

How to eRegister for CGT - Customer

- Log into [ROS](#).
- On the My Services page, click on “**Manage Tax Registrations**” under “Other Services”.

The screenshot shows a grid of links under the heading 'Other Services'. The links are organized into three columns. The first column contains: MyEnquiries, Manage Tax Clearance, Verify Tax Clearance, Manage Reporting Obligations, **Manage Tax Registrations** (highlighted with an orange box), Charities and Sports Bodies eApplication, and Trust Register Functions. The second column contains: Drivers & Passengers with Disabilities, eRepayment Claims, VRT Certificate of Conformity, VRT EU Leased Vehicle - Leasee, and Letter Of Tax Residence. The third column contains: Mobile Access, Receipts Tracker, Download Pre-populated Returns, Secure Upload/Download Service, VAT MOSS, Manage LPT / HC arrears, and Transfer Property.

- Beside Capital Gains Tax (CGT), click on “**Register**”.

If you see “Ceased”, this means that you were previously registered. You should still have access to Capital Gains Clearance - there is no need to re-register.

The screenshot shows the 'eRegistration' page. On the left, there is a sidebar with the heading 'Manage Your Tax Registrations and Agent Links' and a 'Notes' section. The main area is titled 'Registration Options' and lists several tax types, each with a 'Register' button. The 'Capital Gains Tax - CGT' row is highlighted with an orange box around its 'Register' button. The other tax types listed are Value Added Tax - VAT, Employer (PAYE/PRSI), Corporation Tax - CT, Relevant Contracts Tax - RCT, Environmental Levy - ELEV, and Diesel Rebate Scheme - DRS. All statuses are 'Not Registered'.

- Enter the CGT registration date and click on “**Add to Your Requests**”.

eRegistration

CGT Registration

* Denotes a required field

Registration Date (DD/MM/YYYY) *

- You will now see the new CGT registration added to “Your Requests” on the right.
- Click on “Submit”.

eRegistration

Registration Options

Capital Gains Tax - CGT Status: In Requests	<input type="button" value="Register >"/>
Value Added Tax - VAT Status: Not Registered	<input type="button" value="Register >"/>
Employer (PAYE/PRSI) Status: Not Registered	<input type="button" value="Register >"/>
Corporation Tax - CT Status: Not Registered	<input type="button" value="Register >"/>
Relevant Contracts Tax - RCT Status: Not Registered	<input type="button" value="Register >"/>
Environmental Levy - ELEV Status: Not Registered	<input type="button" value="Register >"/>
Diesel Rebate Scheme - DRS Status: Not Registered	<input type="button" value="Register >"/>
Charitable Donations Scheme - CDS	

Your Requests (1)

Register	CGT
<input type="button" value="Edit"/>	<input type="button" value="Cancel"/>

You need to submit this request in order for this transaction to be processed.

- Click on “Sign & Submit”.

eRegistration

Summary

Capital Gains Tax Registration (New)

Registration Date 29/05/2020

- Enter your password and click on “Sign & Submit”.

Information If your **transaction** is ready to be transmitted, please sign and submit by entering your password below. If you wish to review the details of this transaction click on the button marked Back.

Once your transaction has been successfully transmitted you will be provided with a notice number for the transaction. Please keep a note of this number for your records.

Sign & Submit

Certificate

Enter Password

0%

You will receive a ROS Acknowledgement with an eRegistration summary.

ROS Acknowledgement

You have just transmitted an Online Registration Return which has been received by ROS.

You can access a copy of this transaction through your ROS Inbox by clicking on the Revenue Record tab above. A Receipt will be sent to your ROS Inbox as soon as this transaction has been processed by Revenue. To file another Return click on the My Services tab.

Please use the **Notice Number** below in any future correspondence or inquiry relating to this transaction.

Notice Number	5871184686S
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eRegistration summary:

Action	Status	Comments
Register CGT	Success	

To return to My Services page click the OK button

You will also receive a registration confirmation to your ROS Inbox (on the Revenue Record tab in ROS).

The screenshot shows the ROS Revenue Record tab with an 'Inbox Messages' section. A yellow banner at the top of the inbox area contains instructions: 'Some documents open in a popup window. Click here for instructions to enable popups for ROS. Please note that documents cannot be opened if you are using Revenue's mobile app RevApp or the Microsoft Edge browser.' Below this, a search bar is visible with the following fields: 'Search by: Search using Document Type', 'Tax Type/Duty/Rep. Oblig.: * Select', 'Document Type: *', and 'Include Archive' checked. A table below the search bar lists registration records:

	Notice No.	Customer Name	Regn./Trader No./Doc ID	Tax Type/Duty/Rep. Oblig.	Document Type	Period Begin	Issued Date
<input type="checkbox"/>	5871184686S				Tax Registration	N/A	29/05/2020
<input type="checkbox"/>	50119011700			Reporting Entity Registr		N/A	24/04/2020

Once completed, it may take up to 3 working days for the registration to reflect in ROS.