




BIR Form No. <b>1701Q</b> January 2018 (ENCS) Page 1		<b>Quarterly Income Tax Return</b> For Individuals, Estates and Trusts <i>Enter all required information in CAPITAL LETTERS using BLACK ink. Mark all applicable boxes An "X". Two copies must be filed with the BIR and one held by the Tax Filer.</i>				 1701Q 01/18ENCS P1	
1 For the Year		2 Quarter <input type="checkbox"/> First <input type="checkbox"/> Second <input type="checkbox"/> Third		3 Amended Return? <input type="checkbox"/> Yes <input type="checkbox"/> No		4 Number of Sheet/s Attached	
<b>PART I – BACKGROUND INFORMATION ON TAXPAYER/FILER</b>							
5 Taxpayer Identification Number (TIN)		-		0 0 0 0 0		6 RDO Code	
7 Taxpayer/Filer Type <input type="checkbox"/> Single Proprietor <input type="checkbox"/> Professional <input type="checkbox"/> Estate <input type="checkbox"/> Trust							
8 Alphanumeric Tax Code (ATC) <input type="checkbox"/> II012 Business Income-Graduated IT Rates <input type="checkbox"/> II014 Income from Profession-Graduated IT Rates <input type="checkbox"/> II013 Mixed Income-Graduated IT Rates <input type="checkbox"/> II015 Business Income - 8% IT Rate <input type="checkbox"/> II017 Income from Profession - 8% IT Rate <input type="checkbox"/> II016 Mixed Income - 8% IT Rate							
9 Taxpayer/Filer's Name (Last Name, First Name, Middle Name for Individual) / ESTATE of (First Name, Middle Name, Last Name) / TRUST FAO:(First Name, Middle Name, Last Name)							
10 Registered Address (Indicate complete address. If branch, indicate the branch address. If the registered address is different from the current address, go to the RDO to update registered address by using BIR Form No. 1905)							
						10A ZIP Code	
11 Date of Birth (MM/DD/YYYY)		12 Email Address					
13 Citizenship				14 Foreign Tax Number (if applicable)		15 Claiming Foreign Tax Credits? <input type="checkbox"/> Yes <input type="checkbox"/> No	
16 Tax Rate* <input type="checkbox"/> Graduated Rates per Tax Table- page 2 (Choose Method of Deduction in Item 16A) <input type="checkbox"/> Itemized Deduction [Sec. 34(A-J), NIRC] <input type="checkbox"/> Optional Standard Deduction (OSD) [40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC] for income from business/profession] <input type="checkbox"/> 8% on gross sales/receipts & other non-operating income in lieu of Graduated Rates under Sec. 24(A)(2)(a) & Percentage Tax under Sec. 116 of the NIRC, as amended [available if gross sales/receipts and other non-operating income do not exceed Three million pesos (P3M)]							
<b>PART II – BACKGROUND INFORMATION ON SPOUSE (if applicable)</b>							
17 Spouse's TIN		-		0 0 0 0 0		18 RDO Code	
19 Filer's Spouse Type <input type="checkbox"/> Single Proprietor <input type="checkbox"/> Professional <input type="checkbox"/> Compensation Earner							
20 ATC <input type="checkbox"/> II012 Business Income-Graduated IT Rates <input type="checkbox"/> II014 Income from Profession-Graduated IT Rates <input type="checkbox"/> II013 Mixed Income - Graduated IT Rates <input type="checkbox"/> II011 Compensation Income <input type="checkbox"/> II015 Business Income - 8% IT Rate <input type="checkbox"/> II017 Income from Profession - 8% IT Rate <input type="checkbox"/> II016 Mixed Income - 8% IT Rate							
21 Spouse's Name (Last Name, First Name, Middle Name)							
22 Citizenship				23 Foreign Tax Number, if applicable		24 Claiming Foreign Tax Credits? <input type="checkbox"/> Yes <input type="checkbox"/> No	
25 Tax Rate* <input type="checkbox"/> Graduated Rates per Tax Table- page 2 (Choose Method of Deduction in Item 25A) <input type="checkbox"/> Itemized Deduction [Sec. 34(A-J), NIRC] <input type="checkbox"/> Optional Standard Deduction (OSD) [40% of Gross Sales/Receipts/Revenues/Fees [Sec. 34(L), NIRC] for income from business/profession] <input type="checkbox"/> 8% on gross sales/receipts & other non-operating income in lieu of Graduated Rates under Sec. 24(A)(2)(a) & Percentage Tax under Sec. 116 of the NIRC, as amended [available if gross sales/receipts and other non-operating income do not exceed Three million pesos (P3M)]							
<b>PART III – TOTAL TAX PAYABLE</b> (DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)							
Particulars				A) Taxpayer/Filer		B) Spouse	
26 Tax Due (From Part V, Schedule I-Item 46 OR Schedule II-Item 54)							
27 Less: Tax Credits/Payments (From Part V, Schedule III-Item 62)							
28 Tax Payable/(Overpayment) (Item 26 Less Item 27) (From Part V, Item 63)							
29 Add: Total Penalties (From Part V, Schedule IV-Item 67)							
30 Total Amount Payable/(Overpayment) (Sum of Items 28 and 29) (From Part V, Item 68)							
31 Aggregate Amount Payable/(Overpayment) (Sum of Items 30A and 30B)							
I declare under the penalties of perjury that this return, and all its attachments, have been made in good faith, verified by me, and to the best of my knowledge and belief, are true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I give my consent to the processing of my information as contemplated under the **Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes. (If Authorized Representative, attach authorization letter and indicate TIN)							
Signature and Printed Name of Taxpayer/Authorized Representative/ Tax Agent (Indicate Title/Designation and TIN)							
<b>PART IV – DETAILS OF PAYMENT</b>							
Particulars	Drawee Bank/Agency	Number	Date (MM/DD/YYYY)	Amount			
32 Cash/Bank Debit Memo							
33 Check							
34 Tax Debit Memo							
35 Others (specify)							
Machine Validation/Revenue Official Receipt Details (if not filed with an Authorized Agent Bank)				Stamp of Receiving Office/AAB and Date of Receipt (RO's Signature/Bank Teller's Initial)			

NOTES: \* I understand that this choice is irrevocable for this taxable year. However, the 8% Income Tax (IT) Rate option if initially selected shall automatically be changed to graduated IT rates when gross sales/receipts and other non-operating income exceed Three million pesos (P3M)  
\*\* Please read the BIR Data Privacy Policy found in the BIR website (www.bir.gov.ph)

TIN	Taxpayer/Filer's Last Name
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PART V – COMPUTATION OF TAX DUE			(DO NOT enter Centavos; 49 Centavos or Less drop down; 50 or more round up)		
Declaration this Quarter		A) Taxpayer/Filer		B) Spouse	
If graduated rate, fill in items 36 to 46; if 8%, fill in items 47 to 54					
Schedule I – For Graduated IT Rate					
36 Sales/Revenues/Receipts/Fees (net of sales returns, allowances and discounts)					
37 Less: Cost of Sales/Services (applicable only if availing Itemized Deductions)					
38 Gross Income/(Loss) from Operation (Item 36 Less Item 37)					
Less: Allowable Deductions					
39 Total Allowable Itemized Deductions					
OR					
40 Optional Standard Deduction (OSD) (40% of Item 36)					
41 Net Income/(Loss) This Quarter (If Itemized: Item 38 Less Item 39; If OSD: Item 38 Less Item 40)					
Add: 42 Taxable Income/(Loss) Previous Quarter/s					
43 Non-Operating Income (specify)					
44 Amount Received/Share in Income by a Partner from General Professional Partnership (GPP)					
45 Total Taxable Income/(Loss) To Date (Sum of Items 41 to 44)					
46 TAX DUE (Item 45 x Applicable Tax Rate based on Tax Table below) (To Part III, Item 26)					

Schedule II – For 8% IT Rate					
47 Sales/Revenues/Receipts/Fees (net of sales returns, allowances and discounts)					
48 Add: Non-Operating Income (specify)					
49 Total Income for the quarter (Sum of Items 47 and 48)					
50 Add: Total Taxable Income/(Loss) Previous Quarter (Item 51 of previous quarter)					
51 Cumulative Taxable Income/(Loss) as of This Quarter (Sum of Items 49 and 50)					
52 Less: Allowable reduction from gross sales/receipts and other non-operating income of purely self-employed individuals and/or professionals in the amount of P 250,000					
53 Taxable Income/(Loss) To Date (Item 51 Less Item 52)					
54 TAX DUE (Item 53 x 8% Tax Rate) (To Part III, Item 26)					

Schedule III - Tax Credits/Payments					
55 Prior Year's Excess Credits					
56 Tax Payment/s for the Previous Quarter/s					
57 Creditable Tax Withheld for the Previous Quarter/s					
58 Creditable Tax Withheld per BIR Form No. 2307 for this Quarter					
59 Tax Paid in Return Previously Filed, if this is an Amended Return					
60 Foreign Tax Credits, if applicable					
61 Other Tax Credits/Payments (specify)					
62 Total Tax Credits/Payments (Sum of Items 55 to 61) (To Part III, Item 27)					
63 Tax Payable/(Overpayment) (Item 46 or 54, Less Item 62) (To Part III, Item 28)					

Schedule IV - Penalties					
64 Surcharge					
65 Interest					
66 Compromise					
67 Total Penalties (Sum of Items 64 to 66) (To Part III, Item 29)					
68 Total Amount Payable/(Overpayment) (Sum of Items 63 and 67) (To Part III, Item 30)					

TABLE 1 – Tax Rates (effective January 1, 2018 to December 31, 2022)	
If Taxable Income is:	Tax Due is:
Not over P 250,000	0%
Over P 250,000 but not over P 400,000	20% of the excess over P 250,000
Over P 400,000 but not over P 800,000	P 30,000 + 25% of the excess over P 400,000
Over P 800,000 but not over P 2,000,000	P 130,000 + 30% of the excess over P 800,000
Over P 2,000,000 but not over P 8,000,000	P 490,000 + 32% of the excess over P 2,000,000
Over P 8,000,000	P 2,410,000 + 35% of the excess over P 8,000,000

TABLE 2 – Tax Rates (effective January 1, 2023 and onwards)	
If Taxable Income is:	Tax Due is:
Not over P 250,000	0%
Over P 250,000 but not over P 400,000	15% of the excess over P 250,000
Over P 400,000 but not over P 800,000	P 22,500 + 20% of the excess over P 400,000
Over P 800,000 but not over P 2,000,000	P 102,500 + 25% of the excess over P 800,000
Over P 2,000,000 but not over P 8,000,000	P 402,500 + 30% of the excess over P 2,000,000
Over P 8,000,000	P 2,202,500 + 35% of the excess over P 8,000,000