

A guide to Revenue.ie

3. Claiming Tax relief on a regular premium AVC



Step 1

Revenue Website: *Revenue.ie*

To start, click "myAccount"
at the top right hand
corner of the page



The screenshot shows the Revenue.ie website interface. At the top, there is a yellow banner with the text: "Important notice: Latest information on Revenue services and tax and customs measures in place during the COVID-19 pandemic." Below this is a link: "COVID-19 information and advice for taxpayers and agents". The main header is dark teal and contains the Revenue logo (Cáin agus Custaim na hÉireann / Irish Tax and Customs) on the left and the text "Sign in to myAccount" on the right. The "myAccount" text is circled in red. To the right of the sign-in text is a search bar with the word "Search" and a magnifying glass icon. Below the header, there is a section titled "Popular topics" with several links: "COVID-19 related information and advice for taxpayers and agents", "Guidance on Employer Eligibility for Temporary COVID-19 Wage Subsidy Scheme", "COVID-19 Wage Subsidy Scheme statistics", and "PAYE employees whose employers are availing of Temporary COVID-19 Wage Subsidy Scheme". On the right side of the page, there is a white box titled "Important Customer Notice" with the text: "Advice for our customers on necessary changes to our telephone and other services arising from additional COVID-19 restrictive measures." and a blue button that says "Read more... →". A blue arrow points from the text "To start, click 'myAccount'" to the circled "myAccount" link.

Step 2

This will bring you to the Sign In page.

If you have not yet registered on 'myAccount', select "Register Now" and follow the instructions.

Once registered, submit your PPS Number, Date of Birth and Password to sign in.

Sign In

PPS Number

Date of Birth

<input type="text"/>	<input type="text"/>	<input type="text"/>
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DD MM YYYY

Password

Temporary passwords can also be used

Or

If you have a verified MyGovID account, you can use your MyGovID details to sign in

[Continue with MyGovID !\[\]\(5c2ff714ae4dac23b662a55247ce158b_img.jpg\)](#)

[What is MyGovID?](#)

Or

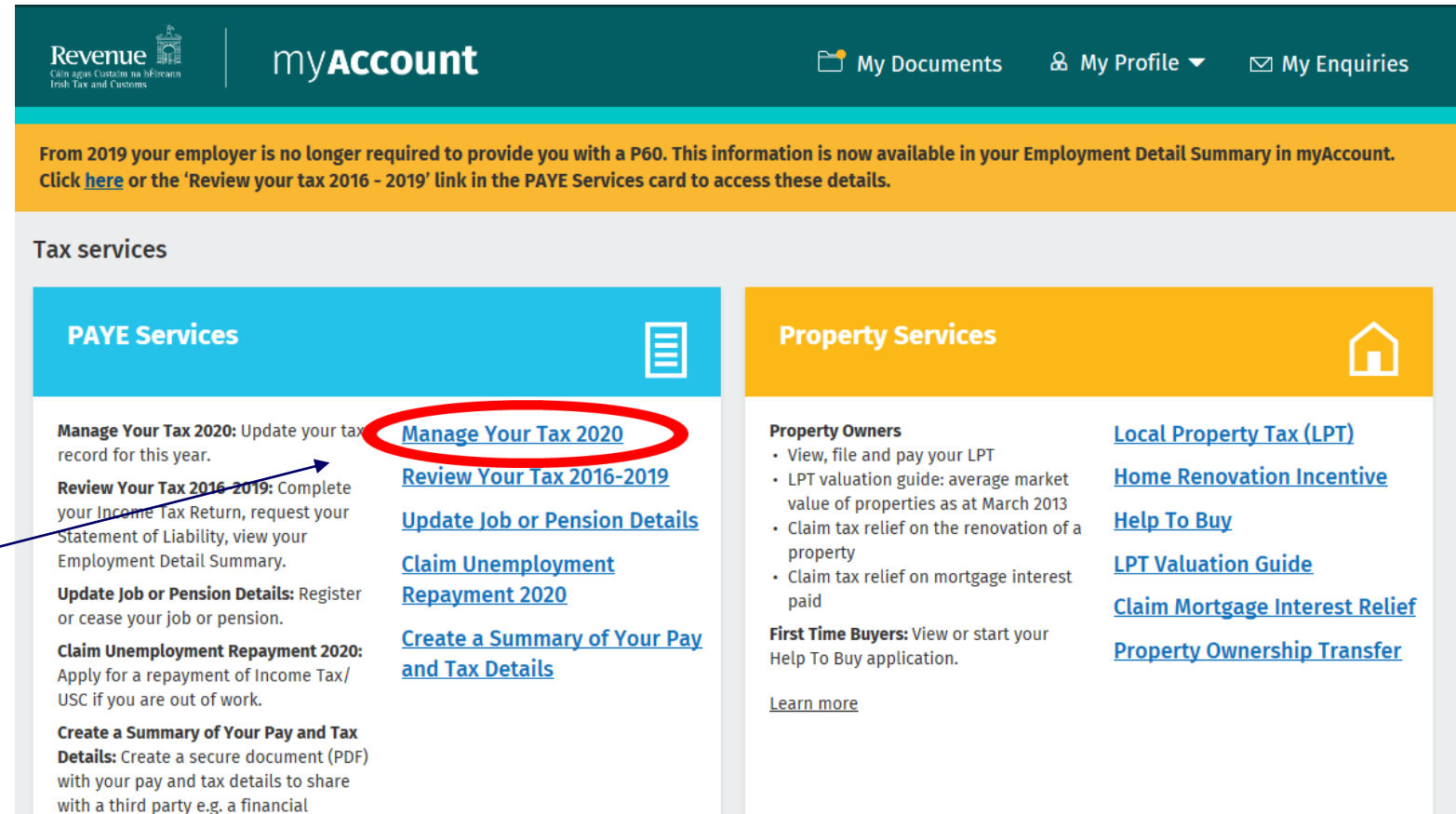
[Register Now →](#)

If you already have a temporary password, use this to sign in. You do not need to register again.

Step 3

Once you have signed in, you will be brought to the Home Screen.

Select **“Manage Your Tax 2020”** link under PAYE Services.



The screenshot shows the 'myAccount' interface for Revenue. At the top, there is a navigation bar with 'myAccount' and links for 'My Documents', 'My Profile', and 'My Enquiries'. Below this is a yellow banner with a message about P60 forms. The main content area is divided into two columns: 'Tax services' and 'Property Services'. Under 'Tax services', there is a blue 'PAYE Services' card containing several links. The link 'Manage Your Tax 2020' is circled in red, and an arrow points to it from the text on the left. Other links in the PAYE Services card include 'Review Your Tax 2016-2019', 'Update Job or Pension Details', 'Claim Unemployment Repayment 2020', and 'Create a Summary of Your Pay and Tax Details'. The 'Property Services' card contains links for 'Local Property Tax (LPT)', 'Home Renovation Incentive', 'Help To Buy', 'LPT Valuation Guide', 'Claim Mortgage Interest Relief', and 'Property Ownership Transfer'.

Step 4

This will open a page with your jobs/pensions and current tax credits which Revenue are recording.

Select "Add new credits".



Overview

This is your current tax position (01/01/2020 to 31/12/2020)

Your jobs and pensions

[Add job/pension](#)

These are all the jobs and/or pensions we have on our record for you.

Zurich Life Assurance Plc Employment ID: [REDACTED] —	Active	View
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Your current tax credits

These are all the tax credits we have on our record for you. They reduce the amount of tax that you pay.

Credits noted as **Shared** may be divided between you and your spouse/civil partner.

Employee tax credit	€1,650.00	Edit	Personal tax credit Shared	€3,300.00	Edit
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Step 5

Claim tax credits

Tax credits reduce the amount of tax that you pay.


Tax credits you may also be eligible for

There are other tax credits you may be eligible to claim. We have broken them into different categories.


[Expand All](#) ▼

 Health

[Show More](#) ▼

 Your job


[Show More](#) ▼

 You and your family

[Show More](#) ▼

Select the "Show More" dropdown in the 'Your job' section.

This will open a dropdown of different tax options. In this instance, we will select "Additional voluntary contributions"

 Your job [Show Less](#) ▲

Additional voluntary contributions	Select	Flat rate expenses	Select
Personal Retirement Savings Account (P...	Select	Retirement annuity relief	Select

Step 6

Select whether this will be a PRSA type AVC contribution or other.

Tick the employment related to your PRSA and enter your estimated gross employment income for 2020.

Additional voluntary contributions

Additional voluntary contributions are additional superannuation payments made to an occupational pension scheme. AVC relief can only be claimed if AVC contributions have been paid for you by you or your employer

Click [here](#) for more information

Type of AVC contribution

PRSA Other

Employment(s) related to your PRSA?

Zurich Life Assurance Plc (Emp ID: ██████████)

Estimated gross employment income in 2020 *

€



Step 7

Fill in the remaining sections, including an estimate of your yearly income and any additional AVC's or tax reliefs you may claim through the main scheme.

This ensures that you do not go over the age related tax limits.

Estimated Net relevant earnings *

€	<input type="text"/>
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Amount of AVC payable by you in 2020 on which relief has not already been granted *

€	<input type="text"/>
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Amount of AVC contributions relieved under the net pay arrangement in 2020 *

€	<input type="text"/>
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Amount of ordinary contributions relieved under the net pay arrangement in 2020

€	<input type="text"/>
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Amount carried forward from a prior year from which relief has not been obtained

€	<input type="text"/>
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Step 8

In this example, we will input an AVC payment of 200 euro every month.

A tax credit of 20% is automatically given (€40)

Upload your policy document to show that your AVC has been established

Are you a specified sportsperson? (S. 23A) *

Yes No (i)

Allowable AVC relief

€ 200.00 (i)

Tax credits increased by

€ 40.00

Supporting Documentation

Please upload a copy of your pension certificate with your claim.

The following file types can be uploaded: **PDF, JPG, JPEG, DOC, DOCX** and **PNG**. You can only upload one file at a time. The maximum number of files that can be uploaded is 5. Files cannot exceed 2MB.

[Click to browse for a file](#)

Note: If the image of your document is not clear, readable and complete, you must keep the original for 6 years.

Thank you

Zurich Life Assurance plc is regulated by the Central Bank of Ireland.