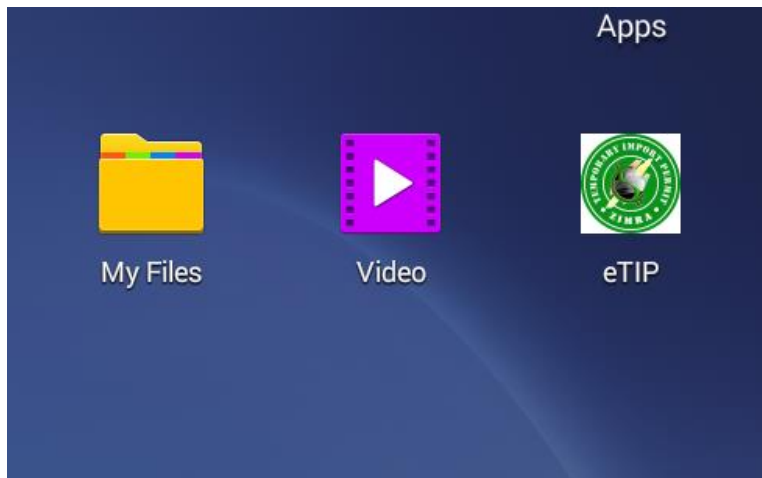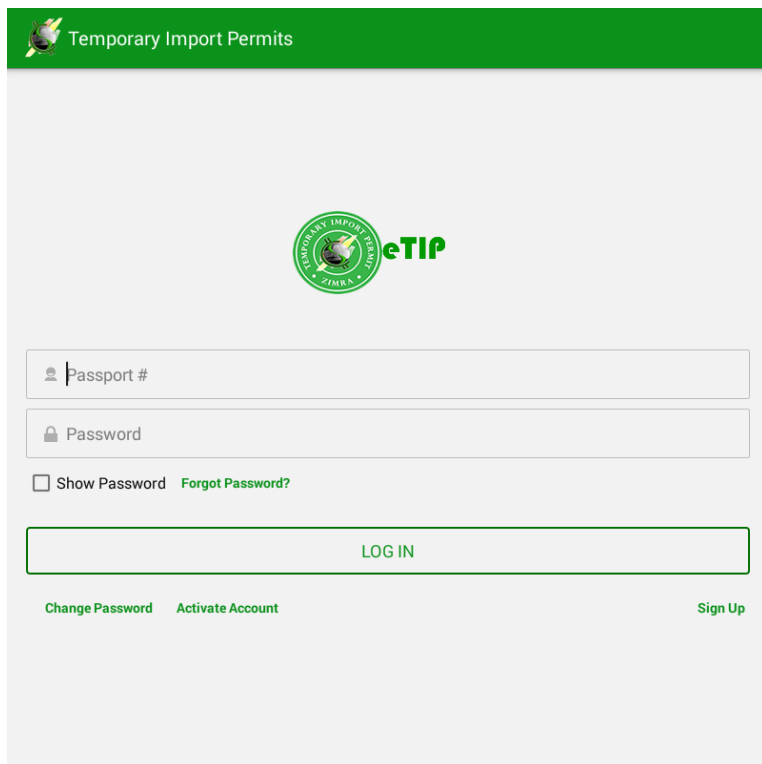**How to apply for the e-TIP using the ZIMRA e-TIP Portal**

1. **Sign Up on a Mobile app**

Select the e-TIP app on your phone

Select Sign Up if you don't have an account

Capture your Sign Up details

Select "SUBMIT" and a message dialogue box is displayed
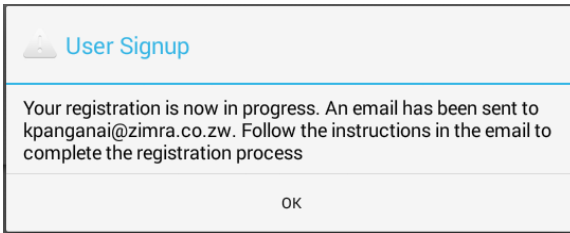
Click 'OK'
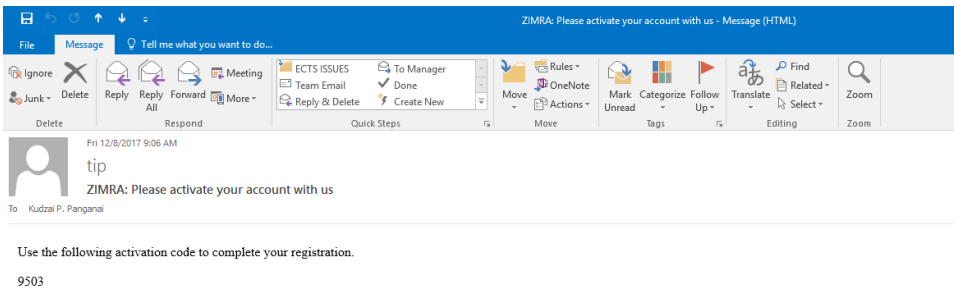
Check the activation code from email to complete the registration process

Take note of the Activation code and return to the Mobile App
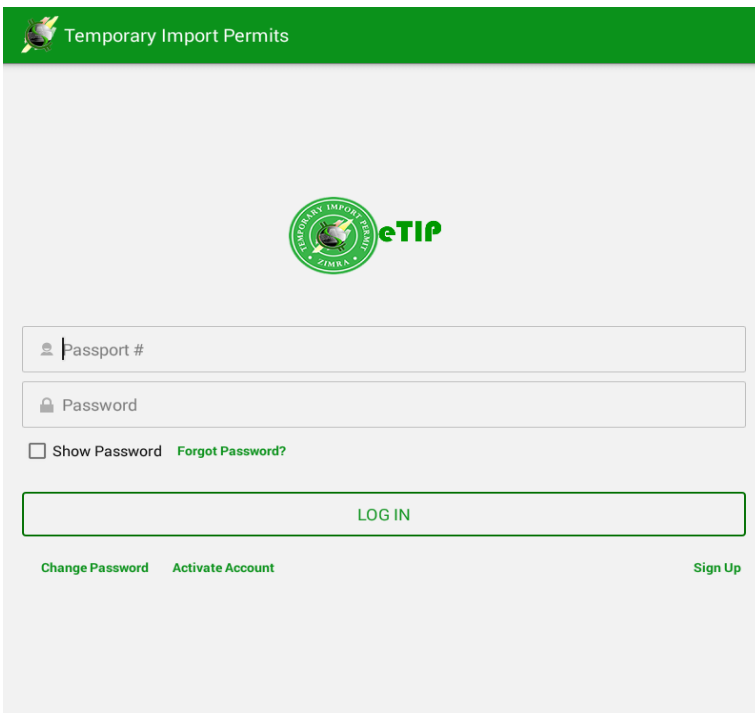

Click on Activate Account and an Activate Account box is displayed

Activate Account	
CANCEL	ACTIVATE

Enter the activation code

Activate Account	
9503	
CANCEL	ACTIVATE

Select Activate and a message dialogue box is displayed confirming success

Account Activation Complete
Your account has been successfully activated
OK

Click "OK"and the Log In page is displayed

Temporary Import Permits

eTIP

👤 Passport #

🔒 Password

☐ Show Password   Forgot Password?

LOG IN
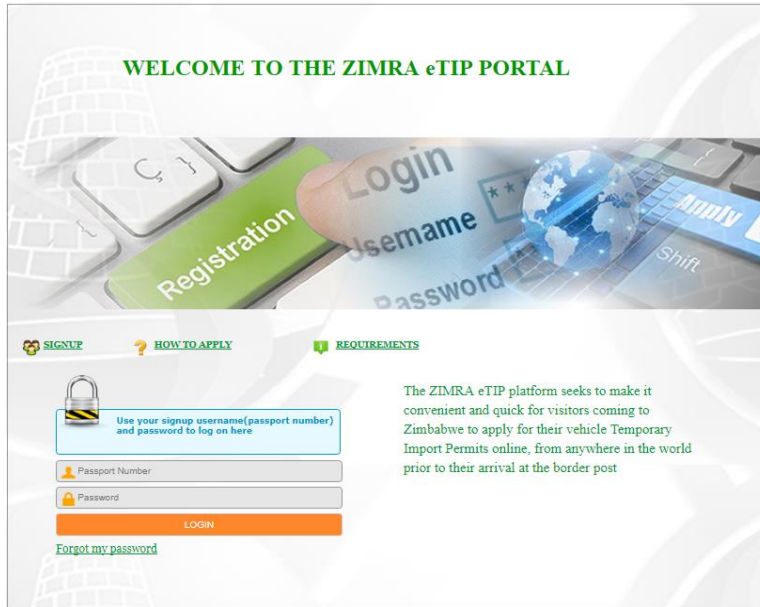
Change Password   Activate Account   Sign Up

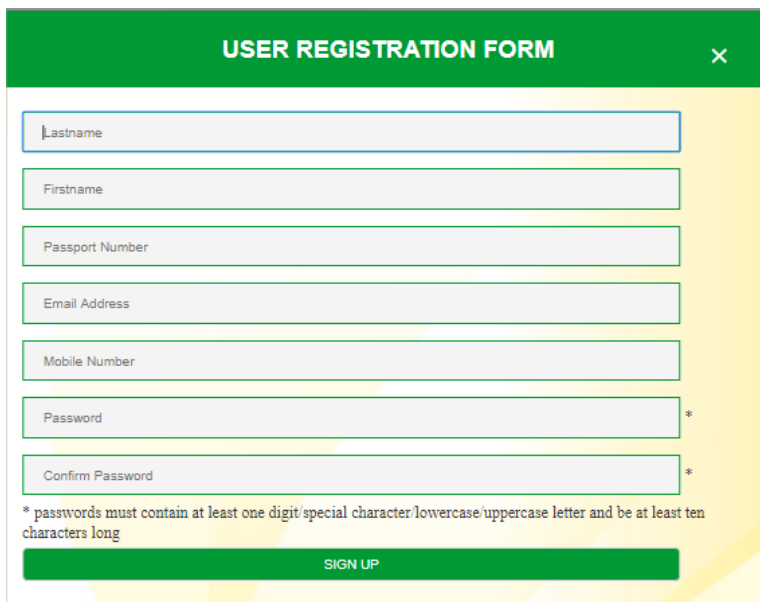Log on using the passport number and password.

2. **Sign Up on the web**

Use the following URL (Link) to get on the ZIMRA e-TIP web page

http://10.16.64.240/etip/# and the Welcome page is displayed

Click on "SIGNUP" if it's your first time, otherwise proceed to logging on with your passport number and password and a User Registration Form will appear
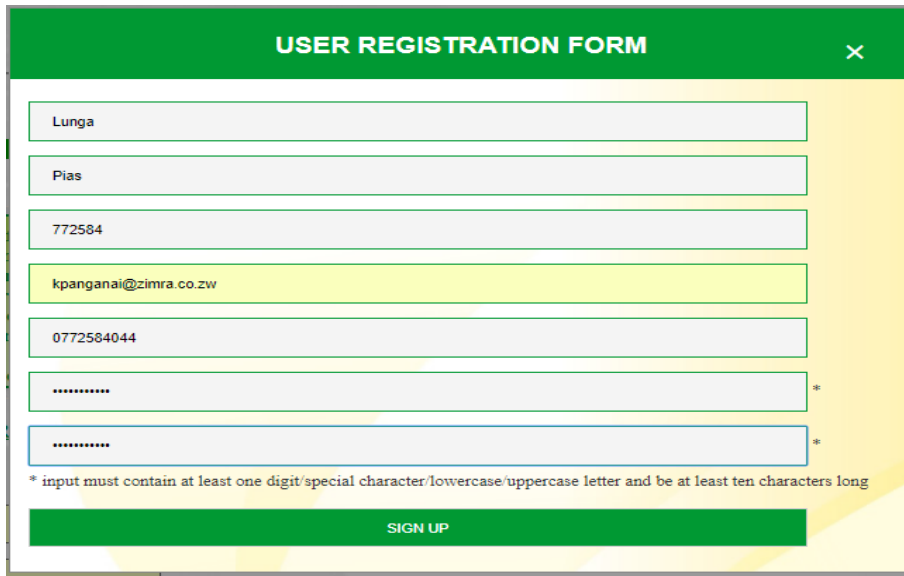

Capture your personal details in given fields

USER REGISTRATION FORM ✕

Lunga

Pias

772584

kpanganai@zimra.co.zw

0772584044

•••••••••• *

•••••••••• *

* input must contain at least one digit/special character/lowercase/uppercase letter and be at least ten characters long

SIGN UP

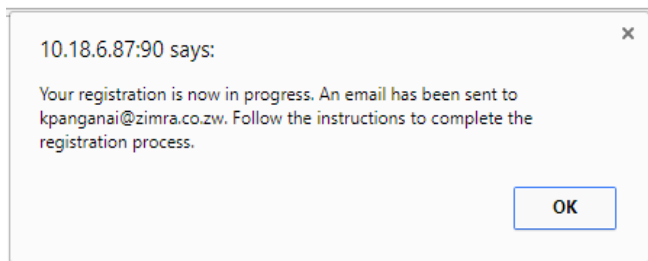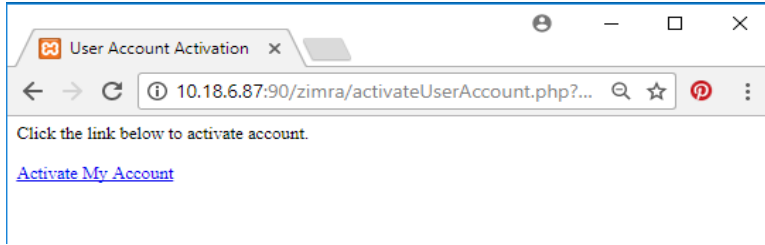Click 'SIGN UP' at the bottom of the User Registration Form and a dialogue box is displayed

✕

10.18.6.87:90 says:

Your registration is now in progress. An email has been sent to kpanganai@zimra.co.zw. Follow the instructions to complete the registration process.

OK
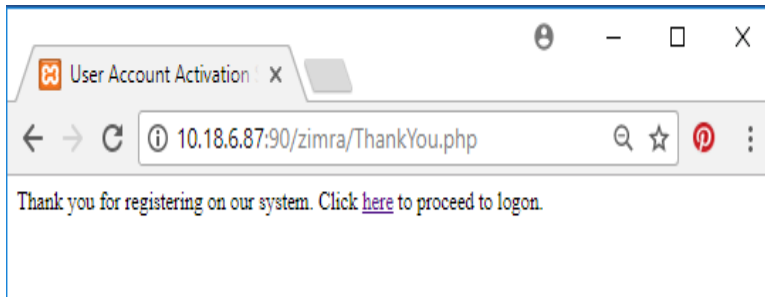
A message dialogue box will default saying your registration is in progress and that an e-mail has been sent to you as shown below.

Reply Reply All Forward

Fri 8/18/2017 12:58 PM

tip

ZIMRA: Please verify your email address

To   Kudzai P. Panganai

Action Items

Click the link below to complete your registration.

http://10.18.6.87:90/zimra/activateUserAccount.php?key=5d0cb059-18f4-416c-93ec-75086243d04d20170818125821665HRTID9=%HkfSbztnzAwHxs1KJ7vmOBLI9Ku8jHxaScR=S2x5THW$w3uHmKD@RbVo-b8P40YqQvJ6J6Xwf!ht*nNHBsOyZjW0_BR477258412125821201766523

Follow the instructions by clicking on the given link

Click on 'Activate My Account'

Click on 'here' to proceed to log on

Logging In

Capture your Passport Number on the Passport number field and password on the password field

Click on 'LOGIN' and the Online TIP page will appear

NEW TIP Application

Click on TIP application
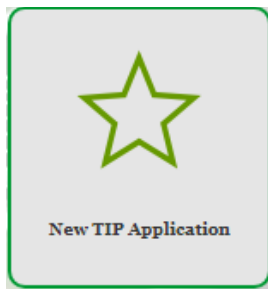
A New TIP Application page will open

Capture the Driver's details in the fields provided

New TIP Application

1. Driver	2. Vehicle	3. Trailer	4. Owner	5. Other Goods

Ms ▼

Ms.

MAKANAKA

PRINCESS

AN121258

6 ETON

South Africa

ZA

| 27 | 0774626668 |

South Africa

ZA

56 ETON COURT, OXFORD ROAD, AVONDALE

2017-12-09

BEITBRIDGE CUSTOM HOUSE

ZWBB

kpanganai@zimra.co.zw

‹ ›

Click the Vehicle tab and the vehicle Tab is displayed

New TIP Application				
1. Driver	2. Vehicle	3. Trailer	4. Owner	5. Other Goods

Vehicle Make and Model e.g Mazda 323 Familia

Vehicle Body Type ▼

LIGHT

Registration Number

Chassis Number

Engine Number

Engine Capacity

Country Of Manufacture

Country Of Manufacture Code

Year Of Manufacture

Vehicle Value

Currency ▼

Insurance Company

‹ ›

Capture the vehicles details in the fields

| 1. Driver | 2. Vehicle | 3. Trailer | 4. Owner | 5. Other Goods |

TOYOTA BELTA

SEDAN ▼

LIGHT

653GP56

23566FG8698T9989

5787FR98G9

996

Japan

JP

2015

20000

UNITED STATES DOLLAR ▼

MIP|

‹ ›

Click the Trailer tab and the trailer tab will be displayed

If you intend to bring a trailer click the Check box "I have a trailer", and the fields for trailer details will be open for capturing trailer details. Otherwise if no trailer, click the "Owner" tab

Click the "Owner" tab

Capture the Owner details if applicable

Otherwise if not applicable click the check box and move to "Other Goods" tab

If you intend to bring Other goods temporarily such as cameras, laptops click on "Add Item"
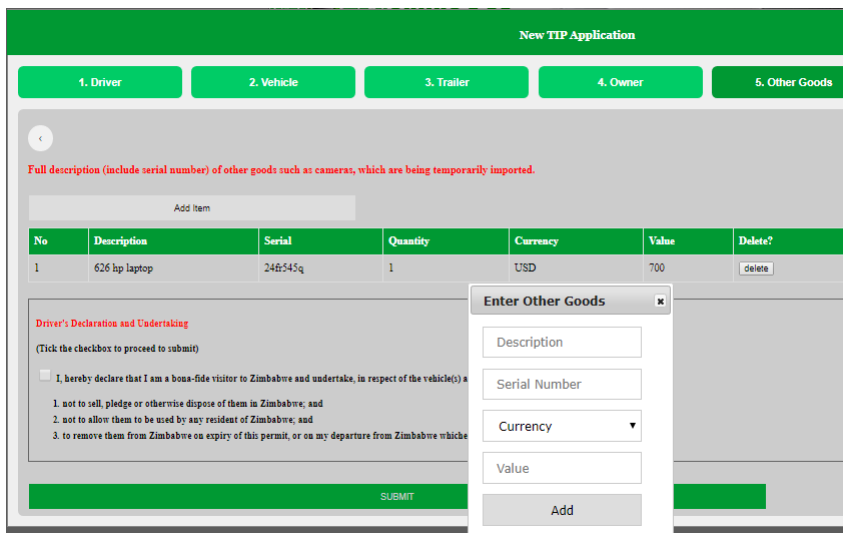
Capture other goods details

Click on "Add"

The item will be added, enter any additional item if necessary, otherwise close the "Enter Other Goods" dialogue box.

Click the 'Driver's Declaration and Undertaking' check box after reading and understanding it

Click the 'Submit' button at the bottom to submit your TIP application

An auto-generated message will pop up informing you that your application has been successfully submitted and also giving you your Reference number to be submitted to the ZIMRA officer at the port of entry on the day of travelling. The same message will be automatically sent to your e-mail address you captured during registration.
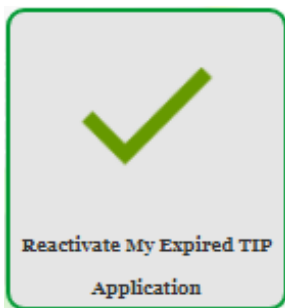
Edit My TIP Application
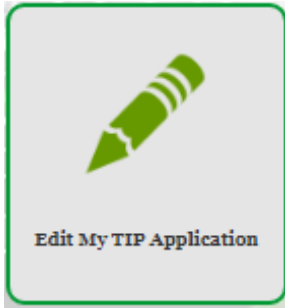
Edit is used to amend a TIP that has been submitted. If one feels they have made a mistake or need to put additional information on the submission, click on Edit and enter the submitted TIP reference number.

Reactivate My Expired TIP Application

When a submitted TIP application has expired (passed the intended date of travel and client failed to travel), extension of the intended date of travel can edited to activate the e-TIP.