

SOLE TRADER INCOME TAX RETURN

Income Tax Act 2012, Tax Administration Act 2012

1. Print your TIN in Box 1

1

Tax Identification Number

2. Print your name in full in box 2

Mr Mrs Miss Ms DR

2

3. Print your trading name in box 3 (if different to legal name)

3

4. Do you have an accountant or tax agent? No Go to question 5 Yes

4

Full name and phone number of accountant/tax agent

5. Print your postal address in box 5

5

Street name or PO Box number

Village

6. Print your email address in box 6 (if you don't **have** an email address go to question 7)

6

7. Print your date of birth in box 7

7

Day Month Year

8. Print your daytime phone number in box 8

8

Phone Number

9. Print your main bank account number in box 9

9

(Tick one) ANZ NBS SCB BSP

Income

10. Did you receive any **interest income** that did not already have tax deducted i.e. It was paid to you by someone that was not a bank or financial institution?

No Go to Question 11 Yes Enter the amount of interest in box 10 **Note:** only include interest that has not had any tax deducted

10

\$

Interest income

11. Did you receive any income from a **partnership**? Print the partnership income in box 11

No Go to question 12 Yes

11

\$

Total partnership income

12. Did you receive any income or make a loss from **renting your property**? Print the net profit/loss after deducting allowable expenses in box 12

No Go to question 13 Yes

12

\$

Rents after expenses (put loss in brackets)



Schedule of Business Income and Expenses

Year Ended 31 Dec

Your Name

TIN

Type of business

Income

A \$

Cost of sales (if applicable)

Opening Stock **B** \$

Purchases **C** \$

Closing Stock **D** \$

Add box B and box C and subtract box D. Print the answer in box E.

E \$

Subtract box E from box A. Print the answer in box F.

F \$

Other Income

G \$

Total gross income. Add box F and box G. Print the answer in box

H \$

Expenses

ACC

Advertising

Bad Debts

Communication

Depreciation (if applicable)

Insurance

Office Equipment

Interest

Legal fee

Motor vehicle expense

Power

Rents and Rates

Repairs

Salaries and Wages

Liquor License

Business License

Other expenses not shown above

Total Expenses. Add up all expenses shown above and print the answer in box

I \$

Subtract Box I from Box H and print the answer in box J. Transfer this to box 13 on your sole trader Income Tax return

J \$

Tax Calculation

22. Copy your taxable income from box 18 to box 22.

22 \$

Copy your Salary and Wage income from box 20 to box 22A

22A \$

Add box 22 and box 22A together and print the answer in box 22B

22B \$

If the amount in box 22B is below \$15,000 go straight to question 23 and enter \$0.00 tax to pay in box 23A OR

- If the amount in box 22B is over \$15,000 and less than \$25,000 use column 1 OR
- If the amount in box 22B is over \$25,000 please use column 2.

1

Use this column if box 22B is over \$15000 and less than \$25,000

Print amount from box 22B in A

A

Subtract \$15,000 from A and print answer in B

B

Multiply amount in B by 20% and print answer in C

C

Copy this amount in C to box 23A

2

Use this column if box 22B is over \$25,000

Print amount from box 22B in A

A

Subtract \$25,000 from A and print answer in B

B

Multiply amount in B by 27% and print answer in C

C

Add \$2,000 to amount in C and print answer in D

D

Copy this amount in D to box 23A below

23. Tax on taxable income: Use the following calculations to work out your tax. If the question does not apply to you, then enter a zero in the box.

If box 22B is less than \$15,000 then enter \$0.00 in box 23A or, copy the amount from either box C in column one, or box D from column 2 or 3 to box 23A.

23A \$

Transfer the total capital gains tax from box 19A to box 23B

23B \$

Add box 23A and box 23B together and write the amount in box 23C

23C \$

Transfer the total salary and wage tax paid from box 20A to box 23D

23D \$

Subtract Box 23D from Box 23C and print the answer in box 23E. Note: If box 23D is greater than Box 23C print \$0.00 as salary and wage tax is not refunded.

23E \$

Transfer the total overseas tax paid from box 15A to box 23F

23F \$

Subtract box 23F from box 23E and print answer in box 23G. Note: If box 23F is greater than box 23E, print "0.00" in Box 23G as overseas tax credits cannot be refunded

23G \$

Transfer the total tax withheld from box 14A to box 23H

23H \$

Subtract box 23H from box 23G and print the answer in box 23I. (Show a negative figure in brackets and then enter zero in 23J)

23I \$

Transfer the total tourism investment tax credit you are claiming this year from the available amount in box 21B to box 23J. The amount claimed should be **equal to or less than** the amount of tax payable in box 23I as these tax credits cannot be refunded.

23J \$

Subtract box 23J from box 23I and print answer in 23K.

23K \$

Enter the amount of 2019 provisional tax paid in box 23L

23L \$

Subtract box 23L from box 23K. If 23L is greater than 23K then this is your refund, If box 23L is less than 23K then this is your tax to pay.

23M \$

Refund Tax to pay

2020 Provisional tax

24. Is the amount in Box 23K tax to pay (before you offset the 2019 provisional tax)?

No Go to Question 27 Yes You have 2020 provisional tax to pay go to question 26

25. Is the amount in box 23K more than \$500?

No Your provisional tax is the same amount as shown in 23K and due in one instalment on 31 March. Go to question 27.

Yes Your provisional tax is payable in three instalments with each instalment being one third of the amount in box 23K. Go to question 26.

26. Enter the amounts due for provisional tax in the boxes below. The dates shown are for a standard balance date of 31 December. If you have a different balance date and you don't know your provisional tax due dates, please contact us. If you would like to estimate your 2020 provisional tax to be different to the standard calculated option, please tick the estimate indicator and enter your estimated amounts below. Note there are penalties that will be applied if your estimated amount is less than 80% of your next years residual income tax.

First provisional tax payment due 31 March 2020

26AB \$

Second provisional tax payment due 31 July 2020

26B \$

Third provisional tax payment due 31 October 2020

26C \$

27. Have you ceased business?

No Go to question 28 Yes

Date Ceased

Declaration

28. Read and sign the following

I solemnly declare that the information provided in this form are true and correct; and I understand that any misleading or false information is an offence under the Tax Administration Act 2012

Signature

/ /

Date

There are penalties for not filing a tax return or for filing a false return.

What to do next

- Attach any evidence of tax withheld to your return
- Attach your full financial statements to your return
- Print your name and TIN on all other papers that are attached to your return.
- Send your return to Inland Revenue Services, Box 1877, Apia on or before the 31st of March, unless you have an extension of time or a non-standard balance date approved by the CEO of the Ministry for Revenue
- If you have tax to pay, this is due by the 31st March 2020. You can pay earlier if you want to. If you want to pay now, staple your cheque to the front page of this return. If you think you may have difficulty paying your tax, please call our Collections division on 20411 and they may be able to set up an instalment arrangement to help you pay your tax off.

If you need help with this form:

Visit us at Inland Revenue Services, Development Bank Building, Beach Road, Apia or call us on +685 20411, or +685 21561 or ,
if you are in Salelologa, visit our office there or call +685 51574

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