



Proof of Fiscal Address Certificate

The *Proof of Fiscal Address Certificate* is a document generated by the Portuguese Tax Authority that indicates the fiscal domicile address of a taxpayer upon a specific date.

When is proof of fiscal address required?

There are numerous situations in which this document may be needed, whether it be mandatory or supplementary in nature. For example, when changing addresses in the process of updating contracts with financial institutions, it is common to require a document stating that the new fiscal address is, in fact, the true one.

How to obtain a Proof of Tax Address Certificate

The easiest way to get this certificate is via the Tax Authority Portal. Once registered with your respective Tax Identification Number and password (“*senha*”), go through the following steps:

Go to the “AT” Portal:

- Click: “*Serviços Tributários*” (Tax Services); then
- Click: “*Cidadãos*” (Citizens); then
- Click: “*Obter*” (Get), then
- Click: “*Certidões*” (Certificates).

You will be asked to enter your user codes (NIF and “*senha*”). Once authenticated:

- Choose the option: “*Domicílio Fiscal*” (Fiscal Domicile);
- Click: “*Confirmar*” (Confirm); and finally
- Click: “*Obter*” (Obtain).

On screen, you will be presented with the Certificate containing:

- Identification of your local “*Finanças*” department;
- Current date; and
- Fiscal address associated with your taxpayer number.

Print and save your *Proof of Fiscal Address Certificate*.