HOW TO DECLARE YOUR TAX ONLINE

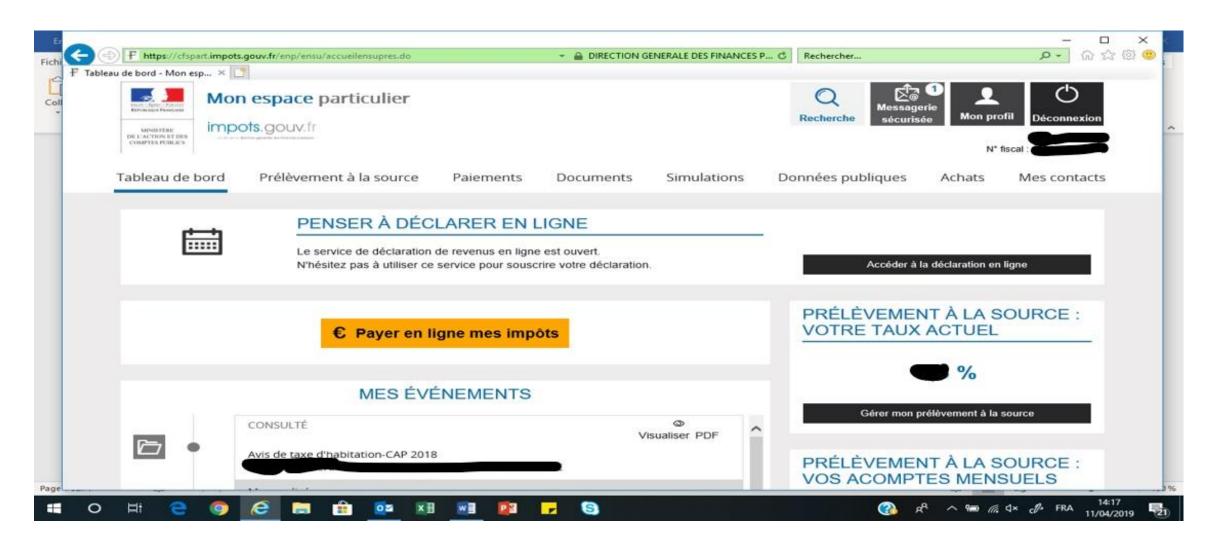
By Isabelle Want from BH Assurances/ Allianz

22 Rue Jean Jaures 16700 Ruffec

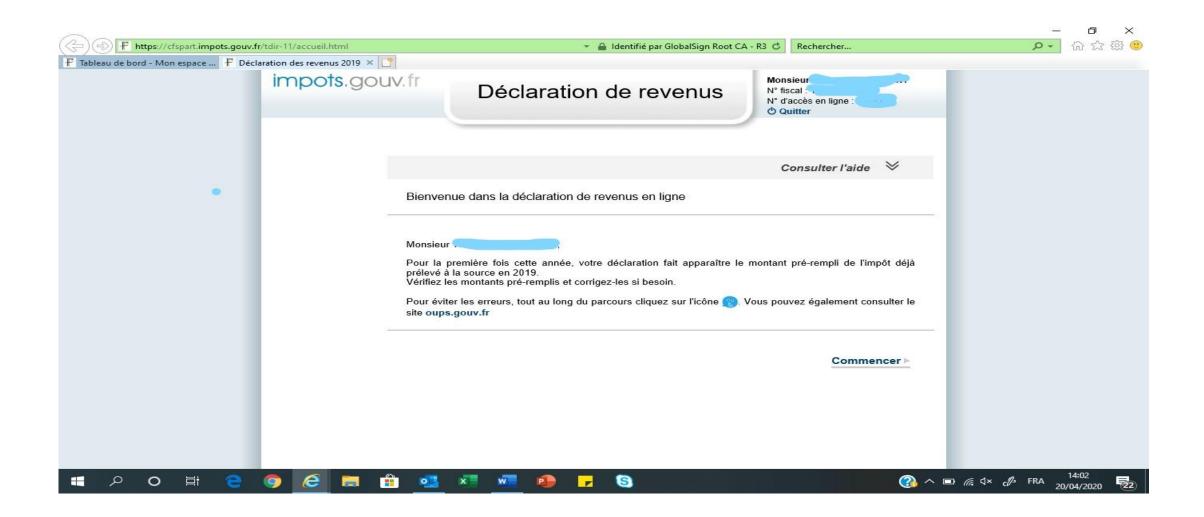
Tel: 0545310161

Email: isabelle.want@bh-assurances.fr

Once you are connected to your online account, click on « accéder à la déclaration en ligne » in the right hand side of the page in black:

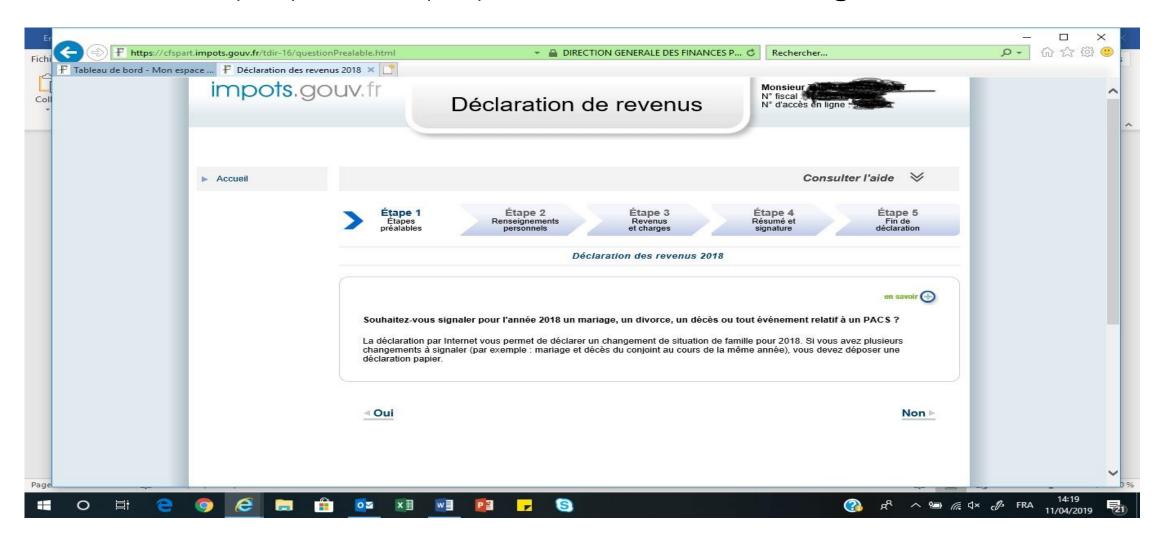


You then come to this page, click on « commencer » at the bottom right

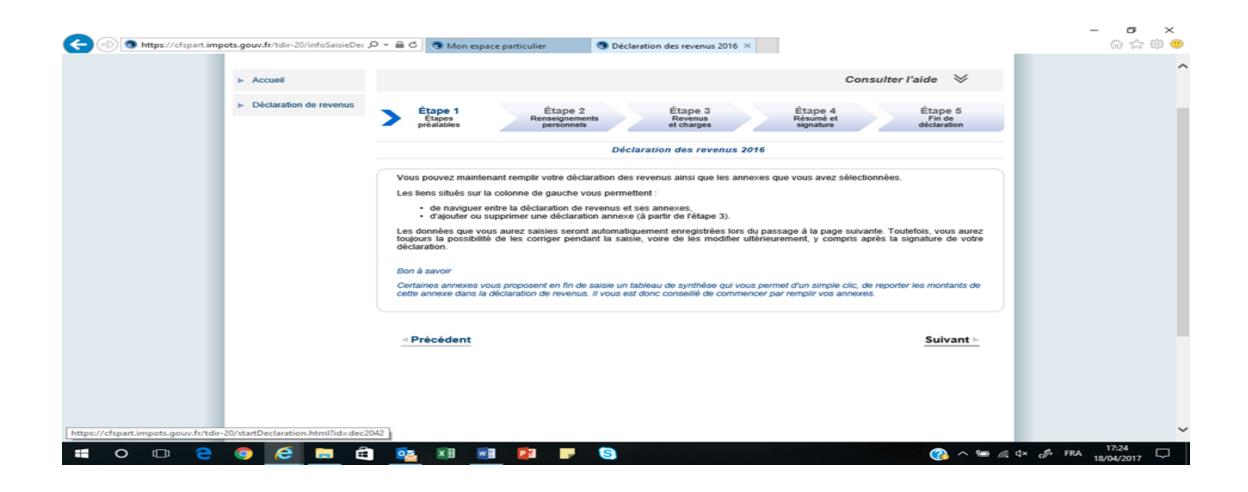


You then come to this page asking you if you had any changes in 2018 (i.e. marriage, divorce or death).

Click on Oui (Yes) or Non (No) at the bottom left or right.



You then come to this page, just click on « suivant » on the bottom right

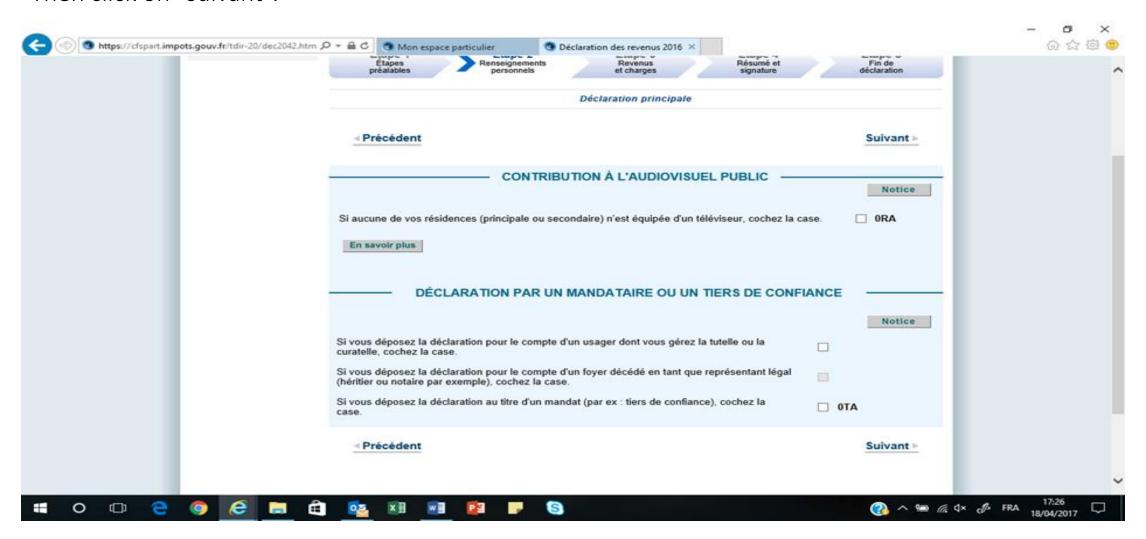


You then come to the page with your personal information on. if you have moved in 2018, you need to tick the box and enter your new address.

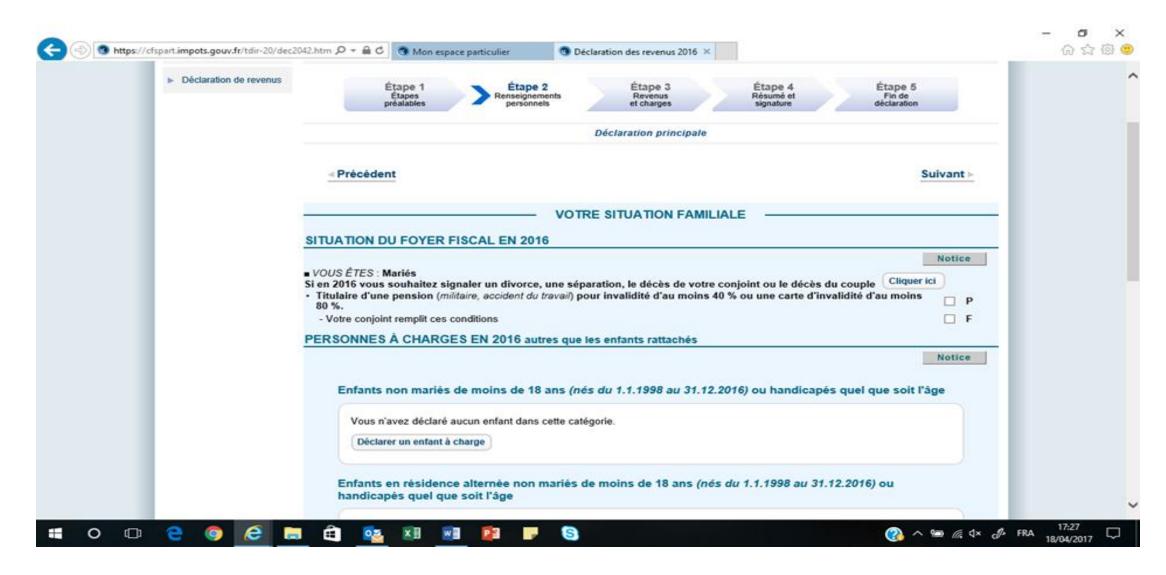
Otherwise just click on "SUIVANT". You then come to this page below.

If you don't have a TV, tick box ORA.

Then click on "suivant".

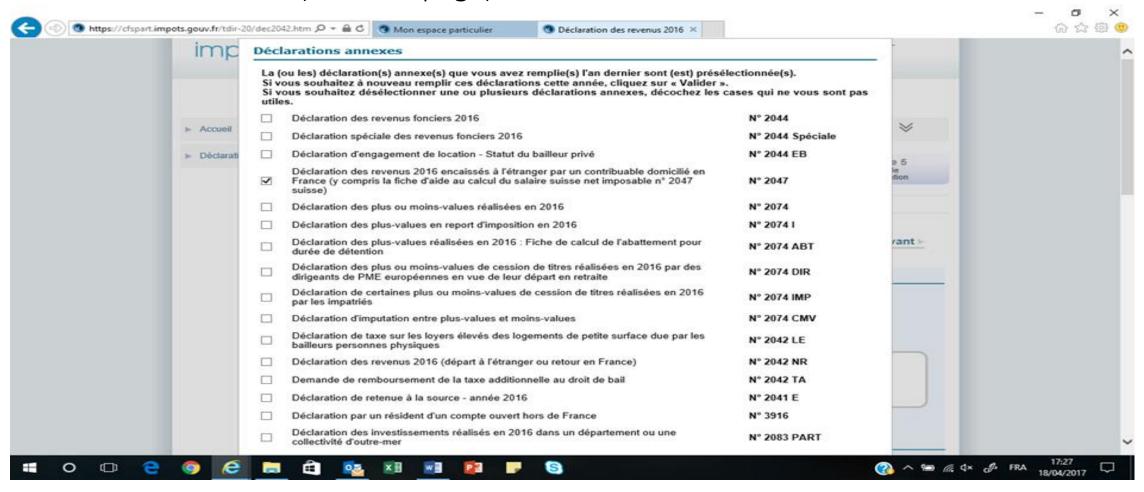


On this page, just check that all your details are correct and click on « suivant »

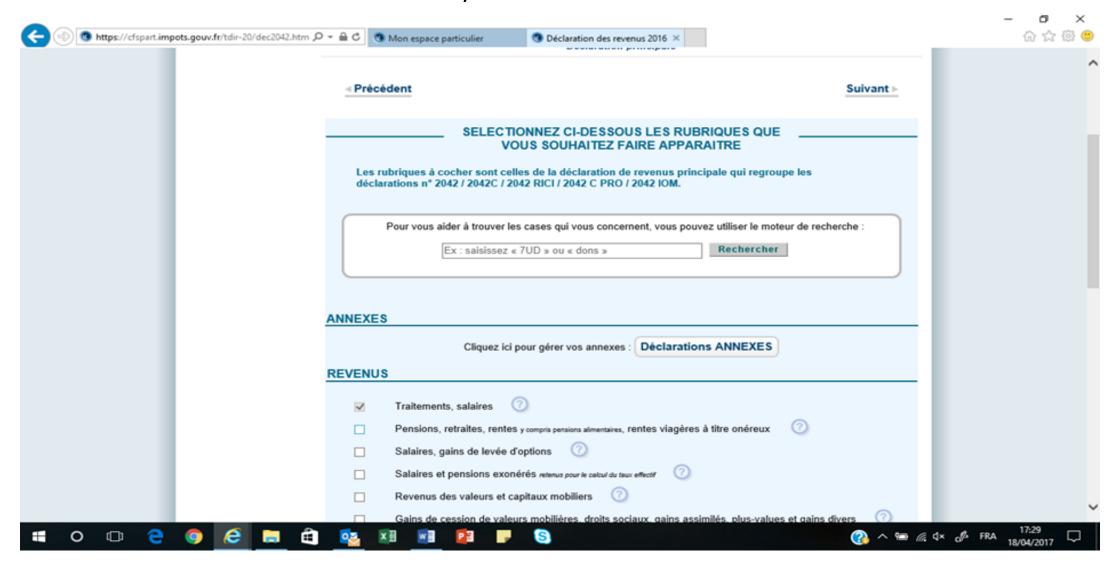


This window then pops up. Choose which annexes you need to fill in. 2047 (pink form) and 3916 (bank accounts opened abroad)these are the most common ones for British people.

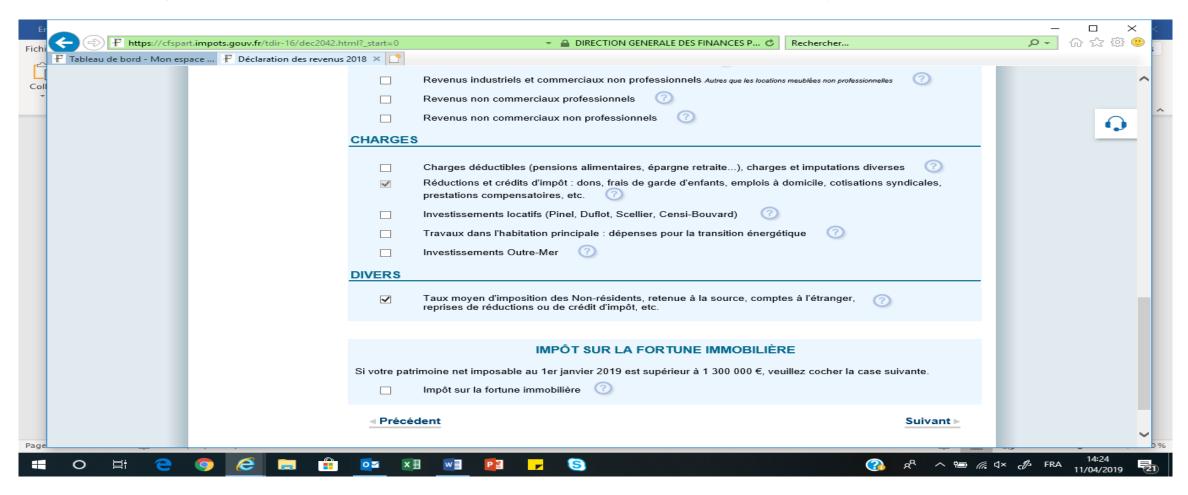
If this window did not pop up, you need to click on « déclarations annexes » in the middle on the screen (see next page)



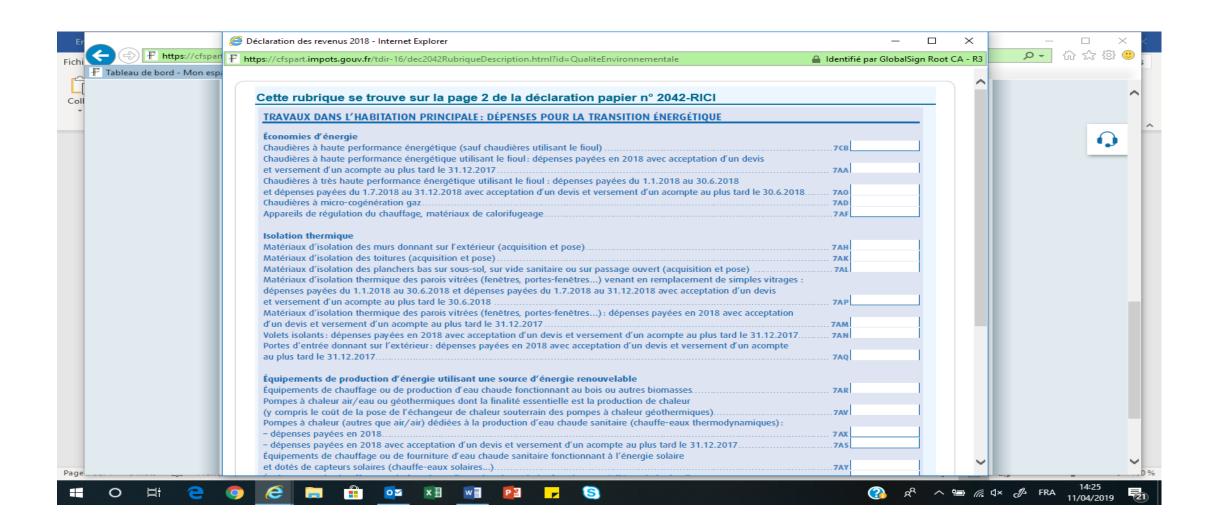
Then, it is pretty much the same as the paper version except you must tell the website which section you want to fill in.



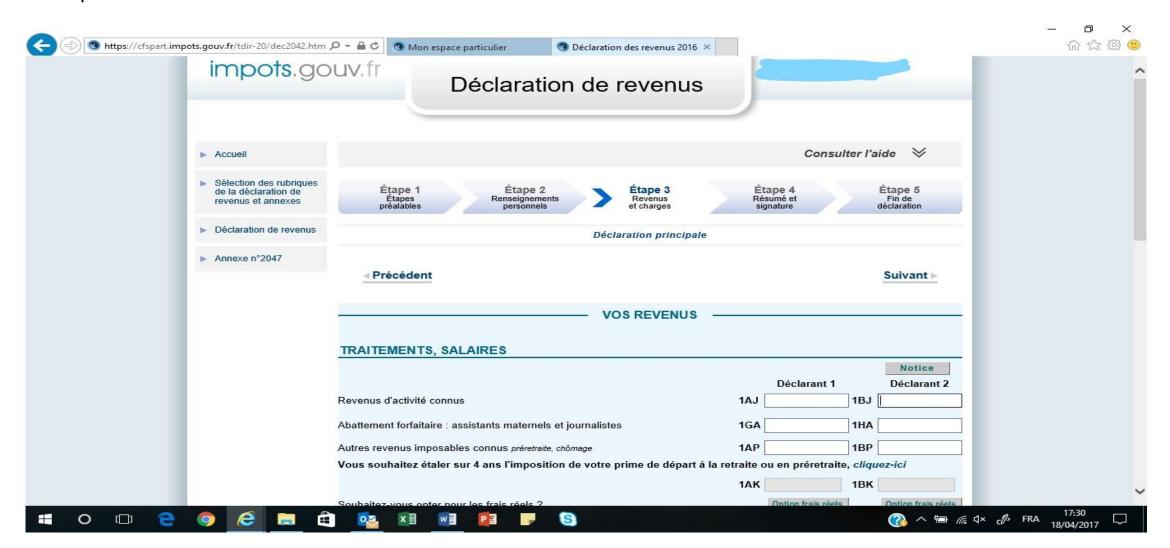
For pensions for civil servant/army/teachers, tick on box « Divers » but also to tick box 8UU for bank accounts outside of France. If you have given money to charity or employ someone at home for cleaning, etc, tick on box « reductions et crédit d'impots, etc, »



If you are not sure, click on the ? sign on the right of the sentence and a page showing you what it is opens:

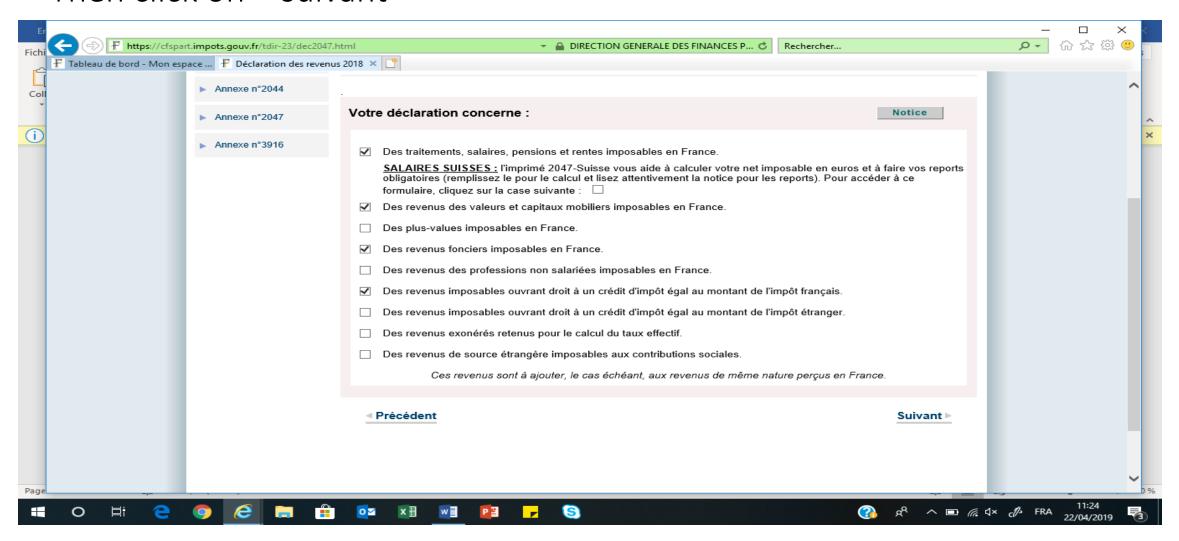


Then this screen pops up and you now have the annexes on the left hand side. Here below you can see « Annexe n° 2047 » in the middle left of the screen so click on it. Always start by your annexes as what you put on them is sometimes reported on the « declaration de revenus »



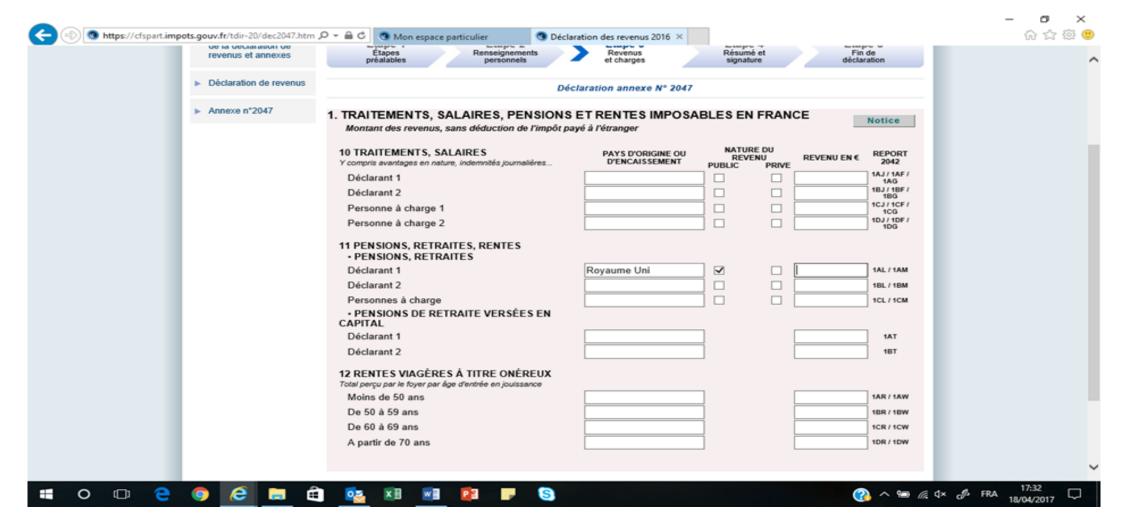
You then start to fill in the pink form. As per the blue form, it asks you which section you want to fill in so if you are not sure, tick them all.

Then click on « suivant »



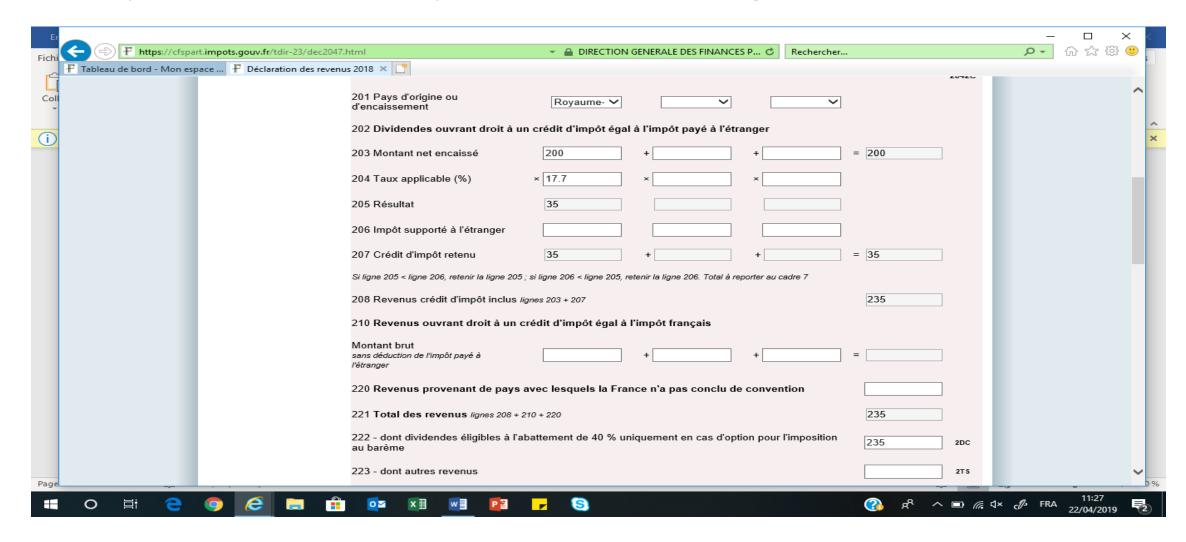
It is just like the paper form so, enter the country of origin of revenues and then the amount. Royaume Uni is United Kingdom in French.

Also tick if the pension is « public » (civil servant, teacher, army, etc) or « privé » (private and state pension). And enter the amount in euro(box revenu).

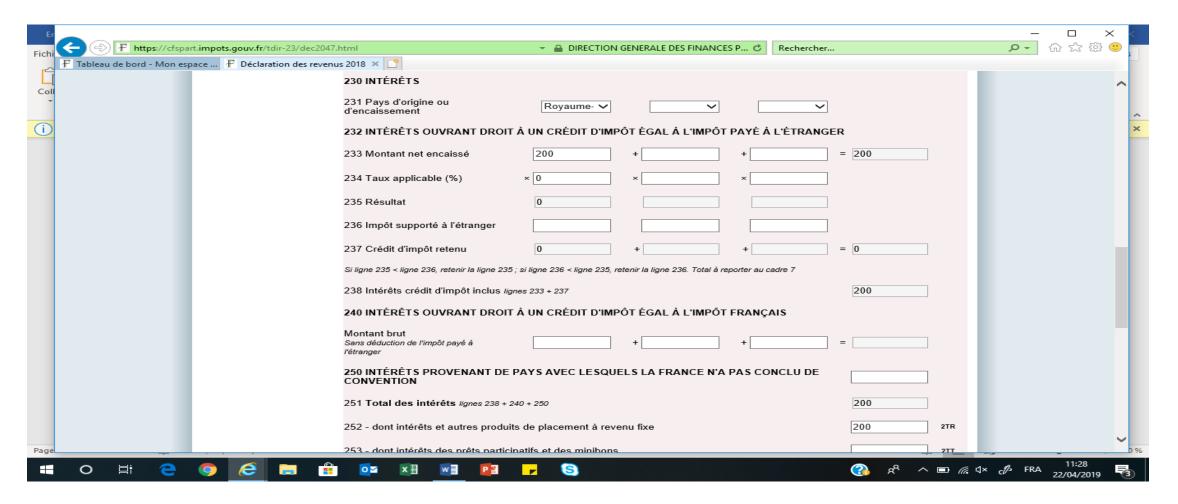


This is how you fill in Dividends: you need to select the country, then enter the amount and 17,7% below.

Then you need to manually enter the amount again on line 2DC.

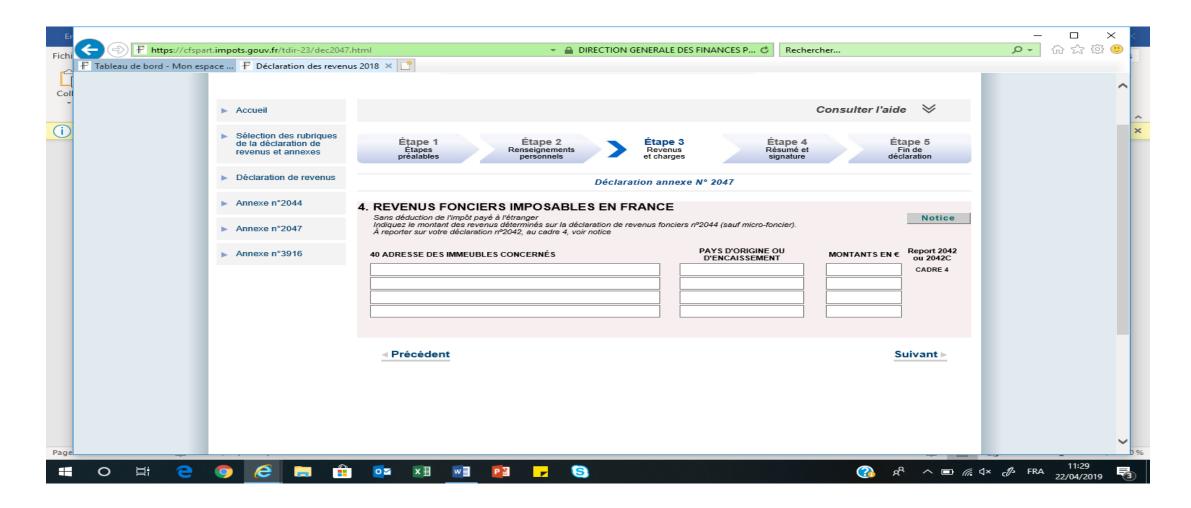


This is how you fill in the interest (premium bonds, ISA, etc). Select the country, then enter the amount. Put 0 in « taux applicable » and enter the amount again manually in box 2TR.



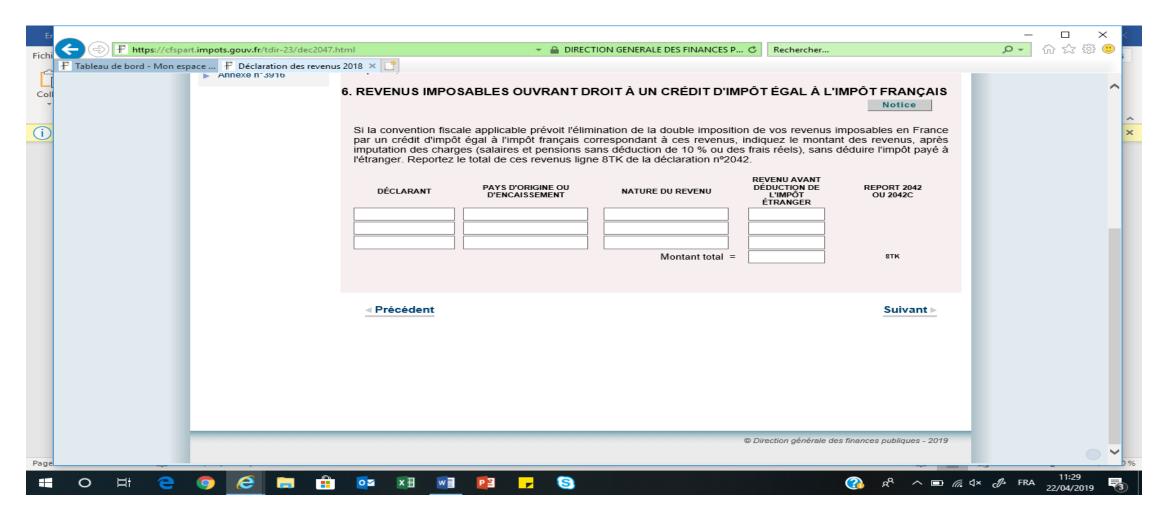
This is the page for rental income in the UK.

Just put the address of the property, the country and the amount.



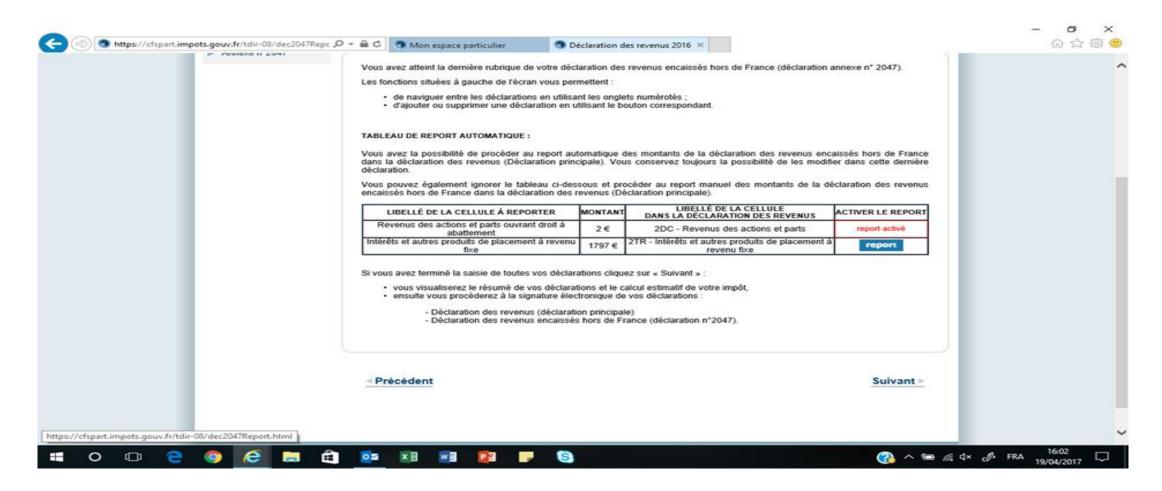
This is where you enter civil servant pension and rental income from UK. Put 1 or 2 or 1 & 2 in « declarant », then the country.

Then enter the type of income eg: retraite militaire(army)/fonctionnaire(civil servant)/enseignant (teacher)for civil servant pension or revenu foncier for rental income.



If you have entered an amount for bank interest, dividends or section 6, it will ask you on this screen to report it automatically on the 2042 form, so click on « report » in blue. It then says « report activé » so, click on « suivant ».

Note that the pensions and other type of revenus are not reported automatically on the 2042 so you need to enter them manually.

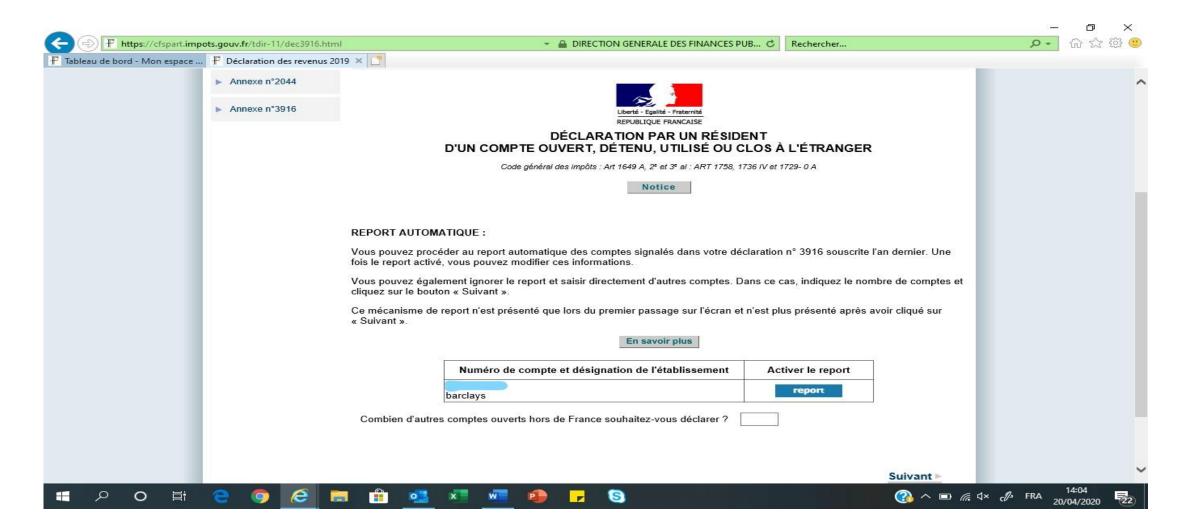


If you did not enter revenus from savings, this is the page that appears so just click on « suivant ».

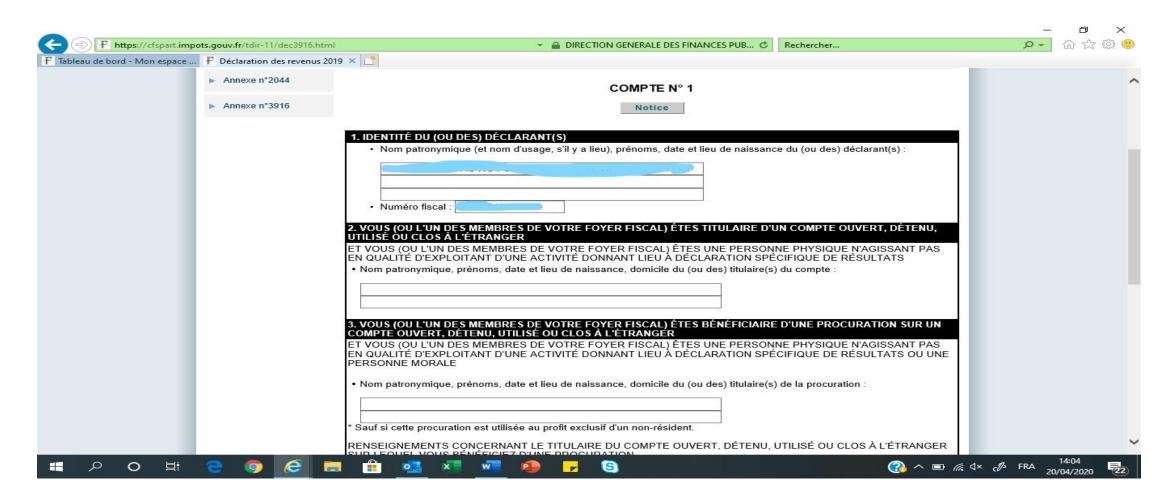
You also often get windows appearing, just click on OK



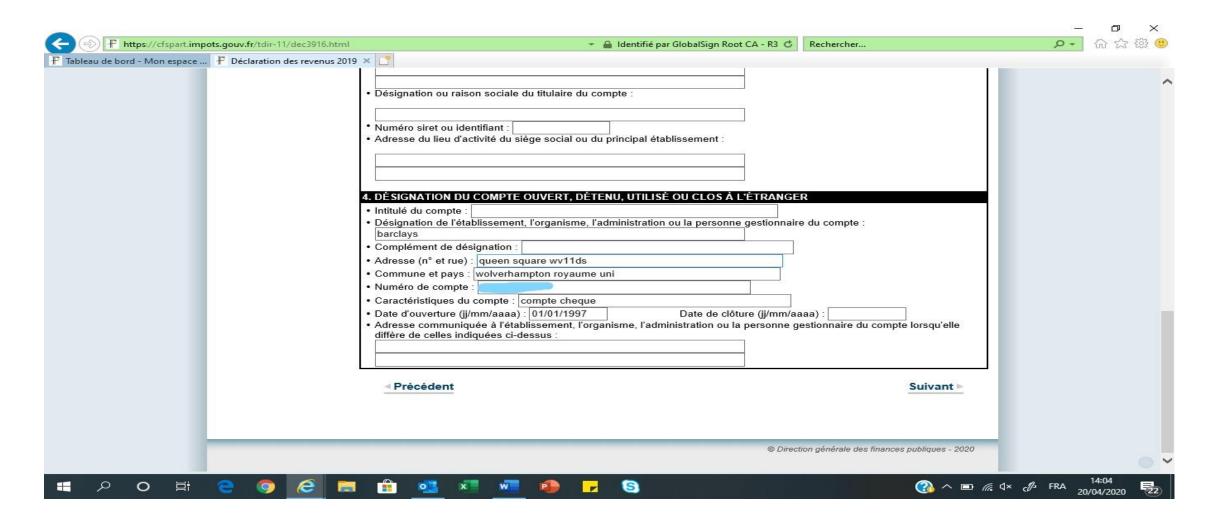
Then click on annexe 3916 on the left middle of the screen and you come up to this page below which shows all the account you have declared last year so you simply need to click on report or put a number on the box saying how many accounts you wish to declare if it is your first time (little box). Then click on « suivant »



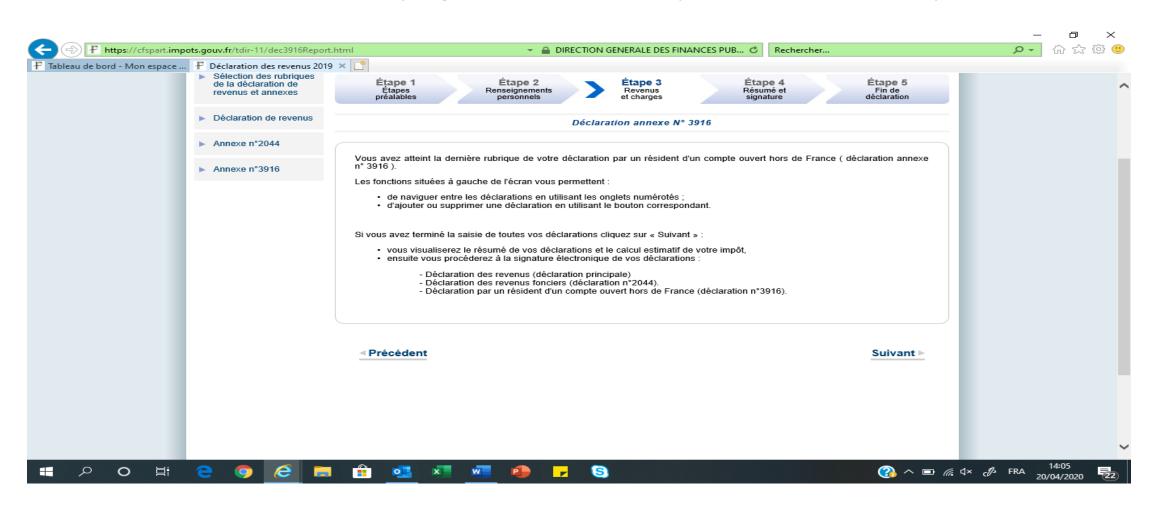
Then You come to this page and you simply need to enter name, firstname maiden name, birthdate and place of birth of owner of the account if it is not prefilled already (section in blue below). Then click on « suivant »



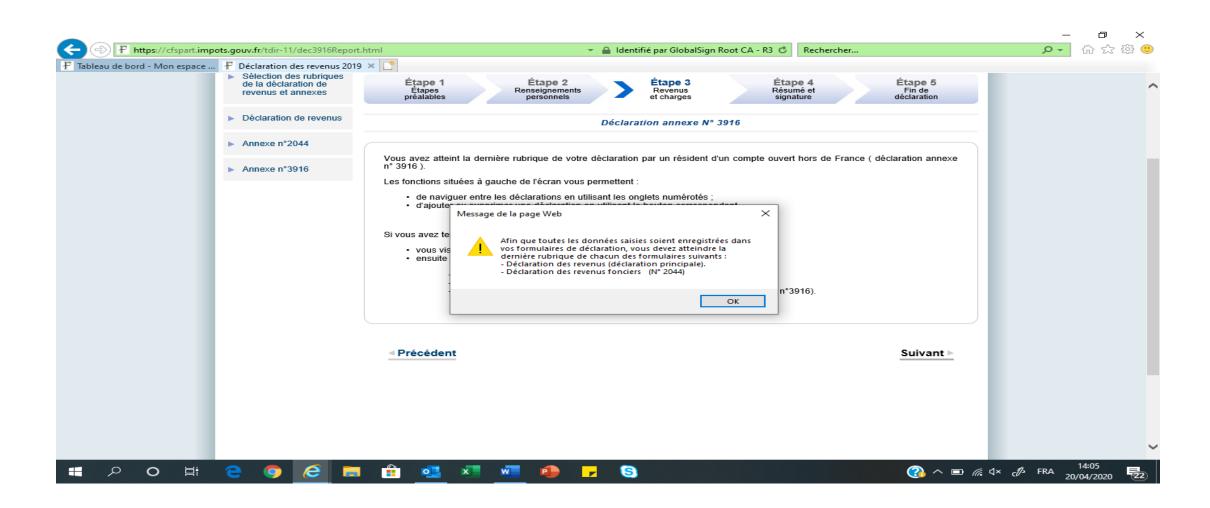
If you scroll down the page, you will see section 4 which you need to fill in with the name of the bank, adress of the bank and account number. The rest is not an obligation. Then click on « suivant »



Then you do this as many time as you have accounts. Be reassure you only do it one year as if you have done it before, you simply need to click on suivant on each page as it is already there from last year.

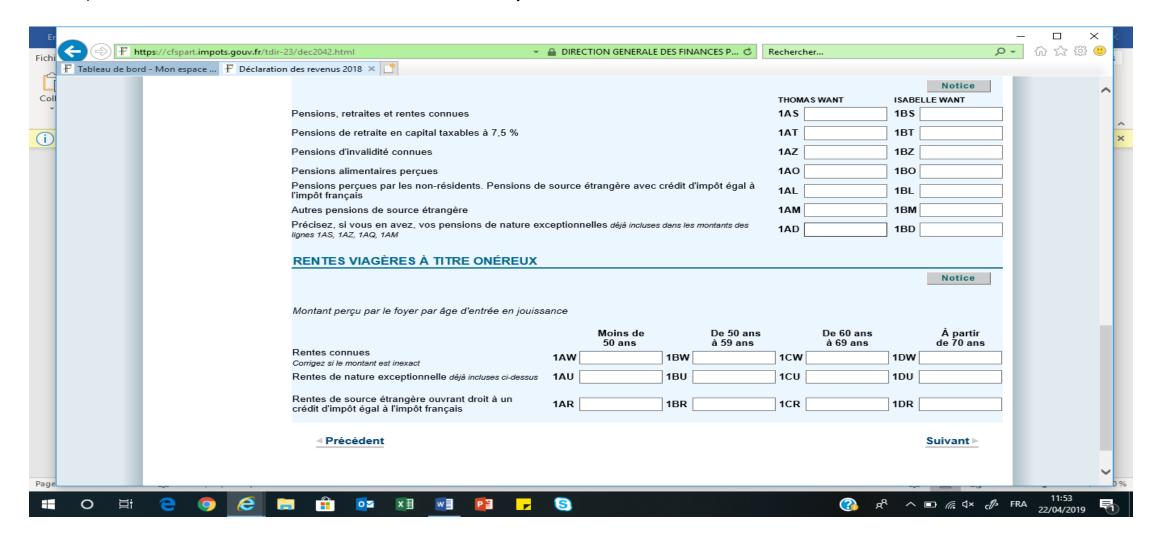


Then this page comes up, Click on OK and another annexe on the left top hand side otherwise the window keeps popping up.

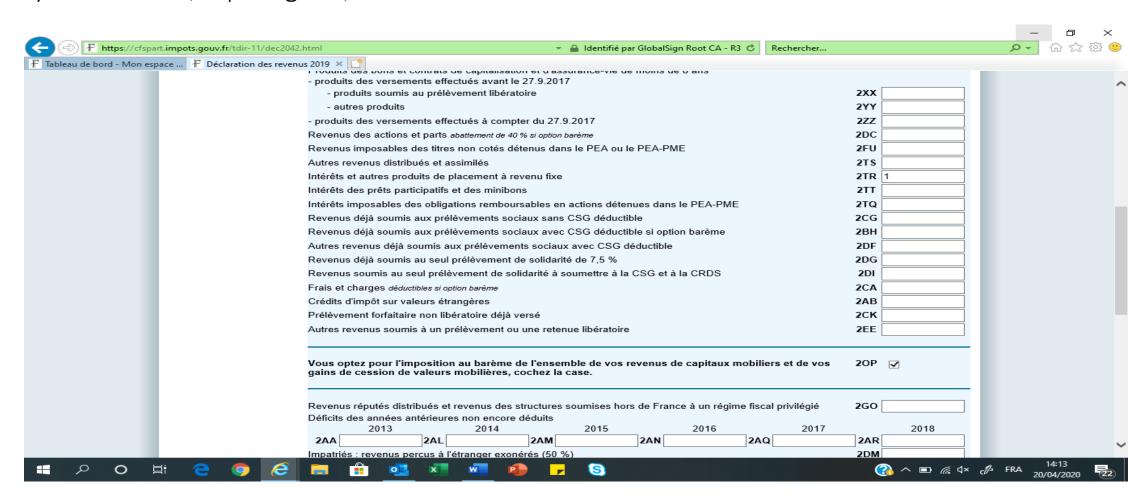


Click on « declaration de revenu » on the left of the screen and fill in the 2042 as per the paper version.

Be carefull, some information you filled in on the other annexes (2047, etc) will have been automatically transferred on the 2042.

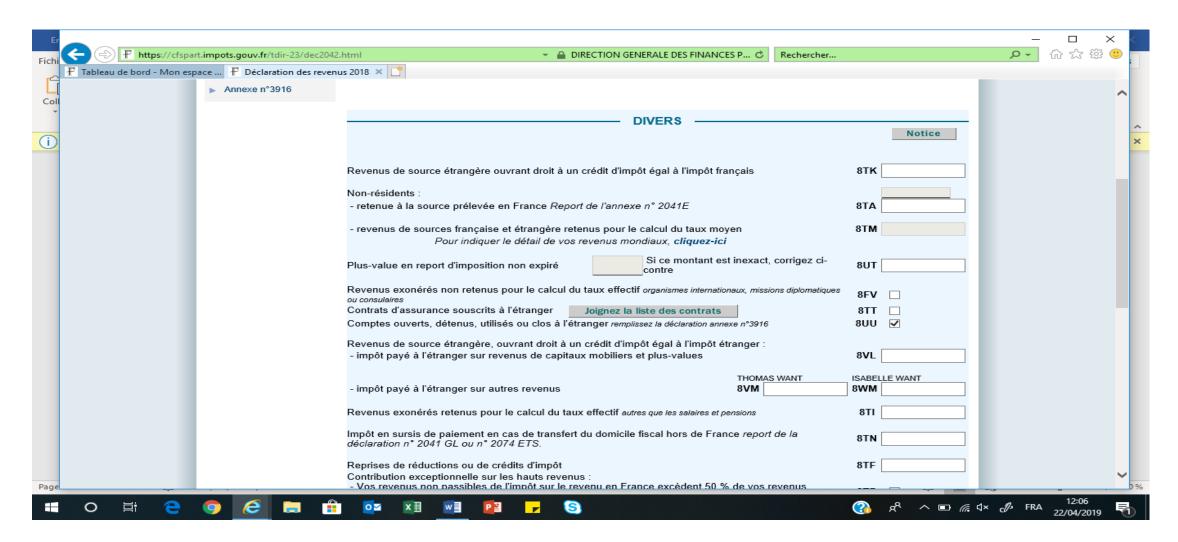


Make sure you have the correct amount of interest and dividends as per the 2047. If not, check that you did not have some interest or dividend already prefilled in there from French bank accounts. If so, you need to add the two together. And tick box 2OP if you don't want your interest /capital gains/dividends taxed at the flate rate of 30%.

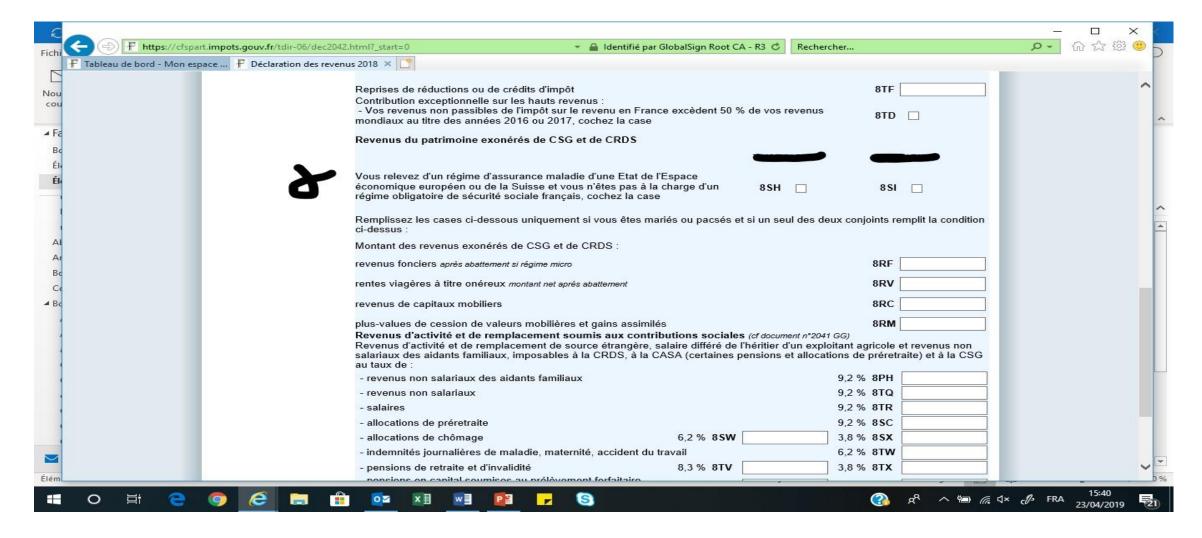


Dont forget to check that line 8TK is filled in if you have rental income or civil servant pensions.

Also tick box 8UU for bank accounts outside of France.

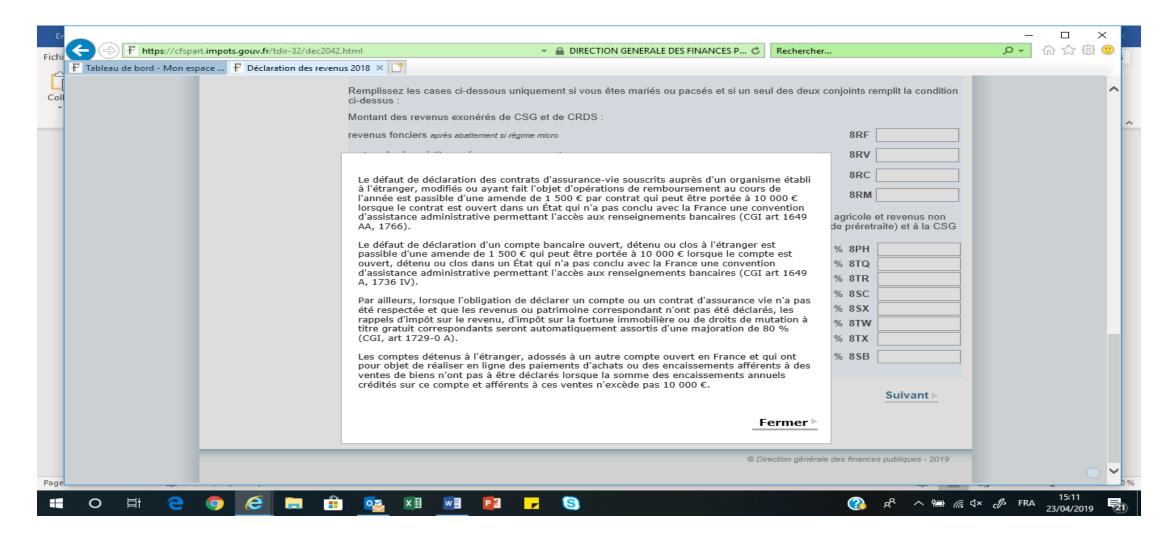


There is a new section this year regarding S1 forms and social charges so tick the box 8SH and 8SI if you are on the French health system via an S1 form (in receipt of a state pension)

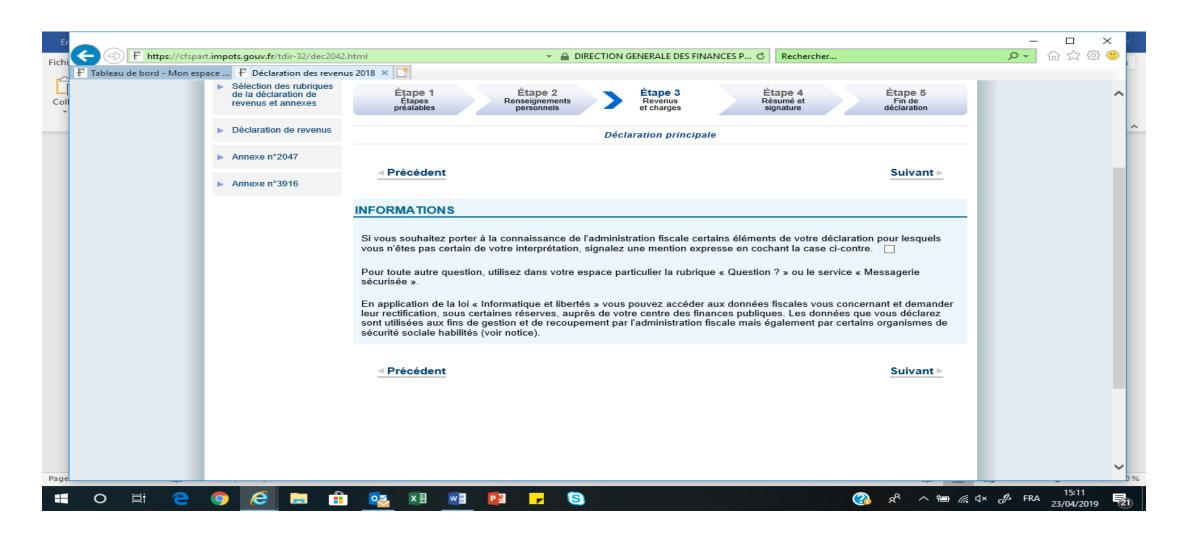


This window pops up to tell you it is bad not to declare what you have outside of France.

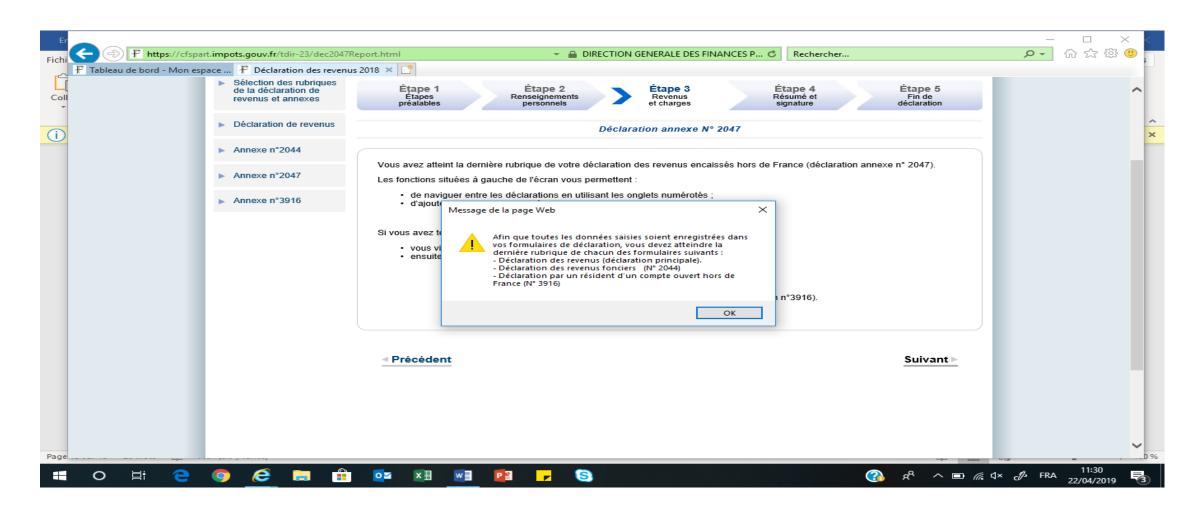
Click on « Fermer ».



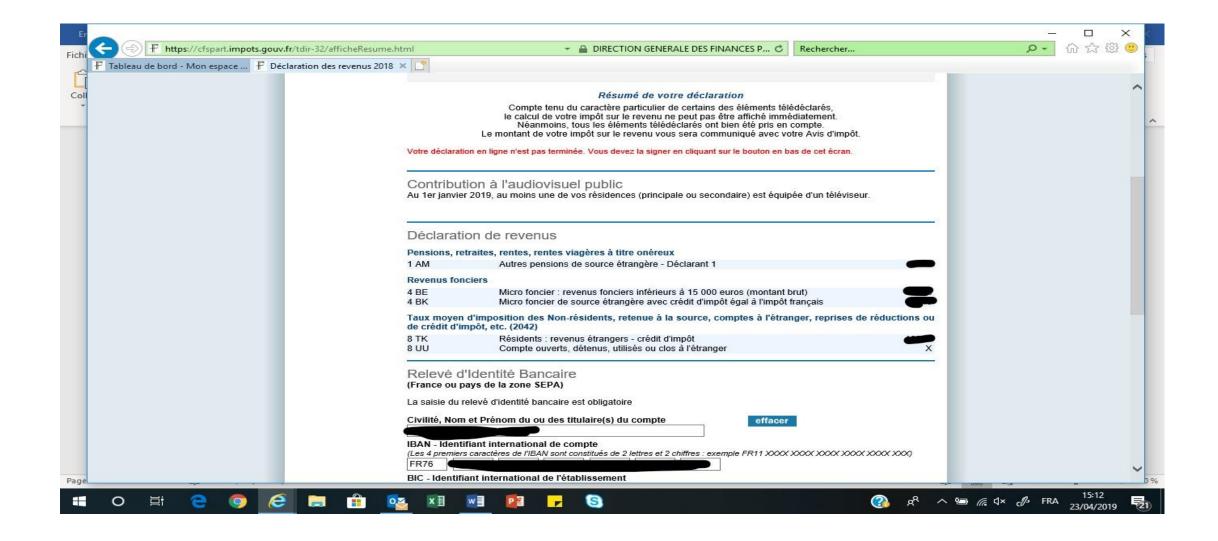
This is a page that lets you write a message to the tax office regarding a part of the tax you are unsure about.



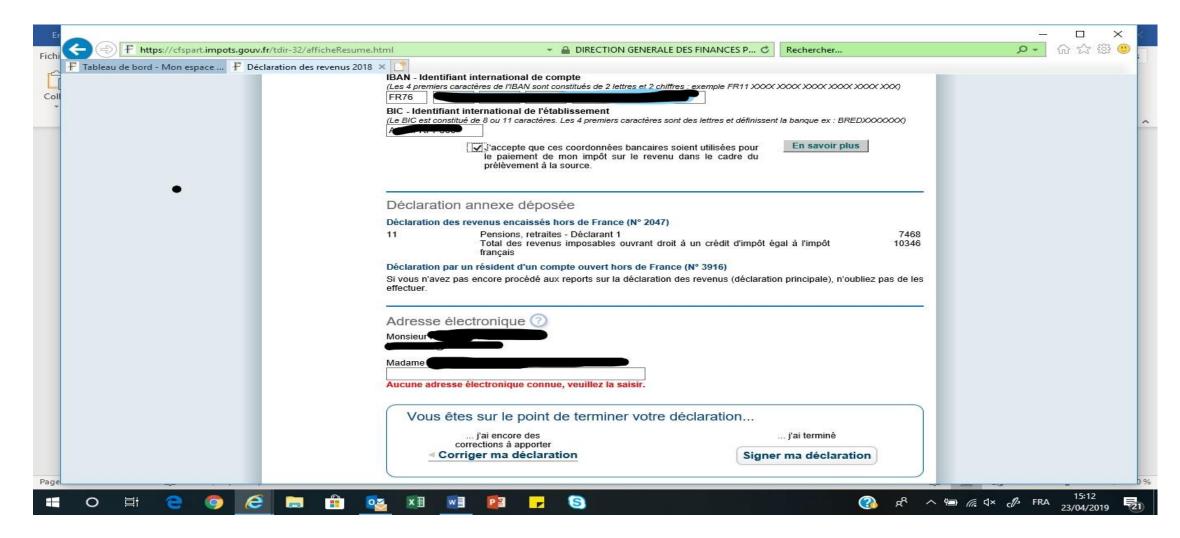
You also get windows poping up telling you not to forget to fill in 3916 and other annexes you selected. Just click on OK.



You then get to a page summarising all the figures. Do check it is correct.



The bottom of the page asks you to confirm or enter your bank details. You must tick the box « j accepte que ces coord... » and then sign your declaration by clicking on « signer ma declaration » at the bottom.



It then tells you that an email has been sent to your email address confirming it is completed. It also tells you that you can come back to make some changes and informs you of the deadline for it. This date depends on where you live. You then click on « fermer » and you're done!! Congratulations!!!

