Contents

» Vouchers – Taxes

What is on this page?

This page allows you to get a reprint of your tax vouchers and Payment to the GDF (Gobierno del Distrito Federal) [Government of the Federal District] (Federal District Treasury).

How can I access the information that interests me?

The page is made up of the following sections:

1. Search for vouchers:

- Payment type:
  - Select the option:
    - Taxes
- Type of search → with the following options
  - By day → To initiate a search for vouchers, select the date on which the payment(s) was/were made.
  - By range of days → To initiate a search for vouchers, select the range of dates on which the payment(s) was/were made.
  - By period → To initiate a search for vouchers, select the period during which the payment(s) was/were made.
- Once the search type and date have been selected, you must click the "Search" button, which will initiate the search for the vouchers on BancaNet Empresarial.
- Date payment was made: You can use the two calendars to enter a range of dates.
- Optional criteria: When you select this option, the following fields are displayed; these should be filled in to start the search:
  - RFC (Registro Federal de Contribuyentes) [Federal Taxpayer Registry Number]
  - Transaction reference code
  - Authorization number

Click on the "Search" button to have BancaNet Empresarial display the search results on the lower part of the page, in the Federal Taxes section.

» Vouchers – Taxes – Result

What is on this page?

This page displays the details of your vouchers and allows you to print them.

How can I find the information that interests me?

The page is made up of the following sections:

1. Search for vouchers

- Payment type: Select the option for *Taxes.*
- Date payment was made: You can use the two calendars to enter a range of dates.
- Optional criteria: When you select this option, the following fields are displayed; these should be filled in to start the search:
  - o RFC
  - o Transaction reference code
  - o Authorization number

Click on the "Search" button to have BancaNet Empresarial display the search results on the lower part of the page, in the Federal Taxes section.

2. Federal Taxes:

This section shows you the details of the vouchers broken down as follows:

- Date: The day payment was made.
- Operation: Type of tax paid.
- Authorization
- Page
- SAT (Servicio de Administración Tributaria) [Tax Administration Service] or RFC transaction reference code (depending on the type of tax that was paid)
- Amount
- *Print*: This link opens a window that displays the voucher and allows it to be printed.

When you select new criteria for your search for vouchers and click the "Search" button, the search result will update.

» **Vouchers – Payment to the GDF**

What is on this page?

This page allows you to get a print–out of your tax vouchers and your Payment to the GDF (Federal District Treasury).

How can I find the information that interests me?

The page is made up of the following sections:

1. Search for vouchers:

- Payment type:
  - o Select the option:
    - Payment to the GDF
- Date payment was made: To initiate a search for vouchers, select the date on which the payment(s) was (were) made.

Click on the "Search" button to have Banca**Net Empresarial** display the search results on the lower part of the page, in the Federal Taxes section.

» Vouchers – Payment to the GDF – Result

What is on this page?

This page allows you to see the details of your vouchers for Payment to the GDF (Federal District Treasury) and request a print-out.

How can I find the information that interests me?

The page is made up of the following sections:

1. Search for vouchers

- Payment type:
    - o Select the option:
        - Payment to the GDF

- Date payment was made: To initiate a search for vouchers, select the date on which the payment was/payments were made.

    Click on the "Search" button to have Banca**Net Empresarial** display the search results on the lower part of the page, in the Federal Taxes section.

2. . Federal District Government Treasury:

This section allows you to see and select the vouchers you want to print; the information is broken down as follows:

- Selection Column: To print your voucher, you must select one or more records.

- Date: The day the payment was made.

- Payment Type: Description of the payment that was made.

- Authorization: Authorization number

- Line entry: Reference code of the payment that was made.

- Amount: Amount of the payment that was made.

- Service: Method by which the payment to the GDF was made.

- "Print" button: Select the record and then click that button to generate your voucher in PDF (Portable Document File) format. To open this document, you need to have Version 4.0 or later of Adobe Acrobat Reader installed on your computer.

- "Download" button: Once you have selected your records, click that button to generate your voucher in PDF (Portable Document File) format. To open this document, you need to have Version 4.0 or later of Adobe Acrobat Reader installed on your computer.

Note:

- If you have the JRE (Java Runtime Environment) accessory and you select more than one record, the "Print" button will change to "Download" since you can only print one voucher at a time.