

Guideline to Generate Token to submit CESOP data

Token Generation can be obtained by logging in through the below URL:

<https://taxation.gov.mt/taxation.web/token/generate>

by a user (either a Director/Legal Representative or a Tax Practitioner duly registered with the MTCA (via CFR02 form)) having a Maltese e-ID or users having an EU e-ID (EIDAS) or non-EU users who submitted a VAT Online Form 1 and/or 3.

mita

Sign in using Work or Citizen Account

gov.mt E-Id Account

Eidas-SLA

OR

Sign in for non Maltese ID Card holders

Sign in name

Password

Forgot your password?

Sign in

Don't have an account? Sign up now

After logging successfully through one of the above options, the following screen is displayed:

Automatic Exchange of Information Submission Token Generation

Income Tax Reference Number

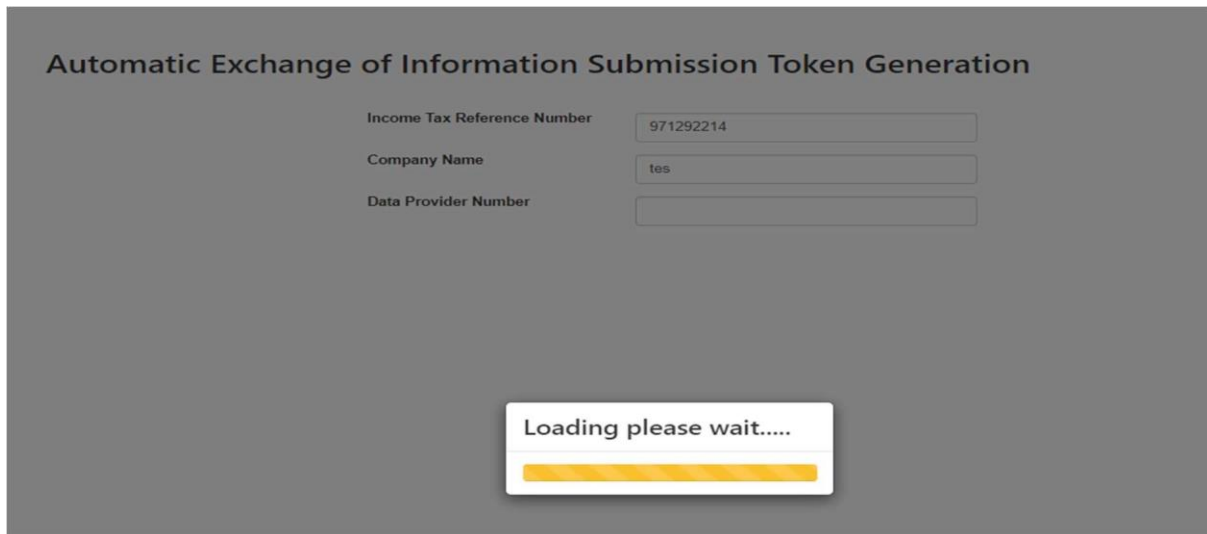
Company Name

Step 1: Enter the Maltese Income Tax Reference Number and the first 3 letters of the company name and press tab as per below example. Note that the Income Tax Reference Number has been sent through email when registering the PSP in Malta.

Automatic Exchange of Information Submission Token Generation

Income Tax Reference Number	<input type="text" value="971292214"/>
Company Name	<input type="text" value="tes"/>
Data Provider Number	<input type="text"/>

Step 2: Details are being validated by the system and the company name is displayed in full and the field Data Provider Number is displayed:



The screenshot shows the same form as above, but with a grey background and a white loading box in the center. The loading box contains the text "Loading please wait...." and a yellow progress bar.

Automatic Exchange of Information Submission Token Generation

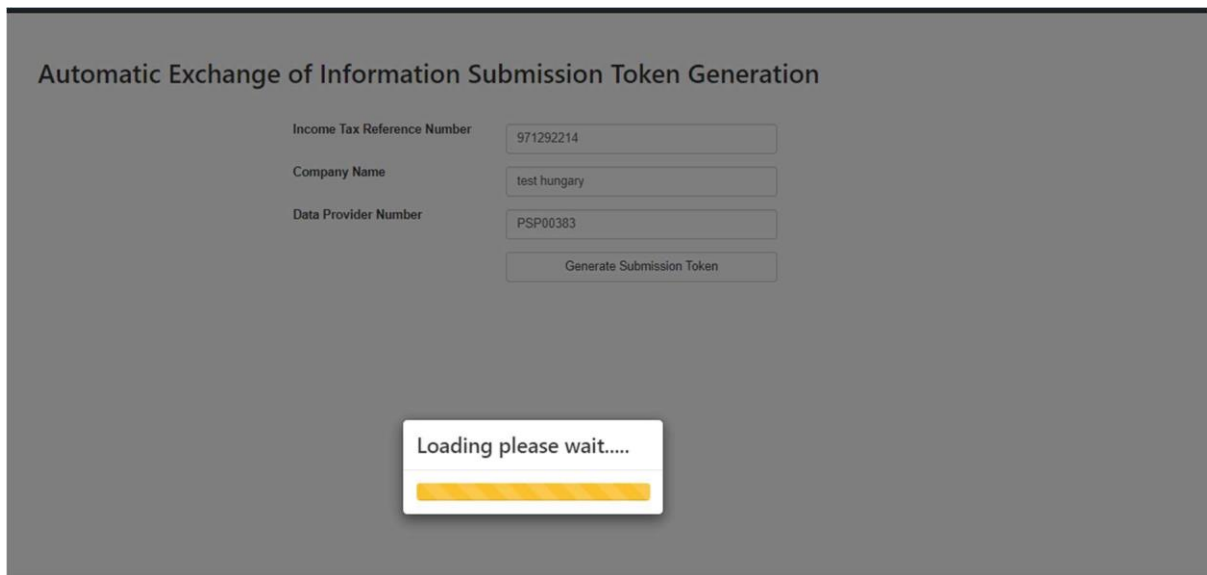
Income Tax Reference Number	<input type="text" value="971292214"/>
Company Name	<input type="text" value="test hungary"/>
Data Provider Number	<input type="text"/>

Step 3: Insert the Data Provider Number, received in communication email when registering as per below example, and if it is correct, the system will validate and display the Generate Submission Token button.

Automatic Exchange of Information Submission Token Generation

Income Tax Reference Number	<input type="text" value="971292214"/>
Company Name	<input type="text" value="test hungary"/>
Data Provider Number	<input type="text" value="PSP00383"/>
<input type="button" value="Generate Submission Token"/>	

Step 4: Click the Generate Submission Token button from the below screen.



The screenshot shows the same form as above, but with a grey background and a white loading dialog box in the center. The dialog box contains the text "Loading please wait....." and a yellow progress bar.

Step 5: Copy and Paste token accordingly so that it can be used to submit the data. Note that the token is valid for 10 days.

