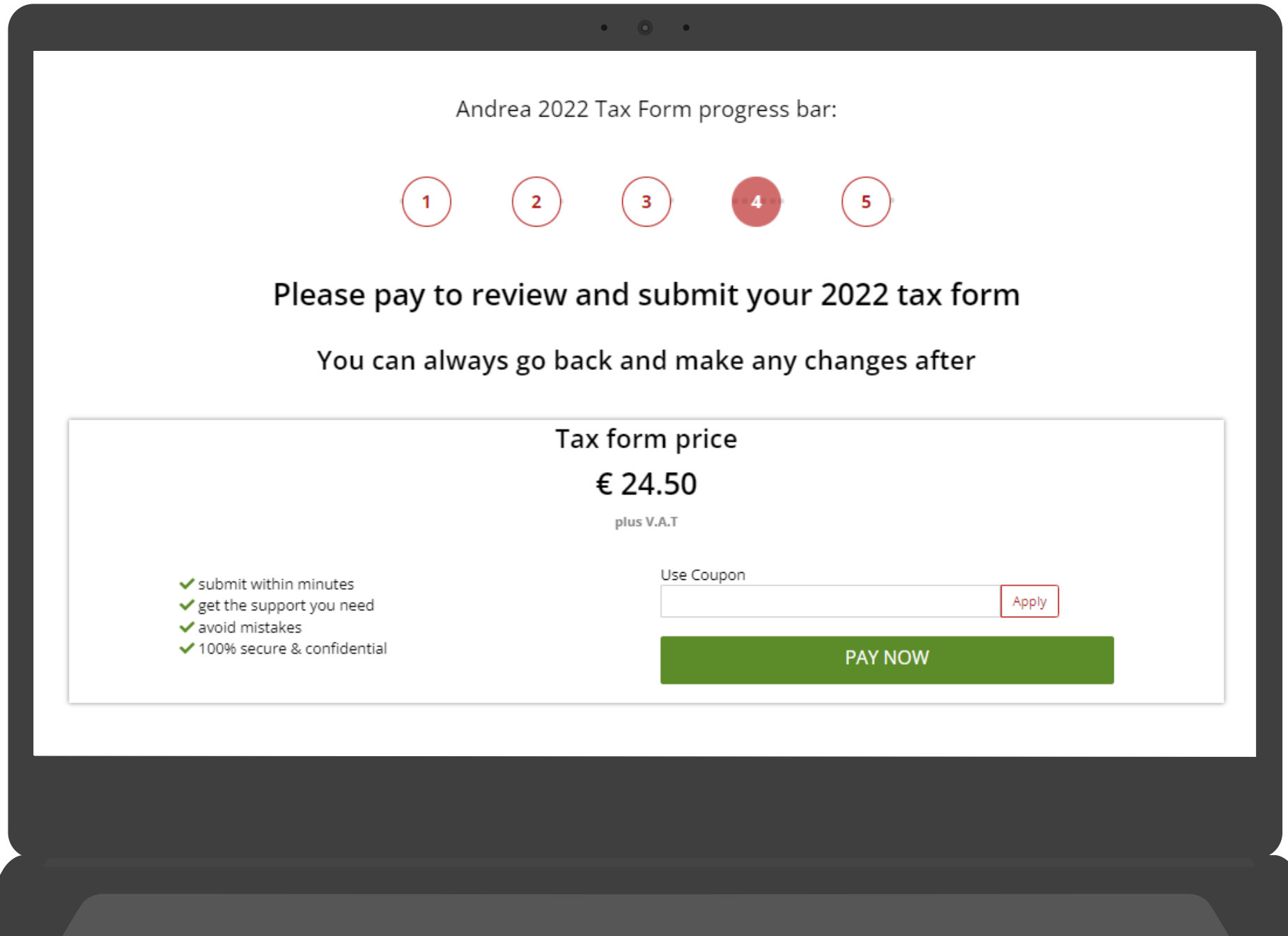
DEDUCTIONS ^

Trade Union contributions:	<input type="text" value="0.00"/>	?
	<small>Amount obtained from previous steps</small>	
Professional subscriptions:	<input type="text"/>	?
Donations to approved charities:	<input type="text"/>	?
Donations to political parties:	<input type="text"/>	?
Reductions of salaries of Public Sector Employees:	<input type="text" value="0.00"/>	?
	<small>Amount obtained from previous steps</small>	

ALLOWANCES v

# STEP 4

Payment step -  
we help you  
submit on a  
budget




# STEP 5

Your tax form is ready for submission!

You can review your form & ask any questions before you submit

**DECLARATION OF INCOME Individual (other than self-employed)**  
**Tax Year 2022**

 ΤΜΗΜΑ ΦΟΡΟΛΟΓΙΑΣ  
TAX DEPARTMENT

---

**PART 1 - TAXPAYER'S DETAILS** **TAXPAYER'S IDENTIFICATION CODE (T.I.C.)**

<u>Name</u>	marios	<u>Surname</u>	papageorgiou
<u>Correspondence Address</u>	Ezekia Papaiomou 1 nicosia 1075		
<u>Telephone: residence</u>	99407100	<u>mobile</u>	99407100
<u>E-Mail</u>	Correspondence		
	Taxisnet Service: enzmarios@hotmail.com		
<u>Taxpayer Classification</u>	04 EMPLOYEE-PRIVATE COMPANY		

\* Changes to the above can ONLY be made using forms T.D.2003.

---

**PART 2 - REPRESENTATIVE'S DETAILS**

<b>A REPRESENTATIVE'S</b>	<b>T.I.C.</b> <input type="text" value="10407878H"/>
<small>NAME/BUSINESS NAME</small>	<small>TELEPHONE NUMBER</small>
<input type="text" value="MIT TAXAPPCY LTD"/>	<input type="text" value="70007998"/>

---

**PART 3 - TAX RESIDENCE AND OTHER INFORMATION**

**A ARE YOU A TAX RESIDENT OF THE REPUBLIC OF CYPRUS?**

IF YOU HAVE ANSWER YES SELECT ONE OF THE FOLLOWING:

**YOU ARE TAX RESIDENT IN THE REPUBLIC FOR 2022 IF YOU STAYED:**

- for a period or periods exceeding in aggregate 183 days or you continue to be a resident of the Republic under the EU Protocol on Privileges and Immunities.
- at least 60 days but less than 184 days in total** and if you complied with **ALL** of the following conditions during 2022:  
(i) you owned or rented a permanent residence in the republic,  
(ii) you were not resident in any other country for more than 183 days,  
(iii) you were not tax resident in any other Country and  
(iv) you owned a business or were employed or held an office in the republic as at 31.12.2022.

If you are Tax Resident, declare ALL WORLDWIDE INCOME,  
If you are not Tax Resident, declare only your income from sources in the Republic.

---

**B INFORMATION FOR THE PURPOSES OF The General Health System (GHS)**

**1. SELF EMPLOYED AND SOCIAL INSURANCE (SI) PENSIONERS**

If in 2022 you received a Pension from the Social Insurance Services of the Republic of Cyprus or you were registered as self-employed with the Social Insurance Services of the Republic of Cyprus or you received a Pension from the Treasury of the Republic of Cyprus fill in by selecting "SIS/TREASURY Information Retrieval" above.

<small>SI No.</small>	<small>Date of Birth</small>	<small>Gender</small>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**2. COUNTRY OF INSURANCE FOR SI AND GHS PURPOSES**

If you are exempt from contributions to GHS due to insurance in another country of the European Economic Area (EEA) or Switzerland or from an exempt international organisation, declare the country / insurance organisation and fill in the following:

<input type="text"/>
----------------------

If you have a valid hospital ID card (I.S.I.S.I.) fill in 4 with "C1" and enter in 4 the reference number (displayed on the front of the form). If you hold 11 fill in 4 the "C" (Exemption only applies for the period of validity of the certificate). If you do not have any of the above you must apply to the Ministry of Health (MOH) for a certificate and fill in 4 with "C".

## STEP 5 (cont.)

Click  
'Submit Form'  
and you are  
done!

Andrea 2022 Tax Form progress bar:

1 2 3 4 5

**Review & submit your 2022 tax form**  
( make sure you haven't missed anything! )

PREVIEW MY TAX FORM


BACK TO STEP 1

**Declaration:**

I being fully aware of the consequences under the provisions of The Assessment and Collection of Taxes Law, No. 4 of 1978, as amended, declare that all the items contained in this Tax Return, including all the Certificates and documents that support this income, are true and correct and that I have declared all my income / the income of the taxpayer I represent for the tax year.

Previous

Submit Form



# POST SUBMISSION

Our tax experts  
review your  
form ensuring  
everything is in  
order before  
submitting to  
TAXISnet  
(on your behalf)

