

MRA E-INVOICING · MAURITIUS

Your complete setup guide

From your first sign-in to your first invoice.

18	Step-by-step stages
SELF-SERVICE	You register and onboard your own company.

A product of Streak Technologies LTD.

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[Open the online guide](#)

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Before you begin

Keep this guide open while completing the steps in env.mu and MRA. The orange numbered boxes in each screenshot match the explanations below it. Enter your own company details, never the examples.

Save your passwords securely. Your transmission password is needed to connect env.mu. Never send passwords by email.

Useful addresses

<https://app.env.mu/inscription/>

<https://vfiscportal.mra.mu/einvoice-operator-registration/login>

<https://vfiscportal.mra.mu/einvoice-portal/home>

Support

MRA: +230 207 6020 · invoicing@mra.mu

env.mu technical issues only: support@env.mu

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Screenshots reflect the screens reviewed on 20 October 2026. Follow the current portal instructions if the interface changes. Company and personal details are hidden or fictional.

STEP 01 / 18 · In env.mu

01. Your account

Create your account before starting the company setup.

1. Open env.mu and choose Get started. Enter your own name and email address, then choose a password.
2. Open the verification email and follow its link. Choose Confirm and continue on the confirmation page, then sign in if asked.
3. Keep this guide open. The buttons below open the app or MRA in another tab.

What to enter

Field on the screen	What to enter or select
Full name	Your own first and last name.
Email address	An email address you can open now to receive the verification link.
Password	Create your own env.mu password with at least 12 characters.
Confirm password	Enter the same env.mu password again.
Self-service acknowledgement	Read it and tick it if you agree to complete the setup yourself.

Before you move on

Your email is verified and you can open the company setup.

Need help?

Already registered? Sign in with your existing account.

[Open this step online](#)

Screen 1 - Your account

The screenshot shows a registration form for 'einv.mu' with four numbered steps highlighted by orange boxes:

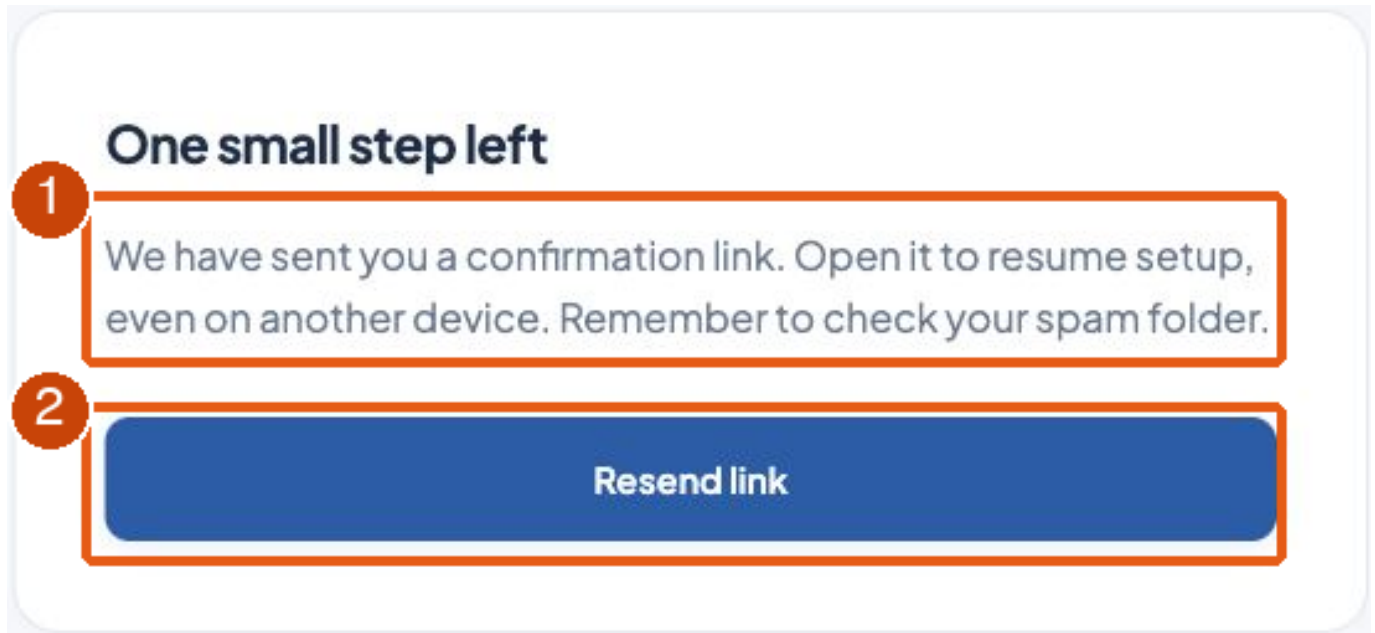
- Step 1:** A form with two input fields: 'Full name *' and 'Email address *'.
- Step 2:** A form with two input fields: 'Password *' and 'Confirm password *'. Below the password field is the text 'At least 12 characters.'
- Step 3:** A light blue box containing the text 'MUR 850.00 including VAT / month' and a paragraph: 'einv.mu is a self-service platform. Support at support@einv.mu covers system issues only. You complete setup, testing and invoicing yourself.' Below this is a checkbox and the text 'I choose self-service and confirm that I will complete setup myself. Support is limited to system issues.' At the bottom of the box is the text 'Prefer some assistance? View Standalone plans'.
- Step 4:** A large blue button with the text 'Register and start now'.

Below the registration form, there is a link: 'Forgot password?'.

1. Your own name and email.
2. Create and confirm your env.mu password.
3. Read the self-service acknowledgement.
4. Register, then follow the verification email.

Actual env.mu screen rendered with fictional example data. Enter your own details in the app.

Screen 2 · Your account

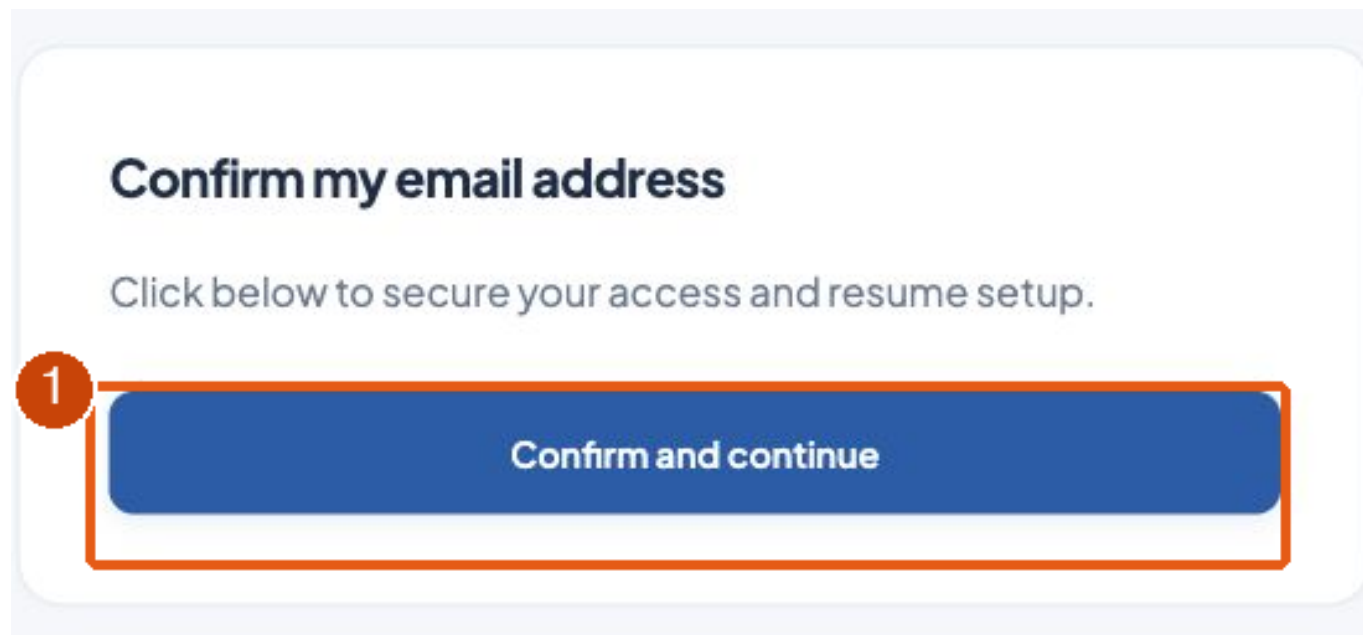


1. Open the email link; check spam if it is missing.

2. Use Resend link if you need a new email.

Actual env.mu screen with fictional example data. No real invoice or payment was submitted.

Screen 3 · Your account



1. After opening the email link, choose Confirm and continue.

Actual einv.mu screen with fictional example data. No real invoice or payment was submitted.

STEP 02 / 18 · In env.mu · Company

02. Your company

Use the details on your official company documents.

1. Complete each field using the table below. Use your own company documents.
2. Check that the legal name, BRN and 8-digit TAN are correct.
3. Read the self-service acknowledgement, tick it if you agree, then choose Save and continue.

What to enter

Field on the screen	What to enter or select
Company name	Your full legal company name from your official documents.
VAT status	VAT registered if your company is registered for VAT; otherwise not VAT registered.
BRN	Your own Business Registration Number.
TAN / VAT number	Your company's 8-digit TAN, without VAT or spaces.
Address	Your company's full business address.
Telephone	Your company's contact telephone number.
Company email address	The email address your company uses for business.

Before you move on

Your company details are saved.

Need help?

You complete the setup yourself. Email support covers technical problems only.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 · Your company

STEP 1 / 8

Company

1

☐ I am setting up this company myself with env.mu. Support is limited to system issues.

Copy the details from your official documents.

2

Company name *
EBS Mauritius Ltee

VAT status
VAT registered

BRN *
C2222222

TAN / VAT number *
12345678

Your business registration number.

3

Address *
Example business address, Mauritius

Phone number *
Your business telephone

Company email address *
office@example.invalid

4

Save and continue →

Save and exit

1. Read the self-service acknowledgement.
2. Your legal name, VAT status, BRN and TAN.
3. Your company address and contacts.
4. Save and continue.

Actual env.mu screen rendered with fictional example data. Enter your own details in the app.

STEP 03 / 18 · On the MRA website

03. MRA registration

Open the Economic Operator registration page for your business.

<https://vfiscportal.mra.mu/einvoice-operator-registration/login>

1. Enter your company's Tax Account Number (TAN).
2. Use the password you use for filing returns on MRA e-Services.
3. Complete the on-screen security check and choose Sign In. Follow the operator registration prompts.

Before you move on

You can access your company's Economic Operator registration.

Need help?

For missing MRA access or a registration problem, contact MRA on +230 207 6020.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 · MRA registration

Sign in

Tax Account Number (TAN)

1

Password (Same as password used for filing of return on MRA e-Services)

2

Prove that you are not a robot: Please enter the correct value in the third box below:

3

5 + 2 =

4

Sign In

[Forgot Password?](#)

[Back to Home](#)

1. Company TAN
2. MRA e-Services password
3. Security check
4. Sign In

MRA Economic Operator sign-in screen. Checked against the public portal on 20 October 2026.

STEP 04 / 18 · MRA · Economic Operator

04. Your E-Invoicing Information

Enter your company information, then register its places of business.

1. In Register Operator Profile, select E-INVOICING. Check the company name, TAN and BRN against your own official documents.
2. Complete Contact Details and Declarant Details using the field table below. The declarant is the person authorised to register this business. Choose Save and Proceed.
3. In Register Place(s) of Business, use Add New Row for a missing branch. Select its Region, enter its Trade Name/Branch Description and choose Active. Keep existing correct branches.
4. Choose Save and Proceed to reach Register Users.

What to enter

Field on the screen	What to enter or select
Category	E-INVOICING
Name / TAN / BRN	Your own legal company name and official tax and business registration numbers.
Address Line 1 / Address Line 2	Your actual business address, split across the two address lines.
Country / Mauritius Postal Region	Your business country and its postal region.
Email / Telephone Number / Mobile Number	Your business contact details. Use a mobile number you can access.
Declarant: Full Name / National Identity Card No.	The authorised person's own full name and identity number.
Capacity in which acting	The authorised person's actual role, for example Director if that is their role.
Declarant: Email / Telephone / Mobile	That person's own contact details.
Branch: Region	The region where this place of business is located.
Trade Name/Branch Description	Your own trading name or branch name.
Status	Active

Before you move on

Your company, contact person and branches are correct and saved.

Need help?

If a locked company detail is incorrect, contact MRA before continuing.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 - Your E-Invoicing Information

Sector

1

Category *

x E-INVOICING x

Company Details

2

Name *	Tax Account Number (TAN) *	Business Registration Number (BRN)

Contact Details

3

Address Line 1 *	Address Line 2 *	
Country *	Mauritius Postal Region *	
Email *	Telephone Number *	Mobile Number *

1. Select E-INVOICING.

2. Check your company name, TAN and BRN.

3. Enter your company address and contact details.

Live MRA screen. Company, personal and account details are hidden.

Screen 2 · Your E-Invoicing Information

Declarant Details

1

Full Name *	National Identity Card No. *	Capacity in which acting *
Email *	Telephone Number *	Mobile Number *

2

[Previous](#) [Save and Proceed](#)

1. Enter the authorised person's identity, role and contacts.

2. Save and Proceed.

Live MRA screen. Company, personal and account details are hidden.

Screen 3 · Your E-Invoicing Information

The screenshot shows a web interface for managing e-invoicing information. It features a table with five columns: 'Line No', 'Region', 'Trade Name/Branch Description', 'Status', and 'Delete'. The 'Region' and 'Trade Name/Branch Description' columns are highlighted with orange boxes and numbered 2 and 3 respectively. The 'Status' column is highlighted with an orange box and numbered 4. Above the table, there is a blue button labeled 'Add New Row' with a red circle and number 1 next to it. Below the table, there are two blue buttons: 'Previous' and 'Save and Proceed'. The 'Save and Proceed' button is highlighted with an orange box and numbered 5.

Line No	Region	Trade Name/Branch Description	Status	Delete

1 Add New Row

2 **3** **4**

5 Previous Save and Proceed

1. Add a missing branch.

2. Choose its Region.

3. Enter its trading or branch name.

4. Choose Active.

5. Save and Proceed.

Live MRA screen. Company, personal and account details are hidden.

STEP 05 / 18 · MRA · Register Users

05. Your E-Invoicing Passwords

Keep your transmission access separate from your Test User sign-in.

1. Under TRANSMISSION USER, note the Username and create your transmission password following MRA's requirements. NOTE THE PASSWORD securely: you will need this exact username and password to set up your env.mu system.
2. Under PORTAL USERS, add a Test User if you do not already have one. Complete each field below. For a new username, use your own BRN followed by TEST, without spaces, for example C2222222TEST.
3. Scroll the table sideways to assign the correct place(s) of business and check Active. Save the completed user details using the MRA page's Save action.
4. Follow MRA's instructions for the new user's OTP and password setup. Keep the Test User username and password securely. The PORTAL USERS table itself does not have a password field.

What to enter

Field on the screen	What to enter or select
Transmission Username	Keep the username assigned by MRA.
Transmission Password	Create your transmission password and NOTE IT securely. You will need this exact password to set up env.mu.
User Type	Test User
Full Name	The authorised person's full name.
NID / NCID	That person's own National Identity Card or Non-Citizen Identity Card number.
Mobile	That person's mobile number for MRA messages.
Username	Your own BRN + TEST, with no spaces. Example only: C222222TEST. Keep an existing registered username unchanged.
Designation	That person's actual role in the company.
Place(s) of business	Assign the branch or branches this Test User will handle.
Status	Active

NOTE YOUR TRANSMISSION PASSWORD. You will need it to set up env.mu.

Before you move on

You have your transmission username and password, and your separate Test User sign-in details.

Need help?

If your Test User already exists, use its registered username. Never email your passwords or OTP.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 - Your E-Invoicing Passwords

TRANSMISSION USER (Applicable for all places of business)

1	2		3
Username	Password	Status	Action
			Edit Password

1. Note the transmission Username.

2. Create your transmission password and NOTE IT securely for your env.mu setup.

3. Use the password action shown by MRA to create your transmission password.

Live MRA screen. Company, personal and account details are hidden.

Screen 2 - Your E-Invoicing Passwords

PORTAL USERS

1	2			3		
Line No	User Type	Full Name	NID / NCID	Mobile	Username	Designation

1. Choose Test User for the test account.

2. Enter the authorised person's details.

3. Use your BRN + TEST for a new username. Scroll right for branch access and status.

Live MRA screen. Company, personal and account details are hidden.

STEP 06 / 18 · On the MRA website

06. Sign in as Test User

Open the MRA sign-in page below. The four numbered boxes show exactly where to enter your details.

<https://vfiscportal.mra.mu/einvoice-portal/login>

1. Username: enter the Test User Name saved during registration. If you followed this guide, this is your own BRN followed by TEST, without spaces. Example: BRN C2222222 becomes C2222222TEST. If you already registered another username, use that saved username.
2. Password: enter your Test User Password. This is the password saved with your Test User Name, not your transmission password or your env.mu password.
3. Complete the security check in the third box on your MRA page. The values change; use the check displayed on your own screen.
4. Choose Sign In. If MRA asks for an OTP, select Next in this guide and follow the OTP instructions.

Before you move on

You are signed in, or MRA is asking you to validate an OTP.

Need help?

If the password is rejected, check that you used your Test User Password. Use Forgot password? on this same MRA page if you cannot find it. For an MRA access problem, call +230 207 6020.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 - Sign in as Test User

Sign in

Username

1

Password

2

[Forgot password?](#)

Prove that you are not a robot; Please enter the correct value in the third box below:

9 + 3 = 3

3

Sign In

4

[Back to Home](#)

1. Username: your saved Test User Name
2. Password: your Test User Password
3. Complete the security check here
4. Choose Sign In

Official MRA Test / Live User sign-in page, captured 20 October 2026. The fields are intentionally empty. The security check changes each time.

STEP 07 / 18 · On the MRA website

07. Validate the OTP

When MRA asks for an OTP, use the code sent to the registered contact.

1. Check that you can receive the code on the contact shown by MRA.
2. Enter the code in Enter OTP, then choose Validate OTP.
3. If no code arrives after a few minutes, use Regenerate OTP if offered. Use the latest code.

Before you move on

MRA confirms that the OTP is validated. Continue to the portal.

Need help?

An OTP is a one-time code. Enter it on MRA's page, not in the transmission-password field in env.mu.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 - Validate the OTP

One-Time Password (OTP)

A one-time password has been sent to you on the provided Mobile Number.
Enter this one-time password below:

5784

1 Enter OTP

2 Validate OTP

3 Regenerate OTP

Back to Home

1. Enter the latest OTP
2. Validate the code
3. Request a new code if needed

MRA User Guidelines (2023), printed page 10. Example from the supplied portal manual; the current screen may differ.

STEP 08 / 18 · MRA · Test User

08. Confirm your user profile

Review your profile before registering an EBS.

<https://vfiscportal.mra.mu/einvoice-portal/home>

1. After signing in and validating any OTP, open Confirm User Profile.
2. Check the company name, TAN, BRN, places of business and declarant details against your own registration.
3. If MRA shows the confirmation checkbox, read it, tick it only if the details are correct and choose Save. An already confirmed profile may only show the saved information.
4. Continue to Register/Update EBS.

Before you move on

Your profile is correct and confirmed.

Need help?

If something is incorrect, have the Economic Operator correct the registration before you confirm.

[Open this step online](#)

Screen 1 - Confirm your user profile

Company Details

1

Full Name *

Tax Account Number (TAN) *

Business Registration Number (BRN) *

Places of business

2

Region	Branch Description	Status

Declarant Details

3

Full Name *

National Identity Card No. / Non-Citizen Identity Card No. *

Designation *

Mobile Number *

1. Check company identity.
2. Check registered branches.
3. Check the authorised person's details.
- Live MRA profile after confirmation. Private details are hidden; a new profile may also show a confirmation checkbox and Save.

STEP 09 / 18 · On the MRA website

09. Register your EBS

Register env.mu using the EBS details below. Copy the fixed values exactly; select your own region and branch.

1. Open Register/Update EBS and choose Add New Row. Use the new, empty row.
2. Fill the fields using the table below. Choose Invoicing Software first. Scroll the EBS table horizontally to find Operating System, System, Status, Region and Branch Description.
3. Choose Save EBS Details. MRA will generate your EBS MRA ID. Copy the complete ID and keep it for the Connect to MRA step.

What to enter

Field on the screen	What to enter or select
Category	E-INVOICING
Licence Type	NOT APPLICABLE
Type	Invoicing Software
Name identifying EBS	EBS Mauritius Online
Version	1
Operating System	SaaS
System	EBSMauritius
Status	Active
Region	Select your company's region, as saved in your MRA registration.
Branch Description	Select your own branch for that region.
EBS MRA ID	Leave empty when adding the row. Copy the ID generated by MRA after saving.
Serial Number / Model	Keep NOT APPLICABLE when MRA fills it automatically after selecting Invoicing Software.

Before you move on

You have your own EBS MRA ID and its region.

Need help?

If the branch is missing, the Economic Operator must add it under Register Place(s) of Business first. The pictures show an unsaved example row; existing records are hidden.

[Open this step online](#)

[Open this step in einv.mu](#)

Screen 1 · Register your EBS

Type	Name identifying EBS	Serial Number	Model	Version	Operating
Invoicing Software	EBS Mauritius Online	NOT APPLICABLE	NOT APPLICABLE	1	SaaS

Save EBS Details

- 1. Type: Invoicing Software.
 - 2. Name: EBS Mauritius Online.
 - 3. Keep the automatic NOT APPLICABLE values.
- Live MRA screen. Company, personal and account details are hidden.

Screen 2 · Register your EBS

Name Identifying EBS	Serial Number	Model	Version	Operating System	System
S Mauritius Online	NOT APPLICABLE	NOT APPLICABLE	1	SaaS	EBSMauritius

Save EBS Details

1. Version: 1.

2. Operating System: SaaS.

3. System: EBSMauritius.

Live MRA screen. Company, personal and account details are hidden.

Screen 3 · Register your EBS

Version	Operating System	System	Region	Branch Description	Status
	SaaS	EBSMauritius			Active

Save EBS Details

1. Choose your registered Region.

2. Choose your own Branch Description.

3. Status: Active.

4. Save EBS Details, then copy the generated EBS MRA ID.

Live MRA screen. Company, personal and account details are hidden.

STEP 10 / 18 · In env.mu · MRA access

10. Connect to MRA

Copy your company's transmission details from the MRA portal into env.mu.

1. Enter the transmission username provided by MRA. Check any prefilled username against your actual MRA details.
2. Enter the transmission password you set and securely noted during MRA registration. Copy it exactly. Do not change it when connecting env.mu.
3. Select the same region as your MRA registration and paste your EBS MRA ID. Save and continue.

What to enter

Field on the screen	What to enter or select
Transmission username	Copy the transmission username shown by MRA. Check the app's prefilled value against it. Do not substitute your BRN + TEST login.
Transmission password	Paste the transmission password you saved in Your E-Invoicing Passwords. Keep it unchanged.
Region	Select the same region you chose when registering this EBS with MRA.
EBS MRA ID	Paste the complete ID generated after Save EBS Details, without spaces.

Before you move on

Your transmission access, region and EBS MRA ID are saved in env.mu.

Need help?

Use the transmission credentials. Your env.mu password, MRA e-Services password and OTP serve different purposes. Never send passwords or OTPs by support email.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 · Connect to MRA

STEP 2 / 8

MRA credentials

Use the transmission credentials provided in the MRA portal.

1

Transmission username *

Default: TU followed by your TAN or VAT number.
Transmission password *

2

Area code *

3

Your EBS MRA Identifier *

Copy the complete ID from the MRA portal, without spaces.

4

← Back

Save and continue →

Save and exit

1. Your MRA transmission username and unchanged password.

2. The same region as your registered EBS.

3. The complete EBS MRA ID from MRA.

4. Save and continue.

Actual env.mu screen rendered with fictional example data. Enter your own details in the app.

STEP 11 / 18 · MRA · Test User

11. Choose Test Drive

Set your own EBS to TEST DRIVE before running the checks in env.mu.

<https://vfiscportal.mra.mu/einvoice-portal/home>

1. Open EBS Testing in the Test User portal and find your own EBS by its EBS MRA ID.
2. Select your EBS and choose Test Drive. Check that EBS TEST MODE is TEST DRIVE. Newly registered EBS start in SANDBOX; those results do not complete this onboarding test.
3. Return to env.mu to run the checks. Do not choose Reset: it clears the previous test results.

Before you move on

Your own EBS is in TEST DRIVE mode.

Need help?

If this EBS is already ONBOARDED, do not reset it or start onboarding again.

[Open this step online](#)

Screen 1 - Choose Test Drive

List of active EBS

Test Scenario status: Not Started In Progress Passed Failed

Search:

EBS MRA ID	NAME	REGION	DESCRIPTION	7 TEST SCENARIOS	EBS TEST STATUS	EBS TEST MODE	TEST DRIVE
				1 2 3 4 5 6 7	PASS_CONFIRMED	SANDROX	TEST DRIVE

Showing 1 to 1 of 1 entries

Previous 1 Next

Test Drive Reset Confirm Download Refresh

1. All seven green boxes mean all seven MRA tests passed.

2. PASS_CONFIRMED means the results have also been confirmed.

3. Test Drive is used before running the checks.

4. Confirm is used after all seven tests pass.

Live example of a successfully tested and confirmed EBS. Account details are hidden.

STEP 12 / 18 · In env.mu · Checks

12. Run the checks

Let env.mu carry out the seven checks for your company.

1. Check that you selected TEST DRIVE for your own EBS in the previous guide step.
2. In env.mu, choose Run checks. Keep the page open while the checks run.
3. Continue when the application shows 7 / 7 successful. If a check is unsuccessful, review your access details and follow the displayed message before retrying.

Before you move on

All seven checks show successful.

Need help?

A successful check is shown as successful. You do not need to prepare technical test documents or understand individual test scenarios.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 · Run the checks

STEP 3 / 8

Checks

1

0 / 7

1 2 3 4 5 6 7

• • • • • • •

2

Run checks

← Back Save and continue →

1. Follow the seven checks until the app shows 7 / 7.

2. Choose Run checks and wait for the result.

Actual einv.mu screen rendered with fictional example data. Enter your own details in the app.

STEP 13 / 18 · MRA · Test User

13. Confirm the seven green tests

After env.mu shows 7 / 7 successful, MRA may take up to 15 minutes to register the results.

1. Return to EBS Testing and choose Refresh. Find your own EBS.
2. Keep clicking Refresh periodically until all seven numbered boxes are green. If the app already shows 7 / 7 successful, allow MRA time to update; you do not need to run the checks again while waiting.
3. Select your EBS, choose Confirm and read the confirmation message. Confirm it when all the tests are successful.
4. Check for PASS_CONFIRMED. Then continue to the next guide step to send the EBS for onboarding.

Before you move on

All seven boxes are green and the EBS shows PASS_CONFIRMED.

Need help?

Successful tests alone do not make the EBS live. Complete both onboarding steps that follow.

[Open this step online](#)

Screen 1 · Confirm the seven green tests

List of active EBS

Test Scenario status: Not Started In Progress Passed Failed

Search:

EBS MRA ID	NAME	REGION	DESCRIPTION	7 TEST SCENARIOS	EBS TEST STATUS	EBS TEST MODE	TEST DRIVE
				1 2 3 4 5 6 7	PASS_CONFIRMED	SANDROX	TEST DRIVE

Showing 1 to 1 of 1 entries

Previous 1 Next

3 Test Drive 4 Reset Confirm Download Refresh

1. All seven green boxes mean all seven MRA tests passed.

2. PASS_CONFIRMED means the results have also been confirmed.

3. Test Drive is used before running the checks.

4. Confirm is used after all seven tests pass.

Live example of a successfully tested and confirmed EBS. Account details are hidden.

Screen 2 · Confirm the seven green tests

Confirm Testing

1 ☐ I confirm that all test scenarios have been successfully carried out as specified.

Click on **OK** to proceed.

2

OK

Cancel

1. Read the MRA confirmation message.

2. Confirm only after successful tests.

Confirmation example from the MRA user guide.

STEP 14 / 18 · MRA · Test User

14. Send the EBS for onboarding

The Test User sends the successful EBS for approval.

<https://vfiscportal.mra.mu/einvoice-portal/home>

1. While signed in as Test User, use the left-hand menu: open EBS Testing, then click Onboarding, as shown in the menu screenshot below. This opens the Proceed To Onboarding page. Your EBS must have PASS_CONFIRMED to appear here.
2. Tick the checkbox at the end of your own EBS row. Read and tick “I confirm to onboard the selected EBS to live.”
3. Choose Onboard EBS. IN PROGRESS means the request is awaiting approval. Continue to the next step using the Economic Operator account.
4. If the EBS already says ONBOARDED, it is already live. Do not submit it again.

Before you move on

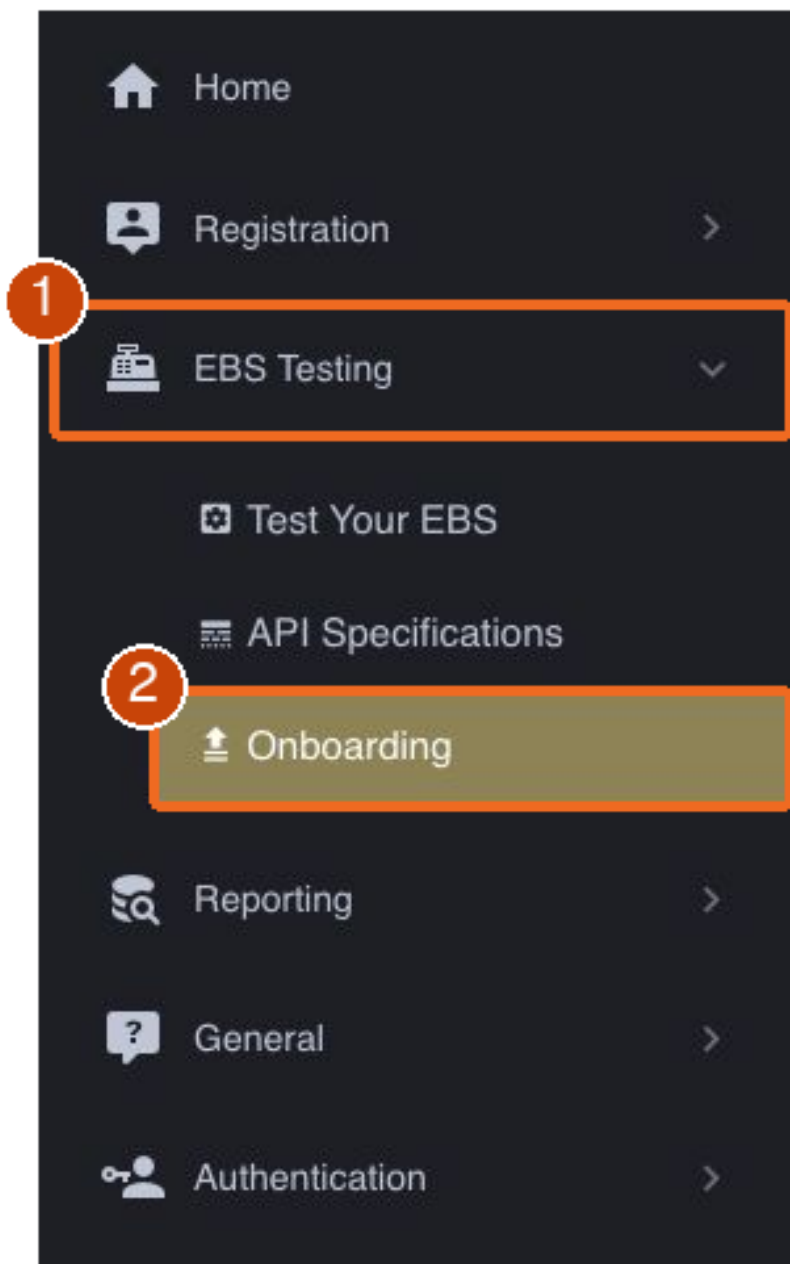
The request has been sent, or this EBS already shows ONBOARDED.

Need help?

The screenshot shows a completed EBS and MRA’s explanation of all three statuses. IN PROGRESS is not a failure.

[Open this step online](#)

Screen 1 · Send the EBS for onboarding



1. In the left-hand menu, open EBS Testing.

2. Click Onboarding. The page heading will be Proceed To Onboarding.

Test User interface: EBS Testing → Onboarding. Only the navigation menu is shown; no account details are included.

Screen 2 · Send the EBS for onboarding

Proceed To Onboarding



1. List of all EBS with status "PASS_CONFIRMED" is displayed below.

2. The STATUS column displays values.

- IN PROGRESS: An EBS that has been sent for onboarding and is awaiting for approval to be set to LIVE.
- ONBOARDED: An EBS that is already set to LIVE.
- NOT ONBOARDED: An EBS that is still in TEST and has not yet been sent for onboarding.

3. To onboard an EBS, tick the checkbox at the end of each row.

4. To onboard all EBS, tick the checkbox on the table header. All EBS which have not yet been onboarded will be selected.

5. After all EBS(s) to be onboarded have been selected, tick the declaration checkbox at the bottom.

6. Click on the "Onboard EBS" button to onboard the selected EBS to Live.

Search:

EBS MRA ID	NAME	REGION	DESCRIPTION	STATUS	
				ONBOARDED	☒

Showing 1 to 1 of 1 entries

[Previous](#) [1](#) [Next](#)

☐ I confirm to onboard the selected EBS to live.

Onboard EBS

1. MRA explains IN PROGRESS, ONBOARDED and NOT ONBOARDED.

2. Select your own EBS. This completed example is already ONBOARDED.

3. Read and tick the onboarding declaration for your selected EBS.

4. Choose Onboard EBS, then use the Economic Operator account.

Live MRA screen. Company, personal and account details are hidden.

STEP 15 / 18 · MRA · Economic Operator, then env.mu

15. Approve the EBS for live use

The Economic Operator approves the request sent by the Test User.

<https://vfiscportal.mra.mu/einvoice-operator-registration/login>

1. Open the Economic Operator sign-in URL below. Use the company TAN and its MRA e-Services filing password, as in MRA registration. This is separate from the Test User and Live User Secure Hub logins.
2. After signing in with the company TAN and MRA e-Services filing password, click Onboard EBS in the left-hand menu, as highlighted below. This opens the Onboarding page. Locate the same EBS MRA ID that the Test User sent for onboarding.
3. Select that EBS, read and tick “I approve onboarding of the selected EBS to live”, then choose Approve EBS Onboarding. Only approve the EBS you intend to use for live invoicing.
4. Check that its status becomes ONBOARDED. Refresh if needed. If it remains IN PROGRESS after approval, check the MRA message and contact MRA if it does not resolve.
5. Return to env.mu’s MRA portal step. Only after MRA shows ONBOARDED, tick the confirmation that you completed and activated the EBS, then Save and continue.

Before you move on

The EBS is ONBOARDED and the MRA portal step is confirmed in env.mu.

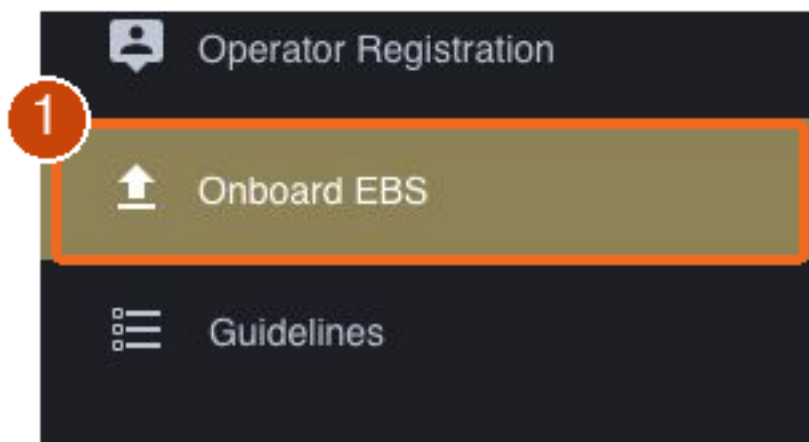
Need help?

If the EBS is missing, confirm that the Test User submitted the same EBS and that you signed in for the correct company. MRA onboarding help: +230 207 6020.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 · Approve the EBS for live use



1. In the left-hand menu, click Onboard EBS to open the approval page.

Economic Operator interface, accessed with the company TAN and MRA e-Services filing password. This is the operator approval menu.

Screen 2 · Approve the EBS for live use

Onboarding



1. All EBS, across all registered places of business, that have been sent for onboarding, are displayed below.
2. To approve onboarding of an EBS, tick the checkbox at the end of each row.
3. To approve onboarding of all EBS, tick the checkbox on the table header. All EBS which have not yet been approved for onboarding will be selected.
4. After all EBS(s) to be approved for onboarding have been selected, tick the declaration checkbox at the bottom.
5. Click on the "Approve EBS Onboarding" button to onboard the selected EBS to Live.

Search:

	CATEGORY	LICENCE TYPE	NAME	REGION	DESCRIPTION	STATUS	☐
1						ONBOARDED	☒

Showing 1 to 1 of 1 entries

Previous

1

Next

2

☐ I approve onboarding of the selected EBS to live

3

Approve EBS Onboarding

1. Select your own EBS request. This completed example shows ONBOARDED.

2. Read and tick the operator approval declaration.

3. Choose Approve EBS Onboarding to approve the selected EBS for live use.

Live MRA screen. Company, personal and account details are hidden.

Screen 3 · Approve the EBS for live use

STEP 4 / 8

MRA portal

Your checks are complete. Now open the MRA portal and declare them complete. Finish activating your EBS in the portal.

1. [Open the MRA portal](#)
2. ☐ I have declared the checks complete and activated my EBS in the MRA portal.
3. [Save and continue](#)

[← Back](#) [Save and exit](#)

1. Use the MRA portal to complete both onboarding steps.
2. Tick only when your EBS is ONBOARDED.
3. Save and continue in einv.mu.

Actual einv.mu screen rendered with fictional example data. Enter your own details in the app.

STEP 16 / 18 · In env.mu · Documents

16. Your documents

Prepare the appearance of your invoices.

1. Upload your company logo and check its size in the preview.
2. Complete the logo, colour and payment fields using the table below.
3. Review the document preview, then save. Invoice numbers are assigned automatically.

What to enter

Field on the screen	What to enter or select
Company logo	Upload your company logo as PNG, JPEG or WebP, up to 4 MB.
Logo size	Move the slider until the logo looks right in the preview.
Document colour	Choose the colour you want on your invoices.
Payment instructions	Enter the bank, account and payment reference you want customers to use. These details appear on your documents.

Before you move on

Your document appearance is saved.

Need help?

You can adjust branding in the application. Keep the company's legal information accurate.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 · Your documents

STEP 5 / 8

Documents

Choose how your documents look.

1

Your company logo

Choose File

No file chosen

PNG, JPEG or WebP. Maximum size: 4 MB.

Logo size

Move the slider to adjust the display.

Document colour *

☐ Remove current logo

2

Your company

INVOICE

EB/EI/0001

Your service **1,000.00**

Total **1,150.00 MUR**

Illustrative preview

3

Payment instructions

Your bank details and payment reference

These details will appear on your next documents.

4

← Back

Save and continue →

Save and exit

1. Upload and size your logo; choose your colour.
2. Check the document preview.
3. Enter the payment instructions your customers should use.
4. Save and continue.

Actual env.mu screen rendered with fictional example data. Enter your own details in the app.

STEP 17 / 18 · In env.mu · Pricing and payment

17. Your subscription

Review your subscription before paying.

1. Choose the billing period available in the application. The monthly plan is Rs 850 per company, VAT included.
2. Check the amount due, billing period and renewal terms. Continue to payment only when these are correct.
3. Follow the payment instructions currently shown in the app. For bank transfer, copy the bank details from your own payment page and use your TAN as the transfer reference. After the transfer, tick the acknowledgement and choose I have made the transfer. Wait for the confirmation email.

Before you move on

The application confirms your payment.

Need help?

Do not pay again while awaiting confirmation. Keep your transfer receipt and the TAN reference. The screenshot's bank account number is hidden; use the details in the app.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 · Your subscription

STEP 6 / 8

Pricing

Choose your payment schedule. All prices include VAT and cover one company.

1

Your plan

☒ **1 month**

MUR 850.00

per month, VAT inclusive

Monthly payment

Billed today

MUR 850.00

for 1 month

☐ **6 months**

MUR 800.00

per month, VAT inclusive

Save MUR 300.00

over the period, compared with monthly payments

Billed today

MUR 4,800.00

for 6 months

Most popular

☐ **1 year**

MUR 775.00

per month, VAT inclusive

Save MUR 900.00

over the period, compared with monthly payments

Billed today

MUR 9,300.00

for 12 months

Pay the full amount in advance by bank transfer. Your next payment follows your chosen plan: monthly, every six months or yearly.

2

← Back

Continue to payment →

Save and exit

1. Choose your billing period and check the total for that whole period.

2. Continue to payment.

Actual env.mu screen rendered with fictional example data. Enter your own details in the app.

Screen 2 · Your subscription

STEP 7 / 8

Payment

1 Your plan : 1 month

Amount excluding VAT after discount	MUR 739.13
VAT (15.00 %)	MUR 110.87
Total due now	MUR 850.00

VAT inclusive, per company. This payment covers the entire selected period.

Next bank-transfer payment : **MUR 850.00** every month, VAT included.

2

Pay by bank transfer

Account holder	STREAK TECHNOLOGIES LTD
Bank	MAURITIUS COMMERCIAL BANK
Account number	
Transfer reference	12345678 (TAN)

Put your TAN in the transfer notes. Wait for our confirmation email before continuing.

3

☐ I have made the transfer using my TAN as the reference.

4

[← Back](#) [I have made the transfer →](#)

1. Check the plan and total due.
2. Copy bank details from the app and use your own TAN as reference.
3. Tick only after you have made the transfer.
4. Submit the payment acknowledgement and wait for confirmation.

Actual env.mu screen rendered with fictional example data. Enter your own details in the app.

STEP 18 / 18 · In env.mu · Activation

18. Your first invoice

Finish activation, then create your first invoice.

1. Review the company summary and choose Start MRA e-invoicing when activation is available.
2. In Customers, enter and save your customer's own details. Then create an Invoice, select that customer, enter items, quantities, prices excluding VAT and the applicable VAT, and choose Save and review.
3. Check the customer and amounts. Use Edit draft if needed. When correct, choose Issue and validate with MRA and confirm the action shown. An issued invoice cannot be edited.
4. Wait for successful MRA validation, then choose Download PDF. The validated PDF includes the MRA QR code. If validation is unsuccessful or uncertain, follow the message and do not create a duplicate invoice.

Before you move on

Your business is active and your first successful invoice is ready to download.

Need help?

For MRA registration or OTP issues: +230 207 6020. For an env.mu technical problem: support@env.mu.

[Open this step online](#)

[Open this step in env.mu](#)

Screen 1 - Your first invoice

STEP 8 / 8

Activation

1

Your company is ready.

Company	EBS Mauritius Ltee
BRN	C2222222
Primary access	owner@example.invalid
MRA checks	7 / 7

Add your customers and prepare your first MRA e-invoices. You can invite colleagues from the Team page.

2

Start MRA e-invoicing →

- 1. Check the company summary and completed checks.
 - 2. Start MRA e-invoicing once activation is available.
- Actual env.mu screen rendered with fictional example data. Enter your own details in the app.

Screen 2 · Your first invoice

1 Add a customer

Name or registered business name *

Customer type

Individual

VAT status

Not VAT registered

TAN / VAT number

BRN

8 digits for a business or public body.

2 Email address

Address

3 Save customer

1. Enter the customer's name, type and relevant tax identifiers.

2. Enter their contact details and address.

3. Save customer.

Actual einv.mu screen rendered with fictional example data. Enter your own details in the app.

Screen 3 · Your first invoice

1

Customer *

Choose a customer ▼

+ Add a customer

Due date

dd/mm/yyyy 📅

Optional: the date by which the customer should pay this document.

Payment method

On credit ▼

2

Items and services

Prices excluding VAT, in MUR

Description	Quantity	Price excl. VAT	VAT	Category
For example: consulting, delivery, product...	1	0.00	15 % ▼	Service ▼ ×
+ Add a line				

Estimated total, including VAT

The final amount is calculated when you save.

Rs 0.00

3

Cancel

Save and review →

1. Select the customer, due date and payment method.
2. Enter the items, quantities, prices excluding VAT and applicable VAT.
3. Save and review before sending to MRA.

Actual env.mu screen rendered with fictional example data. Enter your own details in the app.

Screen 4 · Your first invoice

Invoice

One last check.

Draft

1

CUSTOMER

Example customer

Example customer address, Mauritius

Total amount

5,750.00 MUR

Description	Quantity	Price excl. VAT	VAT	Total excl. VAT
Professional services	1	5,000.00	750.00	5,000.00
Total excluding VAT		5,000.00 MUR		
VAT		750.00 MUR		
Total		5,750.00 MUR		

Check the contact details, amounts and VAT. After issuing, this document cannot be edited.

2

Issue and validate with MRA →

Edit draft

↓ Download PDF

1. Check the customer, amounts and VAT. Use Edit draft for corrections.

2. Choose Issue and validate with MRA only when the invoice is correct.

Actual env.mu screen with fictional example data. No real invoice or payment was submitted.

Screen 5 · Your first invoice

Invoice

EB/EI/0001

1

MRA validated

CUSTOMER

Example customer

Example customer address, Mauritius

Total amount

5,750.00 MUR

Description	Quantity	Price excl. VAT	VAT	Total excl. VAT
Professional services	1	5,000.00	750.00	5,000.00

Total excluding VAT

5,000.00 MUR

VAT

750.00 MUR

Total

5,750.00 MUR

2

↓ Download PDF

Create a credit note

Create a debit note

1. Wait for MRA validation to succeed.

2. Download the PDF after success.

Actual env.mu screen with fictional example data. No real invoice or payment was submitted.