The Official Gazette

(EXTRAORDINARY)

OF GUYANA

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SATURDAY 7TH MAY, 2022

THE OFFICIAL GAZETTE 7TH MAY, 2022
LEGAL SUPPLEMENT — B

GUYANA No. 11 of 2022

REGULATIONS

Made Under

THE INCOME TAX ACT

(Cap. 81:01)

IN EXERCISE OF THE POWERS CONFERRED UPON ME BY SECTION 117 OF THE INCOME TAX ACT, I MAKE THE FOLLOWING REGULATIONS:-

Citation and commencement.

Cap 81:01 (Subsidiary Legislation)

1. (1) These Regulations, which amend the Income Tax (General) Regulations, may be cited as the Income Tax (General) (Amendment) Regulations 2022.

(2) These Regulations shall come into force on the date of publication of these Regulations.

(3) In respect of any return filed before the date of publication of these Regulations using the forms set out in Schedule A or Schedule B, made available by the Revenue Authority, these Regulations shall be deemed to have come into force on the 1st of January 2021.

Insertion of new regulations 4A, 4B and 4C in the Principal Regulations.

2. The Principal Regulations are amended by the insertion immediately after regulation 4 of the following regulations –

"Forms of returns of a tributor's income.

Fourth Schedule

4A. (1) A quarterly return of a tributor's income to be delivered by his employer to the Commissioner-General under section 33F(1) of the Act shall be in the appropriate form set out in the Fourth Schedule.

(2) An annual return of a tributor's income required under section 33F(5) of the Act to be delivered by his employer to the Commissioner-

General under section 61(2), (3) and (4) of the Act shall be in the appropriate form set out in the Fourth Schedule.

Form of premium tax declaration. Fifth Schedule

4B. A return of tax paid on insurance premium to be delivered to the Commissioner-General under section 57(1) of the Act shall be in the form set out in the Fifth Schedule.

Form of return of a partnership. Sixth Schedule

4C. A return of the income of a partnership to be delivered to the Commissioner-General under section 66 of the Act shall be in the form set out in the Sixth Schedule.".

Amendment of the First Schedule to the Principal Regulations. Schedule A

3. The First Schedule to the Principal Regulations is amended by the substitution for the forms of return set out in that Schedule, of the forms set out in Schedule A.

Insertion of new Fourth, Fifth and Sixth Schedules in the Principal Regulations. Schedule B

4. The Principal Regulations are amended by the insertion, immediately after the Third Schedule, of the Fourth Schedule, Fifth Schedule and Sixth Schedule set out in the Schedule B.

SCHEDULE A

reg. 3

CONFIDENTIAL

G0004

Guyana Revenue Authority
Individual Income Tax Return

Year of Assessment

Please read all instructions carefully and consult the guidelines provided at the end of this return.
It is a serious offence to make a false Individual Income Tax Return.

☐ Amendment

Identification (A)

*1 Taxpayer Identification Number

2 National Registration Number

3 Passport Number

4 NIS Number

Personal Information (B)

5 First Name Changed?

8 Middle Name

*6 Last Name Changed?

9 Alias/Call Name

*7 Date of Birth Y Y Y Y M M D D

10 Maiden Name

Address (C)

*11 Home Address Changed?

Line 1
Line 2
P.O. Box
Country

12 Mailing Address (if different from Home Address) Changed?

Line 1
Line 2
P.O. Box
Country

***Contact Information (D)** Please enter at least one contact

13 Home Phone

14 Work Phone Ext.

15 Email

16 Cell Phone

Tax Summary (E)

G$

*17 **Tax Due** (enter value from line 54)

*18 **Tax Refundable** (enter value from line 55)

***Declaration (F)**

If you filled out this Return:

I hereby certify that the information given in the return and in any documentation attached is true, correct and complete in every respect, and fully discloses my income from all sources under this Act.

Signature: _____

Date: Y Y Y Y M M D D

If you filled out this Return on someone else's behalf:

I hereby certify that this return was prepared by me on the basis of information of which I have knowledge.

Signature: _____

Address:

Date: Y Y Y Y M M D D

Choose capacity in which Return is made:

☐ As an Attorney, Agent, Factor, Manager, etc. of any person
☐ As a Trustee, Executor, Administrator, etc. of an Estate

1 of 3

Earnings Details (G)

*19 During the year, you were:

☐ Self Employed

If Self-Employed, enter the following:

☐ Trading as Self

☐ Business/Trading Name(s)

Nature of Business

Small Business Certificate No.

☐ Employed

If Employed, enter the following:

Employer TIN

Employer Name

Employer Address

Miscellaneous (H)

*20 Resident Non-Resident

(An individual is resident in Guyana if s/he spends 183 days or more in Guyana in the year)

If Non-Resident, enter the following:

Country of residence

Taxpayer Identification Number of that country

Address in that country

*21 Ordinarily Resident Not Ordinarily Resident

*22 Domiciled in Guyana Not Domiciled in Guyana

(Domicile may be broadly defined as meaning residence in a particular country with the intention of residing permanently in that country. Every individual acquires a domicile at birth.)

*23 Country of which you are a national

(A national is generally regarded as an individual who holds the nationality or citizenship of a particular State)

Tax Computation to be completed by Taxpayer

Income (I) G$

*24	A	Profits/Losses from the working of estates or the occupation or cultivation or rental of land of every description (see instructions)	☐
*25	A	Profits/Losses from any trade, business, profession or vocation, partnership income (see instructions)	☐
*26	B	Salary or Wages, Fees, etc. from or through the Public Treasury	
*27	B	Salary or Wages, Fees, etc. from sources other than the Public Treasury	
*28	C	Dividends, Interest or Discount from sources within Guyana (see instructions)	
*29	C	Dividends, Interest or Discount arising or accruing from any sources out of Guyana (see instructions)	
*30	D	All Charges or annuities arising in Guyana or elsewhere (see instructions)	
*31	E	All Rents, royalties, premiums and other profits arising from property in Guyana or elsewhere (see instructions)	☐
*32	F	Net Capital Gains deemed income (see instructions)	☐
*33		**Total Income (excluding Losses) under lines 24 to 32**	

***less* Allowances (J)**

*34		Wear & Tear Allowance (see instructions)
*35		Trade Losses able to be claimed (see instructions)
*36		Land Development Expenditure Allowance (see instructions)
*37		**Total Allowances (add from lines 34 to 36)**
*38		**Balance of Income (line 33 minus 37)** ☐

2 of 3

		G$
***less* Deductions (K)**		
*39	Personal Allowance/Tax Threshold	
*40	Employee NIS Contribution[1]	
*41	Gross Interest Paid on Mortgage[2]	
*42	Medical & Life Insurance Premiums[4]	
*43	**Total Deductions (add from lines 39 to 42)**	
*44	Chargeable Income (see instructions)	
*45	Tax on Chargeable Income	
***less* Credits (L)**		
*46	PAYE Deducted (insert total value from all Forms 7A or 7B received from employers)	
*47	Amount Paid in Advance	
*48	Set-Off (Tax deducted at source; see instructions)	
*49	Relief (other tax credits)	
*50	Double Tax Agreement Relief (see instructions)	
*51	Small Business Credit[3]	
*52	Other Credits	
*53	**Total Credits under lines 46 to 52**	
*54	**Tax Due** (If line 45 is greater than line 53, enter difference)	
*55	**Tax Refundable** (If line 53 is greater than line 45, enter difference)	

[1] Applicable for Year of Assessment 2016 and onwards
[2] Applicable for Year of Assessment 2014 and onwards
[3] Applicable for Year of Assessment 2018 and onwards
[4] Applicable for Year of Assessment 2023 and onwards

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CONFIDENTIAL

G0017

Guyana Revenue Authority

Financial Statements Summary - Balance Sheet

Year of Assessment

Please read all instructions carefully and consult the guidelines provided at the end of this document.
It is a serious offence to make a false Declaration.

☐ Amendment

		G$
*1	Taxpayer Identification Number	
*2	Name	
	Current Assets	
*3	Inventory/stock	
*4	Accounts Receivable (debtors)	
*5	Taxes Recoverable	
*6	Cash at Bank	
*7	Cash in Hand	
*8	Other Current Assets	
	Fixed Assets	
*9	Land	
*10	Buildings	
*11	Plant and Machinery	
*12	Vehicles	
*13	Furniture and Fittings	
*14	Other Fixed Assets	
	Other Non-Current Assets	
*15	Intangibles	
*16	Shares/Ownership Interests	
*17	Term Deposits	
*18	Other Non-current Assets	
*19	Total Assets (add from lines 3 to 18)	
	Current Liabilities	
*20	Accounts Payable (creditors)	
*21	Other Payables	
*22	Current Loans	
*23	Taxes Payable	
*24	Unearned Income	

1 of 2

Current Liabilities (cont'd)		G$
*25	Bank Overdraft	, , ,
*26	Other Current Liabilities	, , ,
*27	**Total Current Liabilities (add from lines 20 to 26)**	, , ,
*28	**Non-current Liabilities**	, , ,
*29	**Total Liabilities (add line 27 and line 28)**	, , ,
Capital		
*30	Opening Capital	, , ,
*31	New Capital	, , ,
*32	Net Profit/Loss	, , ,
*33	Drawings	, , ,
*34	Closing Capital	, , ,

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CONFIDENTIAL

Guyana Revenue Authority

Year of Assessment

G0018

Financial Statements Summary - Profit & Loss Statement

Please read all instructions carefully and consult the guidelines provided at the end of this document.
It is a serious offence to make a false Declaration.

☐ Amendment

*1	Taxpayer Identification Number	
*2	Name	
*3	Business/ Trading Name	

Gross Income From		**G$**
*4	Sales and/or services	
Cost of goods sold		
*5	Opening stock (include work in progress)	
*6	Purchases	
*7	Closing stock (include work in progress)	
*8	Gross Profit	
*9	Gross Loss	
Other Gross Income		
*10	Interest received	
*11	Dividends received	
*12	Rental, lease and licence income	
*13	Other income	
*14	Total income	
*15	Total loss	
Expenses		
*16	Bad debts	
*17	Wear & Tear Allowance	
*18	Insurance	
*19	Interest expense	
*20	Professional and consulting fees	
*21	Rates & taxes	
*22	Rental, lease and licence payments	
*23	Repairs and maintenance	
*24	Utilities (water, electricity, telephone)	

1 of 2

Expenses (cont'd)		G$
*25	Salaries and wages paid to employees	
*26	Contractor and sub-contractor payments	
*27	Advertising	
*28	Other expenses	
*29	**Total Expenses (add from lines 16 to 29)**	
*30	Net profit before tax (If line 14 or line 15 minus line 29 is greater than zero)	
*31	Net loss (If line 14 or line 15 minus line 29 is less than zero)	
*32	Tax adjustments	
*33	Current year taxable profit	
*34	Current year loss	

2 of 2

Schedule I.01a
Income from working of Estates/Land

					Tenant			
Serial No.	Location of Estate/Land*	Total Acreage Owned/Leased /Rented*	Total Acreage Cultivated/Worked*	How is Estate/Land used?*	TIN	Name	Address	Gross Income* (GYD)
	1	2	3	4	5	6	7	8
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
Total								

Notes

Instructions		
Item No.	**Term**	**Description**
Column 2	Total Acreage Owned/Leased/Rented	Enter total acreage owned, leased or rented.
Column 3	Total Acreage Cultivated/Worked	Enter total acreage being used for, for example, cultivation of crops, rearing of livestock, mining, etc.
Column 4	How is Estate/Land used?	State exactly what the land is used for. For example, cultivation of rice.
Columns 5, 6, 7	Tenant	If the estate/land was rented, provide details of tenant.

Schedule I.01b
Expenses for working of Estates /Land

Serial No.	Expenses*	Expense Amount* (GYD)
	1	2
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Total		

Schedule I.02
Gross Receipts or Gross Sales

Serial No.	Activity*	Gross Receipts or Gross Sales* (GYD)	Gross Profits* (GYD)
	1	2	3
1	Agriculture, Forestry and Fishing		
2	Mining and quarrying		
3	Electricity, gas, steam, wind, hydro, etc		
4	Water supply; sewerage, waste management and remediation activities		
5	Manufacturing including Refining and Processing		
6	Construction		
7	Transportation (Air, Water, Land etc)		
8	Communications (Television/Radio etc)		
9	Telecommunication		
10	Educational Services (including Private Schools, Training Institutions etc)		
11	Wholesale Trade		
12	Retail Trade		
13	Hospitality and Entertainment (Restaurants, Bars, Hotels, Resorts, Casinos, Cinemas etc)		
14	Medical Services (Hospitals, Nursing Homes, Dentistry etc)		
15	Professionals (Accountants, Lawyers, Engineers, Doctors etc)		
16	Other (Specify activity not included in lines 24, 26 to 32)		
	[taxpayer should list sources separately]		
	Total		

Notes

Instructions		
Item No.	**Term**	**Description**
		Do not list any income declared under lines 24, 26 to 32 of the Individual Income Tax Return.
Line 16	Other (Specify activity not included in lines 24, 26 to 32)	Add additional lines for any activities not provided for in the list above and not covered by lines 24, 26 to 32 of the Individual Income Tax Return.

Schedule I.03
Cost of Sales and Operations

Serial No.	Description	Amount* (GYD)
	1	2
1	Stock at beginning of year	
2	Purchases of Goods for sale or manufacture	
3	Direct Salaries and Wages	
4	Other Direct Cost per accounts	
5	**(Sum Line 1 to 4)**	
6	Stock at the end of Year	
7	**Cost of Sales or Operations (Line 5 - Line 6)**	

Notes

Instructions		
Item No.	**Term**	**Description**
		A method of stock valuation once properly adopted is binding until permission to change is obtained from the Commissioner-General. Application for permission to change a method of stock valuation must be made in writing and filed with the Commissioner-General within ninety (90) days after the beginning of the income year in which it is desired to effect a change. In case the stocks reported do not agree with the balance sheet, attach a statement explaining the difference.
		Stock lists should be retained by the taxpayer.
Line 7	Cost of Sales	If the production, manufacture, purchase or sale of merchandise is an income-determining factor in the trade of business, stocks of merchandise on hand should be taken at the beginning and end of the accounting period, and may be valued at cost or market value, whichever is lower.

Schedule I.04
Income from Dividends and other Distributions

	Company from which distribution (including dividends) are received				
Serial No.	TIN*	Name*	Address*	Amount - Sources Within Guyana (GYD)	Amount - Sources Outside Guyana (GYD)
	1	2	3	4	5
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total					

Notes

Instructions		
Item No.	Term	Description
		Dividend warrants must be submitted.

Schedule I.05

Interest

Serial No.	Source				Principal* (GYD)	Within Guyana		Outside Guyana	
	TIN*	Name*	Country	Category*		Interest Amount - Taxable (GYD)	Interest Amount - Non-Taxable (GYD)	Interest Amount - Taxable (GYD)	Interest Amount - Non-Taxable (GYD)
	1	2	3	4	5	6	7	8	9
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
Total									

Notes

Instructions

Item No.	Term	Description
Column 5	Principal	Do not include any interest received from any bank or financial institution.
Columns 6,7 and 8,9	Interest Amount	Enter amounts into Taxable and Non-Taxable as appropriate.

Schedule I.06
Charges & Annuity Payments

	Participator (Closed Companies only)			
Serial No.	TIN	Name*	Address*	Charges/Annuities Amount* (GYD)
	1	2	3	4
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
Total				

Notes

Instructions		
Item No.	Term	Description
	Participator	Refer to Supplementary provisions relating to Close Companies of the Corporation Tax Act Ch 81:03

Schedule I.07a
Rental Income - Properties & Tenants

	Rental Property				Tenant		
Serial No.	Description*	Address*	Country*	Commercial/Residential*	Name*	Address*	Gross rental* (GYD)
	1	2	3	4	5	6	7
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Total							

Notes

Instructions		
Item No.	**Term**	**Description**
Column 4	Commercial/Residential	Indicate for each property whether the rental is for commercial or residential purposes.
Column 5	Tenant Name	Indicate the full name of the renter.
Column 6	Tenant Address	Indicate the mailing address of the renter, as stated on the rental agreement.

Schedule I.07b
Statement of Rental Income – Expenses

Serial No.	Rental Expenses*	Expense Amount* (GYD)
	1	2
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Total		

Notes

Instructions		
Item No.	Term	Description
		List aggregated direct expenses for all rental properties listed in Schedule I.07 (a).

Schedule I.08
Capital Gains Deemed Income

Serial No.	Description of Asset*	Date Acquired*	Date Disposed Of*	Selling Price* (GYD)	Cost* (GYD)	Allowable Expenses* (GYD)	Total Gain* (Col. 4 less (Col. 5 plus Col. 6))
	1	2	3	4	5	6	7
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Net Gain							

Notes

Instructions		
Item No.	**Term**	**Description**
Columns 2,3	Date Acquired, Disposed Of	Format of date is YYYY-MM-DD
Column 6	Allowable Expenses	Include only those expenses directly related to the disposal.

Schedule J.01

Wear & Tear Allowance

Serial No.	Description of Asset*	Condition of Asset*	Written Down Value at the beginning of the accounting Period	Acquisition Cost/Value of Additional Asset (GYD)	Selling Price of Disposed Asset (GYD)	Date of Addition or Disposal	Residual Initial Allowance Claimed (GYD)	This Year's Initial Allowance Claimed		Wear and Tear Allowance		Written Down Value at the end of the accounting period (or at the date of disposal)*
								Rate (%)	Allowance ($)	Rate (%)	Allowance ($)	
	1	2	3	4	5	6		7	8	9	10	11
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
Total												

Notes

Instructions

Item No.	Term	Description
Column 2	Condition of Asset	Only list assets that are on the asset register at the end of this period. If assets were acquired and disposed within this period, then use Schedule I.08 Capital Gains Deemed Income. Where the item is newly acquired, indicate the condition of asset. Use 'New' where the asset was not used previously. State 'Used' otherwise.
Column 4	Acquisition Cost/Value of Additional Asset	In the case of an Addition, enter the Purchase Price or Acquisition Cost/Value of the asset.
Column 5	Selling Price of Disposed Asset	In the case of a Disposal, enter the Selling Price of the asset.
Column 8	Initial Allowance	Initial Allowance is only applicable for trades listed in the first schedule of the Income Tax (In Aid of Industry) Act Ch 81:02.

Schedule J.02a
Loss Relief - Head A

Serial No.	Yr of Assessment	Loss B/F* (GYD)	Loss Incurred* (GYD)	Total Loss* (GYD)	Loss Relief/Granted* (GYD)	Loss C/F* (GYD)
	1	2	3	4	5	6
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Notes

Instructions		
Item No.	**Term**	**Description**
		Provide loss relief details for income from: - Profits/Losses from the working of estates or the occupation or cultivation or rental of land of every description - Profits/Losses from any trade, business, profession or vocation, partnership income

Schedule J.02b
Loss Relief - Head E

Serial No.	Yr of Assessment	Loss B/F* (GYD)	Loss Incurred* (GYD)	Total Loss* (GYD)	Loss Relief/Granted* (GYD)	Loss C/F* (GYD)
	1	2	3	4	5	6
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Notes

Instructions
Provide loss relief details for income from: - All Rents, royalties, premiums and other profits arising from property in Guyana or elsewhere

Schedule J.02c
Loss Relief - Head F

Serial No.	Yr of Assessment	Loss B/F* (GYD)	Loss Incurred* (GYD)	Total Loss* (GYD)	Loss Relief/Granted* (GYD)	Loss C/F* (GYD)
	1	2	3	4	5	6
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Notes

Instructions
Provide loss relief details for income from: - Net Capital Gains deemed income

Schedule J.03
Land Development Expenditure Allowance

Serial No.	Yr. of Expenditure*	Amount Expended*	Amount Written Off*	Amount Claimed for Current Year*
	1	2	3	4
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Notes

Instructions
Refer to Section 33(D) of Income Tax Act Ch 81:01.

Schedule L.01

Set-Off (Tax Deducted at Source)

Serial No.	Description*	Amount* (GYD)
	1	2
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Total		

Schedule L.02

Double Tax Agreement Relief

Serial No.	Name of Company or Person from whom income is received*	Country*	Type of Income*	% of the issued shares of voting stock of the paying company owned by the receiving company, where applicable	Gross Income before deduction of tax in foreign country*	Tax Paid in foreign country*	Rate of tax applied in foreign country*	Relief Claimed* (GYD)
	1	2	3	4	5	6	7	8
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
Total								

Notes

Instructions

Item No.	Term	Description
		Certificates of Assessment should be supplied where applicable.
Column 3	Type of Income	For example, dividends, interests, royalties, rent, etc. Where different types of income are subject to different rates of tax in any foreign country, show separately as different lines/rows.

Schedule 01

Bad and Doubtful Debts

Serial No.	DEBTOR													
	TIN	Name	Address	Category*	General/Specific*	Amount* (GYD)	Nature of Debt	Collateral Instrument/Security	Collateral/Security Value (GYD)	Length of time outstanding (Years)	What actions were made to collect debt?	Reason for write-off		
	1	2	3	4	5	6	7	8	9	10	11	12		
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														
Total														

Notes

Instructions	
Item No.	Description
Column 5	Term
	Enter only debts incurred in any trade, business, profession or vocation.
	General/Specific
	Indicate whether it is 'General' or 'Specific'.

Schedule 02a

Gross Payments to Residents & Non-Residents

Serial No.	Description*	Total Payments to Residents and Non-Residents*	Payments made or credited to Non-Residents	Amount of Withholding Tax deducted and paid to Commissioner-General*
	1	2	3	4
1	Interest on Debt, Mortgage or Security			
2	Rentals			
3	Royalties			
4	Charges for Personal Services and Technical and Managerial Skill			
5	Premiums (Other than Premiums paid to Insurance Companies and Contributions to Pension Funds and Schemes)			
6	Commissions, Fees and Licences			
7	Discounts			
8	Other			
	[taxpayer should list sources separately]			
Total				

Notes

Instructions

Item No.	Term	Description
Line 4	Charges for Personal Services and Technical and Managerial Skills	In the case of payments of Charges for Personal Services and Technical and Managerial Skills (Line 4), the basis of the calculation together with details thereof should be supplied.
Line 8	Other	Add additional lines for any payments not provided for in the list above and not covered by Schedule 02 (a).
Column 2	Total Payments to Residents and Non-Residents	Values entered here should only reflect gross payments without any deductions.
Column 3	Payments made or credited to Non-Residents	Include payments without any deductions whatsoever made or credited to any person not resident in Guyana or to any person on behalf of such non-resident person, and to every non-resident company where such person or company is not engaged in trade or business in Guyana.

Schedule 02b
Gross Payments to Non-Residents

Serial No.	Country of Non-Resident to whom payment is made*	Payment Type*	Rate of Withholding Tax* (%)	Gross Payment* (GYD)	Tax Withheld & Paid to Commissioner-General* (GYD)
	1	2	3	4	5
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total					

Notes

Instructions		
Item No.	**Term**	**Description**
		All Non-Resident Gross Payments must be fully described in this Schedule.
Column 2	Payment Type	Valid Payment Types are: - Interest on Debt, Mortgage or Security - Rentals - Royalties - Mining - Royalties - Patents, Franchise Fees, etc - Charges for Personal Services and Technical and Managerial Skill - Premiums (Other than Premiums paid to Insurance Companies and Contributions to Pension Funds and Schemes) - Commissions, Fees and Licences - Discounts Any payment types included under Other (Line 8) of Schedule 02 (a) must also be included in this Schedule.

Schedule 02c
Gross Payments to Sub-Contractors

	Sub-Contractor					
Serial No.	TIN*	Name*	Address*	Amount* (GYD)	Description of Work/Service*	Payment Method*
	1	2	3	4	5	6
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
Total				0		

Notes

Instructions		
Item No.	**Term**	**Description**
Column 1,2,3	Sub-Contractor	Enter details of sub-contractor

Schedule 03
Rates and Taxes

Serial No.	Description*	Location*	Amount* (GYD)
	1	2	3
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
Total			

Notes

Instructions
Do not include Income Tax, Corporation Tax or Property Tax paid or payable.
If details have already been supplied in the schedule on rents (I.07 (b)), particulars need not be repeated.

Individual Income Tax - Instructions & Guidelines

Who needs to submit this return?

1. Any individual who earned an income in Guyana or derived income from Guyana must report that income using this return. Where the employment or office is exercised in Guyana, tax is charged on the total amount of the income whether received in Guyana or not.
2. In the case of residents, income from outside of Guyana must also be reported. In the case of earned income which arises outside of Guyana to a person who is not ordinarily resident or not domiciled in Guyana, the tax is payable on the amount received in Guyana.
3. Every individual whose income is in excess of the applicable yearly threshold (see figures below) is required to file a return, unless the income is subject to withholding tax.
4. If there was any loss prior to the current Year of Income which resulted in the Individual being entitled to claim a deduction in the following Year of Income, a return must be submitted.

When and Where does this return need to be submitted?

5. The due date for submitting this return is 30th April of each year (or the next business day if the 30th is a holiday). Nevertheless, you are encouraged to file as early as possible.
6. This return must be submitted to the Commissioner General, Guyana Revenue Authority at one of GRA's offices or sites or P.O. Box 10406.

How to fill this Return

7. The Return and all required supporting documents must be submitted. All spaces in the form should be completed. Where a line item is not applicable, you should write ***None***, a **-**, or ***0*** if the item is a numeric field. Failure to do so could result in any enquiry and delay in the processing of your return.
8. The Declaration section must be filled out and Return signed.

Explanation of terms

Header

	Term	Description
	Year of Assessment	Enter the year that follows the calendar year in which income was earned.
	Amendment	Tick this box if you are making changes to a Return that was already submitted to the GRA.

Personal Information, Address

	Term	Description
	Changed?	If the details for the specific line item have changed recently or is different from what information the GRA has, fill in the correct information in the line item and tick this box.

Earnings Details

	Term	Description
19		For the year of income, indicate whether you were Self Employed, Employed or both. If you were self-employed, indicate whether you were trading as yourself or operating under a business/trading name. In the case of the latter, indicate nature of business and small business certificate no. (if applicable). If you were employed, indicate your employer's TIN, name and address.

Miscellaneous

	Term	Description
20	Resident/Non-Resident	Tick the Resident box if you spend 183 days or more in Guyana in the year. Tick the Non-Resident box if you spend less than 183 days of the year in Guyana. Also, enter the Country of residence, Taxpayer Identification Number of that country, and address in that country.
22	Domiciled/Not Domiciled	Tick the Domiciled box if you reside in Guyana with the intention of residing permanently in this country. Tick this box if you were born and live in Guyana. Tick the Not Domiciled box if you do not permanently reside in Guyana.
23	Country of which you are a national	A national is generally regarded as an individual who holds the nationality or citizenship of a particular State

Tax Computation to be completed by Taxpayer

Line No.	Term	Description
24	Profits/Losses from the working of estates or the occupation or cultivation or rental of land of every description	Enter value from total of column 8 of Schedule I.01 (a) less total of column 2 of Schedule I.01 (b). In Schedule I.01 (b), list all expenses directly related to the working of estates or the occupation or cultivation or rental of land.

25	Profits/Losses from any trade, business, profession or vocation, partnership income	Enter value of the total of column 2 of Schedule I.02 plus value of line 7 of Schedule I.03. Do not include income from working of land(s) or income from salary(ies).
26	Salary or Wages, Fees, etc. from or through the Public Treasury	Applicable to Members of Parliament, Government Employees and any other employees paid from or through the Public Treasury. Include payments for overtime, value of residence, quarters, board and lodging or any other allowances granted in respect of employment, whether in money or otherwise but do not include travelling, subsistence, entertainment allowance, medical discharge benefits, severance pay and station allowance.
27	Salary or Wages, Fees, etc. from sources other than the Public Treasury	Applicable to all employees not falling under line 26. Include Commission, Bonus, Overtime, Value of Residence, Board and Lodging or any other allowance whether in money or otherwise granted in respect of employment. Exclude travelling, subsistence, entertainment allowance, medical discharge benefits, severance pay and station allowance **(only if they were utilised for the respective purposes for which they were granted).** If any expenses were wholly and exclusively incurred in earning the income, full details must be given. Salaries, fees, etc., receivable by Directors, Trustees, etc., are to be declared here.
28	Dividends, Interest or Discount from sources within Guyana	Enter the sum of the total of column 4 of Schedule I.04, totals of columns 6 & 7 of Schedule I.05, and any Discounts arising from any sources within Guyana.
29	Dividends, Interest or Discount arising or accruing from any sources out of Guyana	Enter the sum of the total of column 5 of Schedule I.04, totals of columns 8 & 9 of Schedule I.05, and any Discounts arising from any sources out of Guyana.
30	All Charges or annuities arising in Guyana or elsewhere	Enter the value of the total of column 4 of Schedule I.06.
31	All Rents, royalties, premiums and other profits arising from property in Guyana or elsewhere	Enter the total of net rental income (use value of the total of column 7 of Schedule I.07 (a) less the value of the total of column 2 of Schedule I.07 (b)), royalties, premiums and other profits. Include income from the letting of houses (furnished or unfurnished). Lands or other properties, except such rents as are included in receipts of the working of an Estate or Cultivation of land, or the sub-letting of trade premises which may be included under lines 24.

32	Net Capital Gains deemed income	Enter value of the total of column 7 of Schedule I.08. Indicate only Capital Gains which resulted from the acquisition and disposal of assets within a twelve (12) month period and are deemed to be income under the Capital Gains Tax Act (but subject to the appropriate rates under the Income Tax Act) unless the contrary is established to the satisfaction of the Commissioner General. Do not include any net gains below $500,000.
33	Total Income (excluding Losses)	Sum all the line items from lines 24 to 32 in which income was declared (do not add losses).
34	Wear & Tear Allowance	Enter value from total of column 10 of Schedule J.01.
35	Trade Losses able to be claimed	Fill appropriate schedules based on losses for particular heads of income, A-F. Enter the total value of loss relief/granted (column 5) for the current year from Schedule J.02 (a) to J.02 (f). The amount of loss allowed to be set off in computing the chargeable income shall not reduce the tax payable to less than one half of the amount which would have been payable had the set off not been allowed.
36	Land Development Expenditure Allowance	Enter value of amount claimed (column 4) for the current year from Schedule J.03. The amount claimed must be limited to 10% of actual expenditure incurred for the purpose of development and improvement of agricultural land for this period.
37	Total Allowances	Enter the sum of the values for lines 34 to 36.
38	Balance of Income	Enter value of line 33 minus line 37.
39	Personal Allowance/Tax Threshold	Refer to table below for respective year's threshold.
40	Employee NIS Contribution	From Year of Income 2016 onward enter value stated on your form 7B provided by your employer.

41	Gross Interest Paid on Mortgage	This is applicable from Year of Income 2013 onward. Note that the Mortgage Interest Deduction will be restricted to your Chargeable Income. This value should be derived from the Balance of Income (Line 38) less the deductions: Personal Allowance (Line 39), Employee NIS Contribution (Line 40) and Medical & Life Insurance Premiums (Line 42).
42	Medical & Life Insurance Premiums	From Year of Income 2022 onward, enter value deducted for your personal medical & life insurance premiums, as provided under Section 16 of the Income Tax Act 81:01.
43	Total Deductions	Enter the sum of the values for lines 39 to 42.
44	Chargeable Income	If the Gross Interest Paid on Mortgage (Line 41) is greater than the Balance of Income (Line 38) less the sum of Personal Allowance (Line 39), Employee NIS Contribution (Line 40) and Medical & Life Insurance Premiums (Line 42), then insert a zero (0) value for your Chargeable Income. Otherwise, enter the value of Balance of Income (line 38) minus Total Deductions (line 43).
45	Tax on Chargeable Income	Use the appropriate tax rate.
46	PAYE Deducted	Enter the total value of PAYE Deducted from all Forms 7A or 7B received from employers.
47	Amount Paid in Advance	Enter the total of all Advanced Tax payments made for this period.
48	Set-Off (Tax deducted at source)	Enter value from total of column 2 of Schedule L.01. Tax deducted at Source as set-off Income Tax deducted and remitted from Gold & Diamond Miners (2%) will be set off against the Income Tax payable. No set-off will be allowed unless the certificate of deduction is produced in the Return filed.
49	Relief (other tax credits)	Enter total value of any unilateral relief granted under Section 90 of the Income Tax Act Ch 81:01.

50	Double Tax Agreement Relief	Enter value from the total of column 8 of Schedule L.02.
51	Small Business Credit	See Section 36 (B) of the Income Tax Act Ch 81:01. Provide separate Profit & Loss statements for manufacturing and construction activities.
52	Other Credits	Enter total value of all other credits not reported elsewhere in the Return.
53	Total Tax Credits	Enter sum from lines 46 to 52.
54	Tax Due	If line 45 is greater than line 53, enter difference.
55	Tax Refundable	If line 53 is greater than line 45, enter difference.

If you are self-employed and incur the following expenses, you are required to complete the respective schedules:

	Expense	**Schedule to be Filled**
1	Bad & Doubtful Debts	01
2	Gross Payments to Residents & Non-Residents (Section 39 & 40 of Income Tax Act)	02 (a)
3	Gross Payments to Non-Residents (Section 39 & 40 of Income Tax Act)	02 (b)
4	Gross Payments to Sub-Contractors	02 (c)
5	Rates & Taxes	03

Payment of Taxes

Every person in receipt of income other than employment income is required to pay to the Commissioner General, Guyana Revenue Authority on or before 1st April, 1st July, 1st October and 31st December, in each year of income an amount equal to quarter of the tax as calculated by him on his chargeable income based on his preceding year's return and the balance, if any, not later than 30th April of the following year.

Rates of Taxes

Year Of Income	Threshold	Calculation
2013 - 2015	$600,000	30% of Chargeable Income
2016	$660,000	30% of Chargeable Income
2017 - 2018	Greater of $720,000 or 1/3 of total income	(a) 28% of first 1,440,000 of Chargeable Income and (b) 40% of the remainder of the amount of Chargeable Income
2019 - 2021	Greater of $780,000 or 1/3 of total income	(a) 28% of first 1,560,000 of Chargeable Income and (b) 40% of the remainder of the amount of Chargeable Income
2022 - Present	Greater of $900,000 or 1/3 of total income	(a) 28% of first 1,800,000 of Chargeable Income and (b) 40% of the remainder of the amount of Chargeable Income

Penalties

1	Every person whose income is not less than the threshold for the respective Year of Income who refuses, fails or neglect to deliver a RETURN of his income to the Commissioner General on or before the prescribed day in every year is liable to a penalty not exceeding $100,000.
2	Where a person has not delivered a Return within the prescribed time under section 60 [1] of the Income Tax Act, the Commissioner General may add to an assessment made upon such a person a sum equal to ten (10) per cent of the amount of the tax assessed. For Year of Assessment 2018 and onwards, where a loss or nil Return was submitted after the prescribed time, the Commissioner General may charge a flat fee of $50,000 on each loss/nil return submitted.
3	Where a person refuses, fails or neglects to make a return of chargeable Income for the year immediately preceding the Year of Assessment within the time specified in a notice issued by the Commissioner General to such person under Sec.60 [4] of the income Tax Act the Commissioner General shall add to the assessment a sum equal to ten (10) per cent of the amount of tax assessed.
4	Any person who without reasonable excuse makes an incorrect return by omitting or understating any Income of which he is required by the Act to make a return, whether on his own behalf or on behalf of another, or makes an incorrect statement in connection with a claim for deduction in estimating taxable income, or gives any incorrect information in relation to any matter or thing affecting his own liability or tax or the liability of any other person, is liable to a fine not exceeding $100,000 and double the amount of the tax which has been or would have been undercharged in consequence thereof.
5	Any person who knowingly makes false statement or representation in any Income Tax Return or who keeps or prepares false accounts of any profits, property or gifts chargeable to Income Tax, or aids or abets any persons in such offences, is liable to a fine not exceeding $100,000

	and treble the amount of Tax which has been undercharged in consequence of such false accounts, particulars, returns, statements, information of representation or could be so undercharged if the account, particulars, return, statement, information or representation has been accepted as correct and to imprisonment for six months.
6	Late payment of tax will attract late payment penalties and interest as outline in table below. The penalties charged shall be deemed to be part of the tax assessed and shall be recoverable accordingly.

Late Payment Penalties

Year Of Income	Late Payment Penalty	Interest
Prior to 2017	2% for first 3 months, 3% for the next 3 months, 4% for the next 6 months, and 5% for every month thereafter.	Check GRA website
2018 to Present	24% per annum	18% per annum

Requirements For Submission

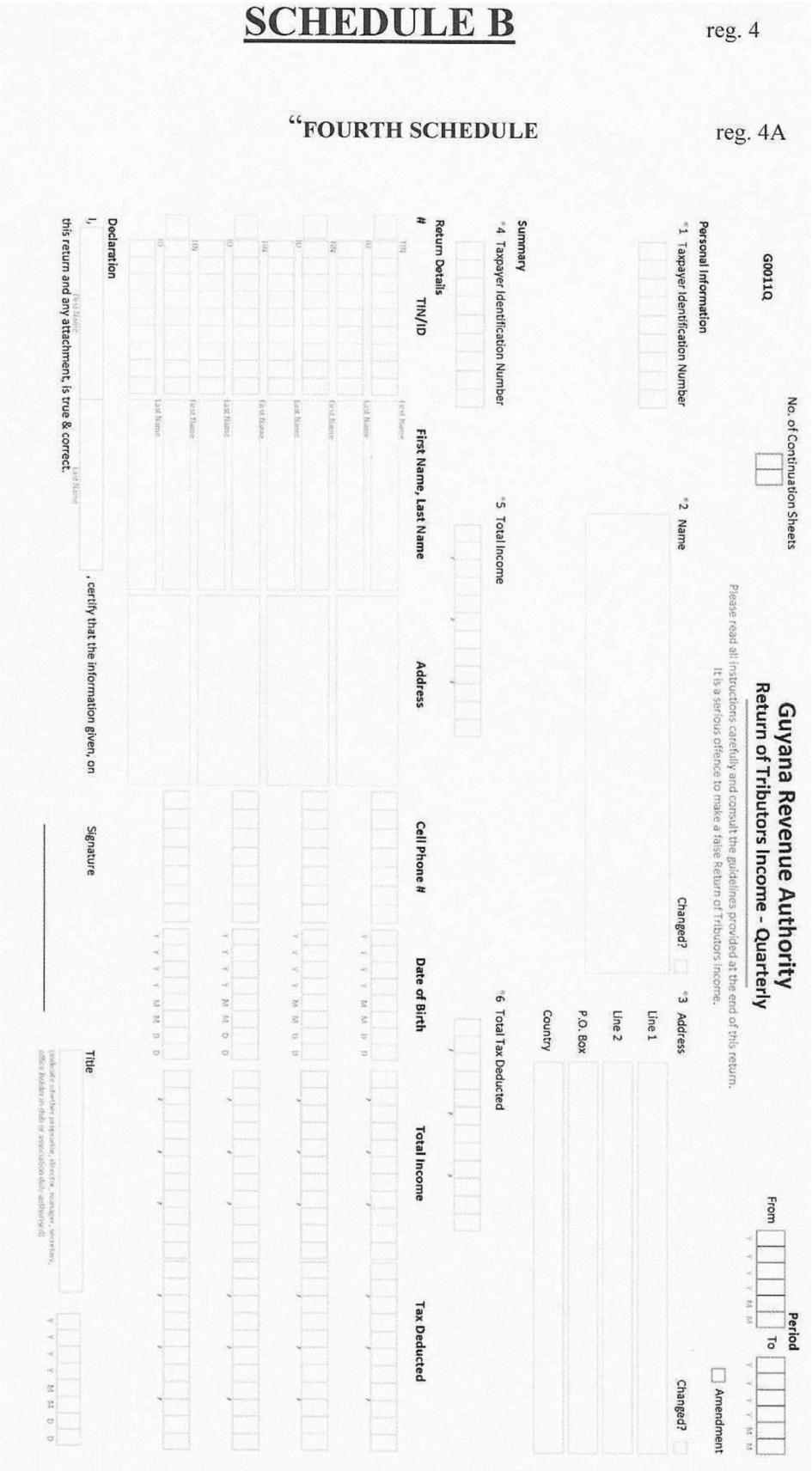
All Individuals (where applicable)	i. Mortgage Interest Relief (Form 4) ii. Dividend warrants (Income from Dividends and other Distributions) iii. Certificate of Assessment (Double Tax Agreement Relief)
Employed Individuals	Forms 7A or 7B from all employers
Self Employed Individuals	i. Balance Sheet ii. Statement of Profit/Loss iii. Certificate of Deduction (Set-Off - Gold & Diamond Miners) iv. Statement of Profit/Loss for manufacturing/construction activities (applicable to registered small businesses)

SCHEDULE B

reg. 4

"FOURTH SCHEDULE

reg. 4A



G0011Qb

Taxpayer Identification Number

Guyana Revenue Authority
Return of Tributors Income - Quarterly

Supplementary Sheet

Year

#	TIN/ID	First Name, Last Name	Address	Cell Phone #	Date of Birth	Total Income	Tax Deducted
	TIN	First Name					
	ID	Last Name			Y Y Y Y M M D D	,	,
	TIN	First Name					
	ID	Last Name			Y Y Y Y M M D D	,	,
	TIN	First Name					
	ID	Last Name			Y Y Y Y M M D D	,	,
	TIN	First Name					
	ID	Last Name			Y Y Y Y M M D D	,	,
	TIN	First Name					
	ID	Last Name			Y Y Y Y M M D D	,	,
	TIN	First Name					
	ID	Last Name			Y Y Y Y M M D D	,	,
	TIN	First Name					
	ID	Last Name			Y Y Y Y M M D D	,	,
	TIN	First Name					
	ID	Last Name			Y Y Y Y M M D D	,	,

Continuation Sheet Number

of

Signature

G0012Y

No. of Continuation Sheets

Guyana Revenue Authority
Return of Tributors Income - Yearly

Year

Amendment

Please read all instructions carefully and consult the guidelines provided at the end of this return.
It is a serious offence to make a false Return of Tributors Income.

Personal Information

*1 Taxpayer Identification Number

*2 Name

Changed?

*3 Address

Changed?

Line 1

Line 2

P.O. Box

Country

Summary

*4 Total Number of Employees

*5 Total Income

*6 Total Tax Deducted

Return Details

TIN

ID

Declaration

I, , certify that the information given, on

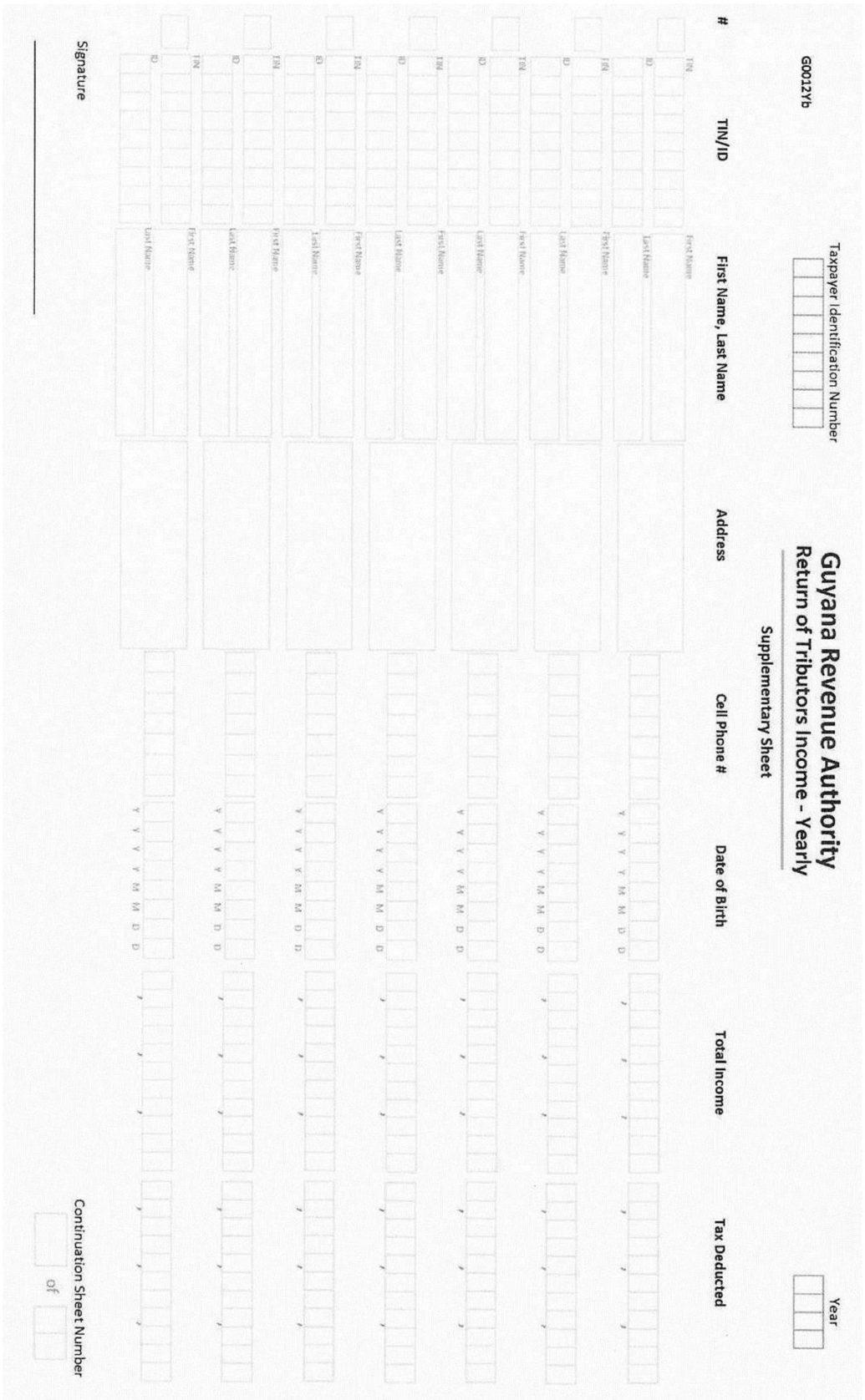
First Name Last Name

this return and any attachment, is true & correct.

Signature

Title

(indicate whether proprietor, director, manager, secretary, office holder in club or association duly authorised)


G0012Yb
Taxpayer Identification Number
Guyana Revenue Authority
Return of Tributors Income - Yearly
Supplementary Sheet
Year
#
TIN/ID
First Name, Last Name
Address
Cell Phone #
Date of Birth
Total Income
Tax Deducted
Signature
Continuation Sheet Number
of

A Return of Tributors Income - Instructions & Guidelines

Who needs to submit this Return?

Miners who employ tributors. Tributors are persons engaged in the gold or diamond mining industry who are rewarded for their labour under the tribute system, and includes drivers, cooks, sailors, general managers, or persons engaged in the site operations.

When and Where does this return need to be submitted?

1. The quarterly return is due at the **end of each quarter**: 1 April, 1 July, 1 October, 31 December. The **yearly (reconciliation) return** is due on or before the 28th February each year for the preceding year. You are encouraged to file as early as possible.
2. This return must be submitted at one of GRA's offices or approved sites across the country or P.O. Box 10406.

How to fill this Return?

3. The Return and all required supporting documents must be submitted. All fields on the form should be completed. Where a line item is not applicable, you should write '***None***,' or if the item is a numeric field type the number ***0***. Failure to do so could result in an enquiry, and delay in the processing of your return.
4. The Declaration section must be filled and the Return signed.
5. Use the appropriate supplementary sheet for any additional transactions.

Explanation of terms

Header

	Term	Description
	Period/Year	In the case of the quarterly Return, enter the Period covered, that is, the start and the end dates of the period. Example, January to March. In the case of the yearly Return, enter the Year in which the income was earned and tax was deducted.
	Amendment	Tick this box if you are making changes to a Return that was already submitted to the GRA.
	No. of Continuation Sheets	Enter the number of supplementary sheets used as part of this Return's submission.

Taxpayer Information

	Term	Description
	Changed?	If the details for the specific line item has changed recently or is different from the information the GRA currently has, fill in the correct information in the line item and tick this box.

Summary

Line No.	Term	Description
4	Total Number of Employees	Total Number of Employees submitted (across all the sheets)
5	Total Income	Total Income paid to Tributors (across all the sheets)
6	Total Tax Deducted	Total Tax Deducted (across all the sheets)

Return Details

	Term	Description
	#	The sequential line number.
	TIN/ID	Tributor's Tax Identification Number (TIN) and/or National Identification Number
	First Name, Last Name	Tributor's First Name followed by Last Name.
	Address	Address of Tributor
	Cell Phone #	Tributor's Cell Phone number. Do not use characters such as dashes or hyphens or spaces.
	Date of Birth	Tributor's Date of Birth
	Total Income	Total Income earned by Tributor for the period.
	Tax Deducted	Total Tax Deducted for the period.

FIFTH SCHEDULE

reg. 4B

Guyana Revenue Authority

G0008

Premium Tax Summary Declaration

Income Tax Act, Chapter, 81:01

Please read all instructions carefully and consult the guidelines provided at the end of this declaration.
It is a serious offence to make a false Premium Tax Summary Declaration.

Withholder

☐ Amendment

*1 Taxpayer Identification Number

*2 Name

Changed? ☐

Recipient/Withholdee

*3 Name

Client

4 Taxpayer Identification Number

5 Name

Transaction Period

*6 Start Date (Y Y Y Y M M D D)

*7 End Date (Y Y Y Y M M D D)

Gross Payments N8: Lines 9 and 13 should not exceed 10% of lines 8 and 12 respectively

	Foreign Currency ($)	Currency Used	Exchange Rate	Local Currency (G$)
Foreign/Insurance companies which have an established place of business in Guyana (6%)				
*8 Premium				
*9 Commission /re-insurance fee				
*10 Net Premium (line 8 minus line 9)				
*11 Tax Payable				
Foreign/Insurance companies which have not established a place of business in Guyana (10%)				
*12 Premium				
*13 Commission /re-insurance fee				
*14 Net Premium (line 12 minus line 13)				
*15 Tax Payable				
*16 **Total Tax Payable (add lines 11 and 15)**				

Declaration

I, _____ _____, certify that the information given, on this return and any attachment, is true & correct.

First Name Last Name

Signature _____ Title _____ Date (Y Y Y Y M M D D)

(indicate whether proprietor, director, manager, secretary, office holder in club or association duly authorised)

1 of 2

Schedule 1: Insured Assets and their Values

Asset Description	Value (GYD)

Premium Tax - Instructions & Guidelines

When and Where does this return need to be submitted?

1. The due date for this Return is the 15th of each month. Nevertheless, you are encouraged to file as early as possible.
2. This return must be submitted to the Commissioner General, Guyana Revenue Authority at one of GRA's offices or sites or P.O. Box 10406.

How to fill this Return

3. The Return and all required supporting documents must be submitted. All spaces in the form should be completed. Where a line item is not applicable, you should write ***None***, a **-**, or ***0*** if the item is a numeric field. Failure to do so could result in any enquiry and delay in the processing of your return.
4. The Declaration section must be filled out and Return signed.

Explanation of terms

Header

	Term	Description
	Amendment	Tick this box if you are making changes to a Return that was already submitted to the GRA.

Withholder

	Term	Description
	Changed?	If the details for the specific line item has changed recently or is different from what information the GRA has, fill in the correct information in the line item and tick this box.

Recipient/Withholdee

Line No.	Term	Description
3	Name	Full name of the individual or organisation that XXXXXX

Client

Line No.	Term	Description
4	Taxpayer Identification Number	Details of the intermediary party.

5	Name	

Transaction Period

Line No.	Term	Description
6	Start Date	The start date of the period covered by this Return.
7	End Date	The end date of the period covered by this Return.

SIXTH SCHEDULE

reg. 4C

CONFIDENTIAL

G0005

Guyana Revenue Authority

Partnership Return

Income Tax Act, Chapter, 81:01

Year of Assessment

Please read all instructions carefully and consult the guidelines provided at the end of this return.
It is a serious offence to make a false Partnership Return.

☐ Amendment

*1 Taxpayer Identification Number

3 Small Business Certificate #

*2 Registration Number

Organisation Details

Changed? ☐

*4 Registered Name

Changed? ☐

5 Business/Trading Name(s)

Address

Changed?

*6 Business Address Changed? ☐

Line 1

Line 2

P.O. Box

Country

7 Mailing Address (if different from Business Address)

Line 1

Line 2

P.O. Box

Country

Miscellaneous

*8 Accounting Period

From: Y Y Y Y M M To: Y Y Y Y M M

*9 Residency: ☐ Resident ☐ Non-Resident (Specify Country Headquarters in):

Summary

G$

*10 **Chargeable Income** (enter value from line 24)

, , , .

***Declaration**

I, , declare that this is a true and correct Return of the whole of the income from every source whatsoever chargeable under this

First Name Last Name

Ordinance, and the schedules & statements included in the Return are true and correct, and I further declare that I am authorised by to sign the Return on behalf of the said partnership.

Given under my hand this Signature

Y Y Y Y M M D D

Position/Capacity in which Return is made

Indicate whether proprietor, director, manager, secretary, office holder in club or association duly authorised

If absent from the country, state the name and address of the agent in the country:

First Name Last Name Address

State whether the Return is made:

☐ As the Resident Acting Partner for the time being of a Firm

☐ As an Attorney, Agent, Factor, Trustee, Manager, etc. of any person

☐ As Trustee, Executor, Administrator, etc. of an Estate

N.B. - In the case of a firm, the Declaration above must be made by the Resident Acting Partner for the time being, or in the case where none of the Partners is resident in the country, by the Attorney, Manager, Agent, etc., the required Declaration as to the Partnership profits, being made in Share of Income Details section.

1 of 3

Business Activity

*11 Describe your major business activity with as much detail as possible:

12 Specify up to 3 main products or services that you provide and the estimated percentage of revenue they each represent:

%

%

%

Tax Computation to be completed by Taxpayer

Income		**G$**
*13 A	Profits/Losses from the working of Estates or the occupation or cultivation of land of every description	
*14 A	Profits/Losses from any trade, business, profession or vocation - other than working of land, or salary	
*15 C	Dividends, Interest or Discount from sources within Guyana	
*16 C	Dividends, Interest or Discount arising or accruing from any sources out of Guyana	
*17 D	All Charges or annuities arising in Guyana or elsewhere	
*18 E	All Rents, royalties, premiums and other profits arising from property in Guyana or elsewhere	
*19 F	Net Capital Gains deemed income	
*20	**Total Income (excluding Losses) under lines 13 to 19**	

***less* Allowances**

*21	Wear & Tear Allowance	
*22	Trade Losses able to be claimed	
*23	**Total Allowances (add from lines 21 to 22)**	
*24	**Chargeable Income (line 20 minus 23)**	

2 of 3

Share of Income Details

Please use supplementary sheets for additional partners. No. of Continuation Sheets

TIN & Name of Partner (or beneficiary)	Address of Partner (or beneficiary)	Partner Type	Basis of profit distribution (%)	Amount of partner's or beneficiary's share of the income ($)
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		

Total (to agree with the total net profits of the firm or estate or trust as returned above, inclusive of supplementary sheet figures)

Declaration

I, _____ _____, declare that the foregoing particulars are in every respect fully and truly stated according to the best of my judgement and belief.
First Name Last Name

Signature _____

Title _____
(indicate whether Resident Acting Partner for the time being, Executor and Administrative Trustee or the Attorney, Agent, Manager, & c.; in cases where on partner is resident in the Territory.

Date
Y Y Y Y M M D D

N.B. - In the case of persons carrying on business in partnership, the Resident Acting Partner, or the Attorney, Agent or Manager, where no partner is resident in the country, is required to render a joint Return of the full profits of the partnership, although liability to tax attaches only to each of the partners in his/her individual capacity. Each resident partner must therefore render a separate Return of his/her share of the partnership profits and also of any personal income which he/she my possess. The Return of the share of any non-resident partner must be made on his/her behalf by his/her Attorney, Agent, Manager & c. The same applies *mutatis mutandis* to beneficiaries.

3 of 3

CONFIDENTIAL

G0005b

Guyana Revenue Authority

Partnership Return

Income Tax Act, Chapter, 81:01

Supplementary Sheet

Year of Assessment

Taxpayer Identification Number

Share of Income Details

TIN & Name of Partner (or beneficiary)	Address of Partner (or beneficiary)	Partner Type	Basis of profit distribution (%)	Amount of partner's or beneficiary's share of the income ($)
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		
		☐ General ☐ Acting ☐ Special ☐ Salaried		

Sub Total (to be included in the **Total** of the main Partnership Return)

Signature

Continuation Sheet Number

of

Partnership Tax - Instructions & Guidelines

When and Where does this return need to be submitted?

1. The due date for submitting this return is 30th April of each year (or the next business day if the 30th is a holiday). Nevertheless, you are encouraged to file as early as possible.
2. This return must be submitted to the Commissioner General, Guyana Revenue Authority at one of GRA's offices or sites or P.O. Box 10406.

How to fill this Return

3. The Return and all required supporting documents must be submitted. All spaces in the form should be completed. Where a line item is not applicable, you should write ***None***, a **-**, or ***0*** if the item is a numeric field. Failure to do so could result in any enquiry and delay in the processing of your return.
4. The Declaration section must be filled out and Return signed.

Explanation of terms

Header

	Term	Description
	Year of Assessment	Enter the year that follows the calendar year in which income was earned.
	Amendment	Tick this box if you are making changes to a Return that was already submitted to the GRA.

Organisation Details

	Term	Description
	Changed?	If the details for the specific line item has changed recently or is different from what information the GRA has, fill in the correct information in the line item and tick this box.

Miscellaneous

	Term	Description
8	Accounting Period	Enter the start and end dates for the year that the income was earned.
9	Residency	

Tax Computation to be completed by Taxpayer

Line No.	Term	Description

19	Profits/Losses from working of Estates or the Cultivation of land, etc.	Income from the working of estates, etc.
20	Profits/Losses from any Trade, Business, Profession or Vocation	Income from business, profession, etc.

Share of Income Details

Line No.	Term	Description
	Partner Type	General – one who takes part in the daily operations of the partnership and is personally responsible for the liabilities of the partnership Acting – Special – same as limited partner. A partner whose liability for the firm's debts is limited to the amount that partner has invested in the firm. Salaried – one who does not have ownership (not an equity partner) but receives compensation and sometimes bonuses.
	Basis of profit distribution (%)	
	Amount of partner's or beneficiary's share of the income	

Made this 28th day of April, 2022.

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The Hon. Dr. Ashni Singh, M.P.
Senior Minister in the Office of the President with Responsibility for Finance