Instructions How to fill the TAX 790-052 (Step by step)

Access the website

- Scroll down the page and select:
  1. To fill the form and pay it in a bank office.
     With this option you get the proof of payment when paying at the bank office and you don't have to wait for the payment to appear in the bank account to obtain the receipt.



  2. To pay it online:



Process when selecting the first option: To fill and print the form

- Select the REGLAMENTO EXTRANJERIA: RD1155/2024



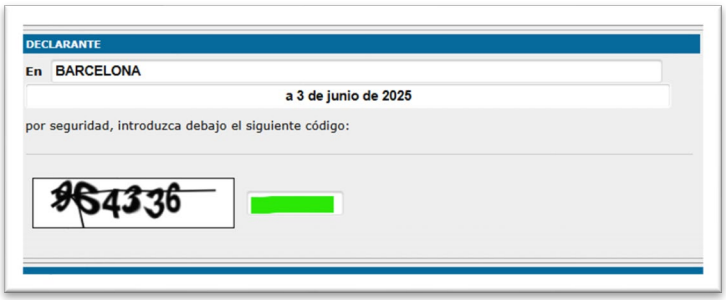
- Select the province of Barcelona



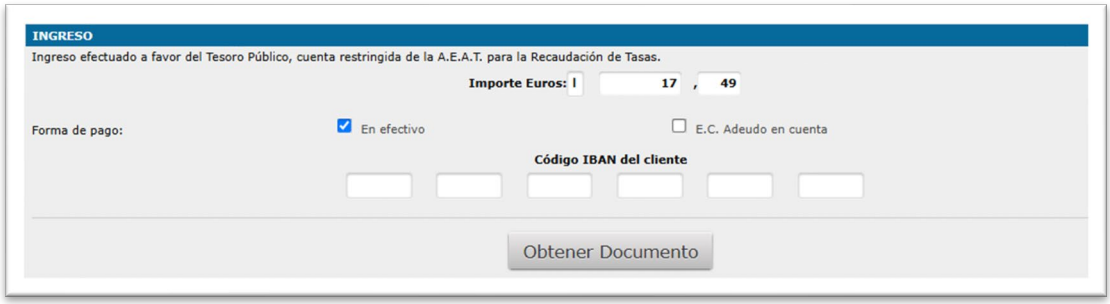
- On the first box indicate your personal data as follows



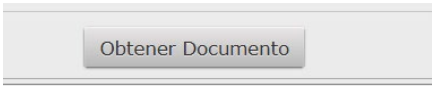
- Select the right option according to the procedure you are doing .
- Then introduce the verification code.



- Indicate the way of payment:
  - In cash: “En efectivo”
  - Payment in account: “E.C.Adeudo en cuenta”
    - *Need to indicate the IBAN number of your Spanish account.
    - Not recommended, as you won't receive proof of payment immediately.



- Then click on obtain document “Obtener documento”



- Print the document obtained and go to a bank office to pay the tax. Be sure to get the proof of payment, as you will have to attach it to the renewal application.