

DECLARATION OF INCOME Self Employed

Tax year 2015

Batch No.

Date of Issue District Office

Protocol No.

As Representative of:

By virtue of The Assessment and Collection of Taxes Law, No. 4 of 1978 as amended, you are hereby required to complete this Return for the tax year 2015 with the true and correct information regarding your income and to submit it :

- in printed form, completed and signed, **not later than 30 June 2016**
 - electronically via the TAXISnet service on website <http://taxisnet.mof.gov.cy> whence the submission date is extended by 3 months and
 - if audited accounts are obligatory the return can ONLY be submitted electronically by your auditor and the last submission date, after the 3 month extension for electronic submission is 31st March, 2017.
2. **You are obliged** to compute and pay the amounts of taxes and contributions for **income tax, special contribution on income of the private sector and special contribution** for defence that you owe for the year. Amounts owed whose last payment date has not passed can be paid via webpage WWW.JCCSMART.COM. Amounts owed whose last payment date has expired can be paid at the local district collection offices.
3. This Return must be completed in **capital letters** and all amounts must be in **EURO**. The dates must be in the form DD/MM/YYYY, income must be declared to the nearest euro and the precise amount of taxes and contributions should be declared. Taxes paid by Temporary and Self-Assessment are declared only in Part "Calculation of Tax" of this declaration.
4. For any amendments to the data printed on the first page of this Return, **you must** submit the form for amendment of data (Form T.D.2003).
5. A completion Guide and All forms are available on the Department's webpage <http://www.mof.gov.cy/tax>.

Y. LAZAROU
Commissioner of Taxation

According to my own calculations I have:—	€	¢
REFUNDABLE Income Tax:		
PAYABLE Income Tax: — To be paid by 30 June 2016		
Note: - For the computation of any amounts due you may use the self-assessment tool on the department's website. Amounts due can be paid in accordance with paragraphs 2 of the instructions.		

IBAN/ SWIFT CODE OF BANK ACCOUNT FOR REFUND PURPOSES

IBAN AND SWIFT CODE

Is the account correct? YES NO, please declare the correct number in Part «tax computation».

PART 1 – TAXPAYER'S DETAILS		TAXPAYER'S IDENTIFICATION CODE (T.I.C.)
A NAME	<input style="width: 90%;" type="text"/>	<input style="width: 50%;" type="text"/>
B HOME ADDRESS	STREET, NUMBER, FLAT NO. / VILLAGE <input style="width: 95%;" type="text"/>	
	TOWN / DISTRICT <input style="width: 60%;" type="text"/>	POST CODE <input style="width: 100px;" type="text"/>
C TELEPHONE NUMBERS	TELEPHONE NUMBER <input style="width: 100px;" type="text"/>	MOBILE TELEPHONE NUMBER <input style="width: 100px;" type="text"/>
	If your telephone numbers have changed please give a number with which we can communicate <input style="width: 100px;" type="text"/>	
E TAXPAYER'S CODE	21 <input type="checkbox"/> SELF EMPLOYED <input type="checkbox"/>	
	ECONOMIC ACTIVITY DESCRIPTION <input style="width: 95%;" type="text"/>	

PART 2 - REPRESENTATIVE'S DETAILS	
A REPRESENTATIVE'S DETAILS	T.I.C. <input style="width: 100px;" type="text"/> TEL. NUMBER <input style="width: 100px;" type="text"/>
	NAME / BUSINESS NAME <input style="width: 95%;" type="text"/>
B AUDITOR'S / AUDITING FIRM'S DETAILS	T.I.C. <input style="width: 100px;" type="text"/> TEL. NUMBER <input style="width: 100px;" type="text"/>
	NAME / BUSINESS NAME <input style="width: 95%;" type="text"/>

PART 3 – ADDITIONAL INFORMATION (enter X in the appropriate box)	
A TAX RESIDENT OF THE REPUBLIC OF CYPRUS	
DURING 2015, DID YOU STAY IN THE REPUBLIC FOR A PERIOD OR PERIODS EXCEEDING IN AGGREGATE 183 DAYS? <input type="checkbox"/> 1 YES <input type="checkbox"/> 2 NO	
If your answer is YES, you should declare your WORLDWIDE income in this Return. If your answer is NO, you should only declare your income arising in the Republic.	
B KEEPING OF BOOKS, RECORDS AND PREPARATION OF AUDITED ACCOUNTS	
By virtue of article 30(1)(a) you are obliged to issue invoices, receipts and maintain books and records.	
1. TURNOVER NOT EXCEEDING €70000?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If YES, please complete Parts 6C and 6D. In part 6C you must complete the fields marked with an asterisk (*).	
2. ARE AUDITED ACCOUNTS PREPARED?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If yes, your auditor should also submit form I.R.1A ACC (2015) via TAXISnet. For the purposes of this Return submission of this form is deemed to be equivalent to the submission of accounts. However, you should keep the audited accounts and computations which may be requested by the Department at a later date whereupon you are obliged to present them on demand.	

PART 4 – INCOME (Attach certificates only when tax has been withheld or paid)

A1 TRADE, AGRICULTURE, INDUSTRY, PROFESSION, VOCATION, ETC.

State your main economic activity by entering X in the appropriate box.

1. TRADE 2. INDUSTRY 3. AGRICULTURE 4. PROFESSION 5. VOCATION 6. EQUESTRIAN BETTING, O.P.A.P. ETC

INCOME ARISING IN THE REPUBLIC OF CYPRUS

7. TAXABLE PROFIT CURRENT YEAR 8. (LOSS) CURRENT YEAR 9. (LOSSES) BROUGHT FORWARD FROM 1997 10. LOSSES MORE THAN 5 YEARS NOT CARRIED FORWARD

INCOME ARISING OUTSIDE THE REPUBLIC OF CYPRUS

11. TAXABLE PROFIT CURRENT YEAR 12. (LOSS) CURRENT YEAR 13. (LOSSES) BROUGHT FORWARD FROM 1997
14. LOSSES MORE THAN 5 YEARS NOT CARRIED FORWARD 15. TAX PAID

A2 GAIN / (LOSS) ON DISPOSAL OF SECURITIES, IMMOVABLE PROPERTY OR SHARES IN A PRIVATE COMPANY

1. GAIN FROM SECURITIES 2. GAIN FROM IMMOVABLE PROPERTY 3. GAIN FROM SHARES IN A PRIVATE COMPANY
4. (LOSS) FROM SECURITIES 5. (LOSS) FROM IMMOVABLE PROPERTY 6. (LOSS) FROM SHARES IN A PRIVATE COMPANY
7. T.I.C. / REG. NO. OF COMPANY

A3 INCOME FROM PARTNERSHIP

Income from other sources should be declared in the relevant parts of the Return. In the T.I.C. column enter the partnership T.I.C. and attach the audited accounts.

CODE 1 IN THE REPUBLIC 2 OUTSIDE THE REPUBLIC

1	T.I.C.	2	CODE	3	SALARY	4	INTEREST ON CAPITAL	5	TRADING INCOME	6	TRADING LOSS	7	TAX PAID	
												€	¢	
1														
2														
TOTAL														

B PENSIONS (do not include proportional pension)

CODE 1 NORMAL RATES 2 REDUCED RATES 3 EXEMPTED 4 SOCIAL INSURANCE PENSION 5 PENSION OF A NON - RESIDENT FROM EMPLOYMENT IN THE REPUBLIC 6 WIDOWS PENSION

1		2		3	4	5
T.I.C.		PAYER OF PENSION NAME		CODE	PENSION AMOUNT	TAX WITHHELD
						€ ¢
1	19103174M	STATE OFFICERS' PENSION		1		00
2		WIDOWS PENSION (choose code 1 or 6)				00
3	18000001M	SOCIAL INSURANCE PENSION		4		00
4						00
5						00
6	TOTAL					00

C RENTS (if the space in this section is insufficient enter the total amounts in line 6 only here and attach a separate statement). If you own a share in the property or it belongs to a partnership in which you are a partner, enter the information relating to YOUR share only. In the case of a partnership enter the T.I.C. of the partnership in column 6 and your proportion of the partnership rents and attach the audited accounts of the partnership.

If the lessee is a company, partnership or the state and special contribution has been deducted (column 15), the lessee's T.I.C. must be completed (column 6)

CODE 1 OFFICE 2 SHOP 3 FLAT 4 HOUSE 5 STOREHOUSE 6 LAND 7 PARKING SPACE 8 FACTORY/HOTEL 9 OTHER PROPERTY 10 BUILDING ON WHICH 10% ALLOWANCE

1	2	3	4	5		6	7	8
CODE	DATE OF COMPLETION / ACQUISITION	HAND OVER DATE	COST OF ACQUISITION (excluding cost of land)		LESSEE'S T.I.C. OR I.D. CARD No.	LESSEE'S NAME	OWNERSHIP SHARE (100%, 50%, 30%, etc.)	
			1. COST €	2. AREA M ²				
1								
2								
3								
4								
5								
	9	10	11	12	13	14	15	
	ANNUAL GROSS RENT FROM PROPERTY IN THE REPUBLIC	ANNUAL GROSS RENT FROM PROPERTY OUTSIDE THE REPUBLIC	CAPITAL ALLOWANCES	INTEREST PAYABLE FOR RENTED PROPERTY	LOSSES BROUGHT FORWARD	TAX PAID OUTSIDE THE REPUBLIC	DEFENCE CONTRIBUTION WITHHELD IN THE REPUBLIC	
						€ ¢	€ ¢	€ ¢
1								
2								
3								
4								
5								
TOTAL								

D INCOME FROM COMMERCIAL USE OF A BUILDING UNDER PRESERVATION ORDER (Your 2015 share of revenues / expenses only)										
1	OWNERSHIP SHARE (100%, 50%, 30%, etc.)	2 DATE OF TOWN PLANNING CERTIFICATE			3 REGISTRATION No.	4 PRESERVATION ORDER No.	5 RECOGNISED AREA M ²	6 INCOME	7 RESTORATION EXPENSES (2015)	8 GOVERNMENT GRANTS ALLOWED (2015)
		DD	MM	YYYY						
1										
2										
3	TOTAL									

E INTEREST RECEIVABLE (attach certificates only if the total income, as per Part 4(K), does not exceed €12000.)											
CODE <input type="checkbox"/> 1 FROM LOANS <input type="checkbox"/> 2 FROM GOVERNMENT BONDS (3% Defence Contribution) <input type="checkbox"/> 3 FROM BANK AND CO-OP SOCIETY DEPOSITS / DEBENTURES OF PUBLIC COMPANIES <input type="checkbox"/> 4 FROM NON-GOVERNMENT BONDS <input type="checkbox"/> 5 FROM SOURCES OUTSIDE THE REPUBLIC <input type="checkbox"/> 6 FROM UCITS (3% Defence Contribution)											
1	T.I.C. / I.D. CARD No.	2 NAME OF DEBTOR OR BANK	3 CODE	4 GROSS INTEREST	5 TAX PAID OUTSIDE THE REPUBLIC		6 DEFENCE WITHHELD		7 INTEREST RECEIPT DATE		
					€	¢	€	¢	DD	MM	YYYY
1											2015
2											2015
3											2015
4											2015
5											2015
6	TOTAL										

F DIVIDENDS											
CODE <input type="checkbox"/> 1 FROM COMPANIES IN THE REPUBLIC <input type="checkbox"/> 2 FROM COMPANIES OUTSIDE THE REPUBLIC											
1	T.I.C.	2 BUSINESS NAME OF COMPANY	3 CODE	4 GROSS DIVIDEND	5 DEFENCE WITHHELD		6 TAX PAID OUTSIDE THE REPUBLIC		7 DIVIDEND RECEIPT DATE		
					€	¢	€	¢	DD	MM	YYYY
1											2015
2											2015
3											2015
4											2015
5											2015
6	TOTAL										

G REDEMPTION OF LIFE INSURANCE POLICIES										
1	T.I.C.	2 INSURANCE COMPANY	3 DATE OF ISSUE			4 DATE OF CANCELLATION		5 TOTAL AMOUNT OF ASSURANCE PREMIUMS ALLOWED AS A DEDUCTION		
1										2015
2										2015
3	TOTAL									

H ANY OTHER INCOME										
CODE <input type="checkbox"/> 1 IN THE REPUBLIC <input type="checkbox"/> 2 OUTSIDE THE REPUBLIC										
1	T.I.C. / I.D. CARD NUMBER	2 DETAILS	3 CODE	4 AMOUNT		5 TAX PAID		6		
				4 PROFIT	5 LOSS	€	¢			
1		FROM EMPLOYMENT								
2		FROM PERMANENT ESTABLISHMENT ABROAD								
3		FROM GOODWILL								
4										
5										
6										
7	TOTAL									

I INCOME / SALARIED INCOME THAT IS EXEMPT FROM SPECIAL CONTRIBUTION OF THE PRIVATE SECTOR (Record income that falls within the income tax law but not within L.202(I)/2011 as explained in circular 2012/3)						
CODE 1 INCOME THAT IS EXEMPT FROM SPECIAL CONTRIBUTION OF PRIVATE SECTOR		2 OVERSEAS PENSION AT NORMAL RATES				
1	2	3	4	5	6	
T.I.C. / I.D. CARD NUMBER	DETAILS	CODE	GROSS EMOLUMENTS IN THE REPUBLIC	GROSS EMOLUMENTS OUTSIDE THE REPUBLIC	€	TAX PAID ¢
1	LOAN BENEFIT OF DIRECTORS / SHAREHOLDERS	1				
2	INCOME OF OFFICERS E.T.C. OF CYPRUS SHIPS	1				
3	FROM OVERSEAS PENSIONS / NORMAL RATES	2				
4						
5						
6	TOTAL					

K TOTAL INCOME – Add up the income declared in PARTS 4 A2 to 4I (except Section G) plus 6C1 (Turnover) or in the case of audited accounts 6C2.1.	€
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PART 4A – INCOME AND DEDUCTIONS OF SPECIAL CONTRIBUTION

1. Pensioners of the broader public sector must include in their salaries/wages and pensions their social security pension (column 2). Other pensioners must include in their salaries/wages and pensions of the private sector their social security pension (column 1)

2. Contributions of the broader public sector are NOT declared.

3. In your monthly income you must include pensions and any amounts that were paid during the month regarding overtime, benefits and bonuses.

4. The 14th salary must be added to the month of May.

5. Self Assessments and Temporary Assessments will be automatically credited and MUST NOT BE DECLARED.

If you have profits from a business/trade etc. enter your professional category from the Social Security Categories (see page 6 and circular 2012/3) e.g. 1a for doctors who have been in the profession for a period not exceeding ten (10) years.

Month	1 Sal./ Wages and Pensions Priv. Sector	2 Sal. / Wages and Pensions Pub. Sector	3 Profits	4 Priv. Sector Employee Contribution (€ / ¢)	5 Employer Contribution (€ / ¢)	Month	1 Sal./ Wages and Pensions Priv. Sector	2 Sal. / Wages and Pensions Pub. Sector	3 Profits	4 Priv. Sector Employee Contribution (€ / ¢)	5 Employer Contribution (€ / ¢)
Jan.						Aug.					
Feb.						Sept.					
Mar.						Oct.					
Apr.						Nov.					
May						Dec.					
Jun.						13th					
Jul.						Total					

PART 5 – DEDUCTIONS / ALLOWANCES

A MISCELLANEOUS DEDUCTIONS				B INVESTMENT IN SHARES OF INNOVATIVE COMPANIES	
(Attach certificates / receipts only for donations over €300. For donations of a lesser amount you should keep the certificates / receipts to submit when requested).					
1	DESCRIPTION		2	1	2
			AMOUNT	T.I.C.	AMOUNT
1	TRADE UNION CONTRIBUTIONS			1	
2	PROFESSIONAL SUBSCRIPTIONS			2	
3	DONATIONS TO APPROVED CHARITABLE ORGANISATIONS			3	
4	SPECIAL CONTRIBUTION OF THE PRIVATE AND BROADER PUBLIC SECTOR			4	
5	REDUCTIONS OF SALARIES/WAGES OF BROADER PUBLIC SECTOR			5	
6	ANY OTHER DEDUCTION			6	
7				7	
8	TOTAL			8	TOTAL

C DEDUCTIONS FOR LIFE INSURANCE PREMIUMS, CONTRIBUTIONS TO SOCIAL INSURANCE, PENSION, PROVIDENT FUNDS, ETC.								
CODE 1 APPROVED FUNDS 2 SOCIAL INSURANCE FUND 3 LIFE INSURANCE POLICIES 4 MEDICAL FUND 5 WIDOWS PENSION FUND								
1	T.I.C.	2	3	4	5		6	7
					INSURANCE ON LIFE OF	SUM ASSURED		
		NAME OF FUND / INSURANCE COMPANY	CODE	DATE OF INSURANCE POLICY	OWN	SPOUSE		AMOUNT PAID
1	18000001M	SOCIAL INSURANCE FUND	2					
2		PROVIDENT FUND	1					
3		MEDICAL FUND	4					
4		WIDOWS PENSION FUND	5					
5			3					
6			3					
7			3					
8			3					
9			3					
10								
11								
12	TOTAL							

PART 6 – OTHER INFORMATION

(6A and 6B must be completed. If there are no amounts to be declared in 6A you must write the word NOTHING)

A OTHER RECEIPTS / PAYMENTS

1. NON – TAXABLE MONETARY AMOUNTS THAT YOU HAVE RECEIVED. (e.g. Gifts from parents, lottery winnings, wedding gifts) €
2. MONETARY AMOUNTS THAT YOU HAVE DONATED (e.g. Gifts to children and other persons) €

B INDICATE THE SYSTEM YOU USE TO ISSUE INVOICES AND RECEIPTS

1. BLOCKS OF DUPLICATE MANUAL SALES INVOICES AND RECEIPTS (Tick X accordingly)
- 2.1 NUMBER OF FISCAL MEMORY DEVICES (Includes electronic cash registers, computerised systems and points of sale (P.O.S.))
- 2.2 CODE NUMBER OF DEVISE (Fiscal) P.I.224/2010
- | | | |
|--|--|--|
| | | |
| | | |

C INFORMATION FROM BOOKS AND RECORDS WHEN AUDITED ACCOUNTS ARE NOT PREPARED

(The fields indicated with an asterisk (*) must always be completed)

		±	€
1*	TURNOVER	+	
2	COST OF SALES	-	
3*	WAGES AND SALARIES BENEFITS AND BENEFITS IN KIND	-	
4*	EMPLOYER'S CONTRIBUTIONS TO SOCIAL INSURANCE AND OTHER APPROVED FUNDS	-	
5	MOTOR EXPENSES	-	
6	REPAIRS AND RENEWALS	-	
7	RENT PAYABLE	-	
8	BAD DEBTS	-	
9	INTEREST PAYABLE	-	
10	OTHER EXPENSES	-	
11*	TOTAL EXPENSES (Summation of lines 3 -10)	-	
12	OTHER INCOME	+	
13*	ACCOUNTING PROFIT / LOSS FOR THE YEAR (1 - 2 -11 + 12)		
14	AMOUNTS PAID FOR ROYALTIES, PREMIUMS, COMPENSATION, ETC	+	
15	AMOUNTS PAID FOR FILM LICENCES, ETC	+	
16	AMOUNTS PAID TO PROFESSIONALS, ARTISTS, ETC	+	

D COMPUTATION OF TAXABLE INCOME WHEN AUDITED ACCOUNTS ARE NOT PREPARED

		±	€
1	ACCOUNTING PROFIT / LOSS FOR THE YEAR (as part 6C13)		
2	DEPRECIATION	+	
3	CAPITAL ALLOWANCES FOR THE YEAR	-	
4	PROFIT / LOSS FROM THE SALE OF ASSETS		
5	BALANCING ADDITION / DEDUCTION		
6	INCREASE (+) / DECREASE (-) IN THE GENERAL PROVISION FOR BAD DEBTS		
7	INTEREST, FINES AND OTHER TAXES THAT ARE NOT ALLOWED	+	
8	GIFTS AND DONATIONS THAT ARE NOT ALLOWED	+	
9	ENTERTAINMENT EXPENSES THAT ARE NOT ALLOWED	+	
10	OTHER EXPENSES THAT ARE NOT ALLOWED	+	
11	OTHER INCOME THAT IS NOT TAXABLE	-	
	TAXABLE INCOME (as Part 4A1)		

Notes

- When an insurance policy is redeemed add 30% or 20% of the total premiums paid, depending on whether the date of redemption is within three or six years respectively, from the date of the insurance policy.
- From the gross income of rented **buildings** deduct 20%. This deduction is not applicable to the gross rentals of land or parking lots.
- The maximum deduction for Contributions to Provident and Social Insurance Funds and the annual premiums paid for life insurance policies is 1/6th of net income. The deduction for each life insurance policy cannot exceed 7% of the insured amount. The total deduction for medical funds must not exceed 1,5% of gross income.
- Tax Rates for 2015

Income	Rate	Tax for band €	Cumulative tax €
0 – 19 500	NIL	NIL	NIL
19 501 – 28 000	20 %	1 700	1 700
28 001 – 36 300	25 %	2 075	3 775
36 301 – 60 000	30 %	7 110	10 885
60 001 – and above	35 %		

- Pensions from outside the republic are taxed either with a special rate of 5 cents for each euro exceeding €3420 and the income is not added to other income, or with normal rates. The selection of the rate is made for each tax year. Widow's pensions are taxes taxed with a special rate of 20 cents for each euro exceeding €19500 and the income is not added to other income (code 6) or you may choose to include all of it to be taxed at normal rates (code 1). If your **only** income is from widow's pension, then you must reduce it with the deduction for reductions of salaries/wages of the broader public sector and the special contribution of the private and broader public sector (see circular 2015/12). Pensions that are taxed at normal rates must **NOT** be included in the tax computation field **PENSIONS TO BE TAXED AT REDUCED RATES**.
- If the income declared in the temporary assessment is less than ¼ of the final taxable income, then an additional tax of 10% on the difference of the tax finally established and the amount of the temporary tax paid or due is imposed.

TAX COMPUTATION FOR INDIVIDUALS FOR REVENUE YEAR		2015	
Compulsory completion irrespective of level of income and tax			
NAME AND SURNAME			
INCOME			
TOTAL INCOME (Transfer Total of Part 4(K) - page 4)			
ADD : REDEMPTION OF LIFE INSURANCE POLICIES (Part 4(G) and note 1)			
TOTAL TAXABLE INCOME		€	
DEDUCTIONS			
PENSIONS TO BE TAXED AT REDUCED RATES (widow's pension and /or overseas pension and note 5)			
LOSSES OF CURRENT YEAR (Transfer Total Part 4(A1) and 4(H) col.5)			
LOSSES OF PREVIOUS YEARS			
DIVIDENDS (Transfer Total Part 4(F) col.4)			
INTEREST RECEIVED (Transfer Total Part 4(E) col.4)			
VARIOUS DEDUCTIONS (Total Part 5(A) and note 5)			
CAPITAL ALLOWANCES OF RENTED PROPERTIES (Transfer Total Part 4(C) col.11)			
RENTED PROPERTY EXPENSES 20% ON GROSS RENTS (note 2)			
INTEREST OF RENTED PROPERTIES (Transfer Total Part 4(C) col.12)			
EXPENDITURE ON INVESTMENT IN SHARES OF INNOVATIVE COMPANIES – (Transfer Total Part 5(B))			
OTHER – (Preserved building expenses, expenses and cost of sales of business)			
TOTAL DEDUCTIONS			→
NET INCOME / LOSS			
LESS : ALLOWANCES FOR LIFE INSURANCE, SOCIAL INSURANCE AND PENSION FUNDS (note 3)			
TAXABLE INCOME / LOSS		€	
TAX			
TAX ON TAXABLE INCOME (note 4)		€	¢
ADD : 20% TAX FOR WIDOWS PENSION EXCEEDING €19500 (note 5)		@ 20%	
ADD : 5% TAX FOR PENSIONS OUTSIDE THE REPUBLIC (note 5)		@ 5%	
TOTAL AMOUNT OF TAX €			→
LESS : TEMPORARY TAX			
ADD: 10% ADDITIONAL TAX (note 6)			
LESS : TAX DEDUCTED AT SOURCE (Transfer Totals Part 4(H) col.6 and Part 4(I) col.6 for income in the Republic)			
LESS : OVERSEAS TAX			
TAX DUE / REFUND (The due tax must be paid by 30th June 2016)			
PAYMENTS CAN BE MADE VIA WEBSITE WWW.JCCSMART.COM UP TO 30 th JUNE 2016 AND AT THE DEPARTMENTS COLLECTION OFFICES			

IBAN/ SWIFT CODE FOR THE PURPOSE OF REFUNDS

IN THE CASE OF A REFUND PLEASE REMIT THE REFUNDABLE TAX TO THE BANK ACCOUNT NUMBER

IBAN AND

SWIFT CODE

In accordance with the notification of the Accountant General the issuance of cheques will be discontinued. The refund of taxes will **not** be possible where the IBAN/SWIFT CODE (from an EU country) are not declared.

Complete if there has been a change or if you have not declared in a previous return.

PART 7 - DECLARATION

I
 being fully aware of the consequences of The Assessment and Collection of Taxes Law, No. 4 of 1978, as amended, declare that all the items contained in this Tax Return, including all the enclosed Certificates and documents whenever attached, are true and correct and that I have declared all my income / the income of the taxpayer I represent for the tax year.

I also declare that all the information included in this declaration is in accordance with the invoices, receipts, and records kept

Signature of Taxpayer or Agent Date

I, the agent, by virtue of my above signature, declare that I submit this return as

a professional who renders services connected to the auditing / accounting / tax advisor profession and I submit this return via TAXISnet.

a person who does **not** render services connected to the auditing / accounting / tax advisor profession.

T.I.C. of Agent

(In the case of submission by an agent submission is via TAXISnet and agent's T.I.C. is required.)

PART 8 – FINES AND PENALTIES

The Assessment and Collection of Taxes Law No.4 of 1978, as amended, provides for fines, interest and monetary penalties and additionally, in cases of conviction, to imprisonment for:

1. refusal, failure or neglect to comply with the submission of this Tax Return by the date set by the Law,
2. delay in the submission of the Return or the object of tax,
3. delay in the payment of tax,
4. submission of an inaccurate Return regarding income you acquired, or regarding deductions claimed or assistance to any person in order to submit a false return relating to any information,
5. if you do not perform your obligation to keep books and records and issue invoices and receipts (article 30(1)) and
6. if you do not keep books and records and do not prepare audited accounts where the annual turnover exceeds €70000

PART 9 – PROCESSING OF PERSONAL DATA

The Processing Of Personal Data (Protection Of Individuals) Law No. 138 (I) 2001 (As Amended)

The Department keeps a Register where personal data of the Republic's taxpayers is maintained for the purposes of enforcing Tax Legislation. The existence of this Register has been notified by publicity in the newspapers in accordance with The Processing of Personal Data (Protection of individuals) Law No. 138(I) of 2001, as amended.

Bearing in mind the above, the Department can use the information entered on this return in order to:-

- check its correctness,
- prevent or detect an offence,
- safeguard the income of the State.

BY VIRTUE OF THE ASSESSMENT AND COLLECTION OF TAXES LAW NO. 4 OF 1978 AS AMENDED, THE COMMISSIONER OF THE DEPARTMENT HAS THE RIGHT TO REQUEST THE SUBMISSION OF CERTIFICATES, REPRESENTATIONS AND OTHER EVIDENCE IN ORDER TO DETERMINE YOUR INCOME. YOU SHOULD THEREFORE KEEP THE NECESSARY EVIDENCE RELATING TO THE DETERMINATION OF YOUR INCOME, YOUR DEDUCTIONS AND ALLOWANCES AS WELL AS YOUR ACCOUNTS, AUDITED OR NOT, FOR A PERIOD OF AT LEAST SIX (6) YEARS. IF AN OBJECTION IS OUTSTANDING FOR ANY YEAR ALL THE ABOVE MUST BE KEPT UNTIL THE FINAL SETTLEMENT OF THE OBJECTION OR ANY RECOURSE.

OCCUPATIONAL CATEGORIES AND AMOUNTS OF INSURABLE EMOLUMENTS OF SELF-EMPLOYED PERSONS FROM 5.1.2015 – 3.1.2016

<u>OCCUPATIONAL CATEGORY</u>	<u>Coefficient determining the minimum amount of insurable emoluments</u>	<u>Minimum weekly amount of insurable emoluments in Euros €**</u>
1. Doctors, Pharmacists, Health Specialists (graduates) – (a) for a time-period not exceeding ten (10) years	2,20	383,64
(b) for a time-period exceeding ten (10) years	4,45	775,99
2. Accountants, Economists, Lawyers and other Freelance professionals – (a) for a time-period not exceeding ten (10) years	2,20	383,64
(b) for a time-period exceeding ten (10) years	4,45	775,99
3. Managers (Businesspeople), Estate Agents, Wholesale Dealers	4,45	775,99
4. Teachers (University, Secondary Education, Primary Education, Pre-school education, Assistant Teachers, Special Teachers) – (a) for a time-period not exceeding ten (10) years	2,15	374,92
(b) for a time-period exceeding ten (10) years	4,30	749,83
5. Builders and people exercising an occupation related to the construction industry	2,70	470,83
6. Farmers, stock-farmers, poultry farmers, fishermen and people engaging in similar occupations	1,50	261,57
7. Drivers, Excavator Operators and people engaging in similar occupations	2,15	374,92
8. Technical assistants, mass media external freelancers, operators of machinery not relevant to the construction industry and assemblers of products made of metal, rubber, plastic, wood and similar materials	2,15	374,92
9. Clerks, Typists, Cashiers, Private Assistants	2,15	374,92
10. Technicians not covered under any other occupational category	2,15	374,92
11. Shop owners (including kiosks, hairdressing salons, beauticians)	2,05	357,48
12. Butchers, Bakers, Confectioners, Manufacturers/ Preservers of meat, milk, fruit, tobacco and people engaging in similar occupations	1,65	287,73
13. Hawkers, postmen, garbage collection labourers, workers in mines/ quarries, stone workers, sailors, specialists in underwater constructions, installers of hoisting equipment and wire ropes, street cleaners, people responsible for the provision of services and salespersons.	1,50	261,57
14. Cleaners, messengers, guards, owners of dry-cleaner's	2,05	357,48
15. Designers, computer operators, ship engineers, agents and similar professionals, musicians, magicians	2,20	383,64
16. Persons not covered under any other occupational category	2,20	383,64

*The minimum weekly amount of insurable emoluments is the product of basic insurable emoluments (€174,38) by the coefficient.

** The maximum weekly amount of insurable emoluments is €1046.