

## PUTTING IN PLACE A NEW SYSTEM TO RECEIVE THE TAX PAYMENT ADVICE NOTES



### VIRTUAL NOTIFICATION SYSTEM (CARTERO VIRTUAL DE AVISOS)

- Available 24/7
- Paperless communication
- Higher security: Personal Tax-payer password

For security, efficiency and immediacy reasons, the sending of payment advice notes of regular local tax payments (bills) using paper has come to an end. That will be the case for the advice notes regarding the property tax, the motor vehicle tax, the trade tax and the municipal taxes.

In order to obtain the payment advice notes for all these taxes it will be necessary to visit the VIRTUAL NOTIFICATION SYSTEM website.

The VIRTUAL NOTIFICATION SYSTEM can be reached using any device with an internet connection together with your personal tax-payer password.

**For further information: [www.atib.es](http://www.atib.es) > Cartero virtual de avisos**

### Other ways to obtain payment advice notes.

Via the Internet, on the ATIB web following one of these procedures:

- By using your payment advice note issued during the previous fiscal year ([www.atib.es](http://www.atib.es) > *Tributos locales* > *Obtención de aviso y pago de tributos locales periódicos*).
- In case you are the beholder of a digital certificate recognized by the ATIB, in the Fiscal File - Carpeta fiscal ([www.atib.es](http://www.atib.es) > *Carpeta fiscal*).
- Through the Inquiries and Suggestions Service ([www.atib.es](http://www.atib.es) > *Consultas y sugerencias*).

Face-to-face in any local Tax office belonging to the ATIB (For the location of the different offices and to contact them, visit [www.atib.es](http://www.atib.es) > *Oficinas y servicios*), on working days from Monday to Thursday from 8.15 to 13.30 and from 15.15 to 16.45h. On working Fridays from 8.15 to 14.30 (On working days in July and August the opening hours are from 8.15 to 14.30, from Monday to Friday).

It is highly recommended to request a previous appointment via the internet ([www.atib.es](http://www.atib.es) > *Cita previa*) or to call 971 678 404.



**Recommendation:**  
**Payment by direct debit from  
your personal bank account.**

For your convenience, have your bills paid by direct debit from your personal bank account (for further information: [www.atib.es](http://www.atib.es) > *Tributos locales* > *Domiciliación de pago de tributos locales de cobro periódico por recibo*).