Correcting data

If an error is found in the data submitted to the TTKI system, the person making the entry, i.e. the data submitter, must amend the incorrect entry without delay, or the person to whom the incorrect entry relates must notify the data submitter of the error.

In the TTKI system, data submitters themselves can **amend data up to 3 months old**.

Correcting data where more than 3 months have elapsed since the data was submitted

- If it is not possible to correct inaccurate or incorrect data, or if more than 3 months have passed since the data was submitted, the data may only be corrected **upon a reasoned request** by decision of the Estonian Tax and Customs Board (ETCB). The request must be submitted without delay upon becoming aware of the need to correct the data.

- The request must state the name and contact details of the person submitting the data and explain which data needs to be amended and why. Documents proving the necessity of the correction must be attached to the request.

- The ETCB will decide on the correction of the data within 30 days of the date on which the request was submitted.

- Requests can be submitted:

  - ✓ in the e-services environment e-MTA by selecting from the menu **Communication – Correspondence**
  - ✓ with a digital signature by email to **emta@emta.ee**
  - ✓ by post to **Lõõtsa 8a, 15176 Tallinn, Maksu- ja Tolliamet**
  - ✓ **at the service bureaus of the ETCB**

Data on time of stay on the construction must be corrected using a CSV file

- If it is necessary to correct **data on time spent on the construction that was submitted more than 3 months ago**, the data must be submitted as a CSV file. The CSV file must be prepared in accordance with the ETCB's sample file, as uploading data to the TTKI system requires specific data fields and formatting.

- A separate CSV file must be submitted for each construction site. The file must include the main contractor’s registry code, the name of the construction site, and the period for which the data is being submitted.

- A representative of the main contractor must digitally sign the files.

- Examples of CSV files:

  example_ANONYMOUS.csv

  example_PERSONALIZED.csv

Legal basis

§ 25^{14} of the Taxation Act
Correction of data

Last updated on 14.09.2026