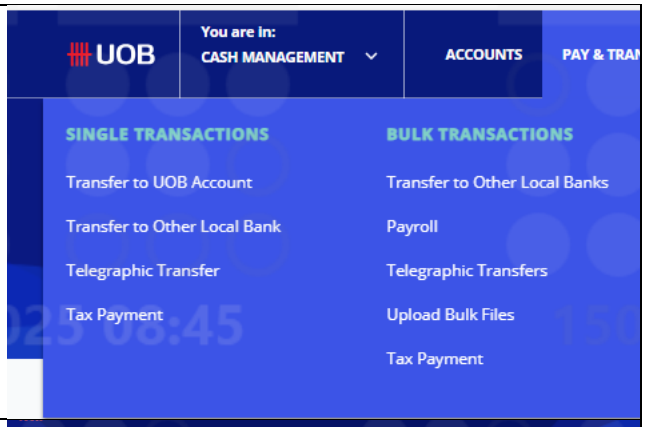
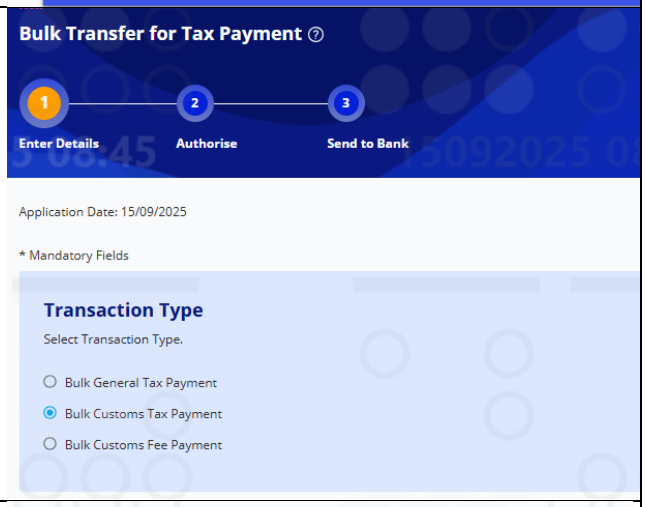
How to make Customs Tax Payment (Bulk Online) on UOB Infinity

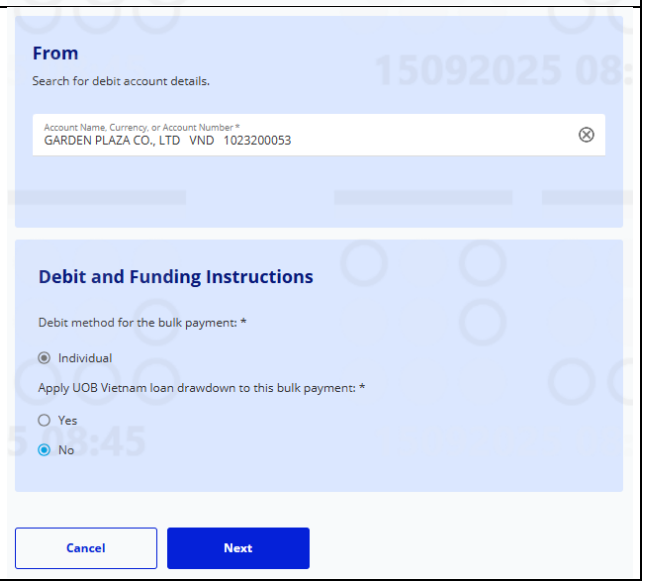
Menu Navigation
1-Log on UOB Infinity
2-Go to PAY and TRANSFERS
3-Go to BULK TRANSACTIONS, select Tax Payment

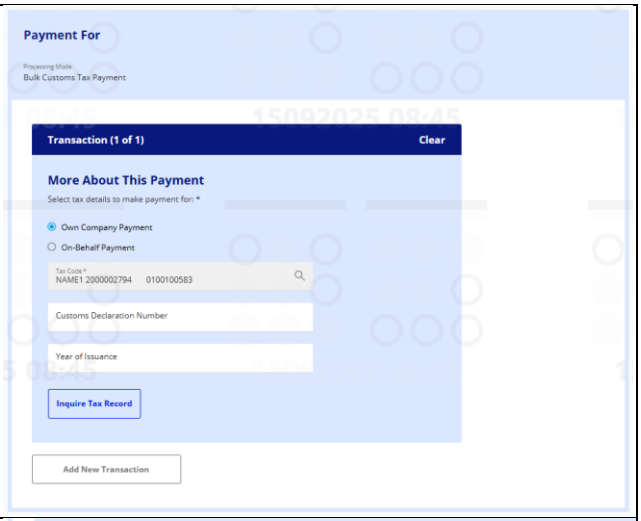
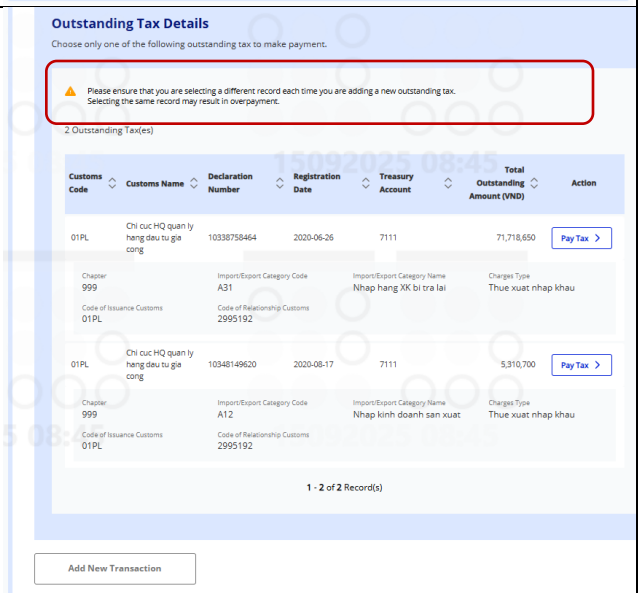
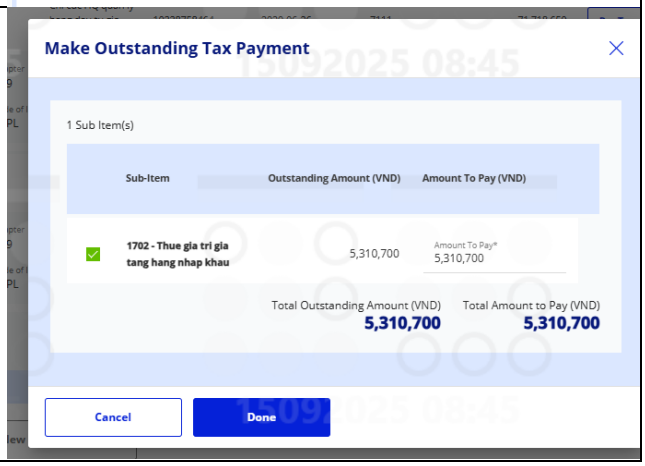


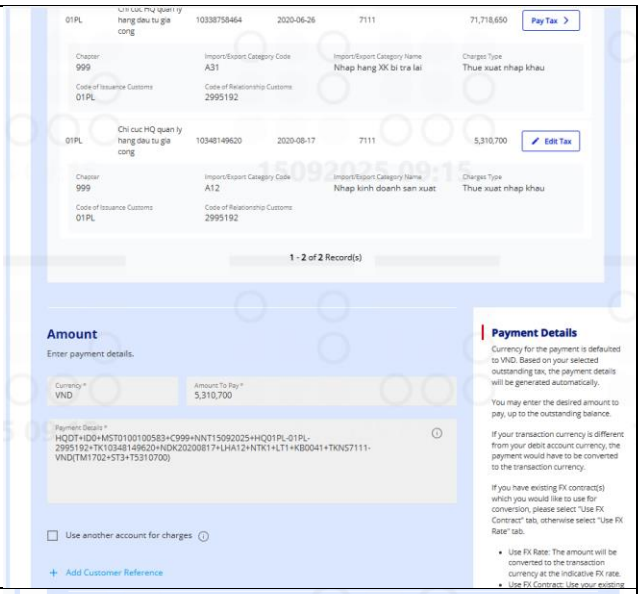
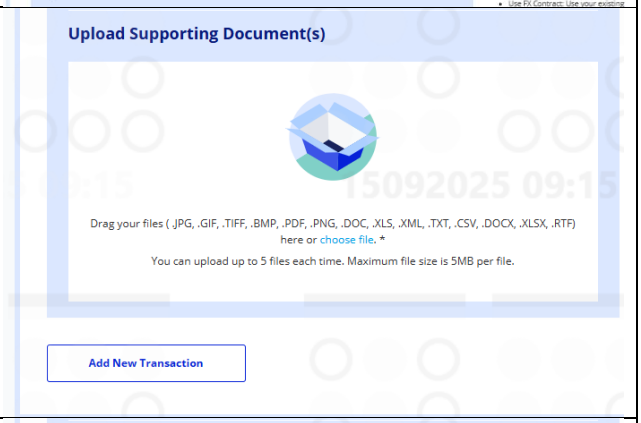
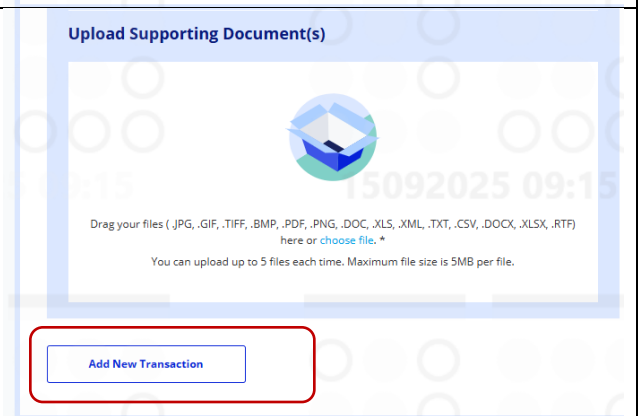
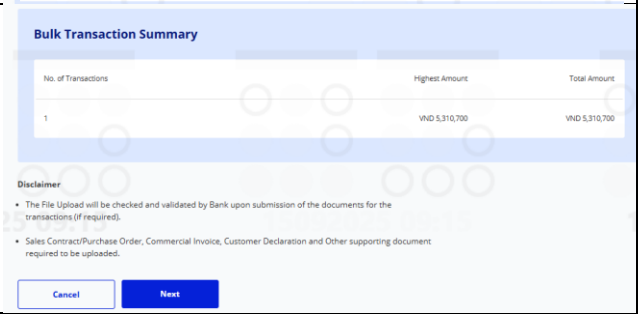
Payment Selection
On Tax Payment input screen, select one option at Transaction Type section (it is **Bulk Customs Tax Payment** in this example).



Select Debit Account
1-Select a debit account from dropdown list
2-Debit method: Individual is defaulted
3- Select "Yes/No" for "Apply UOB Vietnam loan drawdown to this payment" if you want to use fund from loan drawdown for the payment. Of note, UOB Vietnam reserves the right to review and approve the loan on case-by-case basis.
4-Click **Next** button.



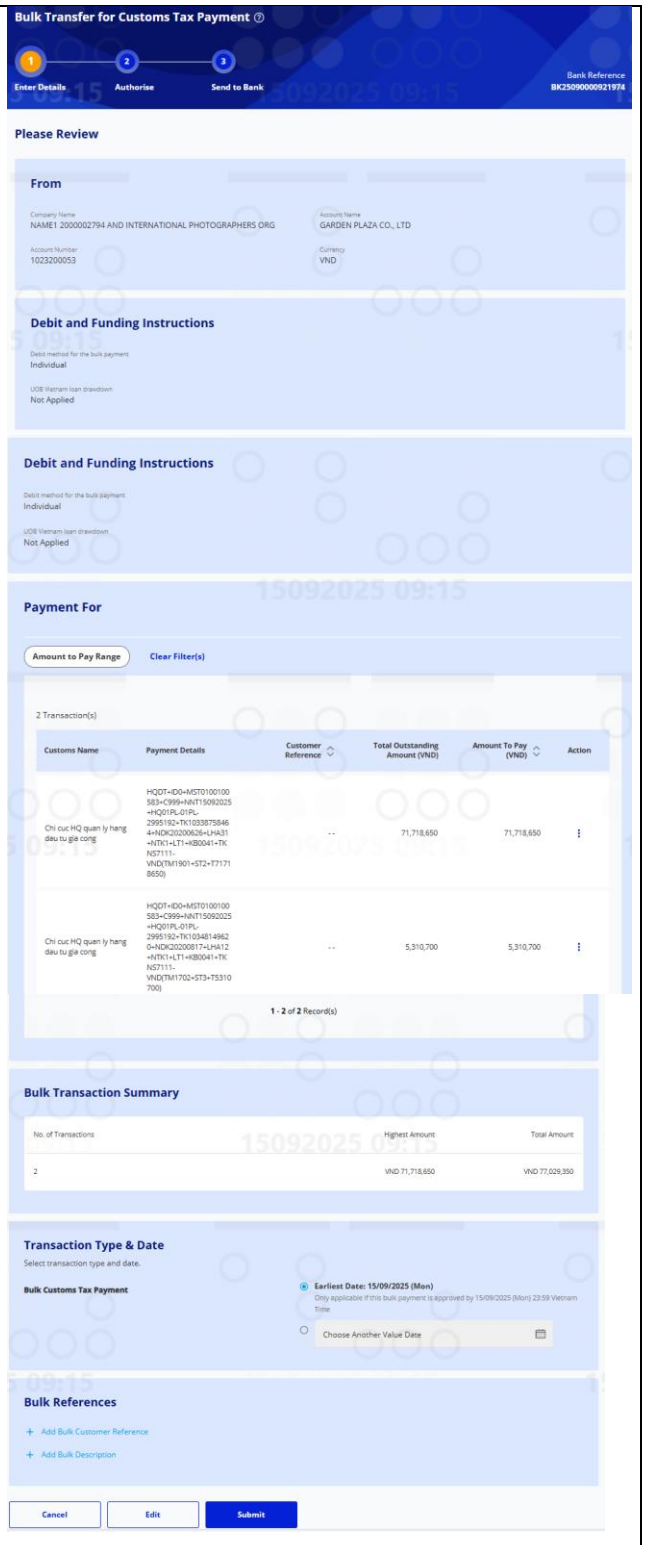
Payment For 1-Select to make **Own Company Payment** or **On-Behalf Payment** (*) 2-Tax code of Company will be auto-populated. 4-Input more info: Customs Declaration Number and Year of Issuance 3-Click **Inquire Tax Record** button to enquire outstanding taxes from Customs Department. *(*) To do On-Behalf Payment, customer need to submit registration form, and customer will pay on behalf of its branch(es) or representative office(s) or customer is company with tax agent license for tax obligations of its clients.*	
Outstanding Tax Details 1-List of outstanding taxes will be shown in table. 2-Go to a target item, click **Pay Tax** button to proceed (can select one item per payment). **Important note**: please take note to select different item for different child transactions in a bulk to avoid duplication payment.	
Select Sub-items 1-Select any sub-items (can select up to 3 items if available), edit amount to make partial payment or keep full amount. 2-Click **Done**.	

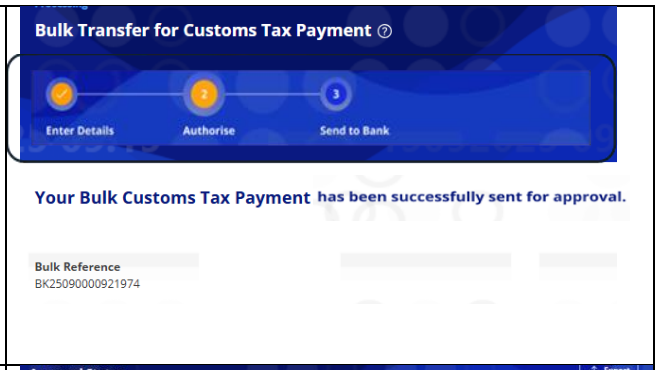
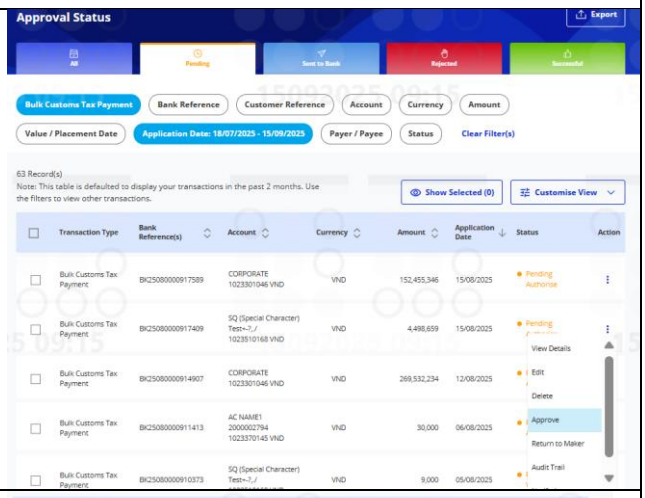
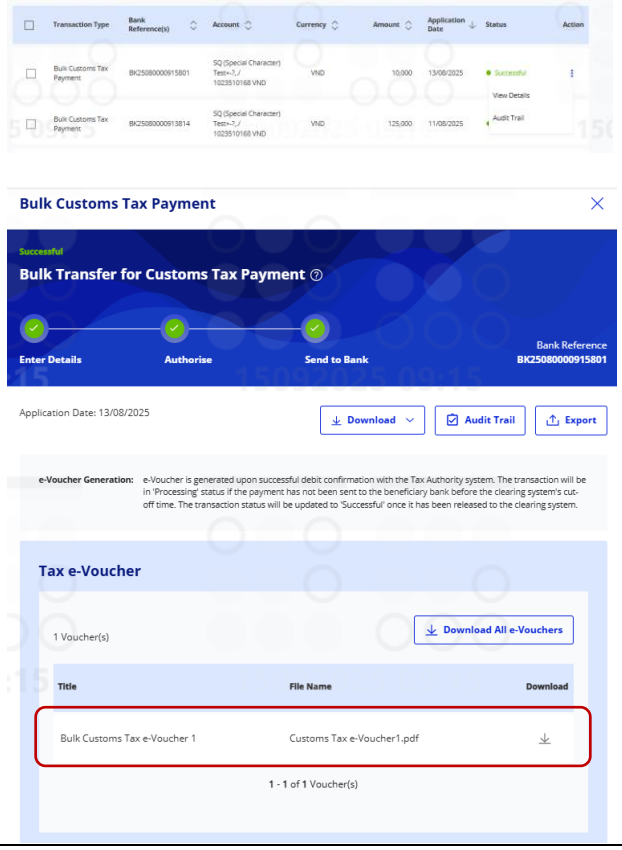
Amount 1-Payment amount and Payment Details will be auto-generated. 2-Select another account for Charges if required.	
Upload Supporting Documents 1-Upload supporting documents if required for the payment (for example, supporting documents required for non-resident account, etc.)	
Add New Transaction 1-Click **Add New Transaction** button to add more child transactions into the bulk. 2-Repeat to click **Enquire Tax Record** to retrieve outstanding taxes, select **Outstanding Tax Details** as previous step.	
-Click **Next** to proceed after completing of adding child transactions.	

Review Screen

1-Review screen is shown what has been input by user.

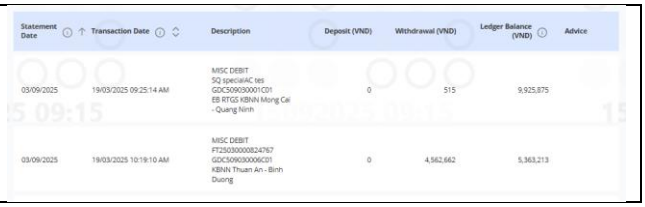
2-At end of review screen, click **Submit** button to proceed.



Confirmation Screen -The payment is sent for checker user to do approval	
Approval Status 1-Checker user can go to **Account -> Approval Status** page, look for the pending payment, go to Action to approve the payment.	
Download eVoucher (Giấy NT NSNN) At **Accounts -> Approval** Status page, Infinity user can find the payment -> go to Action -> click **View Details** to see details page -> click arrow button at **Download** column to download eVoucher report in PDF. **Notes**: eVoucher report can be downloaded when the payment status is either in: a)"Processing": meaning payment is debited and confirmed with Tax Authority but not yet sent to beneficiary bank (mostly because the payment is submitted after CITAD clearing cutoff time 5PM) b) "Successful": meaning payment is already sent to beneficiary bank	

Account Statement

At Accounts -> Account Activities page, the General Tax Transaction will have bank reference started with "**GDC**" to differentiate with other normal transaction.



Statement Date	Transaction Date	Description	Deposit (VND)	Withdrawal (VND)	Ledger Balance (VND)	Advice
03/09/2025	19/03/2025 09:25:14 AM	MISC DEBIT SQ specialAC tes GDC59030001CD1 EB RTGS KBNN Mong Cai - Quang Ninh	0	515	9,925,875	
03/09/2025	19/03/2025 10:19:10 AM	MISC DEBIT FT25030000824767 GDC59030006CD1 KBNN Thuan An - Binh Duong	0	4,562,662	5,363,213	