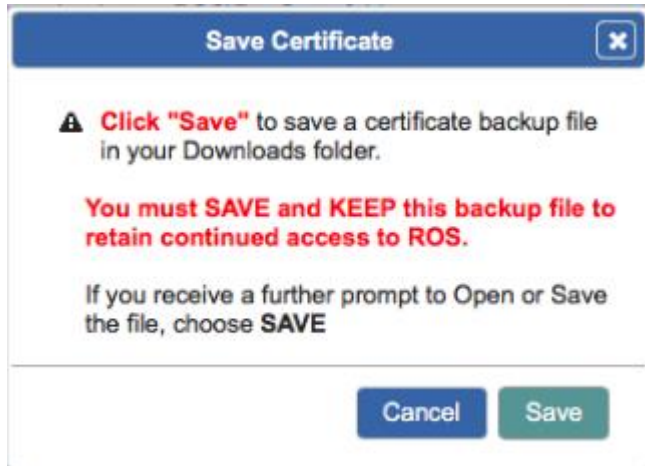


Save Your Digital Certificate – MAC

Your digital certificate will be installed in your browser temporary storage. **You must ensure that you create a backup file copy of your certificate and keep this file**, to ensure access to ROS in the future.

The following instructions outline how to do this.

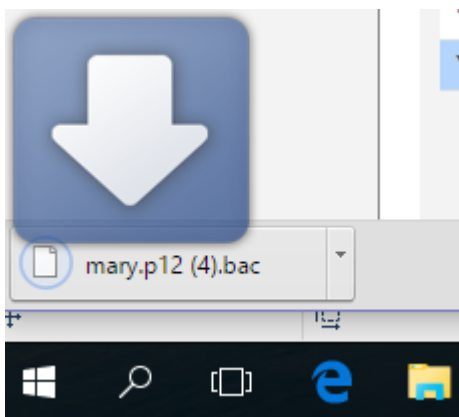
If you have just downloaded or renewed your digital certificate you will see this screen:



Click **“Save”**

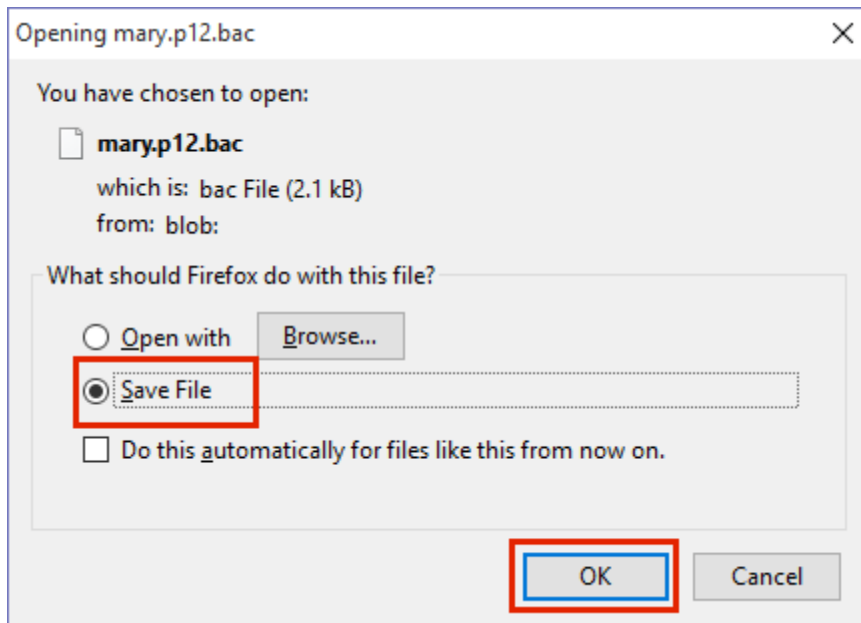
Depending on what browser you use and what settings you have chosen regarding downloads, at this point, the following may happen:

Google Chrome

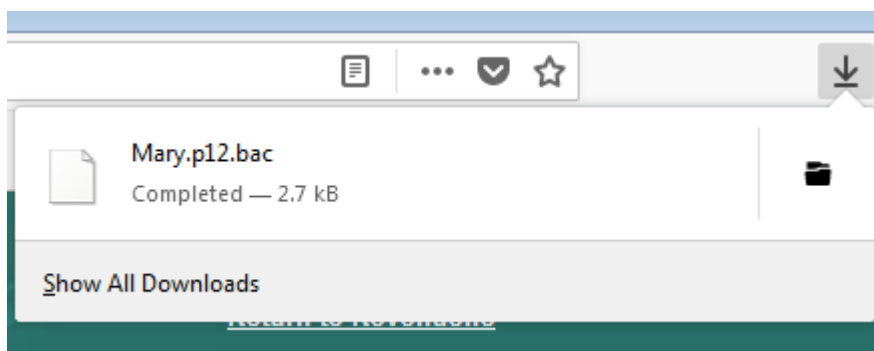


The backup certificate file will save automatically to your Downloads folder.

Mozilla Firefox



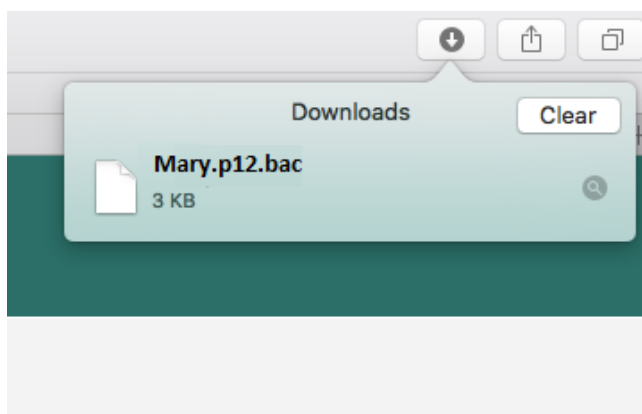
Click **“Save File”** and **“OK”**.



The backup certificate file will save to your Downloads folder.

Safari

Click **“Save”** and the certificate will be saved to your Downloads folder.

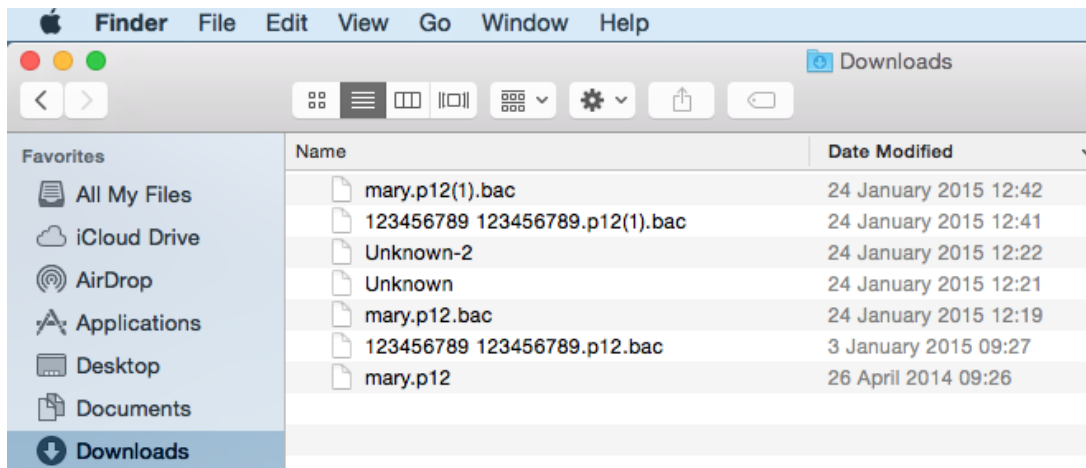


You must keep a copy of the certificate backup file in a safe location to ensure that you can access it in the future.

The certificate backup file has the certificate name followed by .p12.bac.

We recommend moving it to a ROS\RosCerts folder on your computer. Instructions to create this folder and move the file are included in the following section.

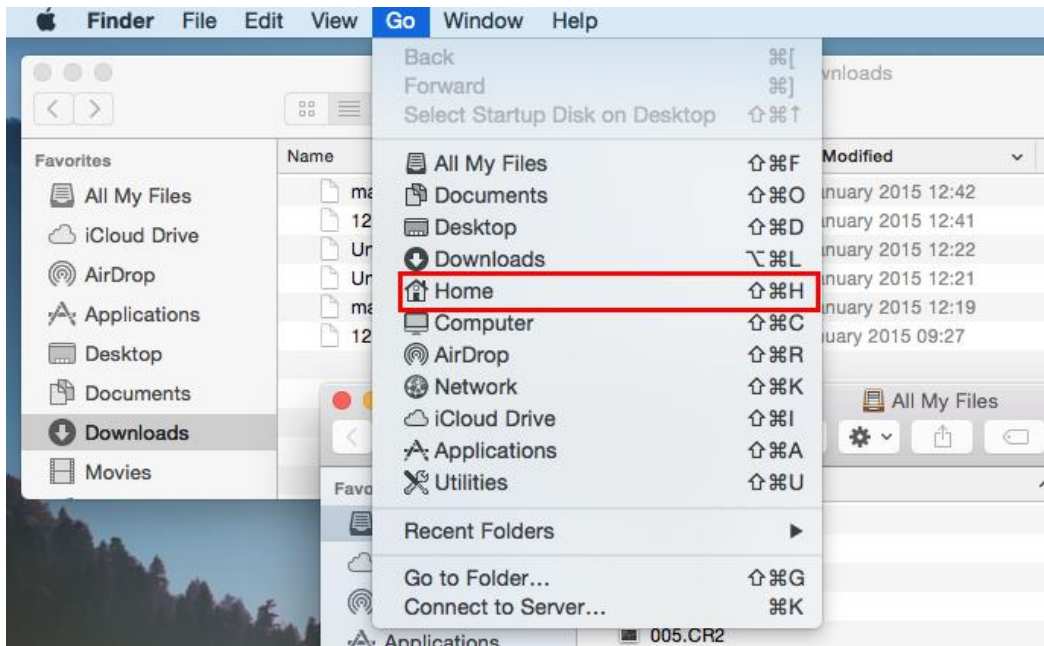
- Open “**Finder**”.



- In the open window locate your Downloads folder containing your certificate backup file
- If your file is named Unknown, you must rename it to your certificate name followed by .p12.bac e.g. Mary.p12.bac



- Click “**File**” -> “**New Finder Window**” to open a second Finder window.



- Click into the second window and from Finder menu choose “Go” and then “Home”.
- Open “ROS” and then “RosCerts” folder.
- If these folders don't exist, create them by clicking on cog symbol in Finder window and choosing “New Folder”.
- Name the ROS folder and open it.
- Repeat to create the RosCerts folder
- Drag the certificate backup file from Downloads window and drop it into RosCerts folder in second window.

You can now log in to ROS – click the **“Login”** button at the bottom of the screen – you may have to scroll down to see this.

Certificate Installed

Your Digital Certificate **Certificate1** has been successfully installed into your browser temporary storage.

You should ensure that you have saved a backup copy of your certificate and that you keep this file to ensure continued access to ROS.

The certificate backup file is usually saved in your Downloads folder. It will have your chosen certificate name followed by .p12.bac unless you use the Safari browser which names the file Unknown. If you have used Safari, you should rename the file to your certificate name followed by .p12.bac. We recommend that you move the file from Downloads to a ROSRosCerts folder on your computer to keep it safe.

If your ROS digital certificate is lost, you must contact ros-help@revenue.ie to have the certificate reissued.

You are now an approved/authorised person for the purposes of Chapter 6, Part 38 of the Taxes Consolidation Act, 1997.

If you are downloading a sub-user certificate for Motortrans or CORE [click here](#) for information on how to enable the certificate for these websites.

Certificates already loaded in this browser:

Certificate Name	Backup	Remove
Certificate1		
company3282034AH		
ind_01015987ga		

Login

Certificate1.p12.bac

Show all downloads...