### Monthly Remittance Return of Value-Added Tax and Other Percentage Taxes Withheld

#### Part I: Background Information

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<tbody>
<tr>
<td>1</td>
<td>For the Month (MM/YYYY)</td>
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<tr>
<td>2</td>
<td>Amended Return?</td>
<td>Yes</td>
<td>No</td>
<td></td>
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<tr>
<td>3</td>
<td>No. of Sheets Attached</td>
<td></td>
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</tr>
<tr>
<td>4</td>
<td>Any Taxes Withheld?</td>
<td>Yes</td>
<td>No</td>
<td></td>
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<tr>
<td>5</td>
<td>TIN</td>
<td></td>
<td></td>
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<tr>
<td>6</td>
<td>PSOC:</td>
<td></td>
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<tr>
<td>7</td>
<td>PSIC:</td>
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#### Part II: Computation of Tax (Attach additional sheet if necessary)

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<tbody>
<tr>
<td>14</td>
<td>Total Tax Required to be Withheld and Remitted</td>
<td></td>
<td></td>
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<tr>
<td>15</td>
<td>Less: Tax Remitted in Return Previously Filed, if this is an amended return</td>
<td></td>
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<tr>
<td>16</td>
<td>Tax Still Due/(Overremittance)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Add: Penalties</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17A</td>
<td>Surcharge</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17B</td>
<td>Interest</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17C</td>
<td>Compromise</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>17D</td>
<td>Total Amount Still Due/(Overremittance) (Sum of Items 16 &amp; 17D)</td>
<td></td>
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</tbody>
</table>

**I declare, under the penalties of perjury, that this return has been made in good faith, verified by me, and to the best of my knowledge, and belief, is true and correct, and pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof.**

#### Part III: Details of Payment

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</thead>
<tbody>
<tr>
<td>21</td>
<td>Cash Bank 21A</td>
<td>21B</td>
<td></td>
<td>21C</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Debit Memo 22A</td>
<td>22B</td>
<td></td>
<td>22C</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Check 23A</td>
<td>23B</td>
<td></td>
<td>23C</td>
<td></td>
</tr>
</tbody>
</table>

### Machine Validation/Revenue Official Receipt Details (If not filed with an Authorized Agent Bank)

**Republika ng Pilipinas**

**Kagawaran ng Pananalapi**

**Kawanihan ng Rentas Internas**
## Schedule I

### ALPHANUMERIC TAX CODES

#### VAT Withholding on Purchase of Goods
- **Rate**: 5%
- **ATC**: WV 010
- Maturity period is more than five years
- On dividends and equity shares and net income of subsidiaries

#### VAT Withholding on Government Public Work Contracts
- **Rate**: 5%
- **ATC**: WV 030
- C. On royalties, rents of property, real or personal, profits from exchange and all other items treated as gross income under the Code
- WV 033

#### Tax on Cemeteries and Keeps of Garages
- **Rate**: 3%
- **ATC**: WB 050
- D. On net trading gains within the taxable year on foreign currency, debt securities, derivatives and other similar financial instruments

#### Franchise Tax on radio & TV broadcasting companies whose annual gross receipts do not exceed P10 M & who are not VAT-registered taxpayers
- **Rate**: 3%
- **ATC**: WB 060

#### Tax on life insurance premiums
- **Rate**: 5%
- **ATC**: WB 070
- WB 096

#### Business Tax on Agents of foreign insurance co.- owner of the property
- **Rate**: 5%
- **ATC**: WB 120
- WB 121

#### Tax on International Carriers
- **Rate**: 3%
- **ATC**: WB 130

#### Tax on Cockpits
- **Rate**: 18%
- **ATC**: WB 140

#### Tax on Professional basketball games
- **Rate**: 15%
- **ATC**: WB 160
- WB 170

#### Tax on sale, barter or exchange of stocks listed & traded through Local Stock Exchange
- **Rate**: 30%
- **ATC**: WB 180

#### Tax on boxing exhibitions
- **Rate**: 16%
- **ATC**: WB 184
- WB 185

#### Tax on shares of stock sold or exchanged through initial and secondary public offering:
- Not over 25%
- **Rate**: 4%
- **ATC**: WB 200
- WB 201

#### Tax on Banks and Non-Bank Financial Intermediaries Performing Quasi-Banking Functions
- **Rate**: 3%
- **ATC**: WB 080

#### BIR FORM NO. 1600 - MONTHLY REMITTANCE RETURN OF VALUE-ADDED TAX AND OTHER PERCENTAGE TAXES WITHHELD

### GUIDELINES AND INSTRUCTIONS
Who Shall File

This return shall be filed in triplicate by the following:

1. All government offices, bureaus, agencies or instrumentalities, local government units, government owned and controlled corporation on money payments made to private individuals, corporations, partnerships, associations and other juridical/artificial entities as required under RA Nos. 1051, 7649, 8241, 8424 and 9337.

2. Payors to non-residents receiving income subject to value-added tax.

3. Payors to VAT registered taxpayers receiving income subject to value-added tax.

4. Payors to persons, natural or juridical, subject to percentage tax under Sec. 116 of the Tax Code (ATC 9337 & 1064), if the taxpayer-payer opts to remit his percentage tax through the withholding and remittance of the same by the withholding agent-payer which option is manifested by filing the "Notice of Availment of the Option to Pay the Tax through the Withholding Process", copy furnished the withholding agent-payer and the Revenue District Officers of both the payor and payee.

Where the government office referred to in the foregoing paragraph has regional offices, branches or units, the withholding of the creditable VAT/other percentage taxes and the remittance therefor may be done on a decentralized basis. As such, the treasurer or the chief accountant or any person holding similar position in said regional office, branch or unit shall deduct and withhold the prescribed creditable value-added tax and other percentage taxes before making any payment to the seller of goods and services.

When and Where to File and Remit

The return shall be filed and the tax paid on or before the tenth (10th) day of the month following the month in which withholding was made.

The return shall be filed and the tax paid with the Authorized Agent Bank (AAB) of the Revenue District Office having jurisdiction over the withholding agent's place of business/office. In places where there are no Authorized Agent Banks, the return shall be filed and the tax paid with the Revenue Collection Office or the duly Authorized City or Municipal Treasurer within the Revenue District where the withholding agent's place of business/office is located, who will issue a Revenue Official Receipt (BIR Form No. 2524) therefor.

Where the return is filed with an AAB, taxpayer must accomplish and submit BIR-prescribed deposit slip, which the bank teller shall make valid as evidence that payment was received. The AAB shall stamp mark the word “Received” on the return and also machine validate the return as proof of filing the return and payment of the tax by the taxpayer, respectively. The machine validation shall reflect the date of payment, amount paid and transactions code, the name of the bank, branch code, teller’s code and teller’s initial. Bank debit memo number and date should be indicated in the return for taxpayers paying under the bank debit system.

A taxpayer may file a separate return for the head office and for each branch or place of business/offices or a consolidated return for the head office and all the branches/offices, except in the case of large taxpayers where only one consolidated return is required.

For Electronic Filing and Payment System (EFPS) Taxpayer

The deadline for electronically filing the return and paying the tax due therein shall be in accordance with the provisions of existing applicable revenue issuances.

Penalties

There shall be imposed and collected as part of the tax:

1. A surcharge of twenty five percent (25%) for each of the following violations:
   a. Failure to file any return and pay the amount of tax or installment due on or before the due date;
   b. Unless otherwise authorized by the Commissioner, filing a return with a person or officer other than those with whom it is required to be filed;
   c. Failure to pay the full or part of the amount of tax shown on the return, or the full amount of tax due for which no return is required to be filed on or before the due date;
   d. Failure to pay the deficiency tax within the time prescribed for its payment in the notice of assessment.

2. A surcharge of fifty percent (50%) of the tax or of the deficiency tax, in case any payment has been made on the basis of such return before the discovery of the falsity or fraud, by any of the following violations:
   a. Willfully neglect to file the return within the period prescribed by the Code or by rules and regulations;
   b. In case a false or fraudulent return is willfully made.

3. Interest at the rate of twenty percent (20%) per annum, on any unpaid amount of tax, from the date prescribed for the payment until the amount is fully paid.


Violation of Withholding Tax Provisions

Any person required to withhold, account for, and remit any tax imposed by the National Internal Revenue Code or who willfully fails to withhold such tax, or account for and remit such tax, or aids orabet in any manner to evade any such tax or the payment thereof, shall, in addition to other penalties provided for under this Law, be liable upon conviction to a penalty equal to the total amount of the tax not withheld, or not accounted for and remitted.

Any person required under the National Internal Revenue Code or by rules and regulations promulgated thereunder to pay any tax, make a return, keep any record, or supply correct and accurate information, who willfully fails to pay such tax, make such return, keep such record, or supply such correct and accurate information, or withhold or remit taxes withheld, or refuse excess taxes withheld on compensation, at the time or times required by law or rules and regulations shall, in addition to the other penalties provided by law, upon conviction thereof, be punished by a fine of not less than ten thousand pesos ($10,000.00) and suffer imprisonment of not less than one (1) year but not more than ten (10) years.

Every officer or employee of the Government of the Republic of the Philippines or any of its agencies and instrumentalities, its political subdivisions, as well as government-owned or controlled corporations, including the Bangko Sentral ng Pilipinas, who, under the provisions of the Code, as amended, or regulations promulgated thereunder, is charged with the duty to deduct and withhold any internal revenue tax and to remit the same in accordance with the provisions of the Tax Code, as amended, and other laws is guilty of any offense herein below specified shall upon conviction of each act or omission, be fined in a sum not less than five thousand pesos ($5,000) but not more than fifty thousand pesos ($50,000) or imprisoned for a term of not less than six (6) months and one day but not more than two (2) years, or both:

a) Those who fail or cause the failure to deduct and withhold any internal revenue tax under any of the withholding tax laws and implementing regulations;

b) Those who fail or cause the failure to remit taxes deducted and withheld within the time prescribed by law, and implementing regulations;

c) Those who fail or cause the failure to file a return or statement within the time prescribed, or render or furnish a false or fraudulent return or statement required under the withholding tax laws and regulations.

If the withholding agent is the Government or any of its agencies, political subdivisions or instrumentalities, or a government-owned or controlled corporation, the employee thereof responsible for the withholding and remittance of tax shall be personally liable for the additions to the tax prescribed by the National Internal Revenue Code.

Attachment Required

• Alphabeticlist of payees using the format prescribed in page 3 (if the same cannot be accommodated in the return).

• Authorization letter, if return is filed by the authorized representative;

• Certificate of Tax Treaty Relief, if applicable;

• Proof of payment and the return previously filed for amended return

Note: All background information must be properly filled up.

• All returns filed by an accredited tax agent on behalf of a taxpayer shall bear the following information:
   A. For CPAs and others (individual practitioners and members of GPPs):
      a. 1. Taxpayer Identification Number (TIN); and
          a.2. Certificate of Accreditation Number, Date of Issuance, and Date of Expiry.
     B. For members of the Philippine Bar (individual practitioners, members of GPPs); 
        b. 1. Taxpayer Identification Number (TIN); and
        b.2. Attorney’s Roll number or Accreditation Number, if any.
    C. Box No. 1 refers to transaction period and not the date of filing this return.
    D. TIN = Taxpayer Identification Number.

• In case of Large Taxpayers filing consolidated return, an accompanying schedule shall be attached with the following information:
   A. Month covered;
   B. Name and addresses of Head Office and branches/units; and
   C. Amount of withholding taxes to be remitted.
## Schedule II
### ALPHABETICAL LIST OF PAYEES FROM WHOM TAXES WERE WITHHELD

(Attach additional sheet(s), if necessary)

<table>
<thead>
<tr>
<th>NO.</th>
<th>TIN</th>
<th>PAYEE DETAILS</th>
<th>INCOME PAYMENT / TAX WITHHELD DETAILS</th>
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| Total |     |                  |                                       |

**Total:** P