

# Local adherence registration

## Activity Description

As part of Local Banks requirements in Benin, besides having a valid Local adherence in place in French, Supplier needs to register this in the TAX office.

This is done online in the TAX portal and physically in the Tax office:

The process starts online, and payment done, then the receipt with the hard copies of the contract is sent to the tax office for registration.

**1<sup>st</sup> step:** online processing with payment clearing receipt

- Online / Supplier needs to get registered into the TAX platform. Requirement to have a TAX Code.

[E-ENREGISTREMENT \(impots.bj\)](http://impots.bj)

**2<sup>sd</sup> step:** copy of the receipt+ hard copy of the contract to send to the tax office

- Physically – Registration is done physically in the Local TAX office after the online process it terminated with the receipt.

In case the supplier doesn't have a local representation in the country, they can get support from Local tax consultants to do it on their behalf.

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