



European
Joint
Support Unit

Financial & Banking

Lisbon





FINANCE

Portuguese Banking

Due to Portuguese banking laws, it is not possible to apply for a local bank account prior to joining, but, once you have arrived, your sponsor will assist you in opening a local bank account. Banks are open Monday to Friday 0830 – 1500 and are closed at the weekends and on public holidays. They will require your passport, NIF (Fiscal Identification Number which will be provided by the HNLO) and proof of address (License to Occupy provided by DIO EM will suffice). Bank cards can take up to two weeks via the Portuguese postal system. Whilst waiting for bank cards, you are entitled to claim back bank charges.

Fiscal Identification Number (NIF)

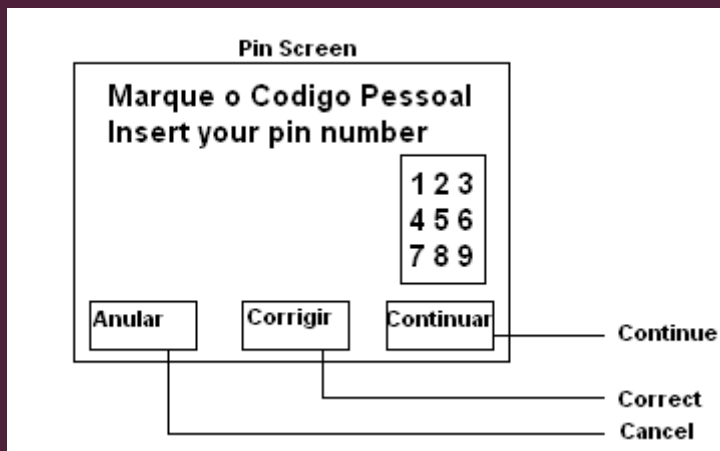
Your NIF is a number which will be attributed to you by the Finance Office in Portugal. This number is necessary to open a bank account, acquire mobile phones and internet/TV contracts and to claim VAT (23%) returns which you are entitled to under the SOFA whilst serving in Portugal. Gisela Casano – HNLO – will apply for your and your spouse's (if applicable) NIF before you arrive.

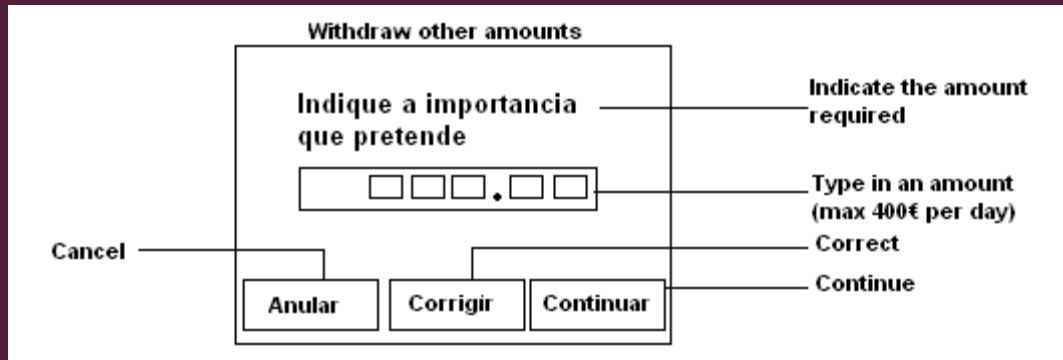
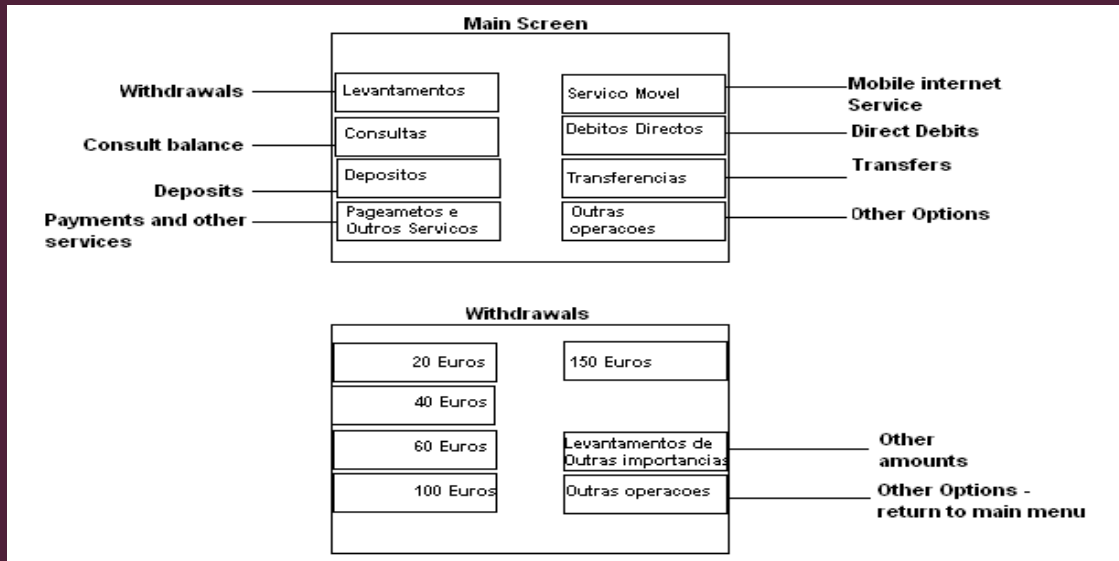
Tax Free Privileges (Purchase of Goods in Portugal)

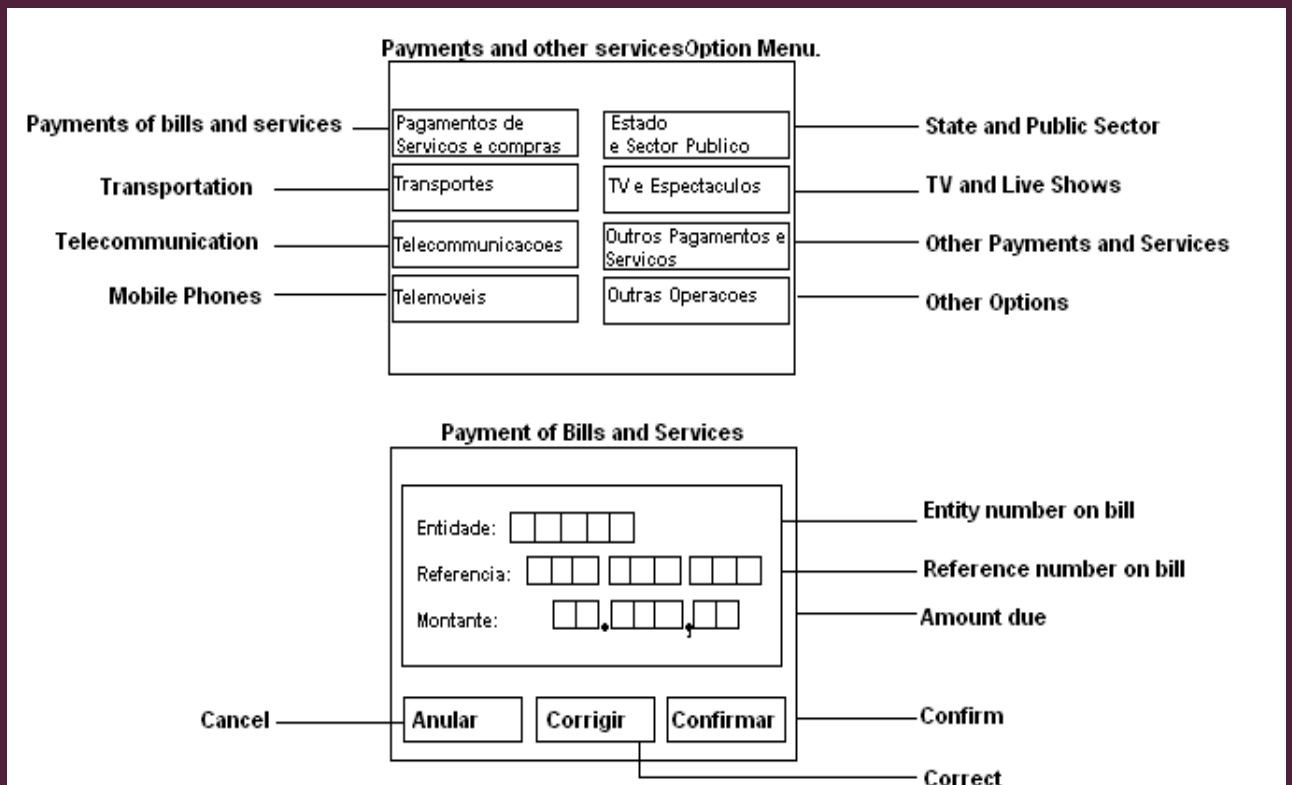
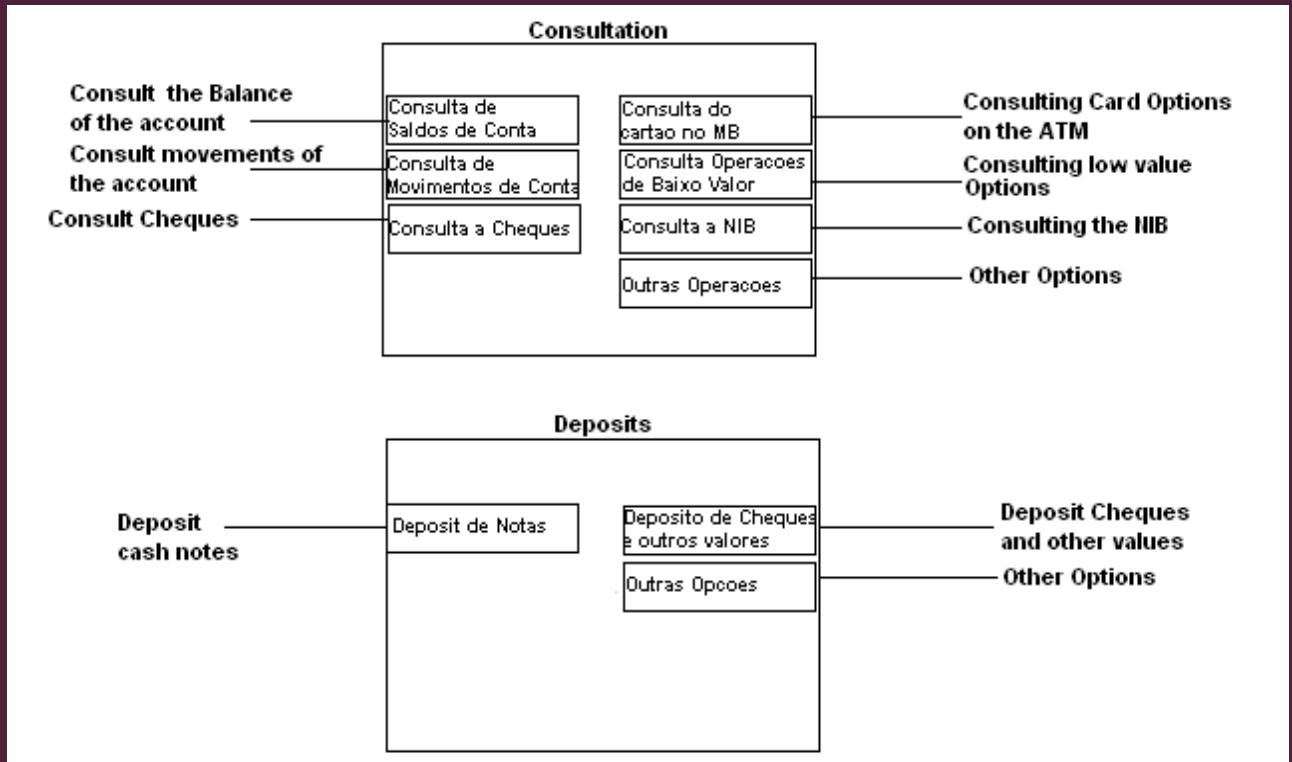
NATO personnel are able to claim a refund of Portuguese tax (IVA) back on purchases which exceed 270 Euros (on ONE invoice) excluding grocery and domestic shopping, hotel accommodation, restaurants, flights and a few other services. To claim this, the invoice must exceed 270 Euros, (VAT included) be either fully computerized or fully hand written, must show your name and Fiscal Identification Number (NIF) and must not include any grocery and domestic shopping item. Gisela can then assist in reclaiming the tax, which, if approved, will then be paid into your Portuguese bank account generally within 4 weeks. You must retain these invoices for the next 4 years in case you get called by the Portuguese Tax Office to justify the purchase. If you have to return the item(s) purchased for any reason, you must return the VAT to the tax office.

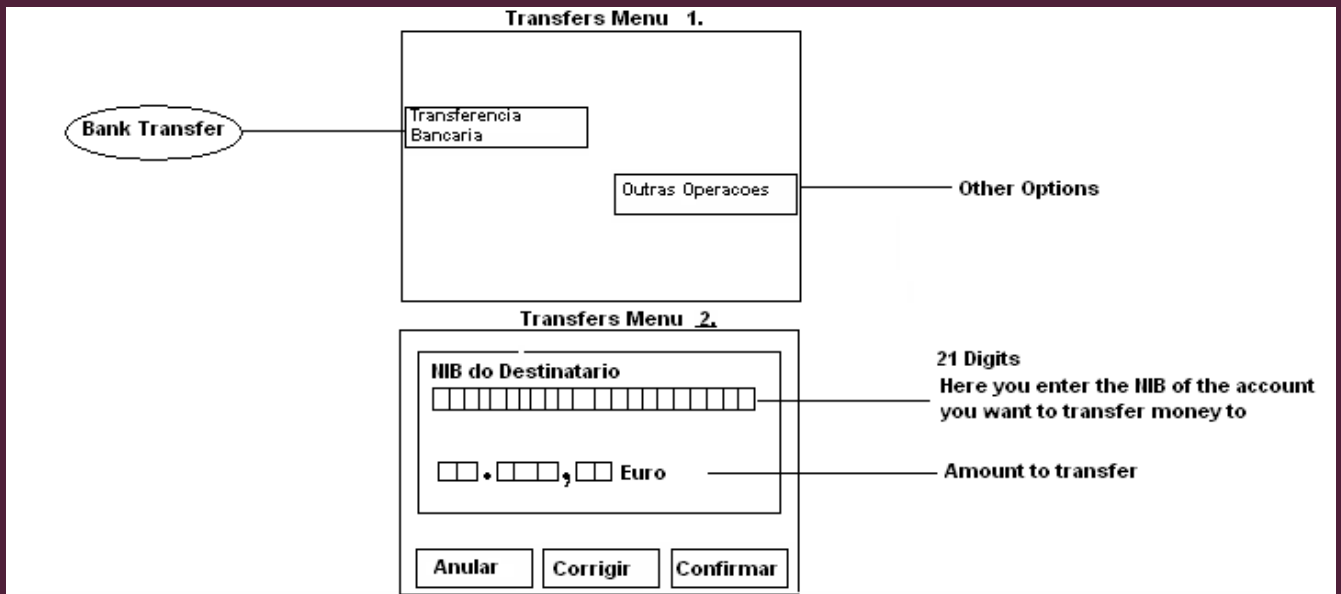
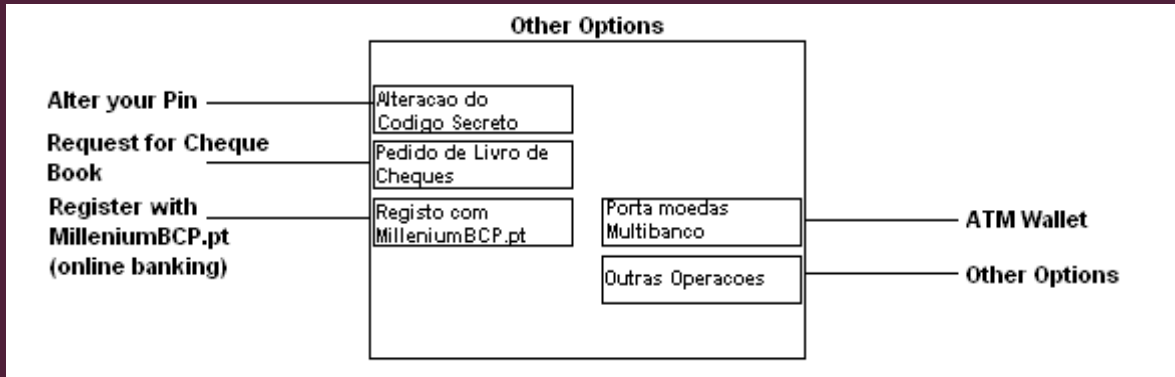
Cash withdrawals

Multibanco/ATM Guide:



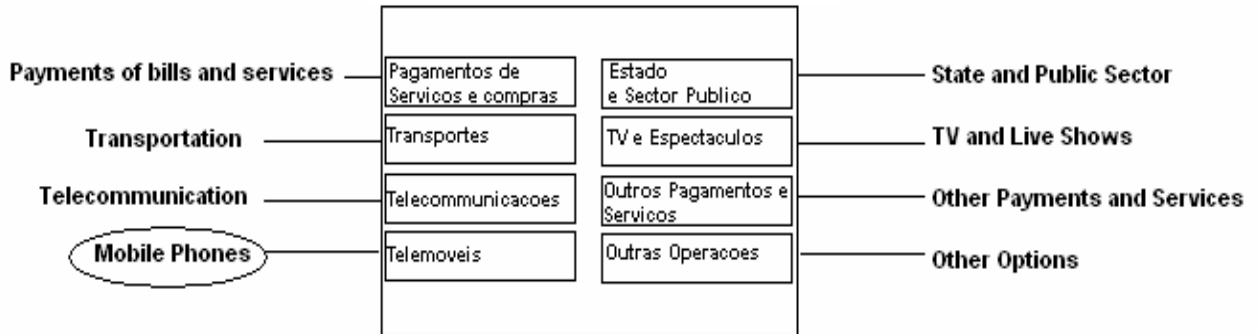








Mobile Phones Menu 1.



Mobile Phones Menu 2.

