

YEAR-END TAX RECONCILIATION RETURN

Tax Year: 20_____

1. TAXPAYER / EMPLOYER INFORMATION

Employer / Company Name			
Tax Identification Number (TIN)			
Registered Address			
Contact Number		Email Address	

2. SUMMARY OF GROSS COMPENSATION & TAX WITHHELD

Month	Gross Compensation	Tax Withheld & Remitted
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Total Annual Declared		

3. YEAR-END RECONCILIATION CALCULATION

1. Total Actual Annual Taxable Compensation Income	
2. Total Statutory Deductions / Exemptions	
3. Net Taxable Income (Line 1 less Line 2)	
4. Annual Income Tax Due (Based on Tax Table)	
5. Total Actual Tax Withheld & Remitted (Section 2 Total)	

6. Tax Amount Over-Withheld / (Under-Withheld) (Line 5 less Line 4)	
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4. SETTLEMENT AND ADJUSTMENTS

Amount to be Refunded to Employees	
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Amount to be Collect / Remitted to Authority	
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Adjustment Period / Date of Settlement	
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5. DECLARATION AND SIGNATURE

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 a true, correct, and complete return.

Authorized Representative Signature

Date (DD/MM/YYYY)