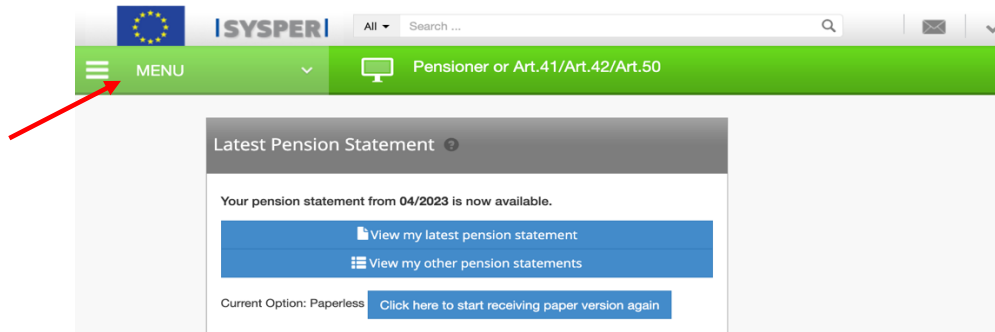


HOW TO CREATE TAX CERTIFICATES (with/without amounts) from Sysper Post Activity ?

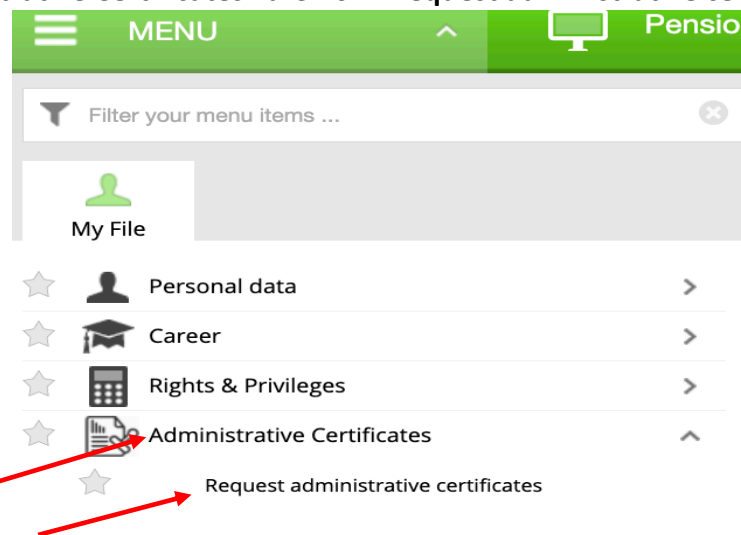
From the MyRemote Menu (<https://myremote.ec.europa.eu>)


→ SYSPER Post Activity

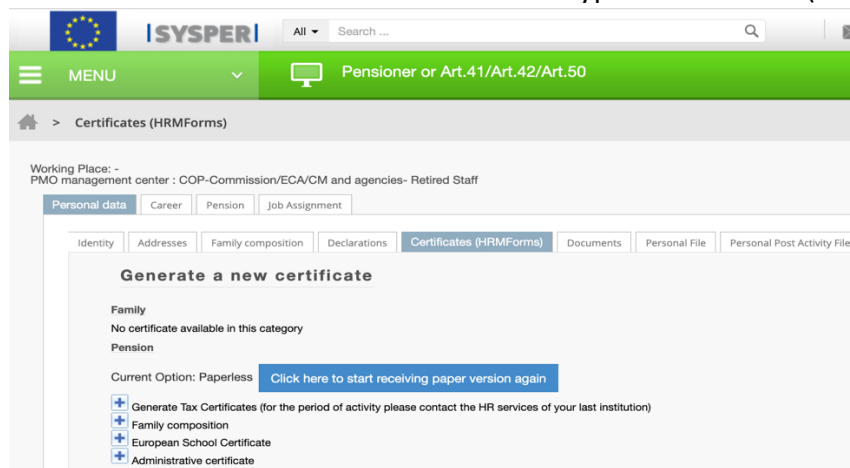
→ Click on **MENU**



→ Click on “Administrative Certificates” then on “Request administrative certificates”

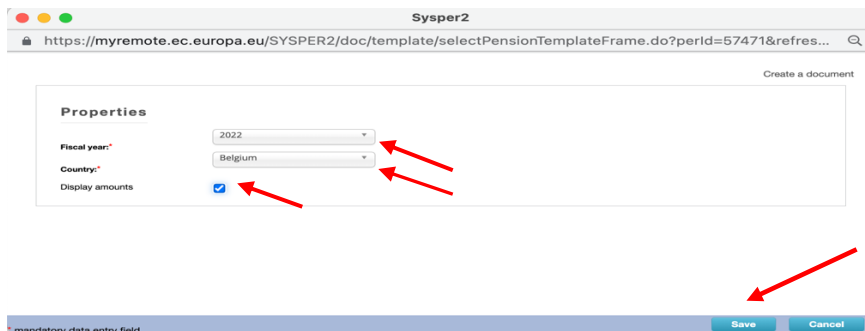


→ Click on the  next to “Generate” next to the desired type of certificate (here tax certificates)



A new window opens:

- Select the **Fiscal year** and the **Country** (to have that country language) **and if necessary**, tick **“Display amounts”** + a clic on **Save** at the bottom of the screen



N.B. If the ideal year gives an error message, try the year before!

- A waiting message is displayed and after a few moments, you return to the main window
- Under **“Already generated certificates”** the latest requested certificates are to be found.

ID	TITLE	LANGUAGE	STATE	CREATION DATE	PDF
1631232	Attestation Administrative	FRA	Validated	27/04/2023 21:49:39	
1631221	Tax Certificate - Retirement Art: 12 N.139496 - BEL - 2022 - Avec montants	NLD	Validated	27/04/2023 21:04:31	
1631220	Attestation fiscale - Retraite Art: 12 N.139496 - BEL - 2022 - Avec montants	FRA	Validated	27/04/2023 21:04:29	
1631219	Steuerbescheinigung - Pensionierung Art: 12 N.139496 - BEL - 2022 Avec montants	DEU	Validated	27/04/2023 21:04:27	

- click on the red PDF symbol to the right of the screen to display the relevant certificate. In the case of Belgium, it is automatically generated in the 3 official languages (FR/NL/DE)
- Choose to download and/or print the document(s)

Good to know: other types of certificates are available in the language and for a reason to be selected (car purchase, rental, subscription, etc.)