

国家税务总局电子税务局 E-TAX CHINA

# 非居民企业跨境办税 用户操作指引

**Operation Guidelines of Cross-border Tax Service for Non-resident Enterprises** 

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#### 一、业务概述 Overview

本业务适用于在中国境内未设立机构场所的非居民企业,就来源 于非上市公司(不含限售股)的股权转让所得,按次自行申报企业所 得税(适用无扣缴义务人的情况)、印花税。

This service is applicable to non-resident enterprises without any institutions or establishments in China, reporting their enterprise income tax (in cases without withholding agents) and stamp tax on a case-by-case basis on the income derived from equity transfers of non-listed enterprises (not including restricted shares).

#### 二、具体操作步骤 Specific Operations

#### 2.1 用户注册 Registration

打开电子税务局,可以点击右上方按钮切换成英文语言;

Open E-tax China, and click on the top right button to switch to English;



#### 切换成英文语言模式;

#### Switch to English;



点击切换到"境外自然人",可查看到"用户注册"入口;

Click on "Overseas Individuals " to see the "Registration" portal;



2) 点击【用户注册】,进入注册页面;

Click on "Registration" to enter the registration page.

E-TAX CHINA   Uniform Identity Authentication			English \vee 🛛 Return to Homepage
Registration			
0			
Choose a Registration Method	Verify Identity Information	Enter Basic Information	Complete
	Online Registration Overseas Individu Registration via E m I have read and agreed to the Consent Form for Cancel	a 	激活 Windows 转到"设置"以联告 Windows,

3) 勾选"我已阅读并同意《个人信息保护告知同意书》",点击【下一步】,进入校验身份信息填写页面;

Check "I have read and agree to the Consent Form for Personal Information Collection", and click on "Next" to enter the identity information verification page;

E-TAX CHINA   Uniform Identity Authentication			English $\vee$ Return to Homepage
Registration			
0	-2		0
Choose a Registration Method	Verify Identity Information	Enter Basic Information	Complete
	Online Registration Oversea: Individ Registration via E-re	wil	
	I have read and agreed to the Consent Form 1	or Personal Information Collection	
	Cancel	Next	激活 Windows 转到"设置"以激活 Windows。

4) 输入姓名、证件类型、证件号码、性别、国籍(地区),点击【下一步】进行基本信息填写;

Enter your name, type of ID Document, ID number, gender, country (region), and click on "Next" to fill in the basic information;

E-TAX CHINA   Uniform Identity Authentica	tion			English 🗸 🛛 Return to Homepage
Registration				
Choose a Registration Method	2 Verify Identity Infor	mation	Enter Basic Information	Complete
	* Name	Please enter your name.		
	* Type of ID Document	Please choose the Type of ID document.		
	* ID Number	Please enter the ID number.		
	* Gender	Please choose the gender.		
	* Country (Region)	Please choose the country (region).		
		Previous Next		激活 Windows 转到"设置"以激活 Windows,

5) 输入密码、确认密码、邮箱、点击【获取验证码】进行验证 码获取;

Enter the password, confirm the password, the email address, and click on "Get a verification code" to obtain the verification code;

E-TAX CHINA   Uniform Identity Authentication				English $\vee$ Return to Homepage
Registration				
0	-2			0
Choose a Registration Method	Verify Identity I	nformation	Enter Basic Information	Complete
	* Password	Please set a password.	2 <sub>71</sub> 4	
	* Confirm Password	Please confirm the password.	*	
	* Email Address	Please enter the email address.		
	* Verification Code of Email	Please enter the verification code Get a	verification code	
		Previous Next		激活 Windows 转到"设置"以感话 Windows,

6) 输入邮箱验证码、点击【下一步】,完成用户注册。

Enter the verification code of email and click on "Next" to complete registration;

E-TAX CHINA   Uniform Identity Author	entication		English \vee 🛛 Return to Homepage
Registration			
Choose a Registration Method	2 Verify Identity Information	3 Enter Basic Information	Complete
	Voin n	Registration Completed Logn ou have completed registration and your personal formation can be seen in the Account Center.	
			激活 Windows 转到"设置"以数据Windows。

# 2.2 用户登录 Login

#### 2.2.1 境外自然人登录 Overseas Individuals Login

#### 1) 打开电子税务局,点击右上方按钮切换成英文语言;

Open E-tax China, and click on the top right button to switch to English;

<b>1</b> A K - 4	国家税务总局江西省电子税务	局	⊕ 盗言(Language) 中文 English	□ 无路明阅读 《环境检测 上下载 ② 帮助
	Elősið)	EB Remes	Ptimes applicable	
	REGISE	<b>た</b> 我要办税 我要查询	expect	

切换成英文语言模式:

Switch to English;

E-TAX CHINA   Uniform Identity Authentication		English 🗸 Return to Homepage
	Non-resident Enterprises Overseas Individuals	
	🔁 Identification Code of Non-resident Enterprise	
	E-mail Address/Mobile Phone Number/User Name	
ALC: N	A Personal User Password	
	Please hold the slider and drag it to the rightmost.	
	Login	
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Clark Old Standard	CARLAN AND AND AND AND AND AND AND AND AND A	100

2) 点击【境外自然人登录】, 切换境外自然人登录入口;

Click on "Overseas Individuals " and switch to "Login";

E-TAX CHINA   Uniform Identity Authentication	English $\vee$ Return to Homepage
Non-resident Enterprises Overseas Individuals	
A E-mail Address/Mobile Phone Number/User Name	
A Personal User Password Net	
Please hold the slider and drag it to the rightmost.	
Login Registration	
Kegstratori	
	March Strain
The second s	N. WIR

3) 用户输入邮箱地址、个人用户密码, 完成滑块验证, 点击【登

#### 录】,完成境外自然人登录。

Enter the email address and Password, complete the slider verification, and click on "Login" to complete login.

E-TAX CHINA   Uniform Identity Authentication			English 🗸 🛛 Return to Homepage
	Non-resident Enterprises O	rerseas Individuals	
	A		
	۵	Set.	
	Verification Succeeded	✓	
	Registration		
A A A A A A A A A A A A A A A A A A A			The state of the s
and the second second		A Real	AN AND

#### 2.2.2 非居民企业登录 Non-resident Enterprise Login

1) 打开电子税务局登录页面,点击右上方按钮切换成英文语言;

Open E-tax China, and click on the top right button to switch to English;

● 国家税务总局	局江西省电子税务局		● 语言(L 中文 English	anguage) 图 无踪碍阅读	《环场检测 上下载 ③ 带助 风 登录
	Elitä	臣の	1185	A MARK	
	Ringe Rev				>

点击【非居民企业】,切换非居民企业登录入口;
 Click on "Non-resident Enterprise" to see the "Login" portal.

E-TAX CHINA   Uniform Identity Authentication		English 🗸 Return to Homepage
	Non-resident Enterprises Overseas Individuals	
	Identification Cade of Non-resident Enterprise	
	E-mail Address/Mobile Phone Number/User Name	
ALCON	Personal User Password	
	Please hold the slider and drag it to the rightmost.	
	Login	
	- Alter	and the second
A BEACH		Sall Sale
ALL ALL AND	Contraction (Contraction)	1

3)用户输入非居民企业身份码、邮箱地址/手机号码/用户名和
 个人用户密码,完成滑块验证,点击【登录】,完成非居民企业登录。

Enter the Non-resident Enterprises Identification Number, Email address/Mobile phone number/User name and Password to complete the slider verification, and click on "Login" to complete login.

E-TAX CHINA   Uniform Identity Authentication				English 🗸 🤉 Return to Homepage
	Non-resident Enterprises	Overseas Individuals		
	■ FI			
are i	۵·	<b>*</b> **		
	Verification	iucceeded 🗸		
	Log	in		
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and the second and the second s		MAR AND	A CARLON AND A CARLON	
	AND STATEMENT		A Charles A San	A MAR / AR

# 2.3 非居民企业身份信息采集 Non-resident Enterprise Information Collection

1) 进行自然人身份登录, 详细操作详见本文档为"2.2.1 境外自然 人登录"章节。

Complete Overseas Individuals login first. For detailed operations, see "2.2.1 Overseas Individuals Login".

2) 登录后,在首页点击【非居民企业身份信息采集】功能菜单。

After logging in, click on the "Non-resident Enterprise Information Collection" menu on the home page.

San E-TAX CHINA	西省电子税务局 <sub>首页</sub> Homepage	a.,						🥘 User: 『日很 ^
	*日復 ···· 1504211····0210102 我的消息 My Messages	ste.	<b>我的待办 My to-do L</b> 事项名称 Name of Matter	list	か理想現 Deadline of Processing PRASE No data is available.	标签状态 Status of Tag	操作 Operation	
	场景办税 Scenario-based Serv	ices						
	非最同企业身份信息采集 Non-resident Enterprise Information Collection							
	(THIAN)	版权所有:国家税务总局 京IC 国家税务总局办公厅主办 电子税务局管理中心技术支持 地址:北京市西城区枣林前街6		Sponsored by the Gen Supported by Electron	tate Taxation Administration 抗ICP/ eral Office of the State Taxation Ad ic Tax Management Center nt Street, Xicheng District, Beijing F	ministration		

3)系统跳转至非居民企业信息采集界面,手动录入相关信息,若 缺少"办税员联系电话"或"办税员电子邮箱"信息需进行手动补录。

Enter relevant information on the page of Non-resident Enterprise Information Collection. If the "Tax Agent Phone Number" or "Tax Agent Email Address" is missing, please manually enter it/them.

		利道法科 Attached Documents 「研存 Save 重臣 Reset 下一参 Ne
	非居民企业身份信息采集 Non-resident Enterprise Information Collection	
基本信息 Basic Information		
*事間代企业期代期(地区) Resident Jurisdiction of Non-resident Enterprise	*部語院企业部院課(地区)#5税第時 Tax Code of Non-resident Enterprise in Resident Jurisdiction	*BIBICC SUBTOR (1015) MICRORED/CFI SIG Type of Certificate with Tax Code of Non-resident Enterprise in Resident Jurisdiction
中國普遍特別行政区 HongKongSpecialAdministrativeRegionofChina	*	
意展代企业外交名称 Name of Non-resident Enterprise (in Origini language)	*亲颖现企业中交名称 Name of Non-resident Enterprise (in Chinese)	* 部展代企业在时间代回(地区)注册地址 Registered Address of Non-resident Enterprise in Resident Jurisdiction
and the set of the set		1000
办税员 Tax Agent		
NR/RMC은 Iax Agent Name	か税防証年老 Type of Identification of Tax Agent	小紀約2月前前前 Tax Agent Identification Number
	34003940	*
viell因转奏电话 fax Agent Contact Number	か祝欣伯 子部的 Tax Agent Email Address	

### 4) 点击【上传】进行对应附列资料的上传。

Click on "Upload" to upload Attached Documentation.

附送资料列 List of do	後 cuments attached				C CHERCENTER	12 8198
序号 Number	附述资料名称 Name of Uploaded Document	必服 Mandatory Submission	曲朝文件 Document Name	上传份数/最多份数	上传输作 Operation	
1	単同尺 <u>企业在其</u> 原代回路量示明的编码的相关证件 Certificate with Tax Code of Non-resident Enterprise in Resi dent Jurisdiction	是 Yes		0/1	(#m) (##) (mm)	
z	授祝委任主政部定導流自然人力非常保全业员工的其他资料(目 中, 現文定期時間時代中文規定文藝新年的) Power of Attorney or Other Documents Proving the Natural Person is an Employee of the Non-resident Enterprise (Doc uments in Neither English nor Chinese Must Be Accompani ed by Chinese et English Translations)	趣 Yes		0/1	(#16) [##1] [##16]	
思制技乐						
调经照费	稅人、稅額納國稅還30%化中报資料的要求。忽所力增的业务要求提 求上傳相关資料,并換保供料賞实、准确、清晰、以免影响业务力增。			0886、1075开上作容易示用书后地	成の理。	
Tips	payer, in accordance with the requirements of the Tax Service St.	adapt 2.6 to closelify the	to destantion decisions, the business	and the first section the sec	eviding of the should be an	1 M
	no relevant information, the documents will not be required. Ples					

## 5) 填写完成后,点击【提交】按钮。

Click on "Submit" after completing the filling.

J 基本信息 Basic Information	非居民企业身份信息采集 Non-resident Enterprise Information Collection	創造供料 Attached Documents 修行 Save 単語 Reset
Resident Junistiction of Hon-resident Entreprise  Otto 2018/001/001 HongCompSpecialAdministrativeRegionofChina	**##1公園は100000000000000000000000000000000000	************************************

6)提交成功,系统提示"您的非居民企业身份信息采集已提交成功,税务机关将在1个工作日内完成审核,请等待税务机关审核结果"。

If the submission is successful, the system will prompt "Information for non-resident enterprise has been successfully submitted. Review by the tax authority in charge will be completed within 1 working day."



7) 当审核通过后,可通过邮箱或电子税务局站内信查看结果并获

取到"非居民企业身份码"。

Check the result and get the Identification Code of Non-resident Enterprise through Email or internal mail of E-Tax China after the review is completed.

我的待办 My To-do List			
事项名称 Name of Matter	办理期限 Deadline of Processing	标签状态 Status of Tag	操作 Operation
	智力数据 No data is available.		
	事项名称	事项名称 Name of Matter Deadline of Processing	事项名称 Name of Matter Deadline of Processing Status of Tag

点击消息,系统跳转至服务提醒界面,展示审核结果等信息。

Click on "Message" for result on the page of service reminder.

#### 非居民企业身份信息采集提醒 Non-resident Enterprise Information Collection Reminder

您的非居民企业身份信息已通过审核,您在中国境内唯一的非居民企业身份码为 ,您可凭此码登录国家税务总局电子税务局办理涉税事项。 Your non-resident enterprise identity information has been approved. Your unique non-resident enterprise identification code in China is You can use this code to log in to Etax China to handle tax-related matters.

# 2.4 非居民企业身份信息变更 Non-resident Enterprise Information Change

1)通过"非居民企业身份码"进行非居民企业登录,详细操作详见
 本文档 "2.2.2 非居民企业登录"章节。

Complete Non-resident Enterprises login by entering the "Identification Code of Non-resident Enterprise". For detailed operations, see "2.2.2 Non-resident Enterprises Login"

2) 登录后,在首页点击【非居民企业身份信息变更】功能菜单。

After logging in, please click on "Non-resident Enterprise Information Change" on the homepage.



 系统跳转至非居民企业身份信息变更界面,点击【新增】。
 Click on "Add" on the "Non-resident Enterprise Information Change" page.

			對送资料 保存 重置 搜交
变更事项 Items To-be Changed	か税為 Tax Agent	非居民企业身份信息变更 Non-resident Enterprise Information Change	
10-be changed 操作 中認知 ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・	*変更事项 Items To-be Changed 通過指受更事项 Please select a change item へ	变更前内容 Information Before Change	*变更后内容 Information After Change
く 1 > 判議			

#### 4) 选择事项, 录入相关信息。

Click on "Items To-be Changed", and enter relevant information.

			別送資料 保存 重直 里
		非居民企业身份信息变更 Non-resident Enterprise Information Change	
变更事项 Items To-be Changed	办税员 Tax Agent		
操作 Operation	*变更事项 Items To-be Changed	安更前内容 Information Before Change	*支更后内容 Information After Change
+12200 @ #1898	■ 选择变更事项 Please select a change item 🔷		
< 1 > 到簡	0		
	请选择变更事项 Please select a change item		
	非居民企业外文名称 Name of Non- resident Enterprise (in English)		
	非居民企业中文名称 Name of Non- resident Enterprise (in Chinese)		
	非居民企业在其居民国(地区)注册地		

5)进入上传附列资料界面,点击【上传】进行相应附列资料的上 传。

Enter the page of uploading the attachments, then click on "upload".

序号         附述资料名称         必根 Mandatory Submission         当前文件 Document Name         上传码数/最多份数         上传码           1         常期同会业在其限民間適量完成的编码的用关证件 Certificate with Tax Code of Non-resident Enterprise in Resi dent Jurisdiction         是 Yes         0/1         非他 手机           2         Power of Attorney or Other Document SProving the Natural Program is an Employee of the Non-resident Enterprise (or the Nature Spring Her House)         是 Yes         0/1         非他 手机	ion
1     Certificate with Tax Code of Non-resident Enterprise in Resi dent Jurisdiction     20/1     非面子     9月       1     受要用下状施运即调查自然人为非图民企业员工的其他资料(非 中、英文策则时提供中交或交互關注符)     9     1     1     1       2     Power of Attorney or Other Documents Proving the Natural     是     0/1     1	(2011A)
中、英文電同时提供中文威英文翻译件) Power of Attorney or Other Documents Proving the Natural 是 Ort 回知 Proving the Natural 是 Proving the Natural Proving the Natura	
uments in Neither English nor Chinese Must Be Accompani ed by Chinese or English Translations)	资料店
<b>著提示</b>	
尊敬的确况人,根据纳醒规范3.0%化中报资料的要求,您所办理的业务要求提供以上资料,如上面资料内容为空,则无需提供资料。 请按照要求上传相关资料,并确保资料真实、准确、清晰,以免影响业务办理。名称中带有《容缺办理承证书》的资料,允许容缺后补,可通过下载模板,填写并上传容缺承诺书后继续力理。 P\$	
there is no relevant information, the documents will not be required. Please upload relevant documents as required, and ensure that the documents are true, accurate, and clear, so as no processing.	t to affect business

 6)提交成功,系统提示"您的非居民企业身份信息变更申请已提 交成功,请等待税务机关审核结果。"

After successful submission, the system will remind you that "Your application to change non-resident enterprise information has been successfully submitted. Please wait for review results by tax authorities."



2.5 非居民企业跨境办税 Cross-border Tax Service for Non-resident Enterprises

1) 通过"非居民企业身份码"进行非居民企业登录, 详细操作

2) 详见本文档 "2.2.2 非居民企业登录"章节。

Enter the "Identification Code of Non-resident Enterprise" to log in Non-resident Enterprise account, see 2.2.2 Registration of Non-resident Enterprises for details on instructions.

3) 登录后进入首页,点击"非居民企业跨境办税"。

After logging in, please click on "Cross-border Tax Service for Non-resident Enterprises" on the homepage.

STAX CHINA				自页 双史任務南 退出 Homepage   welcome   Exit
文榮江西测试02	我的待办 My to-d	o items		
FJ0962023032627152	事项名称 Name of Item	力理期限 Deadline of Processing	标签状态 操作 Status of Tag Operation	
我的消息 My Message		加大教師		
智无激器 No data is for	ind.	No data is found.		
场景办税 Functions Categori	ized by Scenarios			
BIRDECENTRATION Tax Service for Constast Non- resident Enterprises	東京に全身分前面を第 Non Resident Entropices Identity Information Modification			
area and a second a	版权所有: 国家税务总局 京ICP备13021685号-2 国家税务总局办公厅主办 电子税务局管理中心技术支持 地址:北京市西城区类林前街68号 邮政编码: 100038	Copyright Reserved State Taxation Administration IfICP Hosted by the General Office of the State Taxation Adm Technically Supported by Electronic Tax Management C Add: No.68 Zaolin Front Street, Xicheng District, Beijing	inistration enter	

4)进入"非居民企业跨境办税"页面;当存在合同时,会自动带出合同列表;当无合同时,可点击新增合同。

Enter the page of "Cross-border Tax Service for Non-resident Enterprises". If contracts exist, the contract list will be automatically displayed. Otherwise, click on "Add New Contract".

System Contract No.     新協人 please enter     ContractName     前能人 please enter     Contract acquisition     重     Contract acquisition     重     Contract acquisition     E     Contract acquisition     Contract acquisition     E     Contract acquisition     Contract acquisition     Contract     Con	1 暂时仅支持非上市公司股权转让(不合限售股) Temporarily only support equity transfer of non listed com	panies (excluding restricted shares).			x
系統合同論等 合同名称 合同总金額 市种 所得类型 合同执行起始时 System Contract No. Name of the contract Total amount of contract Currency Type of declared Start time of cont income execution	系统合同编号 System Contract No. 请输入 please enter 合同名称 ContractName	请输入 please enter 合同 Contract acc	采集日期 quisition 至		查询Inquire
赤坂古岡勝雪 西阿各裕 古阿多重義 IPH Type of declared Start time of cont System Contract No. Name of the contract Total amount of contract Currency income execution	合同信息 CONTRACT INFORMATION				
				Type of declared	Start time of cont
			ld		

5) 点击【新增合同】或【去新增】按钮,进入合同采集页面, 录入合同相关信息、选择被转让的中国居民企业信息、上传附送资料 等。具体操作如下:

Click on "New Contract" or "Add new contract" to enter the page of "Contract Information Collection". Enter the Contract Information, select the Information of the Transferred Chinese Resident Enterprises and upload the Attached Documentation, etc. The detailed operating steps are as follows:

新始合開始号 (新始入 please enter Contract No. 新始入 please enter Contract acquisition 正 合同来集日版 Contract acquisition 正 合同本 合同在 (Contract acquisition 正 合同本 合同在 (Contract acquisition 正 合同本 合同在 (Contract acquisition 正 合同本 合同 (Contract acquisition 正 ) 合同本 合同 (Contract acquisition 正 ) 合同 (Contract acquisition [Contract acquisition [Cont	<ul> <li>暂时仅支持非上市公司股权: Temporarily only support</li> </ul>	转让(不含限售股) equity transfer of non listed comp	anies (excluding restricted shares).			X
系統合同論号 合同名称 合同总金赛 市种 所得类型 合同执行起始时 System Contract No. Name of the contract Total amount of contract Currency Type of declared Start time of cont income execution	System Contract No.		请能入 please enter 合同 Contract acq	采集日期 guisition 至		查询Inquire
System Contract No. Name of the contract Total amount of contract Currency lype of declared start time of contract income execution income execution				TH	所得类型	合同执行起始时
				d		

①录入合同相关信息;

Enter the contract information;

合同信息 CONTRACT INFORMATION		
非居民企业身份码 Non-resident enterprise identification code	非居民纳税人名称 Name of non resident taxpayer	所得类型 Type of declared income
FJ0962023032627152	文章江西测试02	转让财产所得 Income from transfer of property ~
*合同(协议或支付凭证)名称 Name of contract (agreement or payment voucher)	合同(协议或支付凭证)编号 Contract (agreement or payment voucher) No	*合同(协议成支付凭证)币种 Currency of contract (agreement or payment voucher)
合同名称	合同编号	文葉元
*合同(协议或支付凭证)总金额 Total amount (agreement or payment voucher)	*合同签订日期 Contract signing date	*合同执行日期起 Start time of contract execution
500000.00	2023-03-27	2023-03-27
*合同执行日期止 Termination time of contract execution		
2023-03-27		
被转让的中国居民企业信息 TRANSFERR	ED CHINESE RESIDENT ENTERPRISE IN	IFORMATION
*企业名称 Enterprise name	*企业识别号 Enterprise identification number	主管税务机关 Competent tax authority
江西航天信息有限公司	91360000705512305J	国家税务总局南昌经济技术开发区税务局

 ②选择"被转让的中国居民企业信息",在弹窗页面显示了已有的 直接/间接控股的中国居民企业,可以直接勾选,点击【确定】按钮;
 Select the "Information of the Transferred Chinese Resident
 Enterprises", the pop-up will display the Directly/Indirectly Holding
 Chinese Resident Enterprise. You can check directly and click on
 "Confirm";

	请选择日期 Please Choose a Date	普 请选择日期 Please Choose a Date	
* 合同签订日期	/		
Contract Signing Date 请选择日期 Please Choose a Date	8		
PRODUCTION CONTRACTOR OF THE C	-		
被转让的中国居民企业信息 Informat	ion of the Transferred Chinese Resid	dent Enterprises	
* 企业名称 Name of Enterprise	企业识别号 Taxpayer Identification Number (TIN)	主管税务机关 Tax Authority in Charge	
Name of Enterprise		hav Autionty in charge	
附送资料列表 Attached Documenta	ation		
单个文件不超过10M,支持上传的文件格式。①			
	requirement for the file format shall be met. ①		
The size of one me shall not exceeds for and the			上传
合同(协议)或相关交易凭证复印件 → Copies of Contract (Agreement) or Releva	nt Transaction Certificates		Uploa

* 合同签订日期 Contract Sign	企业 Name of Enter	2名称 prise 请输入 Please Enter Tax	企业识别号 ipayer Identification Number (TIN)	lease Enter	
请选择日期 F					
被转让的中	新增 Add				
* 企业名称 Name of Ente	选择 Select	企业名称 Name of Enterprise	企业识别号 Taxpayer Identification Number (TIN)	主管税务机关 Tax Authority in Charge	
四川恒业达移	۲	0.042684888880.0	91532120M048987486A	2010/10/06/06/17/17/22/22/2	
附送资料获		CONTRACTOR: 1	9151000E20187644EW	RENORMENCIENS	
单个文件不超 The size of or			共2条2 items in total 5务	除/页 items/page ∨   <   1   >	
> 合同(I Copies					

如果没有"直接/间接控股的中国居民企业"信息,可点击【新增】, 跳转至"税源信息采集"页面,新增税源后再重新新增合同。

If there is no information of the "Directly/Indirectly Holding Chinese Resident Enterprise", you can click on "Add", then the page will turn to "Tax Source Information Collection". After adding tax source, you can add a new contract.

后增 Add			
选择 Select	企业名称 Name of Enterprise	企业识别号 Taxpayer Identification Number (TIN)	主管税务机关 Tax Authority in Charge
	D-DALMAN BARABLA	91510100MA099U66A	8255104-6246017*07328 84
	CORPORATION OF	91530005201676447W	SERVICE REPORTS
		共2 条 2 items in total 5	;条/页 items/page \vee 🛛 🔇 🚹 🚿
	选择 Select	选择 企业名称 Select Name of Enterprise	选择 企业名称 企业识别号 Select Name of Enterprise Taxpayer Identification Number (TIN)

在"税源信息采集"页面,点击【新增】按钮录入"被投资企业识别

#### 号"即可自动带出相关信息,点击【保存】按钮即可完成新增。

On the page of "Tax Source Information Collection", click on "Add" and enter the "Tax Identification Number of Invested Enterprise", the relevant information will be automatically displayed. Please click on "Save" to complete the addition.

税源信息采集 Tax Source I	nformation Colle	ction			
非居民企业居民国(地区) Resident Jurisdiction of Non-resider 香港 非居民企业外文名称 Name of Non-resident Enterprise (ir HuiTaoTouZi 新造 Add		lden FJ34 非居 Nam	民企业身份码 tification Code of Non-residen 42023032825056 民企业中文名称 e of Non-resident Enterprise ( 投资有限公司)		
被投资企业识别号 Tax Identification Number of Invested Enterprise	被投资企业名称 Name of Invested Enterprise	所在省份 Province Where the Enterprise is Located	主管税务机关 Tax Authority in Charge	主管税务所(科、分局) Tax Office (section, bureau)	操作 Operation
		江西省	国家税务总局南昌市西 湖区税务局	国家税务总局南昌市西湖区 税务局桃花税务分局	删除 Delete
	1	江西省	国家税务总局南昌经济 技术开发区税务局	国家税务总局南昌经济技术 开发区税务局蛟桥税务所	删除 Delete
		返回 Return	保存 Save		

③在附送资料列表,需要上传"合同(协议)或相关交易凭证复印件",点击【上传】按钮,选择文件即可。

In the list of attached documentation, you need to upload Copies of Contract (Agreement) or Relevant Transaction Certificate. Click on "Upload" and select the file.

企业名称 Name of Enterprise	*企业识别号 Taxpayer Identification Number (TIN)	主管税务机关 Tax Authority in Charge
请选择 Select	* 🔲	
合同(协议)或相关交易凭证复印件		н
	or Relevant Transaction Certificates	Uploa

6) 当完成合同采集后,点击【申报】,则跳转至税费智能计算

页面。

After completing contract information collection, click on "Submit" to enter the page of intelligent tax calculation.

*企业名称 Name of Enterprise	*企业识别号 Taxpayer Identification Number (TIN)	主管税务机关 Tax Authority in Charge
请选择 Select	* <b>I</b>	
The size of one file shall not exceeds 1	0M and the requirement for the file format shall be met.	

7) 也可以点击【保存】, 跳转至合同信息列表页面。

Or click on "Save" to enter the contract information list page.

企业名称 Iame of Enterprise	*企业识别号 Taxpayer Identification Number (TIN)	主管税务机关 Tax Authority in Charge
请选择 Select	* 🗉	
个文件不超过10M,支持上传的文件格 he size of one file shall not exceeds 1	0M and the requirement for the file format shall be met.	

在合同信息列表页面,可点击【申报】进入税费智能计算页面。

On the contract information list page, you can click on "Submit"

to enter the intelligent tax calculation page.

系统合同编号 Contract Number in 1	请输入 Please Enter	合同名和 Contract Name		合同采集日期 Date of Contract Info	育选择日期 Please Choose a Date	重询 Inquiry
合同信息 Contra	act Information					
anima material and a						
新增合同 New Cont	ract					
系统合同编号 Contract Number in the System	÷	同名称 ract Name	币种 Type of Currency	所得类型 Type of Income	合同总金額 Total Contract Amount	操作 ! Operation
系统合同编号 Contract Number in	÷				Total Contract Amount	

8) 在税费智能计算页面,录入相关信息,点击【计算】按钮。

Enter relevant information on the intelligent tax calculation page and click on "Calculate".

is the transf	被转让企业是否为上市公司: erred enterprise a listed enterprise O	是 ⑧ 否 Yes ⑧ No	
收入与投资成本信息 Income and I	investment Cost Information		
中层收入金额 Amount of Reported Income		投资成本 (新人同市) Investment Cost (in RMB)	自己工事 View the Exchange Rate
BGL 列弗 ¥ 200,000.	00	0.00	
Type of Income 순요//해평동등록 Enterprise Income Tax Rate 화원동(明覚術日期 Date of Obtaining Reported Income	構造部目前 Please Choose a Date目 0.000000 0	Stamp Tax Sub-item: 티라운동원문부 Stamp Tax Rate 순대원동订도권된 Signing Date of Contract	2023-03-28

9)确认计算结果无误后,点击【提交申报】;若录入有误,则 可点击【重新计算】重新录入相关信息。

After confirming the calculation results, click on "Submit". If there is an error(s), click on "Recalculate" to reenter relevant information.

		rmation		
中服收入金额 Amount of Report	ted income		投資成本 (新人民币) 常務C車 Investment Cost (in RMB) View the E	xchange Rate
8GL 列用	¥ 200,000.00		100,000.00	
Enterpris	erprise Income Tax 所得意思: 把 <b>PP4LIN</b> 将 Type of Income: Income from Propert 全型所得起影响: 20% (JBQ10%) te Income Tax Rate: by a reduced rate of 中型所得起调日器: 2023-03-31 身色potred Income		Stamp Tax Sub-item: Equity Tr	H版(不転動意識時度者92巻07年88分) amiler Document (excluding documents to stamp tax on securities transaction )
Date of Obtaining	aneparted income 正元時に1,00000 Exchange Rate 加時時所得時: 100,000,00 Taxable Income 直交接続: 10,000,00 Tax Payable		Signing Date of Contract Signing Date of Contract 定意: LTME: 1.000000 Exchange Rate LTMESE: 200,000 Taxable Amount 展交発版: 100.00 Tax Payable	0

10) 点击【提交申报】后, 弹窗显示信息确认声明页面, 需要按要求录入信息, 并点击【确定】按钮; 可切换中文/英文输入;

After clicking on "Submit", there is a pop-up to confirm information. You must enter the required information and click on

"Confirm". The input language is switchable between Chinese and English.

┃ 企业所得税 Enterpr	信意确认 Confirm Information	×
Typ	<ul> <li>请在下方输入框依次输入"真"、"实"、"责"、"任"4个字。</li> <li>Please enter the following words in the box below: "AUTHENTICITY" and "RELIABILITY"</li> </ul>	的证券交易印花税的) (excluding documents curities transaction)
Enterprise Inco 申版 Date of Obtaining Repo	* Statement: The form is filed in accordance with the tax laws and regulations of the People's Re China. The individual (enterprise) is responsible for the <b>AUTHENTICITY</b> , <b>REUABILITY</b> a of the content (and attached documents).	
Ex	切换中文输入 Switch to Chinese	
, Tax-	取满 Cancel ( #	定 Confirm
	ax Payable: A18.76 Tax Payable: Tax Payable:	

11) 申报成功,点击【立即缴款】即可跳转至缴款页面。

After filling succeeded, click on"Pay Now" to enter the payment

page.



## 2.6 跨境缴款 Cross-Border Payment

1) 点击【立即缴款】,进入税费缴纳界面。

Click on "Pay Now", and enter the "Tax payment" page.

	1版的纳税人,	數纳 Tax payment 请仔细核对应缴款信息,然后进行税费缴纳。	ion before making tax a	nd fee payment.							
	序号 number	应征凭证序号 Application Voucher Serial Number	税 (费) 种 Tax (fee) type	税 (品) 目 Tax (Item)	税款所属起 Tax from	税款所属止 Tax to	缴款期限 Payment period	应补退税额 Tax refundable	实缴金额 Paid-in amount	滞纳金 surcharge for overdue tax payment	是否追算 Overdue or not
	1	1001362300000003359	企业所得税	应纳税所得额	2023-03-29	2023-03-29	2099-12-31	12,000.00	12,000.00	0.00	否
2	2	1001362300000003502	企业所得税	应纳税所得额	2023-03-30	2023-03-30	2099-12-31	12,000.00	12,000.00	0.00	否
· 条	上一页	1 下—页 10 <b>条/页 &gt; </b> 到第 1 页	确違						合计 (amount to	24,000.00	)元 (RMB
·条	上一页	1 下一页 10 象/页 × 到語 1 页	确定	立即総	澈 Immediate pay	ment			合计 (amount to	24,000.00	) <sub>元 (RME</sub>

#### 2) 勾选需要缴款的记录,系统默认为全勾选。

Check the records to be paid. All records are checked by default.

		子细核对应缴款信息,然后进行税费缴纳。 ease confirm the following payment informati	on before making tax ar	id fee payment.							
序号 numbe	er	应征死证序号 Application Voucher Serial Number	税 (费) 种 Tax (fee) type	税 (品) 目 Tax (Item)	税款所属起 Tax from	税款所属止 Tax to	级款期限 Payment period	应补退税额 Tax refundable	实缴金额 Paid-in amount	滞纳金 surcharge for overdue tax payment	是否追算 Overdue or not
1		1001362300000003359	企业所得税	应纳税所得额	2023-03-29	2023-03-29	2099-12-31	12,000.00	12,000.00	0.00	否
2		1001362300000003502	企业所得税	应纳税所得额	2023-03-30	2023-03-30	2099-12-31	12,000.00	12,000.00	0.00	否
<u>&amp; ⊥−</u> ī	1	下一页 10 第/页 > 到第 1 页	and a			_			合计 (amount to	24,000.00	<b>0</b> 元 (RME
× 1-1	1	下一页 10 <b>第/页 &gt;</b> 到借 1 页	确定	<u>₹7</u> 8₽%	該 Immediate pay	ment			合计 (amount to	24,000.00	D <sub>元 (RMB</sub>

3) 选择支付方式,支持银联缴款、云闪付等方式。

Select the means of payment. UnionPay, QuickPass and Other Payment Methods are available.



5) 缴款成功。

The payment is completed successfully.