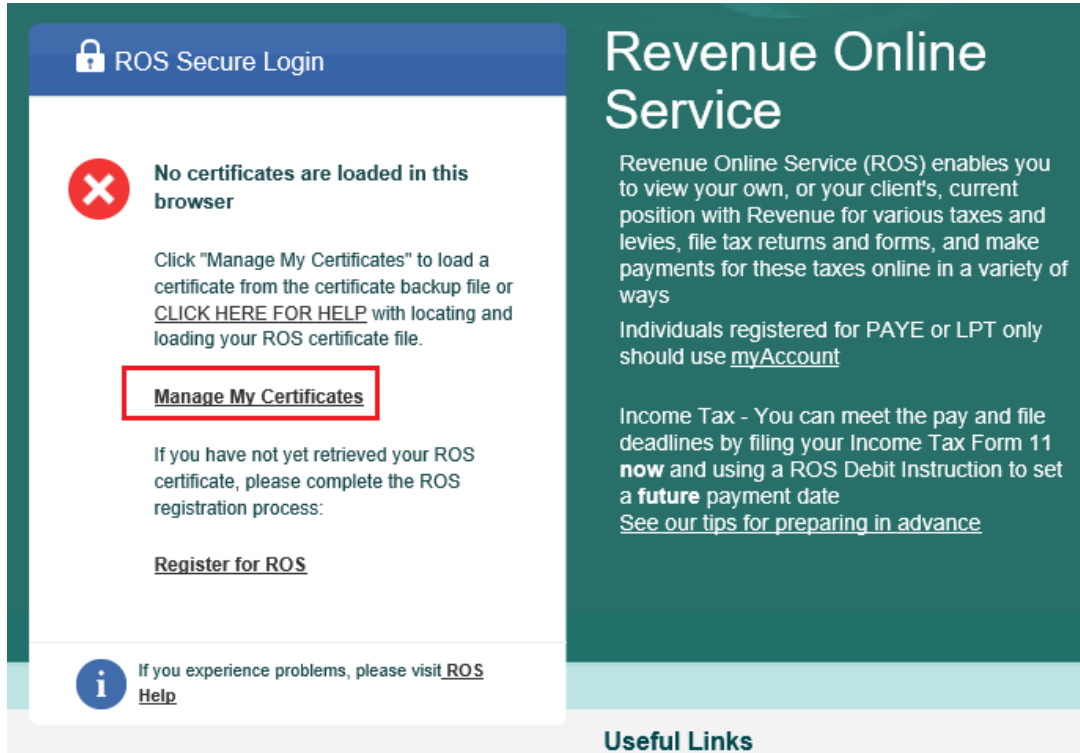


Load Certificate – Windows

The following steps will help you find and load the most recent version of your certificate:

On the [ROS Login screen](#), click "**Manage My Certificates**".



The screenshot shows the ROS Secure Login interface. At the top left, there is a blue header with a lock icon and the text "ROS Secure Login". The main content area is white and contains a red 'X' icon followed by the text "No certificates are loaded in this browser". Below this, it instructs the user to click "Manage My Certificates" to load a certificate from a backup file or to click a link for help. The "Manage My Certificates" link is highlighted with a red rectangular box. Below this, it asks if the user has not yet retrieved their ROS certificate and provides a "Register for ROS" link. At the bottom left, there is an information icon and a link to ROS Help. On the right side, there is a green sidebar with the "Revenue Online Service" title and several paragraphs of text describing the service and providing links for help and tips.

ROS Secure Login

No certificates are loaded in this browser

Click "Manage My Certificates" to load a certificate from the certificate backup file or [CLICK HERE FOR HELP](#) with locating and loading your ROS certificate file.

Manage My Certificates

If you have not yet retrieved your ROS certificate, please complete the ROS registration process:

[Register for ROS](#)

If you experience problems, please visit [ROS Help](#)

Revenue Online Service

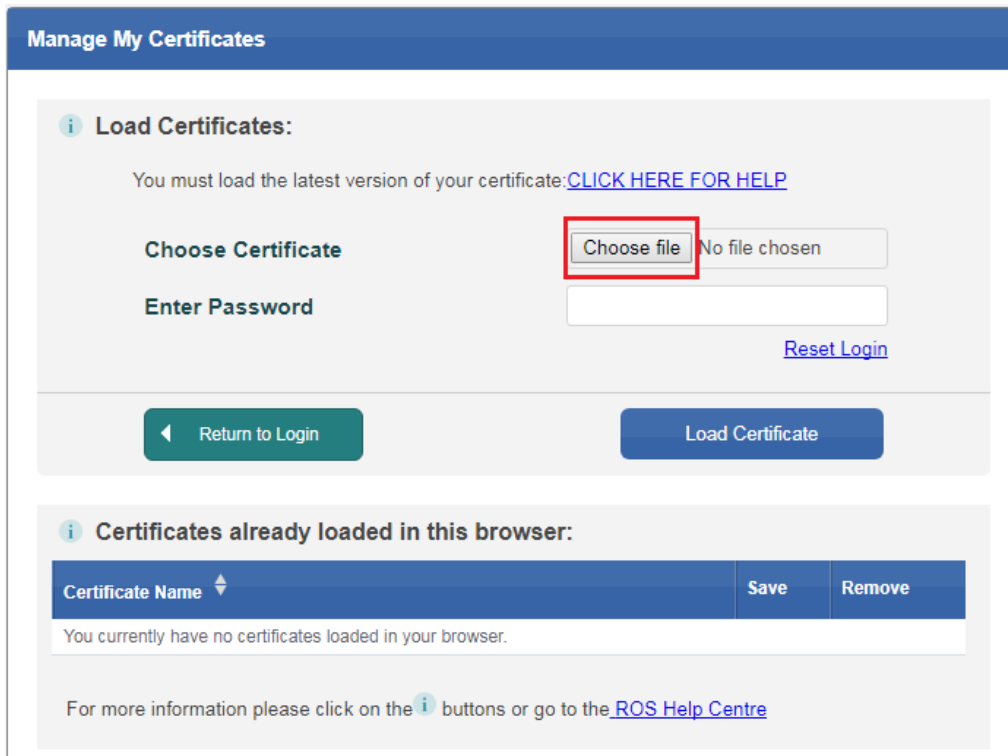
Revenue Online Service (ROS) enables you to view your own, or your client's, current position with Revenue for various taxes and levies, file tax returns and forms, and make payments for these taxes online in a variety of ways

Individuals registered for PAYE or LPT only should use [myAccount](#)

Income Tax - You can meet the pay and file deadlines by filing your Income Tax Form 11 **now** and using a ROS Debit Instruction to set a **future** payment date
[See our tips for preparing in advance](#)

Useful Links

Click the "**Choose File**" or "**Browse**" button - the label depends on which browser you use.

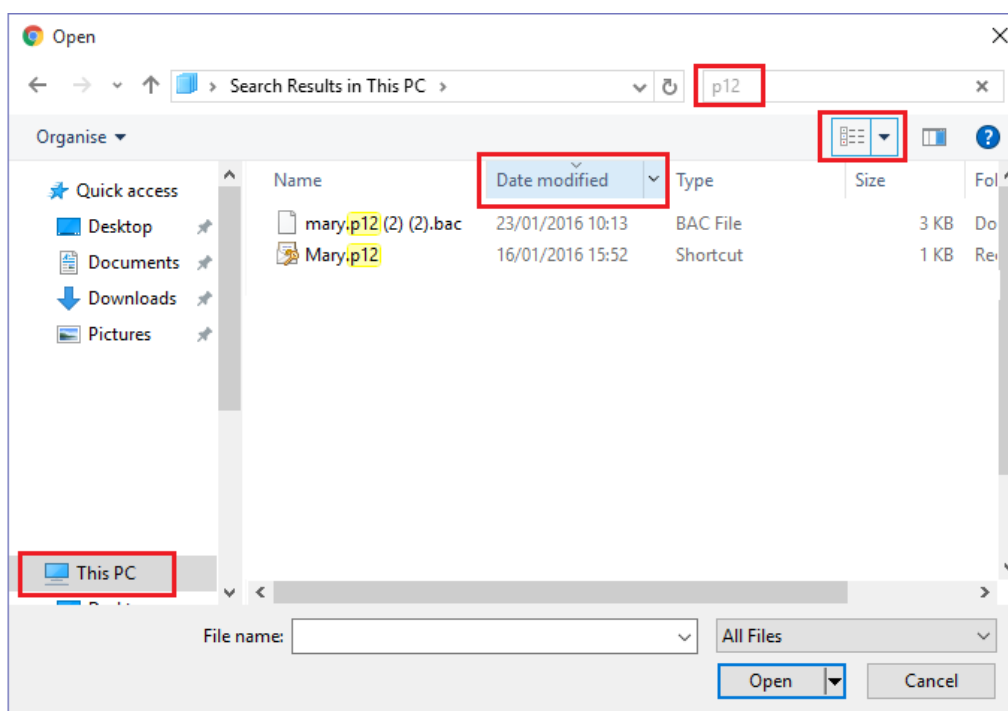


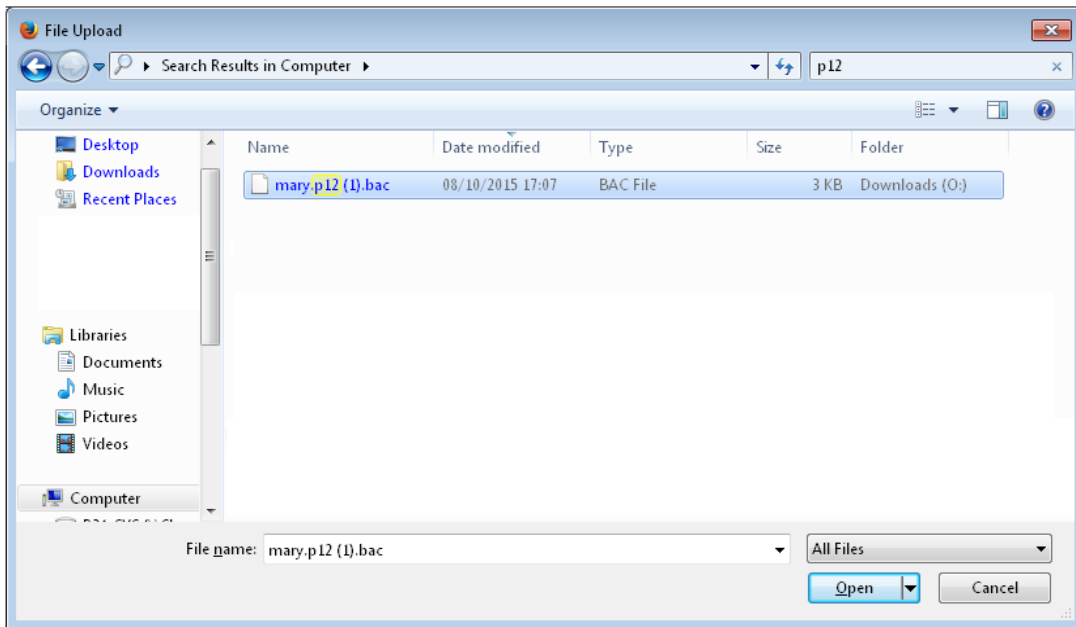
From the popup window select “**Computer**” or “**This PC**” in the left hand column. Then in the search box in the top right, type in **p12**

When the search is complete, identify the most recent file for your certificate from the Date Modified – it will be either a .p12 file or a .p12.bac file.

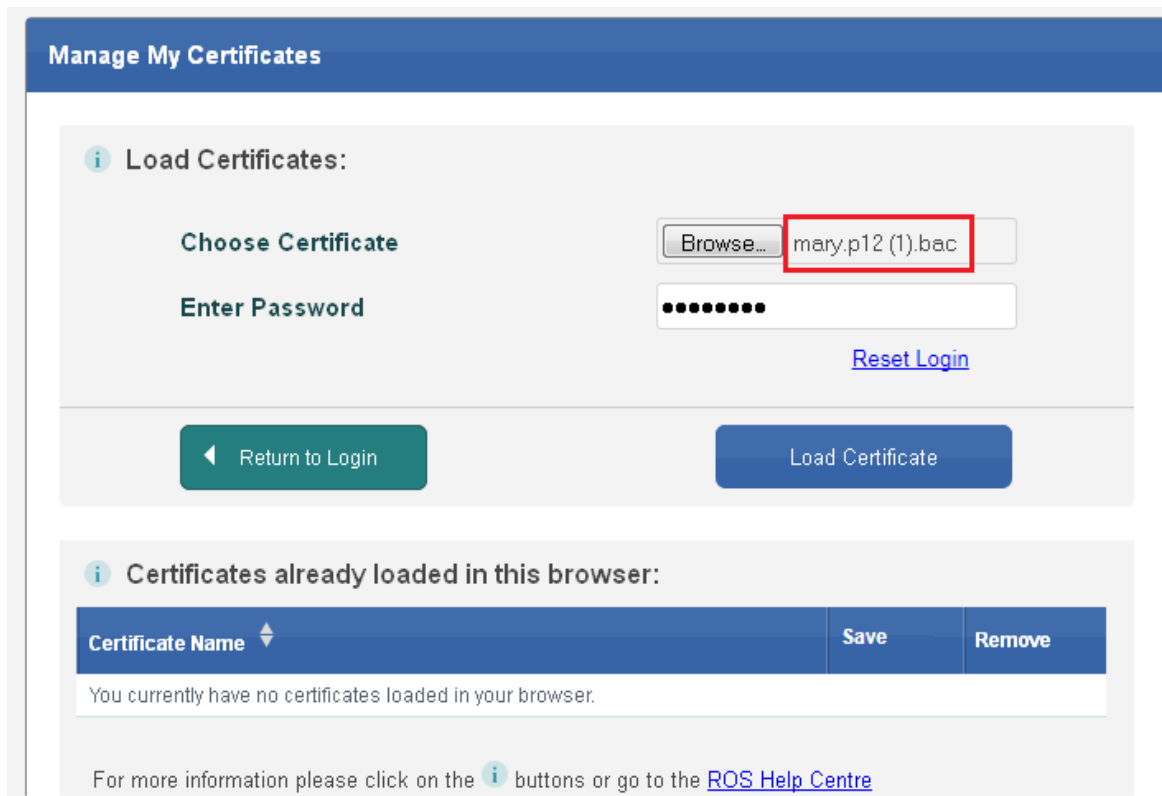
(To view the date modified, select “**Details**” from the View Options. Click on the column heading to sort by date.)

Double click on this file.





The certificate file name should now be displayed beside the “Browse” or “Choose File” button. Type your ROS login password into the password box and click the “Load Certificate” button.



You should now see the message "Certificate details have been imported successfully from file" displayed on your screen.

Click the "Return to Login" button.

Manage My Certificates

i Load Certificates:

You must load the latest version of your certificate: [CLICK HERE FOR HELP](#)

Choose Certificate No file chosen

Enter Password

[Reset Login](#)


Certificate details have been imported successfully from file.

i Certificates already loaded in this browser:

Certificate Name	Save	Remove
paula	<input type="button" value="↻"/>	<input type="button" value="🗑"/>

For more information please click on the **i** buttons or go to the [ROS Help Centre](#)

Your certificate name should now be displayed and you are ready to login to ROS.

Revenue 
Cáin agus Custaim na hÉireann
Irish Tax and Customs

GAEILGE | ENGLISH
[Return to Revenue.ie](#)

ROS Secure Login

1. Select Certificate

mary

[Manage My Certificates](#)

2. Enter Password

[Change password](#) [Reset Login](#)

3. Login

[ROS Help](#)

Revenue Online Service

Revenue Online Service (ROS) enables you to view your own, or your client's, current position with Revenue for various taxes and levies, file tax returns and forms, and make payments for these taxes online in a variety of ways.

Useful Links

[View Latest Revenue News](#)
[EU VAT Customers](#)
[ROS Offline Application](#)