## Payment Process for the \$1 Levy to the Northern Territory Government

## Flowchart



## **Step-by-Step Process**

Payment Process for the \$1 Levy to the Northern Territory Government



Welcome, John Smith What would you like to do today?	
You have 2 outstanding actions!	
Data Entry required for October period. Click here to action	×
Your September Invoice is still outstanding. Click here to action.	×
Submit Data View Previous Submissions	User enters the coo of jobs undertak
Having issues?	
Contact us between 8AM and 4PM Monday to Friday on 89247580 or click the button below to send us a message, we will get back to you as soon as we can.	
Contact Us	

Welcome, John Smit	th
You have 2 outstanding a	actions!
Data Entry required for October period. Click her	e to action
Your September Invoice is still outstanding. Click	k here to action.
Submit Data	
	October Submission Taxi 001 Enter total number of trips for this vehicle Taxi 002 Enter total number of trips for this vehicle Taxi 003 Enter total number of trips for this vehicle

and the number n in that month

The user will enter the code from the SMS text into the website and advise how many trips were undertaken by each commercial vehicle licence (CVL) they hold. If the user has more than one point-to-point CVL they will be required to enter the number of trips undertaken by each vehicle.

A ridesharing network will be required to enter the total number of trips by region conducted during the month.

You have 2 outstanding actions!		
Data Entry required for October period. Click here to action		
Your September Invoice is still outstanding. Cli	ok here to action.	
Submit Data		
	October Submission Region - Alice Springs Enter total number of trips for this Region Region - Darwin Enter total number of trips for this Region Region - Katherine Enter total number of trips for this Region	

Welcome, John Smith of Rideshare Company



The system will generate a tax invoice based on the data entered and the user will have options on how and when they can pay. Payment options include paying immediately or paying on or before the end of the month using a variety of options such as BPay, NT Government pay online, pay in person, or pay over the phone.

Payment is validated and a tax receipt is issued to the user for their records.



To view previous submissions click on the button and a table will appear with all of the user's previous submissions listed by month. The submission status will advise if it is completed, the invoice is outstanding or data is required. Click on the View button for further details.

> If any issues are experienced, click on the Contact Us button. This will allow the user to enter their name, email and issue they are experiencing. The Commercial Passenger Vehicle Branch will review and action accordingly.