



Bureau of Revenue and Taxation

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TAX-201

BUSINESS NAME & MAILING ADDRESS

QUARTER	DUE DATE
1 ST JAN 1 – MAR 31	APR 30
2 ND APR 1 – JUN 30	JUL 30
3 RD JUL 1 – SEPT 30	OCT 30
4 TH OCT 1 – DEC 31	JAN 30

FINANCIAL INSTITUTION QUARTERLY TAX RETURN

(PLEASE TYPE OR PRINT CLEARLY)

ID	PERIOD: TO	DUE DATE
GROSS REVENUE	1	
TOTAL EXPENSES: (THIS PERIOD ONLY)	2	
NET INCOME: (TAXABLE INCOME; BOX 1 – BOX 2)	3	
TAX DUE: (BOX 3 × 4%)	4	
NUMBER OF DAYS LAPSED AFTER DUE DATE	5	
PENALTY: (Box 4 × 10% × Box 5 ÷ 30)	6	
INTEREST: (Box 4 × 3% × Box 5 ÷ 30)	7	
TOTAL DUE AND PAYABLE: (Box 4 + Box 6 + Box 7)	8	

DECLARATION:

I HEREBY DECLARE UNDER THE PENALTY OF PERJURY, THAT ALL OF THE ABOVE INFORMATION IS TRUE AND CORRECT. I UNDERSTAND THAT PENALTY FOR SUBMITTING FRAUDULENT INFORMATION ON THIS FORM IS IMPRISONMENT OF UP TO 3 YEARS AND FINE OF UP TO \$10,000 IN ADDITION TO ASSESSMENT OF CIVIL PENALTY OF UP TO 50% OF TAX OWED.

PRINT NAME	SIGNATURE	DATE
STATUS (CHECK APPROPRIATE BOX): <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partner <input type="checkbox"/> Director <input type="checkbox"/> Duly Authorized Person		

FOR OFFICIAL USE ONLY		
Date Filed	Received & Verified By	Transmittal #

Instructions

This tax form, named as Tax Form Two O One, written as Tax-201 and titled as FINANCIAL INSTITUTION QUARTERLY TAX RETURN, will be used by financial institutions to file and indicate their net income and its taxable amount.

1. *Indicate in the provided box titled [BUSINESS NAME & MAILING ADDRESS], the exact name and mailing address that was provided to the Bureau during the registration.*
2. *ID: Indicate the TIN/Business ID that was provided by the Bureau to the financial institution here.*
3. *PERIOD; TO: Indicate the appropriate start date period to end date period, notated as month/day/year. There are four distinct periods (Quarters) that cover the required filing date periods and they are shown in the front page of this Tax-201 form.*
4. *DUE DATES: Financial institutions are given a grace period of **30 days** after each Quarter end, to file this Tax-201 form; the 30th day is considered the due date. Shown along in the front page beside the Quarters are their respective DUE DATES.*
5. *GROSS REVENUE: Indicate the [total sums of all receipts] in cash value earned in this period.*
6. *TOTAL EXPENSES: Indicate the total **allowable** expenses of the financial institution incurred in this period.*

Allowable Expenses:

- a. *Salaries, bonuses or other compensation for personal services paid to citizen employees who are residents of the Republic.*
 - b. *Interest or discount paid.*
 - c. *Rents paid.*
 - d. *Ordinary operating expenses such as supplies, utility services, insurance premiums, other than for life insurance provided that any deductible insurance expenses shall be allowable only to the extent that such a premium is applicable to the tax period against which it is claimed.*
 - e. *Loans or obligations charged off the books of the bank as losses unless charged against reserves then in existence.*
 - f. *Losses other than loan losses, such as those occasioned by fire or other casualty, theft, embezzlement, and the like, but only to the extent not covered by insurance proceeds collected.*
 - g. *Transfer from earnings to reserve for bad debts or other contingencies provided for.*
 - h. *Miscellaneous direct expenses such as legal, advertising, auditing, and the like.*
 - i. *Loss on property sold and depreciation on property owned.*
7. *NET INCOME: Subtract total expenses from gross revenue and indicate here.*
 8. *TAX DUE: Indicate four percent (4%) of the total amount (net income) subject to tax.*
 9. *NUMBER OF DAYS LAPSED AFTER DUE DATE: Indicate the total amount of days **lapsed** after due date.*
 10. *PENALTY: Indicate ten percent (10%) of tax due, multiplied with number of days lapsed, divided by thirty (30).*
 11. *INTEREST: Indicate three percent (3%) of tax due, multiplied with number of days lapsed, divided by thirty (30).*
 12. *TOTAL DUE AND PAYABLE: Indicate the sum of tax due, penalty, and interest.*
 13. *DECLARATION section: After reading the declaration, print name, sign and date for person filing this tax form. Check mark appropriate status for person filing. If 'Duly Authorized Person' is checked, then must provide a copy of authorization for every instance an authorization is given.*