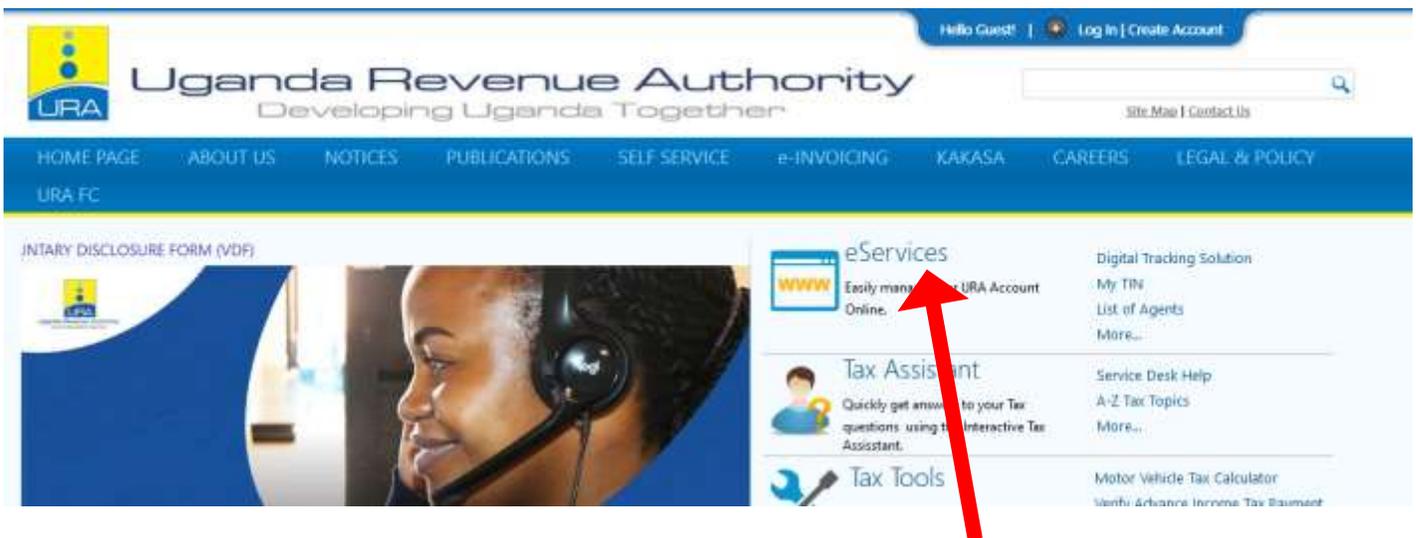




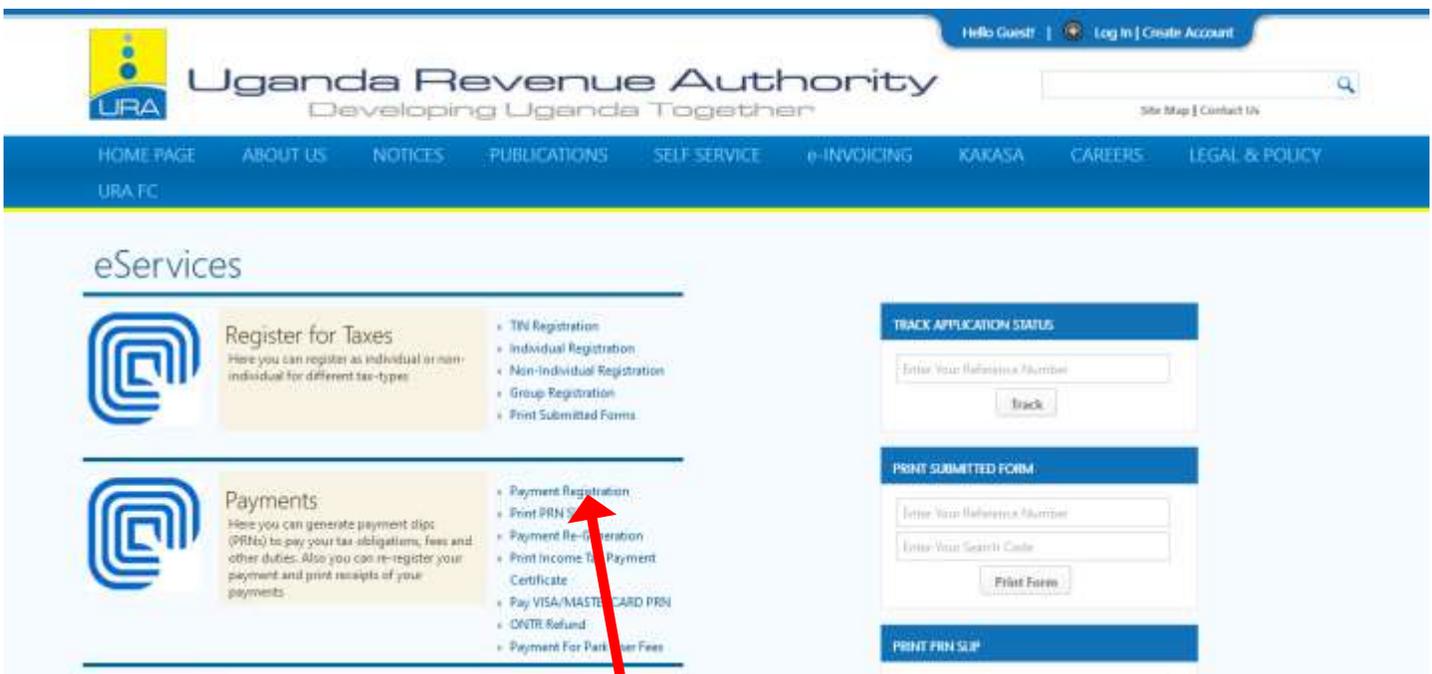
**THIS DOCUMENT AIMS TO GUIDE YOU ON HOW YOU CAN MAKE YOUR
REGISTRATION TO UGANDA TOURISM BOARD THROUGH
UGANDA REVENUE AUTHORITY (URA)**

STEP 1: Visit [Uganda Revenue Authority website](https://www.ura.go.ug) (<https://www.ura.go.ug>)

STEP 2: Select **eServices** menu on your right.



STEP 3: On the eServices page; under the **Payments** category, select the first item; **Payment Registration** as marked on the image below:



STEP 4: On the Payment Registration form;

- 1.1. Under **Payment Type**; Leave it as it is.
- 1.2. Under **Tax Head**; select “*Other NTR*”
- 1.3. Under **Taxpayer Details**; enter your information as required.
- 1.4. Under **Details of Other NTR Payments**; Select “*UGANDA TOURISM BOARD*” from the “**Ministry/Department/Agency**” dropdown.
- 1.5. A **CATEGORY** option appears; Select “*APPLICATION FEES FOR REGISTRATION*” from the dropdown.
- 1.6. A **TAX HEAD** option appears; Select your *establishment*.
- 1.7. Enter your registration number you were assigned from Uganda Tourism Board under **Reference Number**