



Republika ng Pilipinas
Kagawaran ng Pananalapi
Kawanihan ng Rentas
Internas

Annual Income Tax Return

For Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate

*Enter all required information in CAPITAL LETTERS. Mark applicable boxes with an "X".
Two copies MUST be filed with the BIR and one held by the taxpayer.*

BIR Form No.
1702-RT
June 2013
Page 1

1 For <input type="checkbox"/> Calendar <input type="checkbox"/> Fiscal 2 Year Ended (MM/20YY) /20	3 Amended Return? <input type="checkbox"/> Yes <input type="checkbox"/> No	4 Short Period Return? <input type="checkbox"/> Yes <input type="checkbox"/> No	5 Alphanumeric Tax Code (ATC) IC 055 <input type="checkbox"/> Minimum Corporate Income Tax (MCIT) <input type="checkbox"/>
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Part I – Background Information

6 Taxpayer Identification Number (TIN)	7 RDO Code
8 Date of Incorporation/Organization (MM/DD/YYYY)	
9 Registered Name (Enter only 1 letter per box using CAPITAL LETTERS)	
10 Registered Address (Indicate complete registered address)	
11 Contact Number	12 Email Address
13 Main Line of Business	14 PSIC Code
15 Method of Deductions	Itemized Deductions [Sections 34 (A-J), NIRC] <input type="checkbox"/> Optional Standard Deduction (OSD) – 40% of Gross Income [Section 34(L), NIRC as amended by RA No.9504] <input type="checkbox"/>

Part II – Total Tax Payable (Do NOT enter Centavos)

16 Total Income Tax Due (Overpayment) (From Part IV Item 44)	
17 Less: Total Tax Credits/Payments (From Part IV Item 45)	
18 Net Tax Payable (Overpayment) (Item 16 Less Item 17) (From Part IV Item 46)	
19 Add: Total Penalties (From Part IV Item 50)	
20 TOTAL AMOUNT PAYABLE (Overpayment) (Sum of Item 18 and 19) (From Part IV Item 51)	
21 If Overpayment, mark "X" one box only (Once the choice is made, the same is irrevocable)	
<input type="checkbox"/> To be refunded	<input type="checkbox"/> To be issued a Tax Credit Certificate (TCC)
<input type="checkbox"/> To be carried over as a tax credit for next year/quarter	

We declare under the penalties of perjury, that this annual return has been made in good faith, verified by us, and to the best of our knowledge and belief, is true and correct pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. (If Authorized Representative, attach authorization letter and indicate TIN)

Signature over printed name of President/Principal Officer/ Authorized Representative	Signature over printed name of Treasurer/ Assistant Treasurer
Title of Signatory	Number of pages filed

22 Community Tax Certificate (CTC) Number/SEC Reg. No.	23 Date of Issue (MM/DD/YYYY)
24 Place of Issue	25 Amount, if CTC

Part III – Details of Payment

Details of Payment	Drawee Bank/ Agency	Number	Date (MM/DD/YYYY)	Amount
26 Cash/Bank Debit Memo				
27 Check				
28 Tax Debit Memo				
29 Others (Specify Below)				

Machine Validation/Revenue Official Receipt Details (if not filed with an Authorized Agent Bank)	Stamp of receiving Office/AAB and Date of Receipt (RO's Signature/Bank Teller's Initial)
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Taxpayer Identification Number (TIN)	Registered Name
0 0 0 0	

Schedule 1 - Sales/Revenues/Receipts/Fees *(Attach additional sheet/s, if necessary)*

1 Sale of Goods/Properties	
2 Sale of Services	
3 Lease of Properties	
4 Total <i>(Sum of Items 1 to 3)</i>	
5 Less: Sales Returns, Allowances and Discounts	
6 Net Sales/Revenues/Receipts/Fees <i>(Item 4 Less Item 5) (To Part IV Item 30)</i>	

Schedule 2 - Cost of Sales *(Attach additional sheet/s, if necessary)*

Schedule 2A - Cost of Sales (For those Engaged in Trading)

1 Merchandise Inventory - Beginning	
2 Add: Purchases of Merchandise	
3 Total Goods Available for Sale <i>(Sum of Items 1 & 2)</i>	
4 Less: Merchandise Inventory, Ending	
5 Cost of Sales <i>(Item 3 Less Item 4) (To Schedule 2 Item 27)</i>	

Schedule 2B - Cost of Sales (For those Engaged in Manufacturing)

6 Direct Materials, Beginning		
7 Add: Purchases of Direct Materials		
8 Materials Available for Use <i>(Sum of Items 6 & 7)</i>		
9 Less: Direct Materials, Ending		
10 Raw Materials Used <i>(Item 8 Less Item 9)</i>		
11 Direct Labor		
12 Manufacturing Overhead		
13 Total Manufacturing Cost <i>(Sum of Items 10, 11 & 12)</i>		
14 Add: Work in Process, Beginning		
15 Less: Work in Process, Ending		
16 Cost of Goods Manufactured <i>(Sum of Items 13 & 14 Less Item 15)</i>		
17 Finished Goods, Beginning		
18 Less: Finished Goods, Ending		
19 Cost of Goods Manufactured and Sold <i>(Sum of Items 16 & 17 Less Item 18) (To Sched. 2 Item 27)</i>		

Schedule 2C - Cost of Services

(For those engaged in Services, indicate only those directly incurred or related to the gross revenue from rendition of services)

20 Direct Charges - Salaries, Wages and Benefits	
21 Direct Charges - Materials, Supplies and Facilities	
22 Direct Charges - Depreciation	
23 Direct Charges - Rental	
24 Direct Charges - Outside Services	
25 Direct Charges - Others	
26 Total Cost of Services <i>(Sum of Items 20 to 25) (To Item 27)</i>	

27 Total Cost of Sales/Services <i>(Sum of Items 5, 19 & 26, if applicable) (To Part IV Item 31)</i>	
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Taxpayer Identification Number (TIN)	Registered Name
0 0 0 0	

Schedule 3 - Other Taxable Income Not Subjected to Final Tax *(Attach additional sheet/s, if necessary)*

1		
2		
3		
4 Total Other Taxable Income Not Subjected to Final Tax <i>(Sum of Items 1 to 3) (To Part IV Item 33)</i>		

Schedule 4 - Ordinary Allowable Itemized Deductions *(Attach additional sheet/s, if necessary)*

1 Advertising and Promotions	
<i>Amortizations (Specify on Items 2, 3 & 4)</i>	
2	
3	
4	
5 Bad Debts	
6 Charitable Contributions	
7 Commissions	
8 Communication, Light and Water	
9 Depletion	
10 Depreciation	
11 Director's Fees	
12 Fringe Benefits	
13 Fuel and Oil	
14 Insurance	
15 Interest	
16 Janitorial and Messengerial Services	
17 Losses	
18 Management and Consultancy Fee	
19 Miscellaneous	
20 Office Supplies	
21 Other Services	
22 Professional Fees	
23 Rental	
24 Repairs and Maintenance - (Labor or Labor & Materials)	
25 Repairs and Maintenance - (Materials/Supplies)	
26 Representation and Entertainment	
27 Research and Development	
28 Royalties	
29 Salaries and Allowances	

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Taxpayer Identification Number (TIN)	Registered Name
0 0 0 0	

Schedule 4 - Ordinary Allowable Itemized Deductions (Continued from Previous Page)

30 Security Services	
31 SSS, GSIS, Philhealth, HDMF and Other Contributions	
32 Taxes and Licenses	
33 Tolling Fees	
34 Training and Seminars	
35 Transportation and Travel	
Others [Specify below; Add additional sheet(s), if necessary]	
36	
37	
38	
39	

40 Total Ordinary Allowable Itemized Deductions (Sum of Items 1 to 39) (To Part IV Item 35)	
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Schedule 5 - Special Allowable Itemized Deductions (Attach additional sheet/s, if necessary)

Description	Legal Basis	Amount
1		
2		
3		
4		
5 Total Special Allowable Itemized Deductions (Sum of Items 1 to 4) (To Part IV Item 36)		

Schedule 6 - Computation of Net Operating Loss Carry Over (NOLCO)

1 Gross Income (From Part IV Item 34)	
2 Less: Total Deductions Exclusive of NOLCO & Deduction Under Special Law	
3 Net Operating Loss (To Schedule 6A)	

Schedule 6A - Computation of Available Net Operating Loss Carry Over (NOLCO)

Net Operating Loss				B) NOLCO Applied Previous Year
Year Incurred	A) Amount			
4				
5				
6				
7				

Continuation of Schedule 6A (Item numbers continue from table above)

	C) NOLCO Expired	D) NOLCO Applied Current Year	E) Net Operating Loss (Unapplied)
4			
5			
6			
7			
8	Total NOLCO (Sum of Items 4D to 7D) (To Part IV Item 37)		

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Taxpayer Identification Number (TIN)	Registered Name
0 0 0 0	

Schedule 7 - Tax Credits/Payments (attach proof) *(Attach additional sheet/s, if necessary)*

1	Prior Year's Excess Credits Other Than MCIT	
2	Income Tax Payment under MCIT from Previous Quarter/s	
3	Income Tax Payment under Regular/Normal Rate from Previous Quarter/s	
4	Excess MCIT Applied this Current Taxable Year <i>(From Schedule 8 Item 4F)</i>	
5	Creditable Tax Withheld from Previous Quarter/s per BIR Form No. 2307	
6	Creditable Tax Withheld per BIR Form No. 2307 for the 4th Quarter	
7	Foreign Tax Credits, if applicable	
8	Tax Paid in Return Previously Filed, if this is an Amended Return	
9	Special Tax Credits <i>(To Part V Item 53)</i>	
Other Credits/Payments <i>(Specify)</i>		
10		
11		
12	Total Tax Credits/Payments <i>(Sum of Items 1 to 11) (To Part IV Item 45)</i>	

Schedule 8 - Computation of Minimum Corporate Income Tax (MCIT)

Year	A) Normal Income Tax as Adjusted	B) MCIT	C) Excess MCIT over Normal Income Tax
1			
2			
3			

Continuation of Schedule 8 *(Line numbers continue from table above)*

	D) Excess MCIT Applied/Used for Previous Years	E) Expired Portion of Excess MCIT	F) Excess MCIT Applied this Current Taxable Year	G) Balance of Excess MCIT Allowable as Tax Credit for Succeeding Year/s
1				
2				
3				
4	Total Excess MCIT <i>(Sum of Column for Items 1F to 3F) (To Schedule 7 Item 4)</i>			

Schedule 9 - Reconciliation of Net Income per Books Against Taxable Income *(Attach additional sheet/s, if necessary)*

1	Net Income/(Loss) per books	
Add: Non-deductible Expenses/Taxable Other Income		
2		
3		
4	Total <i>(Sum of Items 1 to 3)</i>	
Less: A) Non-taxable Income and Income Subjected to Final Tax		
5		
6		
B) Special Deductions		
7		
8		
9	Total <i>(Sum of Items 5 to 8)</i>	
10	Net Taxable Income (Loss) <i>(Item 4 Less Item 9)</i>	

