

SEYCHELLES REVENUE COMMISSION

TAX DIVISION

BUSINESS TAX RETURN

YEAR ENDED:.....



A About This Return

This return must include income derived from all sources in the Republic of Seychelles during the twelve months from

Date	Month	Year	To	Date	Month	Year
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(Please specify period including part year or approved substituted period)

	Tax Paid in Excess (Refund Owing)
	Balance of Tax Payable (Further Tax Due)
	Not Taxable (No Refund or Tax Payable)

B Business Information

<input type="checkbox"/> Company	<input type="checkbox"/> Sole trader	<input type="checkbox"/> Partnership	<input type="checkbox"/> Trust
TAXPAYER IDENTIFICATION NUMBER (TIN)			
NAME OF TAXPAYER / BUSINESS			
FULL NAME OF PUBLIC OFFICER / SENIOR PARTNER			
National Identity Number			
Postal Address for service of notices (Use Block Letters)			
<input type="checkbox"/> (Please tick if address has changed)			
Office Use			
Actioned by:..... Date:.....			
Address where business is conducted			
Full Details of Nature of Business (E.g. the kind of manufacturer, retailer, hotel, etc)			
Business Telephone Number			
E-Mail Address:			

Other Business Activities (If Any)

Nature of Business	Turnover	Expenses	Taxable Income	Tax Payable

What books of account are kept by or on behalf of the business?

C Business Tax Return

By virtue of the Business Tax Act, 2009 (as amended) and the Revenue Administration Act, 2009, you are hereby required to make on this form a true and correct return of income from all the sources computed in accordance with the said Act, in the period ended as shown below and to deliver such return duly signed to the Revenue Commissioner within 3 months of the close of this period, THAT IS NO LATER THAN 31 MARCH every year.

This return must be submitted in an electronic format using our E-Service OR a hardcopy sent to the Seychelles Revenue Commission or sent to Maison Collet, P.O. Box 50, Victoria, Mahe', post free in an envelope addressed to "THE REVENUE COMMISSIONER". Telephone 4293737. Fax 4225565, e-mail commissioner@src.gov.sc.

It is most important that you prepare a full set of accounts before compiling the return

D Assets

Non-current assets

1 Property	1 SR	
2 Plant and Equipment	2 SR	
3 Motor Vehicles	3 SR	
4 Other Non-Current Assets	4 SR	
5 Less Accumulated Depreciation	5 SR	
6 Total Non-Current Assets (Total Box 1 to Box 4 - Box 5)	6 SR	

Current assets

7 Closing Stock	7 SR	
8 Work in Progress	8 SR	
9 Accounts Receivable	9 SR	
10 Prepayments	10 SR	
11 Other Debtors	11 SR	
12 Bank and Cash	12 SR	
13 Other Current Assets	13 SR	
14 Total current asset (Total Box 7 to Box 13)	14 SR	

15 Total assets (Box 6 + Box 14)	15 SR	
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E Liabilities

Capital Employed

16 Shareholders' Capital Accounts	16 SR	
17 Share Capital	17 SR	
18 Retained Earnings (Revenue Reserves)	18 SR	
19 Drawings	19 SR	
20 Shareholder's Loan	20 SR	
21 Reserve	21 SR	

22 Total Capital Employed (Total Box 16 to 21)	22 SR	
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Non-current liabilities

23 Loans & Borrowings	23 SR	
24 Other Non-Current Liabilities	24 SR	
25 Total Non-Current Liabilities (Total Box 23 to 24)	25 SR	

Current liabilities

26 Accounts Payable	26 SR	
27 Bank Loans & Overdrafts	27 SR	
28 Other Current Liabilities	28 SR	
29 Total Current Liabilities (Total Box 26 to Box 28)	29 SR	

30 Total Liabilities (Box 25 + Box 29)	30 SR	
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F Other Information

31 Opening Stock	31 SR	
32 Add: Purchases and other costs	32 SR	
33 Less: Closing Stock	33 SR	

34 Cost of Goods Sold (Box 31 + Box 32 - Box 33)	34 SR	
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G Income

35 Sales of Goods (Wholesale/Retail)	35	SR	
36 Sale of Goods Manufactured	36	SR	
37 Sale of Services	37	SR	
38 Investments Income	38	SR	
39 Gross Interest Income	39	SR	
40 Commercial Rent Received	40	SR	
41 Residential Rent Received	41	SR	
42 Leasing/Hiring income	42	SR	
43 Dividends Received	43	SR	
44 Exchange Gains (+)/ Losses (-)	44	SR	
45 Gains on Disposal of Assets	45	SR	
46 Royalties	46	SR	
47 Other Income	47	SR	
48 Total Income (Total of Box 35 to 47)	48	SR	

H Deductions

49 Cost of Goods Sold (From Box 34)	49	SR	
50 Contractor/Sub-Contractor Expenses	50	SR	
51 Commission Expenses	51	SR	
52 Bad Debts	52	SR	
53 Rental Expenses	53	SR	
54 Technical Service fees	54	SR	
55 Interest Expenses	55	SR	
56 Royalty Expenses	56	SR	
57 Depreciation Expenses	57	SR	
58 Motor-Vehicle Expenses	58	SR	
59 Repairs & Maintenance Expenses	59	SR	
60 Total Employee Salaries and Wages	60	SR	
61 Other Employee Benefits	61	SR	
62 Work Permit GOP	62	SR	
63 Insurance	63	SR	
64 Advertising & Promotion Expenses	64	SR	
65 Training Expenses	65	SR	
66 Travelling Expenses	66	SR	
67 Transport Costs	67	SR	
68 Legal & Professional Fees	68	SR	
69 Approved Donations (Other than CSR)	69	SR	
70 Utilities	70	SR	
71 Communication expenses	71	SR	
72 Other Operating Expenses	72	SR	
73 Total Deductions (Total of Box 49 to 72)	73	SR	
74 Profit or Loss (Box 48 - Box 73)	74	SR	

74 Profit/loss (From Box 74 on Page 3)	74 SR	
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I Add

75 Expenditure relating to deriving exempt income	75 SR	
76 Other non-deductible expenses (including capital or private expenditure)	76 SR	
77 Unrealized exchange losses	77 SR	
78 Depreciation charged in accounts	78 SR	
79 Provisions	79 SR	
80 Emoluments/Non-Monetary Benefits where no Income Tax paid or withheld	80 SR	
81 Goods taken for own use	81 SR	
82 Services rendered where pay as you go specified business not deducted	82 SR	
83 Payments made without deductions of withholding tax	83 SR	
84 Adjustment for private or non-business portion of expenses	84 SR	
85 Sub/total additions (Total of Box 75 to 84)	85 SR	

J Subtract

86 Exempt income	86 SR	
87 Depreciation deduction	87 SR	
88 Unrealized exchange gains	88 SR	
89 Other deductible expenses	89 SR	
90 Sub/total subtractions (Total of box 86 to 89)	90 SR	
91 Taxable Income or Loss For The Year (Box 74 + Box 85 - Box 90)	91 SR	

K Loss Adjustments

92 Previous year losses	92 SR	
93 Total Income/Loss for the year (Box 91 + <u>or</u> - Box 92)	93 SR	

L Tax Calculation

94 Taxable Income	94 SR	
95 Tax Payable	95 SR	
96 Less: PAYG Instalment of Tax	96 SR	
97 Less: PAYG Deduction At Source	97 SR	
98 Less: Prepayment of Business Tax	98 SR	
99 Total Tax Payable/Refundable (Box 95 - Box 96 - Box 98)	99 SR	

M Declaration

DECLARATION OF PUBLIC OFFICER/AUTHORISED PERSON

I, the person making this return, declare that the particulars shown herein are true and correct in every particular, and disclose without reservation or exception a full and complete statement of taxable income derived from all sources in Seychelles by the business during the year of income. I am aware of the penalties that I may incur in the event that I am selected for an audit and it is found that I have made a misleading declaration to Seychelles Revenue Commission.

I am satisfied that the books of account mentioned above and all other sources of information upon which the return is based are correct and disclose the whole of the business income from all sources.

Dated thisday of20.....

SIGNATURE OF PUBLIC OFFICER/AUTHORISED PERSON

FULL NAME.....

(This declaration and all attached sheets must be signed by the Public Officer)

TAX AGENTS' CERTIFICATE OF DECLARATION

To be completed by any person who charges directly, or indirectly, any fee for preparing or assisting to prepare this return.

CERTIFICATE

I,....., having charged the business a fee for preparing or assisting in the preparation of this return, hereby certify that this return has been prepared in accordance with the information supplied by the Business, including books, accounts, records, and other relevant documentation and that to the best of my knowledge, the return and the accompanying documentation correctly reflect the data and transactions to which they relate.

Agent's Signature.....

Agent's Full Name.....

Date.....

Agent's registered number

