

TAXABLE SALES RETURN

Reporting Template

TAXPAYER INFORMATION

Business Name:

Taxpayer ID / TIN:

Address:

Contact Person:

FILING DETAILS

Tax Period:

Due Date:

Filing Date:

Amended Return:

☐ Yes ☐ No

SALES & TAX CALCULATION

Line	Classification / Category	Gross Amount	Deductions / Exemptions	Taxable Amount
1	Standard Rate Sales			
2	Reduced Rate Sales			
3	Zero-Rated Sales			
4	Exempt Sales			
5	Total Sales (Lines 1 to 4)			

TAX DUE COMPUTATION

Line	Tax Calculation Steps	Rate (%)	Tax Due Amount
6	Tax Due on Standard Rate Sales (Line 1 Taxable * Rate)		
7	Tax Due on Reduced Rate Sales (Line 2 Taxable * Rate)		
8	Adjustments / Penalties / Interest (if applicable)	-	
9	Total Tax Due / Payable (Lines 6 + 7 + 8)	-	

Authorized Representative Signature

Name: _____
Title: _____

Date

I declare under penalty of perjury that this return, including any accompanying schedules and statements, has been examined by me and to the best of my knowledge and belief is a true, correct, and complete return.