Sultanate of Oman
Tax Authority

Excise Transitional Return Manual

Step by step guided filling the return form using print-screens and detailed info.

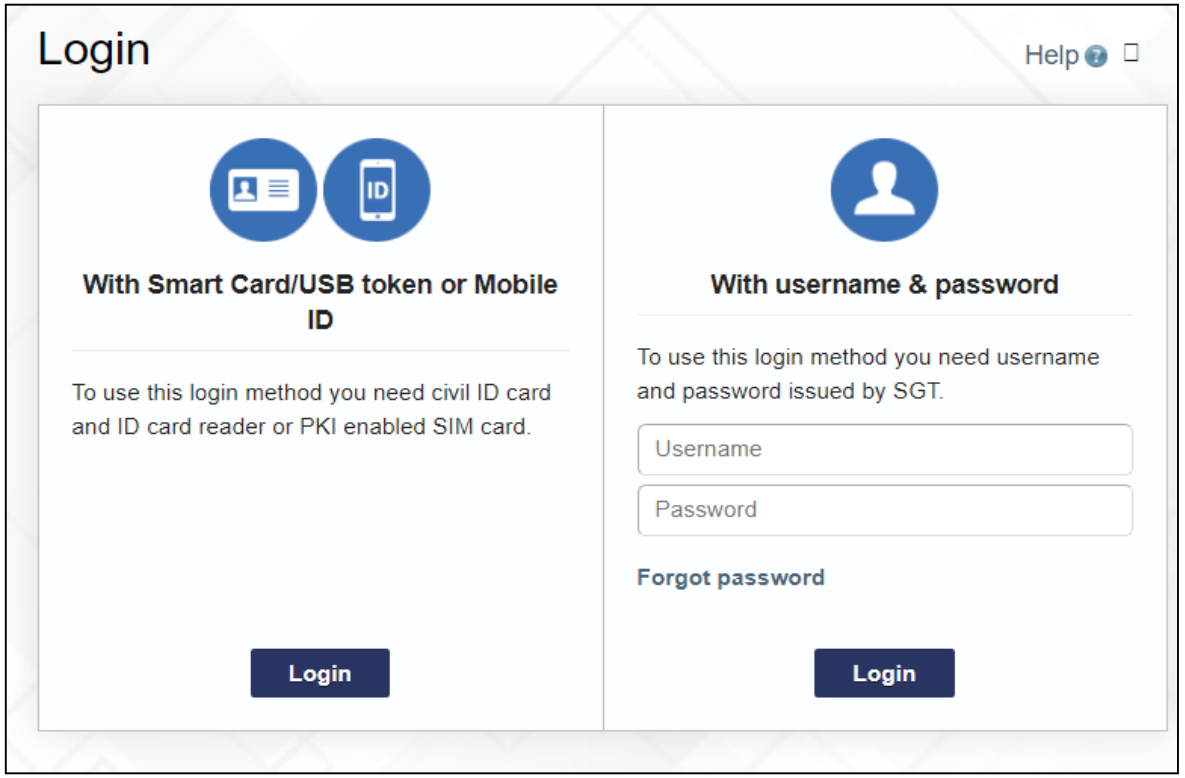
Step 1: Open the Taxpayer Portal using the correct link

https://tms.taxoman.gov.om/portal/ar/home

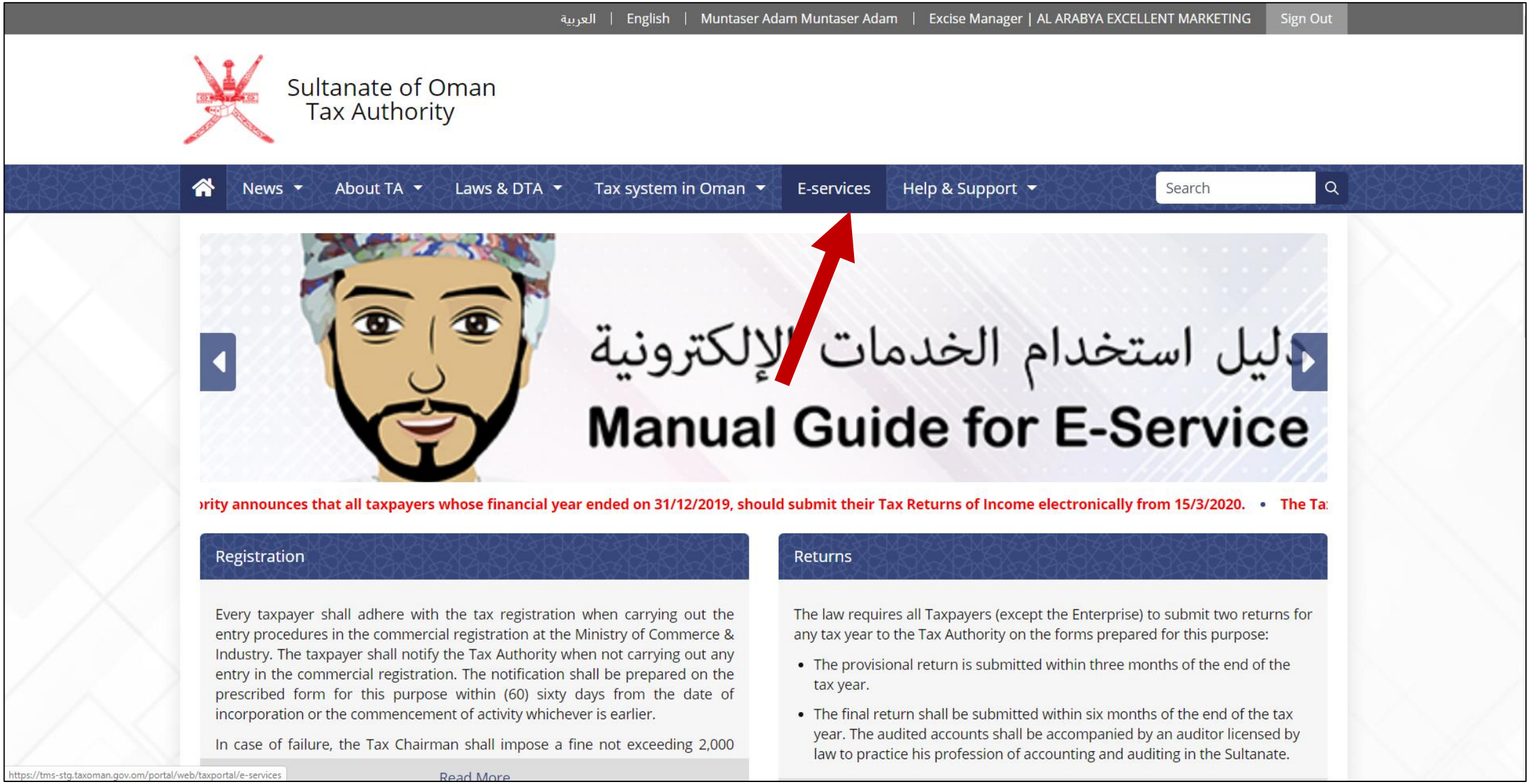
Step 2: Sign-in

Step 3: Sign-in by ID card or by Username

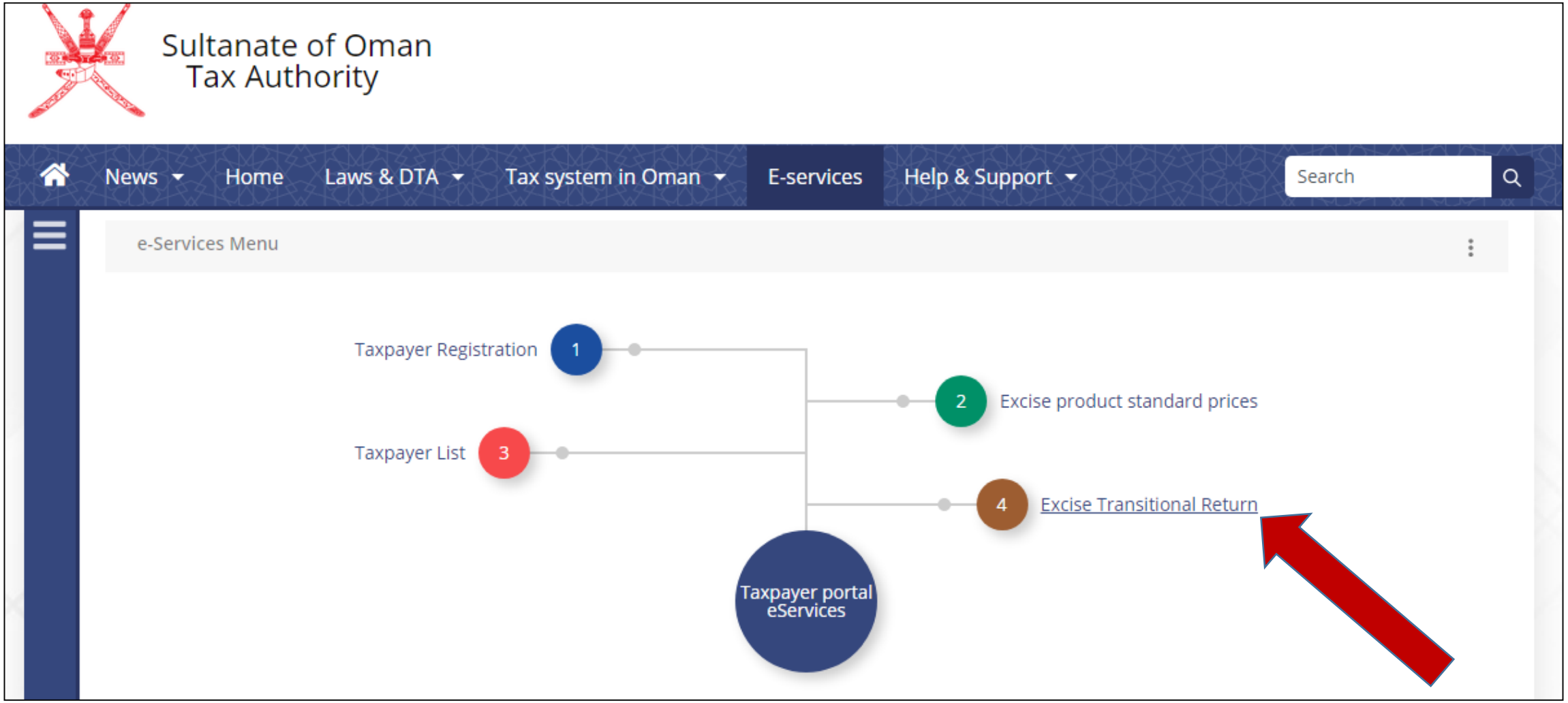
Step 4: Enter username and password



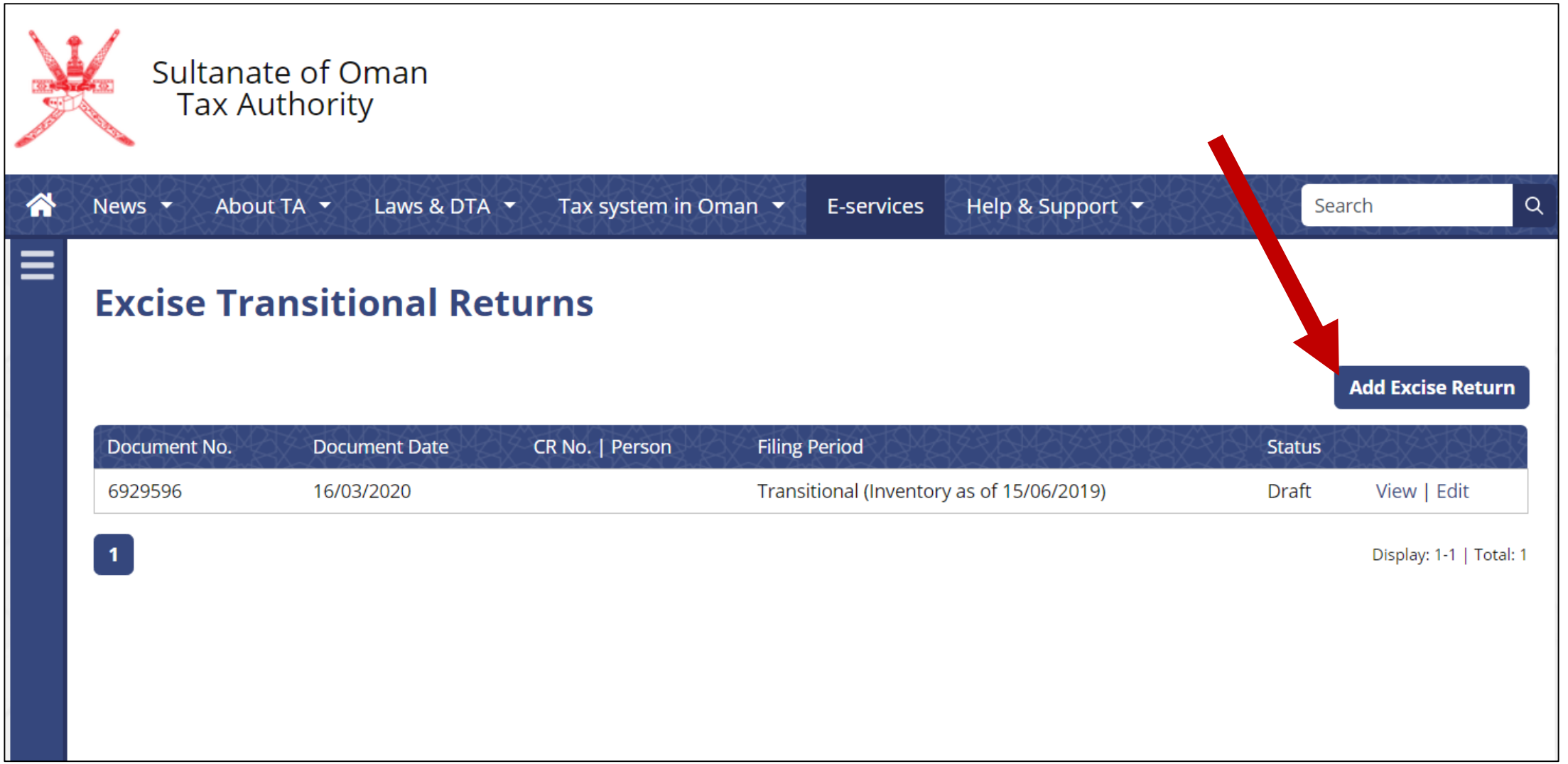
Step 5: Go to E-Services



Step 6: Select Excise Transitional Return



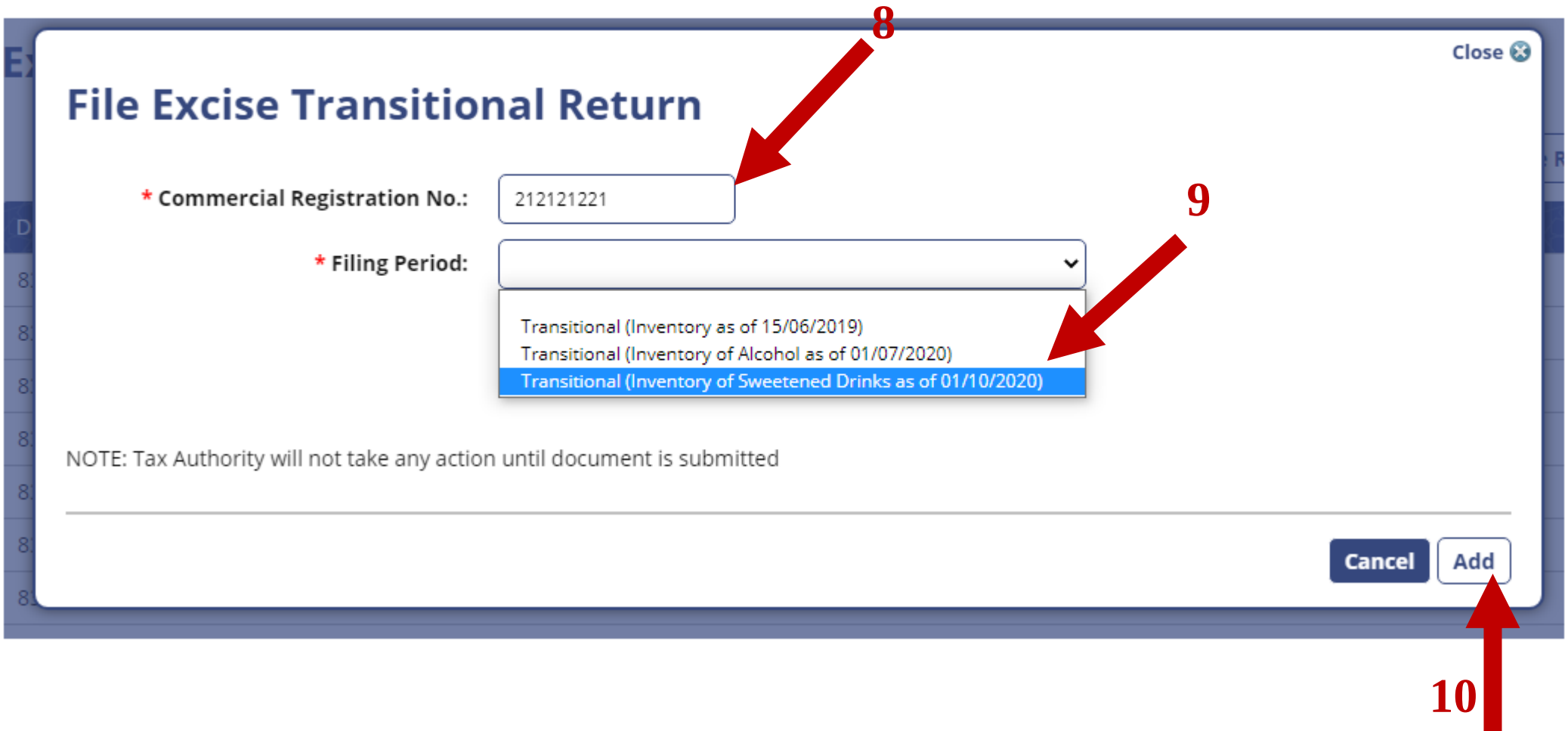
Step 7: Add Excise Return



Step 8: **Enter Commercial Registration No.**

Step 9: **Select Filling Period "Transitional (Inventory of Sweetened Drinks as of 01/10/2020)**

Step 10: **Select 'Add"**



Step 11:
Fill the mandatory box

Excise Transitional Return

Details of the Taxable Person

Legal name:	Hassan Muscat SLLC
CR No.:	1234561
TIN:	1050193
EXTIN (if applicable):	
Filing Period:	Transitional (Inventory as of 01/07/2020)

Business address

*** Business address:** Sultanate of Oman, Al-Buraimi, Dank, Wadi Al Amd, 512, 123456, Elm Street, 456, 123 | **Enter**

*** Contact phone:** 123-456-789

Contact e-mail: kopalnia@piasku.com

Details of the Principal Officer / Responsible Person

*** Name:** muntaser

*** Passport / ID Number:** 9779797

*** Contact phone:** 95159421

*** Contact e-mail:** DWEE@GMAIL.COM

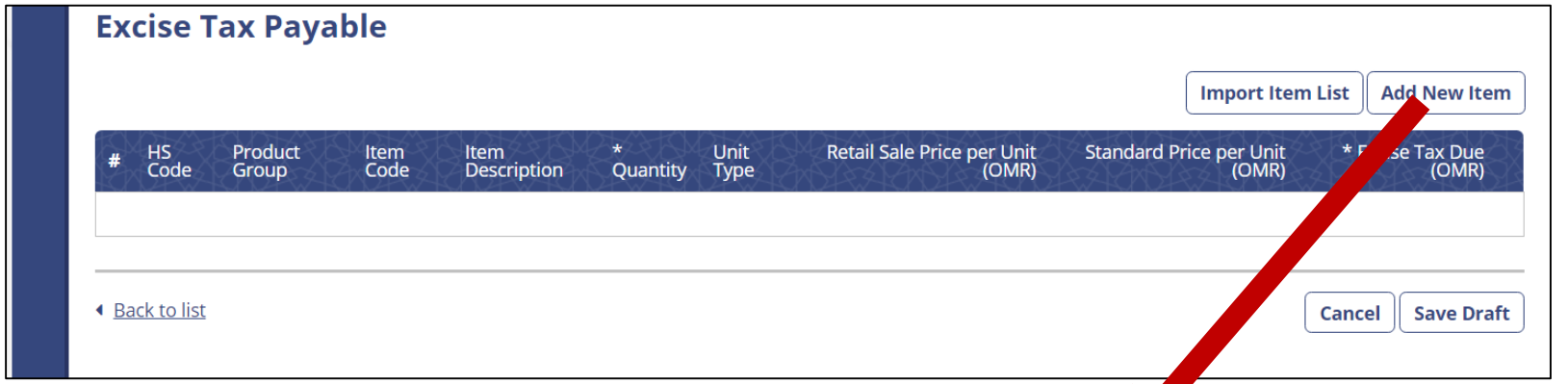
Details of Excise Taxed Activities

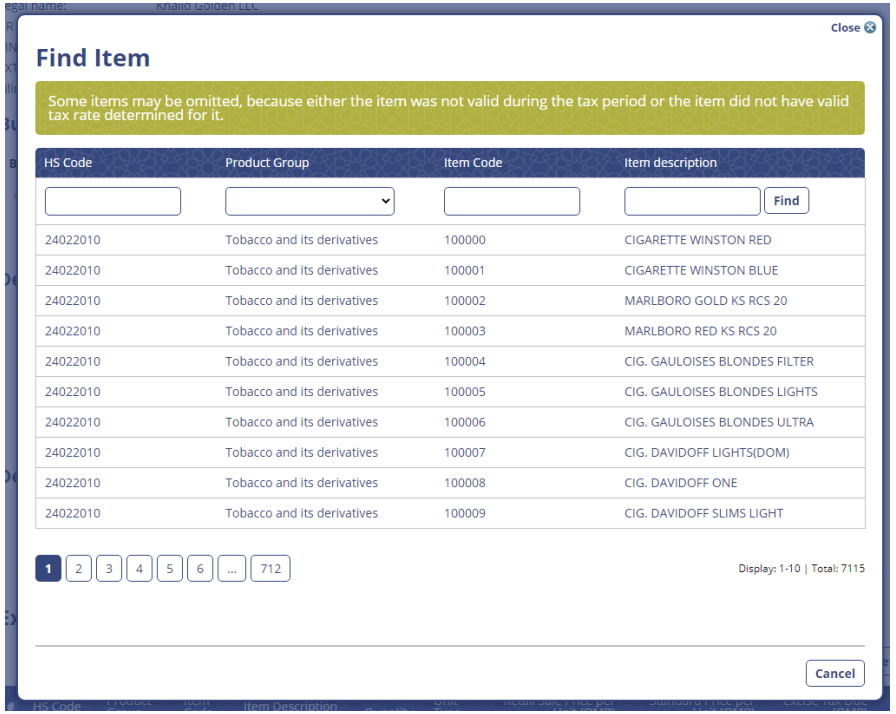
*** Types of goods you dealt with:**

- [ ] Tobacco and its derivatives
- [ ] Carbonated drinks
- [ ] Energy drinks
- [x] Alcohol
- [ ] Pig Meat
- [ ] Sweetened Drinks

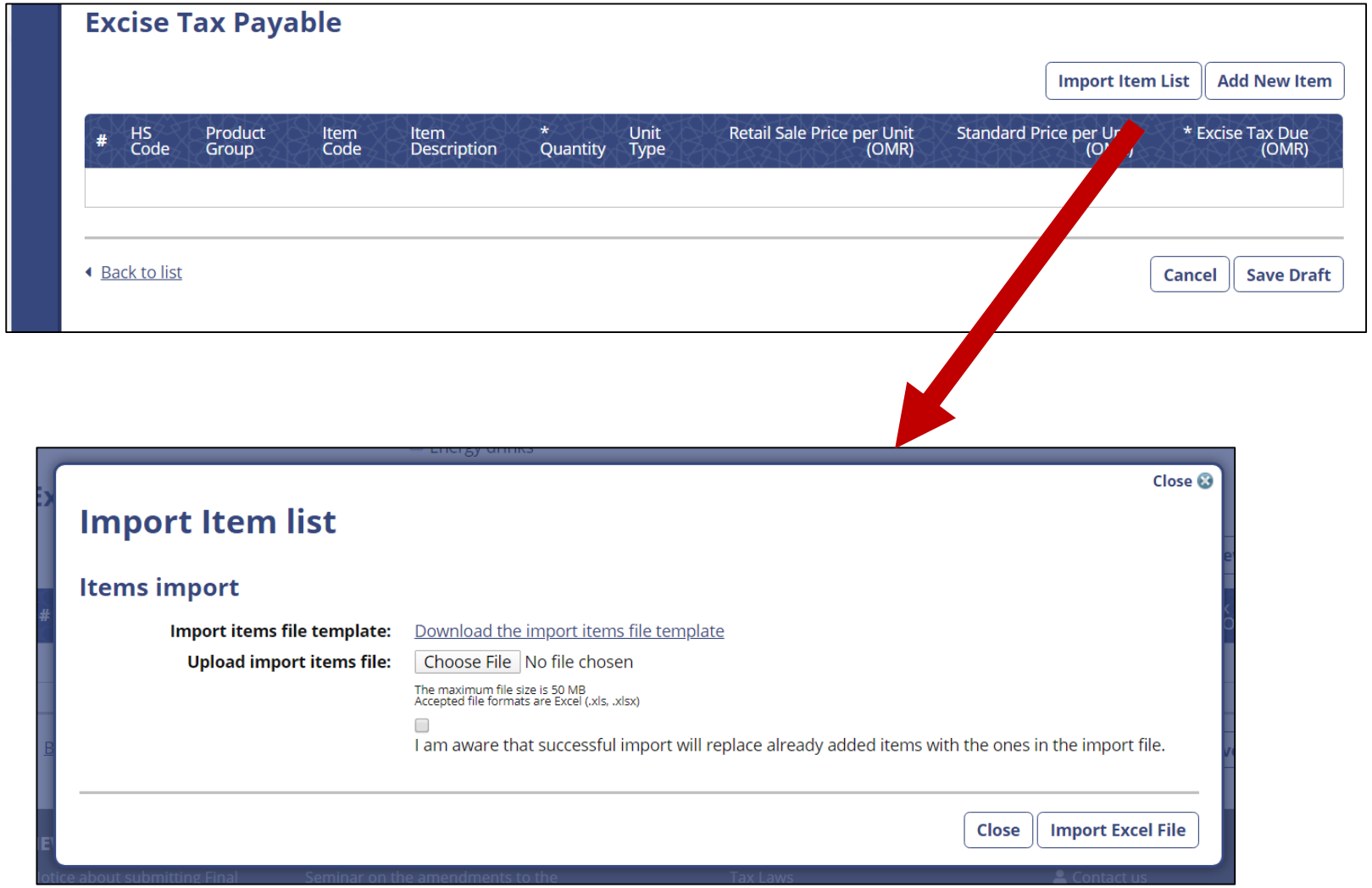
Step 12: Add the items which was stored till 30th Sep 2020

Step 13: Select “Add New Item”



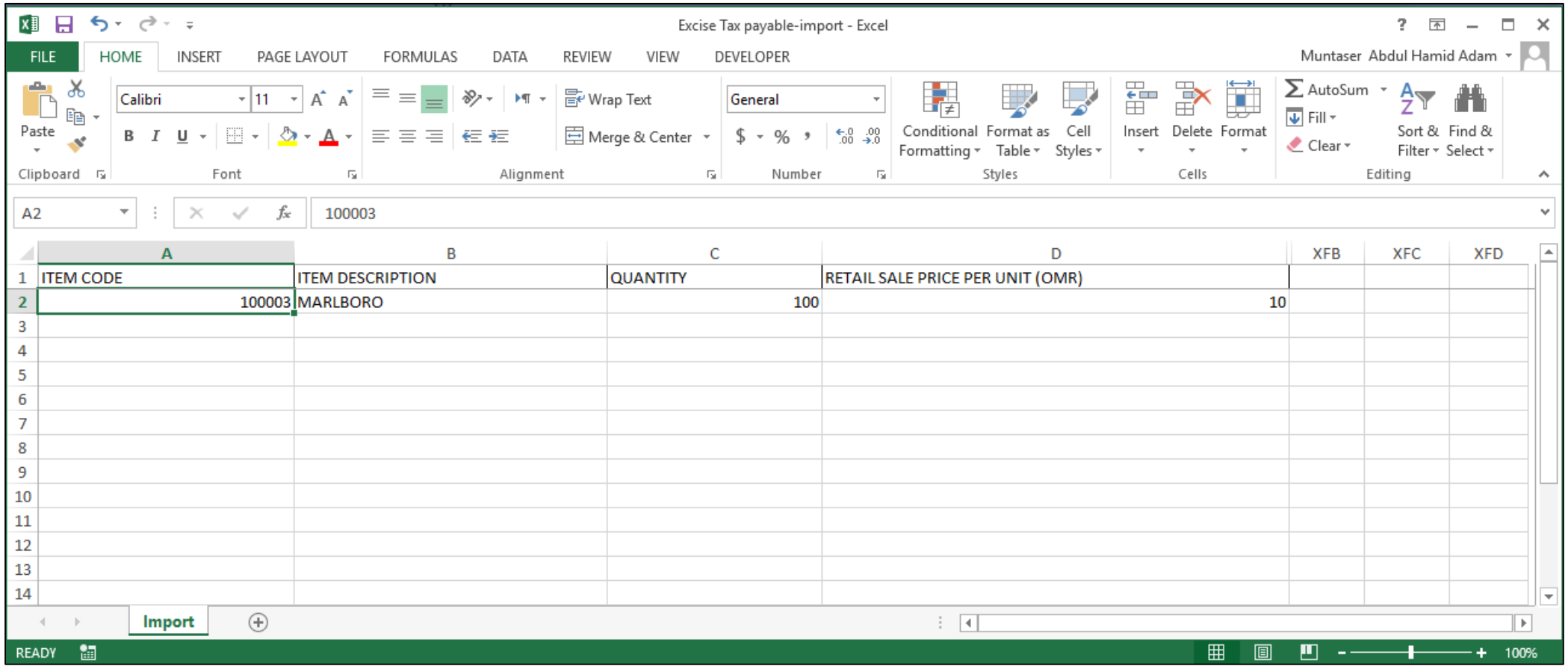


Step 13: To add multiple items
Click Import item list tab - Download the import items file template



Step 14: Enter the Details as required in downloaded excel file

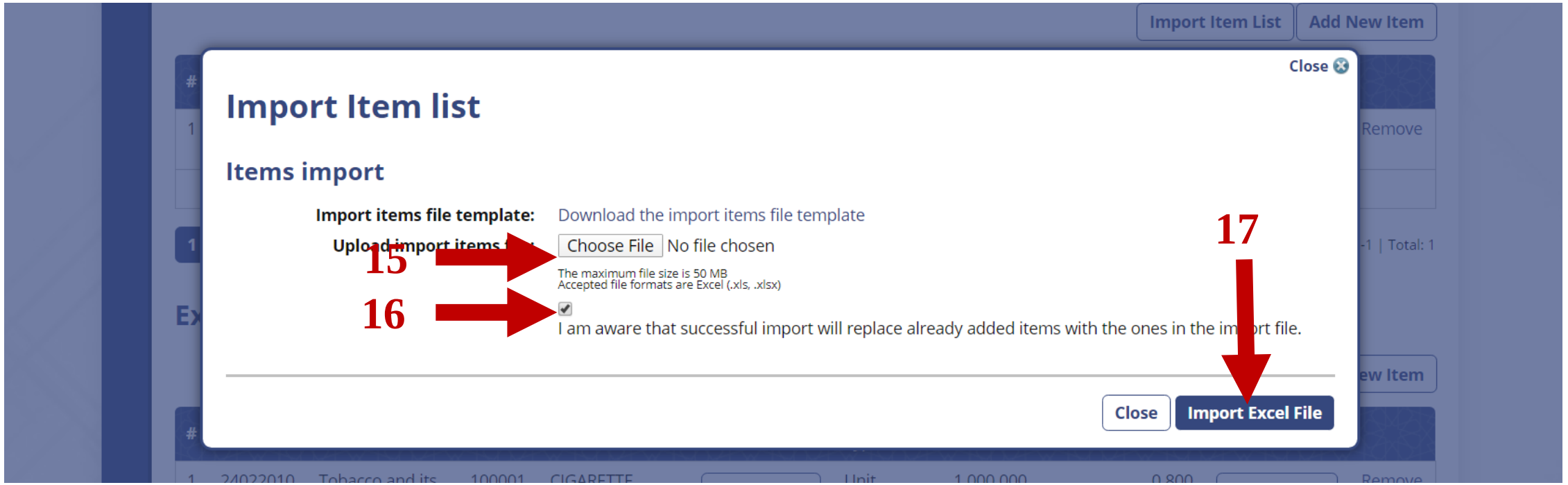
NOTE: It should be in same format as example given



Step 15: Upload the Excel file

Step 16: After entering details upload the Excel File

Step 17: Click the tick box (I am aware …) and Import Excel file tab



Step 18: Save Draft

Excise Tax Payable

Import Item List | Add New Item

#	HS Code	Product Group	Item Code	Item Description	* Quantity	Unit Type	Retail Sale Price per Unit (OMR)	Standard Price per Unit (OMR)	* Excise Tax Due (OMR)	
1	22030000	Alcohol	101029	BAVARIA 50 CL	45.000	Unit	0.460	0.454	10.350	Remove
2	22030000	Alcohol	101033	CARLSBERG CANS 50CL	12.000	Unit	1.000	0.620	6.000	Remove
								Total Excise Tax Due (OMR)	**16.350**	

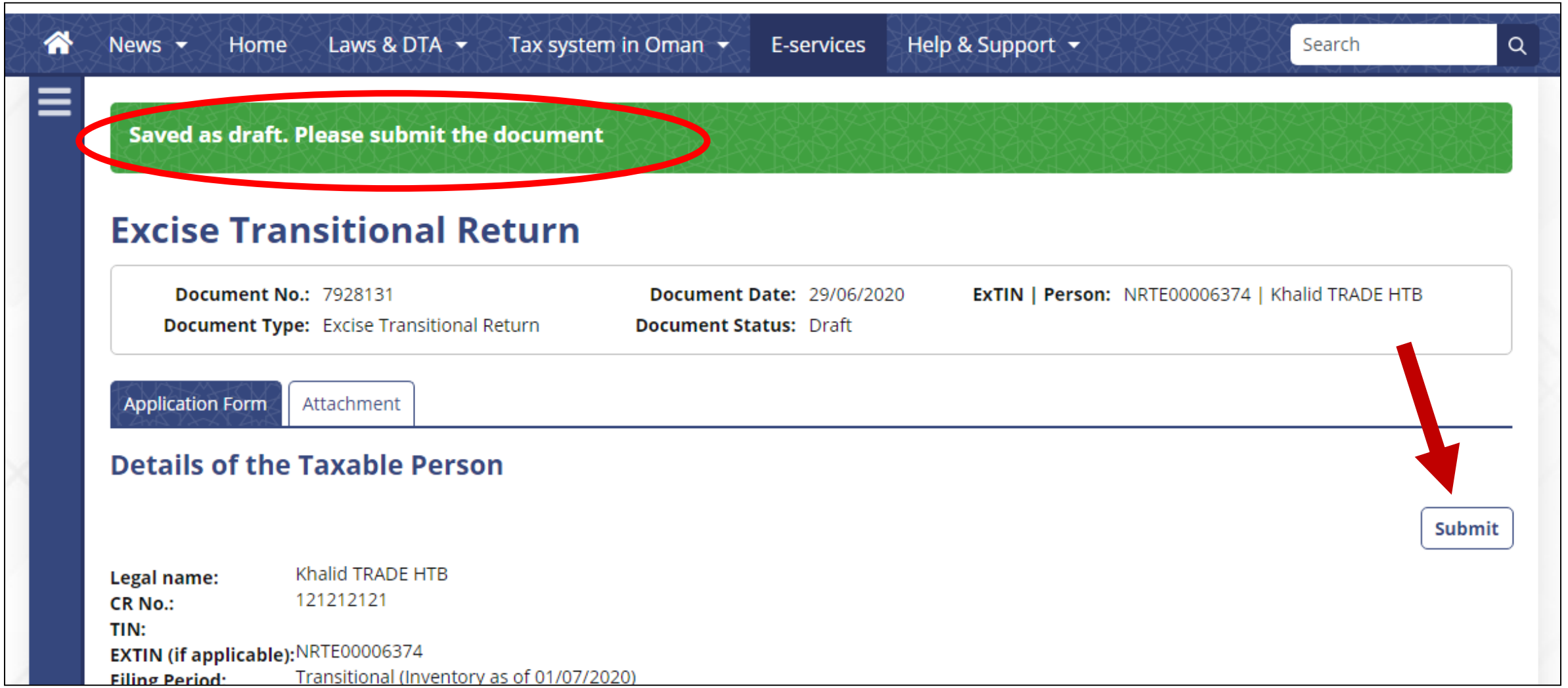
1

Display: 1 | Total: 2

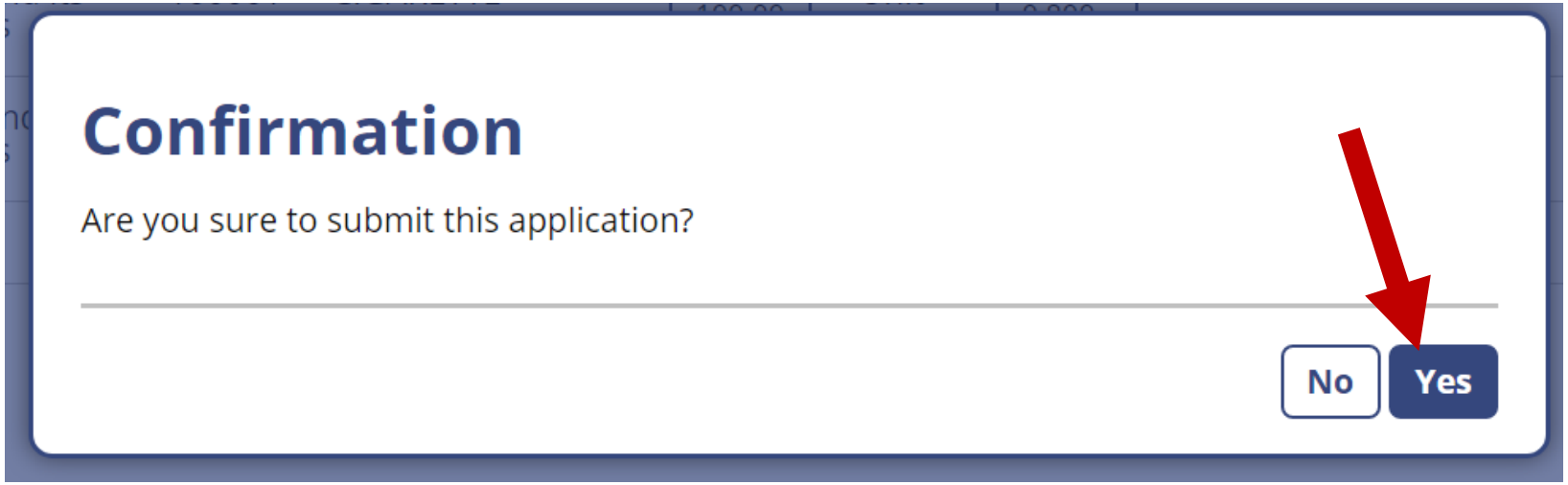
Back to list

Cancel | Save Draft

Step 19: Submit

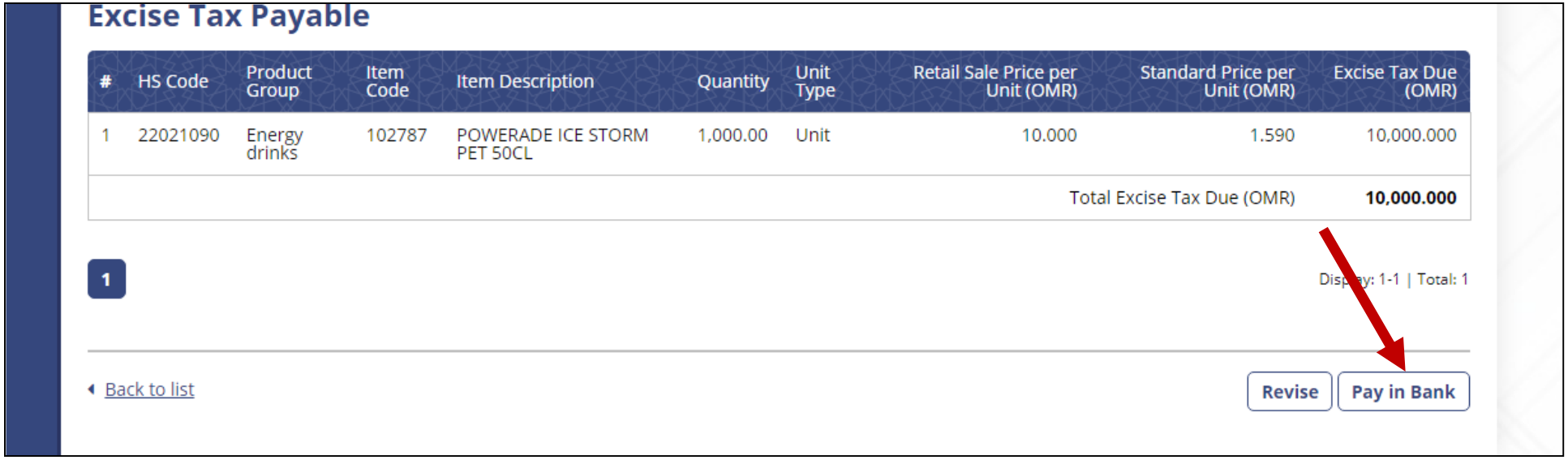


Step 20:
Confirmation – YES

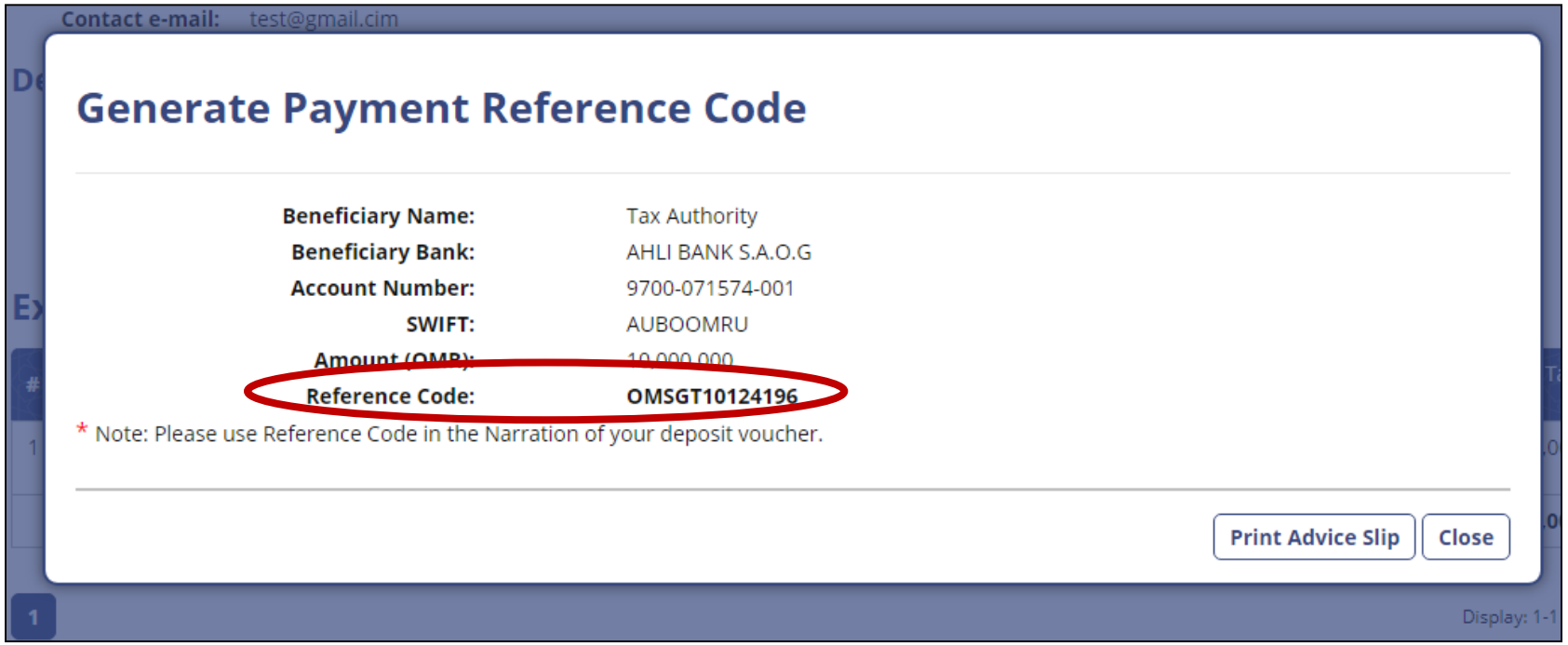


Once you update it will in status as ***Approved***

Select Pay in Bank



Reference code “OMSGTXXXXX”



Step 21: **Pay the tax due in Ahli bank (details given).**
NOTE: Mention reference code in bank for the transaction

Step 22: **Send the copy of deposit slip in following email along with Commercial Registration Number and EXTIN**

excise@taxoman.gov.om

سلطنة عمان

الرمز المرجعي لعملية السداد

Payment Reference Code

Beneficiary Name:	Tax Authority	الجهة المستفيدة:
Beneficiary Bank:	AHLI BANK S.A.O.G	بنك الجهة المستفيدة:
Account Number:	9700-071574-001	رقم الحساب:
SWIFT:	AUBOOMRU	رمز التحويل البنكي:
Amount (OMR):	10,000.000	المبلغ (ر.ع):
Reference Code:	**OMSGT10124196**	الرمز المرجعي:

Note: Please use Reference Code in the Narration of your deposit voucher.

ملاحظة : يرجى إستخدام الرمز المرجعي في إشعار الايداع الخاص بك