



## TAX PAYMENTS PROCEDURES – BANK TRANSFERS

The tax due to the Tax and Customs Authority, in voluntary contribution, must be made by bank transfer to the account of the Public Institute of Credit Management – IGCP, using for this purpose the "payment reference" (reference field with 15 positions), contained in document collection – DUC.

Apart from that, you must, compulsorily, fill the attached form, in related fields:

- Tax Identification Number assigned by the Tax Authority and Customs Portuguese
- Payment Reference

The payer bank, must necessarily communicate the information on the form, to the Portuguese financial institution – IGCP,

The amount to be transferred to the bank account of the IGCP must match to the value constant of the tax document collection.

If the tax payment deadline is not complied interest, fines and costs will be due.