

# Pembayaran Pajak Melalui Loker

*Tax Payment Over The Counter*

## TATA CARA PENERIMAAN NEGARA MELALUI LOKET KANTOR CABANG DENGAN MENGISI FORMULIR DIBAWAH INI

### STATE REVENUE GUIDANCE OVER THE COUNTER BRANCH USING BELOW FORM

**citi**

**FORMULIR PEMBAYARAN PAJAK/TAX PAYMENT FORM**  
 Syarat dan kondisi dibalik ini/Terms and conditions at reverse side

☐ **Konfirmasi FAX / FAX confirmation**

Tanggal Transaksi / Value Date : \_\_\_\_\_

NAMA PEMBAYAR PAJAK / Name of Depositor : \_\_\_\_\_

Contact Person & Telp. No. : \_\_\_\_\_

**PILIH SALAH SATU CARA PEMBAYARAN/Choose Methode of Payment :**

☐ Debit rekening kami nomor/Debit our account number \_\_\_\_\_ Rp. \_\_\_\_\_  
☐ Electronic Banking / NCB / FTI \_\_\_\_\_ Rp. \_\_\_\_\_  
☐ Tunai / Cash \_\_\_\_\_ Rp. \_\_\_\_\_  
☐ LLG dari Bank/Incoming clearing from Bank \_\_\_\_\_ Rp. \_\_\_\_\_  
 (Harap lampirkan bukti kiriman uang/Please attach transfer application form)  
☐ Cek Giro Citibank, N.A./Citibank, N.A. cheque/giro \_\_\_\_\_ Rp. \_\_\_\_\_  
☐ Cek/Giro Klining / Clearing cheque/Giro \_\_\_\_\_ Rp. \_\_\_\_\_  
☐ Lain-lain/Others : \_\_\_\_\_ Rp. \_\_\_\_\_  
 Total : Rp. \_\_\_\_\_

Untuk cek/giro, harap diisi perincian berikut/For cheque/giro, please fill in the following details :

| No. Cek<br>Cheque No. | Nama Bank Tertarik<br>Drawee Bank | Mata Uang<br>Currency | Jumlah<br>Amount |
|-----------------------|-----------------------------------|-----------------------|------------------|
| 1.                    |                                   |                       |                  |
| 2.                    |                                   |                       |                  |
| 3.                    |                                   |                       |                  |
| 4.                    |                                   |                       |                  |
| 5.                    |                                   |                       |                  |
| Total                 |                                   |                       | Rp.              |

Note : Beri lampiran untuk Cek lebih dari 5  
For checks more than 5 attach details

Jika dana kurang, / If insufficient funds, please indicate the source of funds :

☐ Incoming Funds From : \_\_\_\_\_  
 Amount: \_\_\_\_\_  
☐ FX Transactions \_\_\_\_\_  
 Date : \_\_\_\_\_  
☐ Deposit Check \_\_\_\_\_  
 Amount: \_\_\_\_\_  
☐ Time/Call Deposits \_\_\_\_\_  
 Amount: \_\_\_\_\_  
☐ Loans booking \_\_\_\_\_  
 Amount: \_\_\_\_\_

**PAJAK YANG DIBAYARKAN/DETAILS OF TAX PAYMENT**

| Kel<br>MAP | Jenis Pajak<br>Type of Tax | Jumlah SSP<br>No of Items | Jumlah uang<br>Amount | For CITIBANK Use<br>(Cititax stamps) |
|------------|----------------------------|---------------------------|-----------------------|--------------------------------------|
| 4111       | PPH                        |                           | Rp.                   |                                      |
| 4112       | PPN & PPNBM                |                           | Rp.                   |                                      |
| 4115       | Cukai                      |                           | Rp.                   |                                      |
| 4116       | Pajak Lainnya              |                           | Rp.                   |                                      |
| 4116       | Bea Materai                |                           | Rp.                   |                                      |
| 4200       | PN Non Pajak               |                           | Rp.                   |                                      |
| Total      |                            |                           | Rp.                   |                                      |

Authorized Signer (s) \_\_\_\_\_

(Hanya untuk debit rekening/  
For debit account only)

**For CITIBANK, N.A. use**

Clearing cheques cash to be credited to :

☐ Inter dept. CMO Tax Cash / 9-244430-004  
☐ S/A Account Liquidation / 9223900008

Transactions Ref. \_\_\_\_\_  
 Rate \_\_\_\_\_  
 Input \_\_\_\_\_  
 Authorize \_\_\_\_\_

Cititax

Remitter Ref. : \_\_\_\_\_

**TO BE PROCESSED ON NEXT WORKING DAY**

White : Citibank copy (Feb 2001 Ed.) Red : teller's Copy Yellow : CMO Copy - authenticated copy Green : Customer copy

**Citibank, N.A.**

Pastikan pengisian dengan lengkap dan benar untuk poin dibawah ini.

Ensure to fill below points are correct and complete.

1. Tanggal pembayaran.  
Value date.
2. Nama pembayar pajak/pemilik rekening.  
Name of taxpayer/account holder.
3. Kontak person (nama & no telephone yang bisa dihubungi).  
Contact person (name & phone contacted)
4. Metode pembayaran.
  - a. Debit rekening: Menuliskan nomer rekening dan jumlah yang akan dibayarkan.
  - b. Electronic Banking: Merujuk pada panduan Citidirect.
  - c. Tunai : Menuliskan jumlah yang akan dibayarkan
  - d. LLG dari Bank: Melampirkan bukti transfer.
  - e. Cek Citibank: Memastikan kelengkapan pengisian dan ketersediaan dana.
  - f. Cek Giro klining bank lain: Pastikan pengisian cek adalah benar dan akan diproses saat dana efektif di rekening.

Payment method.

- a. Debit Account: Fill in account number and amount to be paid.
  - b. Electronic Banking: Refer to Citidirect guidance.
  - c. Cash. Write down correct amount.
  - d. LLG from other Bank: Submit transfer receipt.
  - e. Cheque Citibank: Ensure completeness and account is sufficient.
  - f. Clearing Cheque/Giro other bank: Ensure all field filled correctly and processed once funds are effective in account.
5. Tanda tangan pemilik kuasa.  
Authorized person signature.

Catatan penting:

1. Pastikan melampirkan cetakan IDbilling atau informasi ID billing.
2. BPN akan tersedia setelah proses penerimaan negara selesai.

Important Notes:

1. Ensure to bring printed IDbilling or IDbilling information.
2. BPN will be available after process to Kas Negara is finished.

Daftar lokasi cabang:

1. **KCP Jakarta**  
South Quarter Tower B Jl. RA Kartini Kav. 8, Lantai 6, Jakarta 12430
2. **KCP Surabaya**  
JAPFA INDOLAND CENTER. JAPFA TOWER II Lantai 3. Jl Panglima Sudirman No 66-68. Surabaya 60271
3. **KCP Medan**  
Jln Imam Bonjol no 23, 4th floor. Medan 20151
4. **KCP Bandung**  
Wisma Bumiputera (Annex Building), Jl. Asia Afrika No.141-149, Bandung, Jawa Barat 40261