

Filing of Income Tax Return 2008

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Income Tax

The Federal levy on income (Income Tax), with effect from July 01, 2002, is governed by the Income Tax Ordinance, 2001 and Income Tax Rules, 2002.

It is an annual charge on the *taxable income* for a *tax year*, if it exceeds the *maximum amount that is not chargeable to tax*

Heads of Income

The total income of a person for a tax year shall be the sum of the person's income under following heads of income for the year.

- (a) Salary;
- (b) Income from Property;
- (c) Income from Business;
- (d) Capital Gains; and
- (e) Income from Other Sources.

Taxable Income

The taxable income of a person for a tax year shall be the total income of the person for the year reduced (but not below zero) by the total of any deductible allowances of the person for the year.

“Maximum amount that is not chargeable to tax” for Tax Year 2008 (1st July 2007 to 30th June 2008)

Saiduddin & Co.

Income From Business Rs. 100,000

Income of Woman Taxpayer Rs. 125,000

Salaried Individual Rs. 150,000

Salaried Individual (Woman) Rs. 200,000

Tax Year

Period of twelve months ending on 30th day of June i.e. the financial year and is denoted by the calendar year in which the said date falls. For example, tax year 2008 corresponds to the financial year from July 01, 2007 to June 30, 2008 and is denoted by calendar year 2008.

Deductible Allowance

- ❑ Zakat
- ❑ Workers' Welfare Fund
- ❑ Workers' Participation Fund

Tax Credit

- ❑ Charitable Donations
- ❑ Investment in Shares
- ❑ Contribution to a approved Pension Fund
- ❑ Profit on Debt

Tax Reductions

- Senior Citizen Allowance: 50% tax reduction upto income of Rs. 500,000/-
- Full Time Teacher or Researcher: 75% tax reduction on Salary Income.

Income arising from Business subject to Final & Fixed Taxation

- Import of goods;
- Supply of goods including individual & AOP Manufacturers of such goods;
- Execution of contracts;
- Export of goods & services
- Gas Consumption by CNG Station;
- Brokerage and commission;
- Property Income

Income arising from Business subject to Final & Fixed Taxation

- Plying of goods transport vehicles;
- On Payment of Ginners
- Services rendered other than companies
- Dividend received from a company
- Royalties, Fees
- Retail Turnover upto 5 Million and above

Income arising from Business subject to Final & Fixed Taxation

- Prize and winnings from prize bond, raffle, lottery, crossword puzzle, quiz or sale promotion offers.

These incomes are excluded from the ambit of total / taxable income subject to normal taxation.

Persons required to file Return of Income

- Companies are required to file return of income irrespective of whether they have any taxable income or not.
- Every person (other than a company) whose taxable income for the year exceeds the maximum amount that is not chargeable to tax under this Ordinance for the year;

Persons required to file Return of Income

- any non-profit organization as defined in clause (36) of section 2; and
- any welfare institution approved under clause (58) of Part I of the Second Schedule

Persons required to file Return of Income

- any person not fall any of the above category but who,-
 - (i) has been charged to tax in respect of any of the two preceding tax years;
 - (ii) claims a loss carried forward under this Ordinance for a tax year;

Persons required to file Return of Income

(iii) owns immovable property with a land area of two hundred and fifty square yards or more or owns any flat located in areas falling within the municipal limits existing immediately before the commencement of Local Government laws in the provinces; or areas in a Cantonment; or the Islamabad Capital Territory

Persons not required to file Return of Income

- Deriving income exclusively from salary and either the employer has filed the Annual Statement of Income Tax deducted from salary or the employee has filed the employer's certificate in lieu of the return.
- Entire income is subject to *final* taxation for which a separate statement is prescribed.
- A widow, an orphan below the age of 25 years, a disabled person or a non-resident for the reason of owning immovable property

Wealth Statement

Every resident taxpayer filing a return of income for any tax year whose last declared or assessed income or the declared income for the year, is five hundred thousand rupees or more shall furnish a wealth statement for that year along with such return.

Due Date for filing of Return


- Generally, a return by an individual and an AOP is due on or before 30th September and by a company on or before 31st December.
- A return by a company having special tax year is due on or before 30th September.

Penalties, Additional Tax for Non-filers, Late Filers of Non Payment of Tax

- Non-filers or late-filers attract a penalty equal to one-thousandth ($1/1000$ th) of the tax payable for each day of default subject to a minimum penalty of Rupees 500 and a maximum penalty of 25% of the tax payable; and


Penalties, Additional Tax for Non-filers, Late Filers of Non Payment of Tax

- Non-filers, late-filers or short-filers owing a tax payable on the due date of a return, certificate or statement also attract:
 - Additional tax (interest) at the rate of twelve percent per annum; and
 - Penalties ranging from 5% to 100% of the tax payable

	RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION UNDER THE INCOME TAX ORDINANCE, 2001 (FOR INDIVIDUAL / AOP)	IT-2 (Page 1 of 2)
	N°	


Registration

	CNIC (for Individual)				NTN	-		
1	Taxpayer's Name				Gender	Male		Female
2	Bussines Name				Year Ending	30.06.2008		
3	Business Address				Tax Year	2008		
4	Res. Address	-			Person	IND	✓	AOP
5	E-Mail Address		Phone		Res. Status	Non-Res.		Resident
6	Principal Activity		Code		Birth Date			
7	Employer	NTN		Name	Revised N°			
8	Representative	NTN		Name	RTO/LTU	RTO		

	RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION UNDER THE INCOME TAX ORDINANCE, 2001 (FOR INDIVIDUAL / AOP)	IT-2 (Page 1 of 2)
	N°	


Ownership

Ownership	NTN	Proprietor/Member/Partners' Name	% in Capital	Capital Amount
	Others			
	Total		100%	-

	RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION UNDER THE INCOME TAX ORDINANCE, 2001 (FOR INDIVIDUAL / AOP)	IT-2 (Page 1 of 2)
	N°	

Manufacturing Trading Profit & Loss Account(including Final / Fixed Tax

Manufacturing/ Trading, Profit & Loss Account (including Final/Fixed Tax)	Items	Code	Total
	9 Gross Sales	3101	
	10 Cost of Sales [11 + 12 + 13 - 14]	3116	-
	11 Opening Stock	3117	
	12 Purchases	3104	
	13 Manufacturing/ Trading Expenses	3111	
	14 Closing Stock	3118	
	15 Gross Profit/ (Loss) [9-10]	3119	-
	16 Other Revenues/ Fee/ Charges for Services	3131	
	17 Profit & Loss Expenses	3170	-
	18 Net Profit/ (Loss) [(15 + 16) - 17]	3190	-

	RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION UNDER THE INCOME TAX ORDINANCE, 2001 (FOR INDIVIDUAL / AOP)	IT-2 (Page 1 of 2)
	N°	

Adjustments

Adjustments	19	Inadmissible Expenses (Including proportionate expenses relating to PTR)	3191	
	20	Admissible Deductions (Attach Annex-A for Tax Depreciation) <input type="checkbox"/>	3192	
	21	Income/(Loss) relating to Final and Fixed tax	3199	
	22	Brought Forward Loss Adjusted/(Loss for the year Carry Forward) Attach Annex-B) <input type="checkbox"/>	3990	



RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION

UNDER THE INCOME TAX ORDINANCE, 2001 (FOR INDIVIDUAL / AOP)

N°

IT-2 (Page 1 of 2)

Total/ Taxable Income Computation

Total / Taxable Income Computation	23	Total Income [Sum of 24 to 29]	9099	
	24	Salary Income including Arrears	1999	
	25	Business Income/ (Loss) [(18 + 19) - 20-21-22]	3999	
	26	Share from AOP	312021	
	27	Capital Gains	4999	
	28	Other Sources Income/ (Loss)	5999	
	29	Foreign Income/ (Loss)	6399	
	30	Deductible Allowances [31 + 32 + 33]	9139	
	31	Zakat	9121	
	32	Workers Welfare Fund	9122	
	33	Charitable donations admissible for straight deduction	9124	
	34	Exempt Income [Sum of 34 to 37]	6199	
	35	Salary Income	6101	
	36	Business Income	6103	
	37	Capital Gains	6104	
	38	Other Sources Income/ (Loss)	6105	
	39	Taxable Income/ (Loss) [23 - 29]	9199	



RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION


UNDER THE INCOME TAX ORDINANCE, 2001 (FOR INDIVIDUAL / AOP)

N°

IT-2 (Page 1 of 2)

Tax Computation

Tax Computation	40	Gross Tax	@		9201	
	41	Tax Reductions, Credits & Averaging			9249	
	42	Minimum Tax (Section 235(4))			920201	
	43	Tax Already Paid including Adjustments	(Attach Annex-C)	<input type="checkbox"/>	9499	
	44	Tax Payable/ Refundable (transferred from Final/ Fixed Tax)			4594	

	RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION UNDER THE INCOME TAX ORDINANCE, 2001 (FOR INDIVIDUAL / AOP)	IT-2 (Page 1 of 2)
	N°	

Payment / Refund

Payment / Refund	45	Net Tax Payable [(40-41-43) + 44]	99991	
	46	Tax Paid as per CPR No.	9471	
	47	Net Tax Refundable, may be credited to my bank account as under:	9999	-
	48	Bank		<u>Signatures</u>
	49	Branch Name & Code		
	50	A/C Number		
51	WWF Paid with Return as per CPR No.	9308	-	

Note-1 : Grey blank fields are for official use




RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION

UNDER THE INCOME TAX ORDINANCE, 2001 (FOR INDIVIDUAL / AOP)


N°

IT-2 (Page 1 of 2)

Registration	1	CNIC (for Individual)					NTN	-			
		Taxpayer's Name					Gender	Male		Female	
	2	Business Name					Year Ending	30.06.2008			
	3	Business Address					Tax Year	2008			
	4	Res. Address	-				Person	IND	✓	AOP	
	5	E-Mail Address		Phone		Res. Status	Non-Res.		Resident	✓	
	6	Principal Activity		Code		Birth Date					
	7	Employer	NTN		Name		Revised	N°			
	8	Representative	NTN		Name		RTO/LTU	RTO			
Ownership		NTN	Proprietor/Member/Partners' Name				% in Capital	Capital Amount			
	Others										
	Total						100%	-			
Manufacturing/ Trading, Profit & Loss Account (including Final/Fixed Tax)		Items				Code	Total				
	9	Gross Sales				3101					
	10	Cost of Sales [11 + 12 + 13 - 14]				3116	-				
	11	Opening Stock				3117					
	12	Purchases				3104					
	13	Manufacturing/ Trading Expenses				3111					
	14	Closing Stock				3118					
	15	Gross Profit/ (Loss) [9-10]				3119	-				
	16	Other Revenues/ Fee/ Charges for Services				3131					
	17	Profit & Loss Expenses				3170	-				
18	Net Profit/ (Loss) [(15 + 16) - 17]				3190	-					
Adjustments	19	Inadmissible Expenses (Including proportionate expenses relating to PTR)				3191					
	20	Admissible Deductions (Attach Annex-A for Tax Depreciation) <input type="checkbox"/>				3192					
	21	Income/(Loss) relating to Final and Fixed tax				3199					
	22	Brought Forward Loss Adjusted/(Loss for the year Carry Forward) Attach Annex-B) <input type="checkbox"/>				3990					
	23	Total Income [Sum of 24 to 29]				9099					
	24	Salary Income including Arrears				1999					


 RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION UNDER THE INCOME TAX ORDINANCE, 2001 (FOR INDIVIDUAL / AOP)						IT-2 (Page 2 of 2)	
						N°	
CNIC (for Individual)						NTN	
Taxpayer's Name						T.Y	
Business Name						RTO/LTU	
						2008	
						RTO	
Source		Code	Receipts/Value	Rate (%)	Code	Tax Due	
52	Imports	64011		5	65011		
53		64012		1	65012		
54		64013		2	65013		
55		64014		0.5	65014		
56		64015			65015		
57	Gas consumption by CNG Station	64021		4	65021		
58	Dividend	64032		10	65032		
59		64033		7.5	65033		
60	Profit on Debt	64041		10	65041		
61	Royalties/Fees	640511		15	650511		
62		640512			650512		
63	Contracts (Non-Resident)	640521		6	650521		
64	Supply of Goods	640611		3.5	650611		
65		640612		1.5	650612		
66		640613			650613		
67	On Payment to Ginners	64051		1	65051		
68	Services	640621		6	650621		
69		640623			650622		
70	Transport Services	640622		2	65142		
71	Contracts (Resident)	640631		6	650631		
72	Exports/Indenting Commission/	64072		1	65072		
73	Exp.Services	64073		0.5	65073		
74		64074		0.75	65074		
75	Foreign Indenting Commission	64075		5	65075		


Final Tax Statement U/s 115 (4)

<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: left;">  </div> <div style="text-align: center;"> Annex-A Depreciation, Initial Allowance and Amortization </div> <div style="text-align: right;"> Tax Year 2008 A </div> </div>									
NTN		0		Reg/Inc/CNIC No.		0			
(Deletions) Amount (Rs)	Total Amount (Rs)	Initial Allowance on additions, if any		Depreciation			Written Down Value carried forward		
		Rate	Amount (Rs)	Rate	Amount (Rs)	Business Use Amount (Rs)	Amount (Rs)		
		50%		10%		100%			
		0%		15%		100%			
		50%		15%		100%			
		50%		15%		100%			
		0%		15%		100%			
		50%		15%		100%			
		50%		15%		100%			
		50%		30%		100%			
		50%		30%		100%			
		50%		30%		100%			
		0%		100%		100%			
		50%		20%		100%			

Original Cost Amount (Rs)	Amortization				Remarks
	Annual Amount (Rs)	Business Use		Actual Usage Days	
		Extent	Amount (Rs)		

[illegible]

 Annex-B Carry forward and brought forward of Unabsorbed Depreciation, Initial Allowance, Amortization and Business Losses (Other than Speculation Business)					Tax Year 2008 B	
NTN		0		Reg/Inc/CNIC No.		0
Particulars					Code	Amount (Rs.)
1. (a) Business income/(loss) for the year after depreciation and amortization					261111	
(b) Business income/(Loss) for the year transferred to Return of Total Income for adjustment against (loss)/income for the year under any other head of income					261112	
(c) Loss for the year surrendered in favour of a holding company					261113	
(d) Balance business income/(loss) for the year after depreciation and amortization [Add 1(a) minus 1(b) minus 1(c)]					261114	
2. Breakup of balance income/(loss) for the year after depreciation and amortization:					261211	
(a) Business income/(loss) for the year before depreciation/amortization					261212	
(b) Depreciation for the year including unabsorbed depreciation brought forward					261213	
(c) Amortization for the year including unabsorbed amortization brought forward					261214	
3. Details of adjustments of brought forward business losses, losses of subsidiary, depreciation and amortization including unabsorbed depreciation and amortization					261311	
(a) Business income/(loss) for the year before depreciation and amortization [from 2(a) above]					261312	
(b) Adjustment of brought forward business losses					261313	
(c) Adjustment of losses of subsidiary					261314	
(d) Adjustment of depreciation including unabsorbed depreciation brought forward					261315	
(e) Adjustment of amortization including unabsorbed amortization brought forward					261316	
(f) Balance business Income after adjustment transferred to Return of Total Income [3(a) minus 3(b) minus 3(c) minus 3(d) minus 3(e), if greater than zero, else Nil]					261317	
(g) Balance business loss after adjustment carry forward [3(a) minus 3(b) minus 3(c) minus 3(d) minus 3(e), if less than zero, else Nil]					261318	
Assessment Year / Tax Year (starting from earliest year)	Code	Balance brought forward OR For the current year		Adjusted against the income for the current year	Lapsed (not available for carry forward) / Attributable to PTR income	Balance carried forward
		Taxpayers own	Of amalgamating company			

 Annex-C Tax Already Paid Including Adjustments						0		Tax Year 2008 C	
NTN 0				Reg/Inc/CNIC No. 0					
Particulars								Code	Amount of Tax paid (Rs.)
Advance Tax									
1.	First installment	CPR No.		Evidence of payment attached		94611			
2.	Second installment	CPR No.		Evidence of payment attached		94612			
3.	Third installment	CPR No.		Evidence of payment attached		94613			
4.	Fourth installment	CPR No.		Evidence of payment attached		94614			
5.	Sub-Total [Add 1 to 4]						9461	-	
Tax Collected/Deducted at Source									
(Other than tax collected/deducted on receipts/value of goods subject to final taxation)									Amount of Tax deducted (Rs.)
6.	On import of goods			Evidence of payment attached		94019			
7.	On dividend Income					94020			
8.	From salary					94029			
9.	On profit on debt			Evidence of payment attached					
	Certificate/Account No. etc.	Bank	Branch	Share%				-	
						94049			
						94049			
						94049			
10.	On Government securities			Evidence of payment attached		940538			
11.	On payments received by non-resident			Evidence of payment attached		940539			
12.	On Import of CBU motor vehicle by manufacturers			Evidence of payment attached		940540			
13.	On payments for goods			Evidence of payment attached		940619			
14.	On payments for services			Evidence of payment attached		940629			
15.	On payments for execution of contracts			Evidence of payment attached		940630			
16.	On withdrawal from pension fund			Evidence of payment attached		94028			
17.	On cash withdrawal from bank			Evidence of payment attached					
	Certificate/Account No. etc.	Bank	Branch	Share%				-	
						94119			
						94119			
						94119			
18.	On trading of shares at a Stock Exchange			Evidence of payment attached		94138			
19.	On financing of carry over trade			Evidence of payment attached		94139			
20.	With motor vehicle tax (Other than goods transport vehicles)			Evidence of payment attached					
	Registration No.	Engine / Seating Capacity	Owner's Name	Share%				-	

FBR PAKISTAN		RETURN OF TOTAL INCOME/STATEMENT OF FINAL TAXATION UNDER THE INCOME TAX ORDINANCE, 2001 (FOR COMPANY)										
Registration	1	Taxpayer's Name								NTN	Reg/Inc No.	
	2	Business Name								Tax Year		
	3	Business Address								City	Res. Status	
	4	Principal Activity								Code	Revised	
	5	Representative	NTN	Name						Assessed		
Share Holding	6	NTN	Top 10 Share Holders' Names			%	Capital	Share Holding	NTN	Top 10 Share Holders' Names		
Trading/ Trading Account (Including Final/Fixed Tax)	7	Items					Code	Amount	Balance Sheet	Liabilities		
	8	Net Sales					3101			93	Capital	
	9	Gross Domestic Sales					31011			94	Paid-up Capital	
	10	Domestic Commission/Brokerage					31021			95	Reserves	
	11	Gross Exports					31012			96	Accumulated Profits	
	12	Foreign Commission/Brokerage					31022			97	Surplus on Revaluation	
	13	Rebates/Duty Drawbacks					3107			98	Long Term Liabilities	
	14	Cost of Sales					3116			99	Long Term Loans	
	15	Local Raw Material/ Components					310411			100	Deferred Liabilities	
	16	Imported Raw Material/ Components					310421			101	Current Liabilities	
	17	Salaries/Wages					311101			102	Trade & Other Payables	
	18	Power					311102			103	Short Term Loans	
	19	Fuel					311103			104	Other Liabilities	
	20	Stores/Spares					311106			105	Total Capital & Liabilities	
	21	Insurance					311107					
	22	Repair & Maintenance					311108					
	23	Other Expenses					311118					
	24	Accounting Amortization					3114					
	Accounting Depreciation					3115						
								Assets				
								106	Fixed Assets			
								107	Land			
								108	Building			
								109	Plant & Machinery			

Assessments

(1) Where a taxpayer has furnished a complete return of income (other than a revised return under sub-section (6) of section 114) for a tax year ending on or after the 1st day of July, 2002,-

(a) the Commissioner shall be taken to have made an assessment of taxable income for that tax year, and the tax due thereon, equal to those respective amounts specified in the return; and

Assessments

(b) the return shall be taken for all purposes of this Ordinance to be an assessment order issued to the taxpayer by the Commissioner on the day the return was furnished.

Assessments

- (1A) Notwithstanding the provisions of sub-section (1), the Commissioner may select a person for an audit of his income tax affairs under section 177 and all the provisions of that section shall apply accordingly.]
- (2) A return of income shall be taken to be complete if it is in accordance with the provisions of sub-section (2) of section 114.

Return of Income

SECTION 114 (2A)

(2) A return of income -

(a) shall be in the prescribed form and shall be accompanied by such annexures, statements or documents as may be prescribed;

(b) shall fully state all the relevant particulars or information as specified in the form of return, including a declaration of the records kept by the taxpayer; 2[and]

Return of Income

(c) shall be signed by the person, being an individual, or the person's representative where section 172 applies.

Return of Income

A return of income can be filed electronically or manually by the individuals or an AOP

In case of Company electronic filing of Return of Income is mandatory

Requirement of Return

Rules 34 sub-rule (2)

(2) A return of income as required to be furnished under section 114 shall be in the form specified in:

Part-I (for companies);

Part-II (for non-salaried individuals and association of persons); and

Requirement of Return

Part-III A (for salaried individuals having other sources of income etc., as attachment to employer's certificate in lieu of return of income); of the Second Schedule to these rules.

Requirement of Return

Rules 34 sub-rule (3) & (4)

(3) A return of income shall be verified in the manner specified in the form.

(4) A return of income shall be accompanied by the following, namely:-

- (a) applicable documents;
- (b) statements;
- (c) certificates; and
- (d) annexes;

Short Document Notice

Where the return of income furnished is not complete, the Commissioner shall issue a notice to the taxpayer informing him of the deficiencies (other than incorrect amount of tax payable on taxable income, as specified in the return, or short payment of tax payable) and directing him to provide such information, particulars, statement or documents by such date specified in the notice.

Short Document Notice

Where a taxpayer fails to fully comply, by the due date, with the requirements of the notice under sub-section (3), the return furnished shall be treated as an invalid return as if it had not been furnished.

Short Document Notice

Where, in response to a notice under sub-section (3), the taxpayer has, by the due date, fully complied with the requirements of the notice, the return furnished shall be treated to be complete on the day it was furnished and the provisions of sub-section (1) shall apply accordingly.

No notice under sub-section (3) shall be issued after the end of the financial year in which return was furnished, and the provisions of sub-section (1) shall apply accordingly.]

Books of account, documents and records to be maintained.

Every taxpayer deriving income chargeable under the head “Income from business” shall maintain proper books of account, documents and records with respect to -

(a) all sums of money received and expended by the taxpayer and the matters in respect of which the receipt and expenditure takes place;

Books of account, documents and records to be maintained.

(b) all sales and purchases of goods and all services provided and obtained by the taxpayer;

(c) all assets of the taxpayer;

(d) all liabilities of the taxpayer; and

Books of account, documents and records to be maintained.

(e) in case of a taxpayer engaged in assembly, production, processing, manufacturing, mining or like activities, all items of cost relating to the utilization of materials, labour and other inputs.

Electronic cash register or computerized accounting software are acceptable, if it generate cash-memo/invoice/receipt