

### 1. How to create a new Passenger Fee return

Under Messaging → Passenger Fee Return



The below screen will appear and user clicks on New.



After clicking on New, the following screen will appear. User selects the Company from the drop down list and types the period in format YYYYMM and clicks on OK button.

Messaging	Communication	Utilities	Code Maintenance	Report	Password Management
<b>Pax Fee Return Period</b>					
Please Specify					
Company	TEST COMPANY LTD ▾				
Period					
Tax Period( YYYYMM )	:	201511			
		OK	Cancel		

On clicking OK, a new Passenger Fee return with a generated job no will be created.

Send	Save	Exit	RETURN OF PASSENGER FEE & PASSENGER SOLIDARITY FEE	
<b>Job No :</b>	2015112400003CNPTEST	<b>Month :</b>	201509	
<b>Document Status :</b>	Create	<b>Status :</b>	Incomplete	
<b>Tax Account Number :</b>	27154111	<b>Company Name :</b>	TEST COMPANY LTD	
<b>Deadline Date:</b>	03/11/2015			
<b>PASSENGER FEE:</b>	0	<b>PASSENGER SOLIDARITY FEE:</b>	0	
<b>Late Payment Penalty :</b>	0	<b>Late Payment Penalty :</b>	0	
<b>Interest:</b>	0	<b>Interest :</b>	0	
<b>Total Remittance :</b>	0	<b>Total Remittance :</b>	0	
<p style="color: red;">Following amendments brought by Civil Aviation (Amendment of schedule) Regulations 2011, as published in Govt Gazette No 36 of 23 April 2011, revised Passenger Fees are applicable as from 1 June 2011. In order to cater for bookings made in advance before the new rates were communicated to the airlines, users are allowed to overwrite fees computed as per new rates.</p>				
FLIGHT DETAILS		PAYMENT DETAILS		

User clicks on the button FLIGHT DETAILS and below screen will appear.

## Pax Fee Return

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Exit
FLIGHT DETAILS LIST

**Job No:** 2015112400003CNPTEST **Period:** 201509

	Flight Date	Flight No.	No.of Passengers on Flight	No.of Exempt Passengers	Passenger Fee	Passenger Solidarity Fee	Edit
<input type="checkbox"/>							

Insert | Delete

**NOTE: To modify the calculated Passenger Fees, please click on the PASSENGER FEE AMOUNT DISPLAYED ABOVE.**

VIEW TOTALS

Once user clicks on Insert, the following screen will appear.

Pax Fee Flight

Save	Exit	FLIGHT DETAILS FOR PERIOD 201509	
<b>Date of Flight:</b>	<input type="text" value=""/>	<b>Flight No:</b>	<input type="text" value=""/>
<b>No. of Passengers:</b>	<input type="text" value="0"/>	<b>No. of Exempt Passengers:</b>	<input type="text" value="0"/>
<b>PASSENGER FEE</b>			
<b>Children below 2</b> (Rate: Rs 0.0)	<input type="text" value="0"/>		
<b>PASSENGERS WHOSE JOURNEY START FROM REUNION, MADAGASCAR, SEYCHELLES OR COMORES</b>			
<b>Children aged 2 but below 12</b> (Rate: Rs 300.0)	<input type="text" value="0"/>	<b>Passengers Aged 12 and Above</b> (Rate: Rs600.0)	<input type="text" value="0"/>
<b>ANY OTHER PASSENGER</b>			
<b>Children Aged 2 but below 12</b> (Rate: Rs700.0)	<input type="text" value="0"/>	<b>Passengers Aged 12 and above</b> (Rate: Rs1400.0)	<input type="text" value="0"/>
<b>PASSENGER SOLIDARITY FEE</b>			
<b>Economy</b> (Rate Rs40.0)	<input type="text" value="0"/>	<b>Other</b> (Rate Rs80.0)	<input type="text" value="0"/>
<b>Passengers in Transit</b> (Rate Rs0.0)	<input type="text" value="0"/>		

User enter details and click on Save.

## Pax Fee Flight

Save   Exit	FLIGHT DETAILS FOR PERIOD 201509		
<b>Date of Flight:</b>	20/09/2015	<b>Flight No:</b>	MK205
<b>No. of Passengers:</b>	<input style="width: 80px;" type="text" value="100"/>	<b>No. of Exempt Passengers:</b>	<input style="width: 80px;" type="text" value="0"/>
<b>PASSENGER FEE</b>			
<b>Children below 2</b> (Rate: Rs 0.0)	<input style="width: 80px;" type="text" value="0"/>		
<b>PASSENGERS WHOSE JOURNEY START FROM REUNION, MADAGASCAR, SEYCHELLES OR COMORES</b>			
<b>Children aged 2 but below 12</b> (Rate: Rs 300.0)	<input style="width: 80px;" type="text" value="0"/>	<b>Passengers Aged 12 and Above</b> (Rate: Rs600.0)	<input style="width: 80px;" type="text" value="0"/>
<b>ANY OTHER PASSENGER</b>			
<b>Children Aged 2 but below 12</b> (Rate: Rs700.0)	<input style="width: 80px;" type="text" value="100"/>	<b>Passengers Aged 12 and above</b> (Rate: Rs1400.0)	<input style="width: 80px;" type="text" value="0"/>
<b>PASSENGER SOLIDARITY FEE</b>			
<b>Economy</b> (Rate Rs40.0)	<input style="width: 80px;" type="text" value="100"/>	<b>Other</b> (Rate Rs80.0)	<input style="width: 80px;" type="text" value="0"/>
<b>Passengers in Transit</b> (Rate Rs0.0)	<input style="width: 80px;" type="text" value="0"/>		

Once values have been saved, the following screen will appear. User can do another Insert or click on VIEW TOTALS.

## Pax Fee Flight

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Exit
FLIGHT DETAILS LIST

**Job No:** 2015112400003CNPTTEST **Period:** 201509

<input type="checkbox"/>	Flight Date	Flight No.	No.of Passengers on Flight	No.of Exempt Passengers	<b>Passenger Fee</b>	Passenger Solidarity Fee	Edit
<input type="checkbox"/>	20/09/2015	MK205	100	0	<u>70000</u>	4000	<a href="#">Edit</a>

Insert | 
 Delete

**NOTE:** To modify the calculated Passenger Fees, please click on the PASSENGER FEE AMOUNT DISPLAYED ABOVE.

VIEW TOTALS

The following screen will appear when user clicks on VIEW TOTALS and user clicks on Exit.

Exit	SUMMARY OF FLIGHT DETAILS FOR PERIOD 201509	
<b>TOTAL No. of Passengers:</b>	100	<b>TOTAL No. of Exempt Passengers:</b> 0
<b><u>PASSENGER FEE</u></b>		
<b>TOTAL No. of Children below 2</b> (Rate: Rs 0.0):	0	
<b>PASSENGERS WHOSE JOURNEY START FROM REUNION, MADAGASCAR, SEYCHELLES OR COMORES</b>		
<b>TOTAL No. of Children aged 2 but below 12</b> (Rate: Rs 300.0) :	0	<b>TOTAL No. of Passengers Aged 12 and Above</b> (Rate: Rs600.0) : 0
<b>ANY OTHER PASSENGER</b>		
<b>TOTAL No. of Children Aged 2 but below 12</b> (Rate: Rs700.0) :	100	<b>TOTAL No. of Passengers Aged 12 and above</b> (Rate: Rs1400.0) : 0
<b><u>PASSENGER SOLIDARITY FEE</u></b>		
<b>TOTAL Economy</b> (Rate Rs40.0) :	100	<b>TOTAL Other</b> (Rate Rs80.0) : 0
<b>TOTAL Passengers in Transit</b> (Rate Rs0.0) :	0	
<b>TOTAL Passenger Fees:</b>	70000	
<b>TOTAL Passenger Solidarity Fees:</b>	4000	

Back to the main screen as below, user can click on the button PAYMENT DETAILS to insert payment details.

Send Save Exit	RETURN OF PASSENGER FEE & PASSENGER SOLIDARITY FEE	
<b>Job No :</b>	2015112400003CNPTEST	<b>Month :</b> 201509
<b>Document Status :</b>	Create	<b>Status :</b> Incomplete
<b>Tax Account Number :</b>	27154111	<b>Company Name :</b> TEST COMPANY LTD
<b>Deadline Date:</b>	03/11/2015	
<b>PASSENGER FEE:</b>	0	<b>PASSENGER SOLIDARITY FEE: 0</b>
<b>Late Payment Penalty :</b>	0	<b>Late Payment Penalty :</b> 0
<b>Interest:</b>	0	<b>Interest :</b> 0
<b>Total Remittance :</b>	0	<b>Total Remittance :</b> 0
Following amendments brought by Civil Aviation (Amendment of schedule) Regulations 2011, as published in Govt Gazette No 36 of 23 April 2011, revised Passenger Fees are applicable as from 1 June 2011. In order to cater for bookings made in advance before the new rates were communicated to the airlines, users are allowed to overwrite fees computed as per new rates.		
<input type="button" value="FLIGHT DETAILS"/> <input type="button" value="PAYMENT DETAILS"/>		

After inserting payment details, user clicks on Exit.

Pax Fee Payment

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Exit
PASSENGER FEE & SOLIDARITY FEE PAYMENT DETAILS LIST

**Job No:** 2015112400003CNPTTEST      **Period:** 201509  
**Passenger Fee:** 70000

PENALTIES PAID

**Late Payment Penalty :**       **Interest on unpaid Tax:**   
**Total Passenger Fee Remittance :** 74,200

	Bank	Branch	Account No	Debit Date	Debit Amount	Edit
<input type="checkbox"/>	Bank of Mauritius	Head Office	12345	24/11/2015	74200	<a href="#">Edit</a>
<b>Total</b>					74200	

Insert | Delete

**Passenger Solidarity Fee:** 4000

PENALTIES PAID

**Late Payment Penalty :**       **Interest on unpaid Tax:**   
**Total Passenger Solidarity Fee Remittance :** 4,240

	Bank	Branch	Account No	Debit Date	Debit Amount	Edit
<input type="checkbox"/>	Habib Bank Ltd	Head Office	123456	24/11/2015	4,240	<a href="#">Edit</a>
<b>Total</b>					4240	

Insert | Delete

Note: Total Debit Amount displayed in red if it does not match Total Remittance

Upon clicking Save from the menu, a dialog box will appear and user should click on OK.



<a href="#">Send</a> <a href="#">Delete</a> <a href="#">Save</a> <a href="#">Exit</a>		RETURN OF PASSENGER FEE & PASSENGER SOLIDARITY FEE	
Job No :	2015112400003CNPTTEST	Month :	201509
Document Status :	Create	Status :	Incomplete
Tax Account Number :	27154111	Company Name :	TEST COMPANY LTD
Deadline Date:	03/11/2015		
PASSENGER FEE:	70000	PASSENGER SOLIDARITY FEE:	4000
Late Payment Penalty :	3500	Late Payment Penalty :	200
Interest:	700	Interest :	40
Total Remittance :	74200	Total Remittance :	4240

The page at localhost:8080 says:

Do you want to save as a Complete document?

Prevent this page from creating additional dialogs.

Following amendments brought by Civil Aviation (Amendment of schedule) Regulations 2011, as published in Govt Gazette No 36 of 23 April 2011, revised Passenger Fees are applicable as from 1 June 2011. In order to cater for bookings made in advance before the new rates were communicated to the airlines, users are allowed to overwrite fees computed as per new rates.

[FLIGHT DETAILS](#)   [PAYMENT DETAILS](#)

## 2. How to retrieve an existing return

To retrieve an existing return, click on Retrieve.

Messaging
Communication
Utilities
Code Maintenance
Report
Password Management

# Passenger Fee

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[New](#) [Retrieve](#) [Delete](#) [Print](#) [Exit](#)
MONTHLY RETURN OF PASSENGER FEE AND PASSENGER SOLIDARITY FEE

Please Click any of the above links to proceed.

Below screen will appear and user can search by selecting Company Name and input either Tax Period or Job No. Click on Search button to display the records.

Select the required record under the table and Click on OK button to display the return.

Pax Fee Return Search

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Search Passenger Fee & Solidarity Fee - retrieve mode

Company Name NONE ▾

Search By  Tax Period( YYYYMM )  Job No.

	Read	Comp. Status	Doc. Status	Company Name	Tax Period	Job Number	TAN
<input type="radio"/>	-	C	S	TEST COMPANY LTD	201501	2015051900001CNPTTEST	27154111

To display all returns, user can type % and click on Search as shown below.

Pax Fee Return Search

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Search Passenger Fee & Solidarity Fee - retrieve mode

Company Name NONE ▾

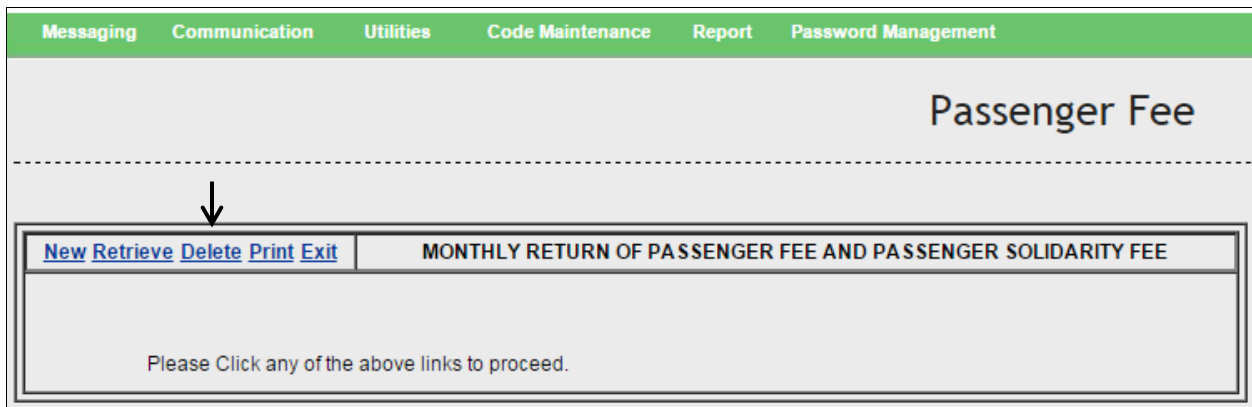
Search By  Tax Period( YYYYMM )  Job No.

Search

	Read	Comp. Status	Doc. Status	Company Name	Tax Period	Job Number	TAN
<input type="radio"/>	-	C	S	NEW TEST COMPANY	200801	2008021200001MNSTESTCO	78687343
<input type="radio"/>	-	C	S	NEW TEST COMPANY (TRUST)	200903	2009041400013MNSTESTCO	78687343
<input type="radio"/>	-	C	S	I-TRUST LOCAL	200908	2009110600001MNSTESTCO	78687343
<input type="radio"/>	-	C	S	I-TRUST LOCAL	200911	2009120400005MNSTESTCO	78687343
<input type="radio"/>	-	C	T	I-TRUST LOCAL	201001	2010021700002MNSTESTCO	78687343
<input type="radio"/>	-	C	S	NEW TEST COMPANY (TRUST)	201002	2010031800003MNSTESTCO	78687343
<input type="radio"/>	-	C	S	NEW TEST COMPANY (TRUST)	201003	2010031800005MNSTESTCO	78687343
<input type="radio"/>	-	C	S	NEW TEST COMPANY (TRUST)	201101	2011010500001MNSTESTCO	78687343
<input type="radio"/>	-	C	S	I-TRUST LOCAL	201105	2011061400001MNSTESTCO	78687343
<input type="radio"/>	-	C	S	I-TRUST LOCAL	201106	2011060300001MNSTESTCO	78687343
<input type="radio"/>	-	C	S	I-TRUST LOCAL	201111	2012011200032MNSTESTCO	78687343

### 3. How to delete a return

To delete a return, click on Delete.



The screenshot shows a web application interface. At the top, there is a green navigation bar with the following menu items: Messaging, Communication, Utilities, Code Maintenance, Report, and Password Management. Below this bar, the page title 'Passenger Fee' is displayed on the right side. A dashed horizontal line separates the title from the main content area. In the center of the content area, there is a table with two columns. The first column contains the links 'New', 'Retrieve', 'Delete', 'Print', and 'Exit'. The second column contains the text 'MONTHLY RETURN OF PASSENGER FEE AND PASSENGER SOLIDARITY FEE'. A black arrow points down to the 'Delete' link. Below the table, there is a text prompt: 'Please Click any of the above links to proceed.'

After selecting the return to be deleted, user click on OK from the dialog box.

### Pax Fee Return Search

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**Search Passenger Fee & Solidarity Fee - delete mode**
✕

Company Name

Search By  Tax Period( YYYYMM )  Job No.

The page at localhost:8080 says:

Confirm delete ?

<input type="checkbox"/>	Read	Comp. Status	Doc. Status	Company Name	Tax Period	Job Number	TAN
<input checked="" type="checkbox"/>	-	I	C	TEST COMPANY LTD	201208	2013080600001MNSTESTCO	27154111
<input type="checkbox"/>	-	I	C	TEST COMPANY LTD	201307	2015051900003CNPTTEST	27154111
<input type="checkbox"/>	-	I	C	TEST COMPANY LTD	201407	2015072100051CNPTTEST	27154111
<input type="checkbox"/>	-	C	C	TEST COMPANY LTD	201509	2015112400003CNPTTEST	27154111

#### **4. How to print a return**

To print a return, click on Print.

<a href="#">Messaging</a>	<a href="#">Communication</a>	<a href="#">Utilities</a>	<a href="#">Code Maintenance</a>	<a href="#">Report</a>	<a href="#">Password Management</a>
Passenger Fee					
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 5px;"> <a href="#">New</a> <a href="#">Retrieve</a> <a href="#">Delete</a> <a href="#">Print</a> <a href="#">Exit</a> </div> <div style="border: 1px solid black; padding: 5px; flex-grow: 1;">             MONTHLY RETURN OF PASSENGER FEE AND PASSENGER SOLIDARITY FEE           </div> </div> <p style="text-align: center; margin-top: 10px;">Please Click any of the above links to proceed.</p>					

Below screen will appear and user can paste the job No to print and after selecting the radio button, user clicks on OK button.

Pax Fee Return Search							
Search Passenger Fee & Solidarity Fee - print mode							
Company Name	<input type="text" value="NONE"/>						
Search By	<input type="radio"/> Tax Period( YYYYMM ) <input checked="" type="radio"/> Job No.						
	<input type="text" value="2015051900001CNPTEST"/>						<input type="button" value="Search"/>
	<input type="button" value="Search"/>						
	Read	Comp. Status	Doc. Status	Company Name	Tax Period	Job Number	TAN
<input type="radio"/>	-	C	S	TEST COMPANY LTD	201501	2015051900001CNPTEST	27154111
<input type="button" value="OK"/> <input type="button" value="Exit"/>							

Once the below screen appears, user clicks on Print button.

**RETURN OF PASSENGER FEE & SOLIDARITY FEE**

Job No : 2015051900001CNPTEST Company Name TEST COMPANY LTD  
 Tax Account Number 27154111 Tax Period 201501  
 Deadline 02/03/2015

Passenger Fee										Passenger Solidarity Fee				
Passengers whose journey starts from Reunion, Madagascar, Seychelles or Comores						Any Other Passenger								
SN	Date Of Flight	Flight No	No Of Passengers on Flight	No Of Exempt Passengers	Children Below 2 (Rate: Rs 0.0)*	Children Aged 2 but below 12 (Rate: Rs200.0)	Passengers Aged 12 and Above (Rate: Rs600.0)	Children Aged 2 but below 12 (Rate: Rs700.0)	Passengers Aged 12 and above (Rate: Rs1400.0)	TOTAL PASSENGER FEES(RS.)	Economy (Rate Rs40.0)	Other (Rate Rs80.0)	Passengers in Transit (Rate Rs0.0)	TOTAL PASSENGER SOLIDARITY FEES(RS.)
1	01/01/2015	A4011	100	0	0	100	0	0	0	30,000	100	0	0	4,000
<b>TOTAL</b>										100	0	0	4,000	
Total Passenger Fee:(Rs.) 30,000										Total Passenger Solidarity Fee:(Rs.) 4,000				
Late Payment Tax:(Rs.) 1,500										Late Payment Tax:(Rs.) 200				
Interest:(Rs.) 2,100										Interest:(Rs.) 280				
TAX PAYABLE:(Rs.) 33,600										TAX PAYABLE:(Rs.) 4,480				

PAYMENT DETAILS FOR PASSENGER FEE				
Bank		Debit		Amount
Name	Branch	Date	A/C No	(Rs)
Bank of Mauritius	Head Office	30/09/2015	Test12345	33600

PAYMENT DETAILS FOR PASSENGER SOLIDARITY FEE				
Bank		Debit		Amount
Name	Branch	Date	A/C No	(Rs)
Bank of Mauritius	Head Office	30/09/2015	Test12345	4480

**DECLARATION**

I, CNP Test User 5 under CNPTEST ID Code CNPUSR5 hereby declare that

- (a) the income, deductions, tax credits and other particulars in this return are true, correct and complete  
 (b) instructions have been given to the banker(s) to credit the account(s) of the Director General, Mauritius Revenue Authority with the sum of Rs 33600 (passenger fee) and Rs 4480 (passenger Solidarity fee) representing the amount of tax payable in accordance with this return.