



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 Minimum Corporate Income Tax (MCIT)
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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)	
<b>20 TOTAL AMOUNT PAYABLE (Overpayment) (Sum of Item 18 and 19) (From Part IV Item 51)</b>	
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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<b>Taxpayer Identification Number (TIN)</b>	<b>Registered Name</b>
0 0 0 0	

**Part IV - Computation of Tax** (Do NOT enter Centavos)

<b>30</b> Net Sales/Revenues/Receipts/Fees <i>(From Schedule 1 Item 6)</i>	
<b>31</b> Less: Cost of Sales/Services <i>(From Schedule 2 Item 27)</i>	
<b>32</b> Gross Income from Operation <i>(Item 30 Less Item 31)</i>	
<b>33</b> Add: Other Taxable Income Not Subjected to Final Tax <i>(From Schedule 3 Item 4)</i>	
<b>34 Total Gross Income</b> <i>(Sum of Items 32 &amp; 33)</i>	

**Less: Deductions Allowable under Existing Law**

<b>35</b> Ordinary Allowable Itemized Deductions <i>(From Schedule 4 Item 40)</i>	
<b>36</b> Special Allowable Itemized Deductions <i>(From Schedule 5 Item 5)</i>	
<b>37</b> NOLCO (only for those taxable under Sec. 27(A to C); Sec. 28(A)(1)(A)(6)(b) of the Tax Code <i>(From Schedule 6A Item 8D)</i> )	
<b>38 Total Itemized Deductions</b> <i>(Sum of Items 35 to 37)</i>	

**OR [in case taxable under Sec 27(A) & 28(A)(1)]**

<b>39</b> Optional Standard Deduction <i>(40% of Item 34)</i>	
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<b>40 Net Taxable Income</b> <i>(Item 34 Less Item 38 OR Item 39)</i>	
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<b>41 Income Tax Rate</b>	<b>30.0%</b>
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<b>42</b> Income Tax Due other than MCIT <i>(Item 40 x Item 41)</i>	
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<b>43</b> Minimum Corporate Income Tax (MCIT) <i>(2% of Gross Income in Item 34)</i>	
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<b>44 Total Income Tax Due</b> <i>(Normal Income Tax in Item 42 or MCIT in Item 43, whichever is higher) (To Part II Item 16)</i>	
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<b>45</b> Less: Total Tax Credits/Payments <i>(From Schedule 7 Item 12) (To Part II Item 17)</i>	
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<b>46 Net Tax Payable (Overpayment)</b> <i>(Item 44 Less Item 45) (To Part II Item 18)</i>	
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**Add Penalties**

<b>47</b> Surcharge	
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<b>48</b> Interest	
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<b>49</b> Compromise	
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<b>50 Total Penalties</b> <i>(Sum of Items 47 to 49) (To Part II Item 19)</i>	
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<b>51 Total Amount Payable (Overpayment)</b> <i>(Sum Item 46 &amp; 50) (To Part II Item 20)</i>	
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**Part V - Tax Relief Availment** (Do NOT enter Centavos)

<b>52</b> Special Allowable Itemized Deductions <i>(30% of Item 36)</i>	
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<b>53</b> Add: Special Tax Credits <i>(From Schedule 7 Item 9)</i>	
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<b>54 Total Tax Relief Availment</b> <i>(Sum of Items 52 &amp; 53)</i>	
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**Part VI - Information - External Auditor/Accredited Tax Agent**

<b>55</b> Name of External Auditor/Accredited Tax Agent
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	<b>56</b> TIN	
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<b>57</b> Name of Signing Partner <i>(If External Auditor is a Partnership)</i>
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	<b>58</b> TIN	
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<b>59</b> BIR Accreditation No.	<b>60</b> Issue Date <i>(MM/DD/YYYY)</i>	<b>61</b> Expiry Date <i>(MM/DD/YYYY)</i>
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# Annual Income Tax Return

Page 4 - Schedules 3 & 4

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1702-RT06/13P4

<b>Taxpayer Identification Number (TIN)</b>	<b>Registered Name</b>
0 0 0 0	

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

1		
2		
3		
4	<b>Total Other Taxable Income Not Subjected to Final Tax</b> <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	
Amortizations <i>(Specify on Items 2, 3 &amp; 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	

# Annual Income Tax Return

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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)

## 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

Year Incurred

A) Amount

B) NOLCO Applied Previous Year

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)

# Annual Income Tax Return

Page 6 - Schedules 7, 8 & 9

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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>	



