

## My Account - ROS Administrator

If you are an individual who has registered for myAccount or PAYE Anytime in the past, you may use myAccount to access ROS. If you have forgotten your password, click the “Forgot Password” link on the myAccount sign in screen.

If you have set up a Verified MyGovID account with the Department of Social Protection (DSP), you may use this to access myAccount.

To register for ROS, you must have an active registration for Income Tax, Capital Acquisitions Tax or a business tax such as VAT.

If you have never had a ROS digital certificate before, you should see the Register for ROS option in the “Manage My Record” card in myAccount. If you were registered for ROS before, you should see a ROS card in myAccount.

The following steps describe the ROS registration process when accessed via myAccount.

Sign into **myAccount** using either your MyGovID credentials or your myAccount password.



myAccount

[Gaeilge](#)

### Sign In

PPS Number

Date of Birth

DD MM YYYY

Password

Temporary passwords and PAYE Anytime PINs can also be used

[Forgot Password?](#)

Sign In →

If you have a verified MyGovID account, you can use your MyGovID details to sign in

Continue with MyGovID 

[What is MyGovID?](#)


Or

Register Now →

If you already have a temporary password or PAYE Anytime PIN, use this to sign in. You do not need to register again.

Click on “Register for ROS”

The screenshot displays the myAccount website interface. It is divided into three main sections: Vehicle Services (green header), Payments/Repayments (blue header), and Manage My Record (purple header). The 'Manage My Record' section contains a list of links, with 'Register for ROS' highlighted by a red rectangular box. At the bottom of the page, there is a footer with links for myAccount Help, Security, Privacy, Accessibility, and Disclaimer.


**Vehicle Services** 

**Drivers & Passengers with Disabilities:** Apply for tax relief on adapted vehicles and claim fuel grant. [Drivers & Passengers with Disabilities](#)

**Vehicle Owners:** Upload a VRT Certificate of Conformity. [VRT Certificate of Conformity](#)

**VRT Calculator:** estimate VRT due on a car, small commercial vehicle or motor cycle. Estimate any repayment of VRT due on the export of a car. [VRT Calculator](#)

[Learn more](#)


**Payments/Repayments** 

**Payments:** make payments online for most tax types and view your payments history. [Make a Payment](#)  
[View Payments History](#)

**eRepayments:**

- Specific VAT repayments for unregistered persons
- Mineral Oil Tax paid by certain sectors

[Learn more](#)

**Manage My Record** 

**Manage My Record:** a range of services to manage and update your record and make enquiries. [Learn more](#)

[My Profile](#) [Tax Registrations](#)

[My Enquiries](#) [Tax Clearance](#)

[Receipts Tracker](#) [Register for ROS](#)

[My Documents](#) [Update Bank Details for PAYE Refunds](#)

[myAccount Help](#) • [Security](#) • [Privacy](#) • [Accessibility](#) • [Disclaimer](#) •

Check that your contact details are up to date and update your profile if necessary.

Select how you want to receive your system password. Please note that only Irish and UK mobile numbers may be used to receive a text message.

Click “Next”

[← Back to myAccount](#)

These are the contact details in your myAccount profile

**Email address:** roshelp@revenue.ie  
**Mobile phone number:** 0871234567

If these details are incorrect please update them in your myAccount profile before continuing using the link below

[Update My Profile](#)

**How do you wish to receive your system password?**

Text

Email

**Next →**

Your system password will issue by email or text as selected and will be valid for one hour.

If the system password expires, please start the registration process in myAccount again.

When you receive the system password, click the button “**I have my system password**”.

Then follow the instructions from the Registering for ROS Help section – under the ROS Administrator heading: Step 3 – Download and Save your digital certificate.

**Thank you for your application to become a ROS customer. Your application has been received by ROS and is being processed.**

You will receive your system password via Email

ROS is a different online service to myAccount. Your ROS digital certificate will enable you to use the ROS services which include filing a Form 11 tax return or filing returns as an employer. You can still access your personal PAYE tax and other services using myAccount.

**Next Step - When you receive your Password you should:**

Click "I have my system password" button below to proceed directly to step 3 : Download and save your digital certificate.

**Please Note: Your System Password will expire in 1 hour**

**I have my system password →**

[Back to myAccount](#)