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Tax

District:....

NATIONAL REVENUE AUTHORITY

Domestic Tax Department (DTD)

Republic of Sierra Leone

INCOME TAX RETURN

Assess You a with c and to Note: set of of Sie	essment Ending	tion 97(1) of the Income this Form, for the above below. In business with annual to certified by Registered the this completed form.	Tax Act 2000 (as amended) to year not later than 120 days urnover above Le 350 million Accountants of the Institute of SIGNED	o file a Return of Income after the end of the Year are required to submit a
			For: Commissione	er General
National Revenue Authority Office For: Commissioner General Date:				
	tion:	AZM NA		
		PARTICULAR	S OF BUSINESS	
No	Business Name	7//	Address	
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2 3 4 5 Other 1.0 P.	PARTICULARS OF CH	ARGEABLE INCOME		Leones
2 3 4 5 Other 1.0 P.	PARTICULARS OF CH Business Income: (See S	ARGEABLE INCOME	•	
2 3 4 5 Other 1.0 P.	PARTICULARS OF CH Business Income: (See S ess Income: Category A	ARGEABLE INCOME		
2 3 4 5 Other 1.0 P.	PARTICULARS OF CH Business Income: (See S ess Income: Category A Category B	ARGEABLE INCOME	•	

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NOTE: FALSE STATEMENTS CAN RESULT IN PROSECUTION

Dividends	Leones
Interest and discounts	
Natural resource payments	
Royalties	
Annuity payments	
1.3. Employment income: (See Schedule 1.3 for guidance on page 3)	
1.4. Any other Income or Gain: (See Schedule 1.4 for guidance on page 3)	
1.5 Total Chargeable Income	
Tax is payable on the chargeable income annually at the following rates:	
On the first Le 3,600,,000 at nil =	
On the next Le 3,600,000 at 15% =	
On the next Le 3,600,000 at 20% =	
Excess over Le10, 800,000 at 30% =	
TOTAL(A)	
Less Taxes Paid during the period	
Withholding tax paid (attach tax withholding certificates)	
Business Income	
Property Income	
Employment Income	
Any other withholding (specify with copies of relevant document)	
Total prepaid Taxes for year(B)	
Net Tax (Place a minus sign (-) in front of the figure if a credit is owing)	
(Please pay any outstanding tax balance payable on the day this Return is filed - NOTE Interest and penalty would be charged for late payment)	
THO IE Interest and penalty would be enalged for late payment)	
DECLARATION	
I (full name of taxpayer)	
hereby declare that information given in this return contains a full and correct statement of r	
chargeable to Income Tax for the year ended	ware that any
false declaration could lead to criminal proceedings against me in the court of law.	
Signature of taxpayer: Postal address:	
Occupation:	
Location of residence:	
Telephone/Mobile Number(s):	
E-mail address(s):	
Date:	
Name of person completing return:Signature:Signature:	Date:
(A person who is paid to complete or to contribute to this Return must also sign it {Section 97((6)}.

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SCHEDULE

1.1 BUSINESS INCOME

Choose the category most appropriate to your business

Category A - Where account are Audited & Proper records kept

Chargeable Income = ordinary Chargeable Income

(Ordinary Chargeable Income- Income declared by taxpayer in the financial statement for tax purpose)

Category B - Where Proper records are kept but account not audited

Chargeable Income is the higher of ordinary Changeable business Income and 15% of Turnover

Category C - Where proper records are not kept and account are not audited

Chargeable Income is the higher of Ordinary Chargeable business Income and 20% of turnover.

1.2 Property Income(only declare the line items in this section if they were not declared in deriving the business chargeable income)

Rent	Type of property	Location	Income (Le)	Date of First	Date Rent is Due
				Acquired	
Property 1					
Property 2					
Property 3					
Property 4					
Property 5	ENVA				
Property 6	1147				
Total	I I CII				

(Please include a signed additional sheet if your properties are more than six)

1.3 Employment Income

Salaries/Wages	
Bonus	
Benefit in Kind (BIK)	
Commission	
Allowances	
Pension	
Any other	
Total	

1.4 Any other Income

Income from Partnership	
Other Income (please specify)	
Total	

WITHHOLDING TAXES

You are required to deduct withholding tax from all payments made to non-residents and from certain payments to residents (to contractors, from dividends, from interest, from rents and royalties, from annuities and from natural resource payments), and to file with the Commissioner a statement specifying the names and addresses of each payee, the amounts paid and the tax deducted. Persons paying Trust income to a non-resident beneficiary are also required to deduct Withholding tax.

Please attach a copy of each statement to this Return.

Please show in this space any amounts paid to residents or non-residents from which you did not deduct withholding tax:

NOTES ON THE TAXATION OF RENTAL INCOME

The Finance Act 2006 introduced changes to the way rental income is taxed, although no changes were made where the rental income is received as part of a business. For non-business rental income, the tax rate is 10% and two new tax deductions were provided in place of the previous deductions for interest paid, capital allowances and repairs.

The two new tax deductions are

- 1. A non taxable threshold of Le 1,800,000
- 2. A tax deductible allowance of 20% of the gross rental income that is in excess of that threshold.

The same Finance Act also introduced changes to the timing of payment of the tax and applied some withholding tax provisions.

The date of payment of the tax was brought forward to 90 days after the date (or anniversary of the date) on which the lease or tenancy agreement came into force, or, if there is no written agreement, 90 days after 1 January of the current year. Before Finance Act 2006, rental income was taxed in the year after it was received. The present law taxes rental income during the current year.

Interest at the rate of 35% per annum is chargeable on any such tax that is paid after the due date.

Finance Act 2006 also changed the law regarding withholding tax on rents. This tax should still be deducted from rents paid to non-resident landlords at the rate of 25% but now all tenants, apart from individuals, must deduct withholding tax at the rate of 10% on rents payable to resident landlords. (Previously the law required individuals to withhold tax on rents payable to resident landlords but this requirement no longer applies)

PAYMENT OF RENT

Please give details of all rents paid by you during the year. Please state:

- 1. Amount of rent paid.
- 2. Name and address of person to whom it was paid.
- 3. Address of the property concerned.
- 4. Whether withholding tax was deducted.

