USER GUIDE TO UPDATE DETAILS FOR SOLE PROPRIETORS

Step 1
The taxpayer clicks on amend details in the PIN registration module and the screen below appears after filling the information required.

Step 2
Click the next button, check the PIN checkbox and Source of Income
Step 3

Click the source of Income tab to add the business details. The business Income field must be ‘YES’.

Step 4
Enter the business details and click the button add

Step 5
The system finally forces the applicant to choose the VAT obligation