



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO

Ministry of Finance and the Economy, Inland Revenue Division

CORPORATION TAX RETURN



V1-13500CTRP01

FOR COMPANIES OTHER THAN INSURANCE AND PETROLEUM COMPANIES
Approved by the Board of Inland Revenue under Section 76 of the Income Tax Act, Chap. 75:01, as applied by Section 19 of the Corporation Tax Act, Chap. 75:02

2013 FORM 500 CTR

REGISTRATION INFORMATION CHANGE

Change of company information checkbox

IDENTIFICATION SECTION

PLEASE PRINT IN BLOCK LETTERS NAME AND ADDRESS OF COMPANY IF DIFFERENT FROM ABOVE. USE BLACK INK ONLY.

NAME OF COMPANY

Text box for company name

BIR File No.

Text box for BIR File No.

NAME OF COMPANY (CONT'D)

Text box for company name continuation

VAT Registration No.

Text box for VAT Registration No.

ADDRESS OF COMPANY (STREET NO. AND NAME)

Text box for company address

No. of Employees

Text box for number of employees

CITY OR TOWN

Text box for city or town

Telephone No.

Text box for telephone number

COUNTRY

Text box for country

Telephone No.

Text box for telephone number

EMAIL ADDRESS

Text box for email address

Fax No.

Text box for fax number

ADDRESS OF REGISTERED OFFICE (STREET NO. AND NAME)

Text box for registered office address

Telephone No. of Managing Director

Text box for managing director telephone number

CITY OR TOWN

Text box for city or town

COUNTRY

Accounting Period

Text box for accounting period

MAILING ADDRESS IF DIFFERENT FROM ABOVE (STREET NO. AND NAME)

Text box for mailing address

From

DDMMYYYY

Text box for start date

CITY OR TOWN

Text box for city or town

COUNTRY

To

Text box for end date

NATURE OF BUSINESS OR PRINCIPAL ACTIVITY

Text box for nature of business

Registration No.

Text box for registration number

COUNTRY OF INCORPORATION

Text box for country of incorporation

Date of Incorporation

Text box for date of incorporation

Tick the Appropriate Box (See Instruction No. 6)

- Approved Small Company, Branch of Non-Resident Company, Approved Agricultural Holdings, SME Listed Company, Regional Development Company, Investment Company, Close Company, Approved Activity Company, Non-Resident Company, Charitable Organization



COMPUTATION OF CORPORATION TAX/BUSINESS LEVY DUE AND PAID

RELIEFS

To Nearest Dollar, Omit Cents/Commas

1	Gross Receipts/Sales (Schedule A, Page 3, Line 1)	1	
2	Chargeable Profits (Schedule A, Page 3, Line 38)	2	
3	Corporation Tax Calculated <input type="checkbox"/> 10% <input type="checkbox"/> 25% <input type="checkbox"/> 35% of Line 2. (Tick the Appropriate Box)	3	
4	Double Tax Relief (Schedule R)	4	
5	Relief under Section 16A	5	
6	Venture Tax Credit (Schedule S)	6	
7	Total Reliefs (Sum of Lines 4 to 6)	7	
8	Corporation Tax Liability (Line 3 minus 7)	8	
9	Business Levy Liability (Schedule V, Column 3)	9	
10	(a) If Line 8 is greater than Line 9 – Enter Corporation Tax Liability	10(a)	
	(b) If Line 8 is equal to or less than Line 9 – Enter Business Levy Liability	(b)	

PAYABLE/REFUND

11	Corporation Tax Paid (Schedule W)	11	
12	Business Levy Paid (Schedule W)	12	
13	TOTAL (Lines 11 plus 12)	13	
14	If Line 10(a) or 10(b) is greater than Line 13 – (a) Enter Corporation Tax Payable	14(a)	
	(b) Enter Business Levy Liability Payable	(b)	
15	If Line 10(a) or 10(b) is less than Line 13 – (a) Enter Corporation Tax Refund	15(a)	
	(b) Enter Business Levy Refund	(b)	

GENERAL DECLARATION

IT IS AN OFFENCE PUNISHABLE BY FINE AND/OR IMPRISONMENT TO MAKE A FALSE RETURN

PLEASE SIGN GENERAL DECLARATION

I, _____ declare that this is a true and correct Return of the whole of the
(BLOCK LETTERS)

income or profits of
from every source whatsoever chargeable under the Corporation tax Act, Chap. 75:02 and that the Schedules and Statements included in this Return are true and correct, and I further declare that I am authorized by the said Company to sign this Return on its behalf.

Given under my hand this _____ day of _____, 2014.

.....
Signature of Director, or Authorized Agent

FOR OFFICIAL USE ONLY	
Best of Judgement (BOJ) <input type="checkbox"/>	Place Date Received Stamp Here



BIR Number

[Empty box for BIR Number]

SCHEDULE A
PROFIT & LOSS
COMPUTATION OF NET PROFIT OR LOSS
(See Instruction No.13)

\$

To Nearest Dollar, Omit Cents/Commas

Table with 39 rows for Income and Deductions, including items like Gross Receipts, Cost of Sales, Gross Profits, Total Income, and various Deductions (Salaries, Repairs, etc.). Each row has a corresponding input box on the right.



BIR Number

[Empty box for BIR Number]

SCHEDULE B
COMPUTATION OF BRANCH PROFITS REMITTED OR DEEMED TO BE REMITTED
For Non-Resident Companies only - (See Instruction No.14)

To Nearest Dollar, Omit Cents/Commas

Chargeable Profits	\$	[Empty box]
Deduct Corporation Tax (35%, 25% or 10% of Chargeable Profits)	...					\$	[Empty box]
Profits Reinvested (Attach Statement)	\$	[Empty box]
Profits subject to Withholding Tax	\$	[Empty box]
Withholding Tax Calculated	\$	[Empty box]
Withholding Tax Paid	\$	[Empty box]
Date Paid	Receipt Number				
Balance Payable	\$	[Empty box]

SCHEDULE C
RECONCILIATION OF CHARGEABLE PROFITS WITH BALANCE OF PROFIT AND LOSS ACCOUNT
(See Instruction No.15)

Net Profit/Loss as per Profit and Loss Account	\$
Add Expenses not Allowable:								
(1) Depreciation						\$
(2) Entertainment (25%)						\$
(3) Donations						\$
(4)						\$
(5)						\$
(6)						\$
Deduct Allowable Expenses/Deductions not Charged and Exempt Income included in Accounts:								
(1) Wear & Tear						\$
(2)						\$
(3)						\$
(4)						\$
(5)						\$
(6)						\$
Chargeable Profits as on Page 2, Line 2	\$



V1-13500CTRP05

2013

BIR Number

[Empty box for BIR Number]

SCHEDULE D
COST OF SALES OR OPERATIONS
(See Instruction No. 16)

To Nearest Dollar, Omit Cents/Commas

	\$
1. Stock at beginning of year
2. Purchases of Goods for Sale or Manufacture
3. Direct Salaries and Wages
4. Other Direct Costs per Accounts
5. Sum of Lines 1 to 4
6. Stock at end of year
7. Cost of Sales or Operations (Line 5 less Line 6) (Enter amount on Page 3, Schedule A, Line 2)

SCHEDULE E
TAX EXEMPT INCOME
(See Instruction No. 17)

	\$
1. Interest (Attach Schedule)
2. Dividends (Excluding Preference Dividends) and other Distributions from Resident Companies
3. Preference Dividends – Enter receipts of Preference Dividends paid out of Tax Exempt Profits where such Dividends are exempt under Specific Enactments
4. Profits exempt under the Fiscal Incentives Act (Attach Schedule)
5. Approved Commercial Farming
6. Interest on loans to Approved Small Companies/Approved Commercial Farming
7. Other Tax Exempt Income
TOTAL (Enter Amount on Page 3, Schedule A, Line 12)



V1-13500TRP06

2013

BIR Number []

SCHEDULE F
REMUNERATION OF DIRECTORS (CLOSE COMPANIES ONLY)
(See Instruction No. 18)

To Nearest Dollar, Omit Cents/Commas

Name of Director	Director's BIR Number	Time devoted to business (Part Time/ Whole Time)	State if Director is a Full-time Employee of Company	Share Capital owned by Director and Associates	Ordinary Share Capital owned by Director and Associates	Director's Fee	Other Remuneration	Total Remuneration allowed as deduction
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
				\$	%	\$	\$	\$

SCHEDULE G
DIVIDENDS AND OTHER DISTRIBUTIONS PAID OR CREDITED TO NON-RESIDENT SHAREHOLDERS
(See Instruction No. 19)

To Nearest Dollar, Omit Cents/Commas

Name of Shareholder (Surname First)	Country of Residence	Number of Shares	Class of Shares	Gross Dividends or Other Distributions	Rate of Withholding Tax	Date Paid	Withholding Tax deducted and Paid
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
				\$			\$



V1-13500CTRP07

2013

BIR Number

SCHEDULE H

LIST OF SHAREHOLDING

[See Instruction No. 30(3)]

To Nearest Dollar, Omit Cents/Commas

Name of Shareholder	Number of Voting Shares held at 31/12 in the year in which losses were incurred	Number of Shares held in the year in which change of Shareholding was made
	Year 1 31/12/	

In respect of each Year of Income in which an unrelieved loss was incurred, the Company should submit a listing of its shareholders and their respective Shareholdings as at the last day of the Year of Income involved. It may be convenient to use the format shown above.

An analysis showing the Years of Income in which the unrelieved loss was incurred and the loss incurred in each respective year should also be prepared.

YEAR	LOSSES TO BE CARRIED FORWARD	YEAR	LOSSES TO BE CARRIED FORWARD
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>



VI-13500CTRP08

2013

BIR Number

[Empty box for BIR Number]

SCHEDULE I

GROSS PAYMENTS AND DISTRIBUTIONS (TT\$ ONLY)

(See Instruction No. 20)

To Nearest Dollar, Omit Cents/Commas

Item of Payment (1)	Total Payments (2) \$	Payments to Residents (3) \$	Payments to Non-Residents (4) \$	Amount of Withholding Tax deducted and paid to the Board of Inland Revenue (5) \$	Receipt No. and Date (6)
1. Interest on debt, mortgage or security ...	[]	[]	[]	[]
2. Rentals	[]	[]	[]	[]
3. Royalties
4. Management Charges	[]	[]	[]	[]
5. Charges for Personal Services and Technical and Managerial Skills
6. Premiums (other than premiums paid to Insurance Companies and Contributions to Pension Funds and Schemes)
7. Commissions, Fees and Licences
8. Discounts
9. Covenanted Donations	[]	[]	[]	[]
10. Subtotal of Lines 1 to 9 – Transfer amount to Page 3, Schedule A, Line 19
11. Preference Dividends paid – Transfer amount to Page 3, Schedule A, Line 23 (Shares issued before 31/1/66)
12. Ordinary Dividends
13. Other Distributions
14. Total Payments and Distributions ...	[]	[]	[]	[]

Note: Details of Payments are to be entered in Schedule J, as applicable.

SCHEDULE J

GROSS PAYMENTS AND DISTRIBUTIONS – DETAILS OF PAYEES

(See Instruction No. 20)

Type of Payment (1)	Name of Payee (2)	Address of Payee (3)	Amount Paid (4) (\$)	Address of Rental Property (5)	B.I.R. Registration Number of Covenant (6)



VI-13500CTRP09

2013

BIR Number

[Empty box for BIR Number]

SCHEDULE K

PRODUCTION COMPANY ALLOWANCE

(See Instruction No. 21)

Category of Expenses (1)	Actual Expenditure (2) \$	Allowance [150% of Column (2)] (3) \$
TOTAL of Column (3) Limited to \$3,000,000		

Enter Total of Column (3) on Page 3, Schedule A, Line 29

SCHEDULE L

ART AND CULTURE, SPORTSMEN, SPORTING ACTIVITY, AUDIO, VISUAL OR VIDEO PRODUCTION, FASHION INDUSTRY ALLOWANCE

(See Instruction No. 22)

Category of Sponsorship (1)	Actual Expenses Incurred (2) \$	[150% of Column (2)] (3) \$	Allowance Claimed Greater of Columns (2 and 3) (4) \$
Art and Culture			
Sportsmen/Sporting Activities			
Audio Visual/Video Production			
Fashion Industry			
TOTAL of Column (4) Limited to \$3,000,000			

Enter Total of Column (4) on Page 3, Schedule A, Line 31

SCHEDULE M

DETAILS OF PROMOTIONAL EXPENSES INCURRED

(See Instruction No. 13(f))

To Nearest Dollar, Omit Cents/Commas

CATEGORY OF EXPENSES	AMOUNT \$
(a) Advertising in foreign markets	
(b) Providing promotional literature for overseas distribution	
(c) The participation in trade fairs, trade missions and similar promotional activities	
(d) Overseas travel for the purposes of conducting promotional activities	
(e) Providing free samples and technical information on products	
(f) Inviting buyers to Trinidad and Tobago	
(g) The recruitment of specialist sales personnel, operating in foreign markets for a maximum of two years	
(h) Conducting foreign market surveys	
TOTAL	
Calculate 150% of amount expended. (Enter on Page 3, Schedule A, Line 28)	



V1-13500CTRP10

2013

BIR Number

SCHEDULE N
EXPENDITURE ON CONSTRUCTION OR SETTING UP OF CHILD CARE OR HOMEWORK FACILITY
 (See Instruction No. 23)

To Nearest Dollar, Omit Cents/Commas

Location of Facility (1)	Completion Date (2)	Expenditure Incurred (3)	Deduction Claimed (not exceeding \$500,000 each) (4)	Expenditure over \$500,000 Column (3) – (4) (5)

Enter total of Column (4) up to a maximum amount of \$3,000,000 on Page 3 Schedule A, Line 24
 Enter total of Column (5) in Schedule O, Line 4

SCHEDULE O
INITIAL AND WEAR AND TEAR ALLOWANCES
 (See Instruction No. 24)

To Nearest Dollar, Omit Cents/Commas

	CLASS A (2)	CLASS B (3)	CLASS C (4)	CLASS D (5)	OTHER CLASS (6)	TOTAL ALLOWANCES (7)
1. Wear and Tear Rate	10%	25%	33.3%	40%		
	\$	\$	\$	\$	\$	\$
2. Written Down Value of Plant and Machinery at beginning of Accounting Period						
3. Written Down Value of buildings at beginning of Accounting Period						
4. Additions						
5. Subtotal [Lines (2) to (4)]						
6. Initial Allowance						
7. Subtotal [Line (5) minus Line (6)]						
8. Disposal Proceeds						
9. Subtotal [Line (7) minus Line (8). If Line (8) is greater than Line (7) Enter "0"]						
10. Wear and Tear [Line (1) x Line (9) plus Line (6)]						
11. Written Down Value at end of Accounting Period [Line (9) minus Line (10)]						

SUMMARY OF ALLOWANCES

To Nearest Dollar, Omit Cents/Commas

(a) Initial Allowance [Line 6, Column (7)]				
(b) Less amount relating to non-qualifying use				
(c) Initial Allowance claimed [(a) – (b)]				
(Enter on Page 3, Schedule A, Line 25)							
(d) Wear and Tear Allowance [Line 10, Column (7)]				
(e) Less amount relating to non-qualifying use or time				
(f) Wear and Tear Allowance claimed [(d) – (e)]				
(Enter on Page 3, Schedule A, Line 26)							

SCHEDULE P
BALANCING ALLOWANCES AND CHARGES
 (See Instruction No. 25)

To Nearest Dollar, Omit Cents/Commas

	Written Down Value Prior to Disposal (2) \$	Disposal Proceeds (3) \$	Balancing Charge [where Column (3) is greater than Column (2) Column (3) minus Column (2)] (4) \$	*Balancing Allowance [where Column (2) is greater than Column (3) Column (2) minus Column (3)] (5) \$
Class A				
Class B				
Class C				
Class D				
Other Class				
Total				

*Balancing Allowance is granted only where there is no asset remaining in the Class.
 Enter Total Balancing Charge on Page 3, Schedule A, Line 8
 Enter Total Balancing Allowance on Page 3, Schedule A, Line 27



VI-13500CTRP11

2013

BIR Number

[Empty box for BIR Number]

SCHEDULE Q

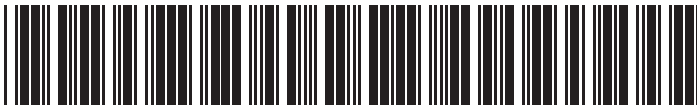
BALANCING SHEET

(See Instruction No.26)

BALANCING SHEET AS AT

To Nearest Dollar, Omit Cents/Commas

ASSETS	END OF INCOME YEAR		BEGINNING OF INCOME YEAR	
	(a)Amount \$	(b)Total \$	(c)Amount \$	(d)Total \$
1. Cash on hand and in bank				
2. Accounts receivable and prepayments				
<i>Less:</i> Allowance for Bad Debts				
3. Inventories				
4. (a) Amounts due from Directors ...				
(b) Amounts due from Related Companies				
5. Other Current Assets				
6. Investments – (Submit Schedule) ...				
7. Assets subject to depreciation ...				
<i>Less:</i> Accumulated depreciation ...				
8. Other Assets – (Submit Schedule) ...				
9. TOTAL ASSETS				
LIABILITY AND EQUITY				
10. Accounts payable and accruals ...				
11. Bank Overdraft				
12. (a) Amounts due to Directors ...				
(b) Amounts due to Related Companies				
13. Current portion of long-term debts ...				
14. Other Current Liabilities				
15. Long-term debt				
16. Other Liabilities – (Submit Schedule)				
17. Share Capital				
(a) Preference Shares				
(b) Ordinary Shares				
18. Capital Reserves				
19. Revenue Reserves				
20. Profit and Loss Balance				
21. TOTAL LIABILITIES AND EQUITY				



BIR Number

[Empty box for BIR Number]

SCHEDULE R

DOUBLE TAX RELIEF

(See Instruction No. 27)

To Nearest Dollar, Omit Cents/Commas

Name of Company or Person from whom income is received (group according to Country) (1)	Type of Income (Dividends, Interest, Royalties, Rent, etc.) (2)	% of the Issued Shares or Voting Stock of the Paying Company owned by the Receiving Company, where applicable. (3) %	Gross Income before Deduction of Tax in Foreign Country (4) \$	Tax paid in Foreign Country (5) \$	Rate of Tax in Foreign Country (6) \$	Double Tax Relief Claimed (7) \$
Enter Total of Column (7) on Page 2, Line 4						

SCHEDULE S

VENTURE CAPITAL TAX CREDIT

(See Instruction No. 28)

To Nearest Dollar, Omit Cents/Commas

Venture Capital Company in which investment is held (1)	Amount of Investment (2) \$	Rate of tax in year of Investment (3) %	Venture Capital Tax Credit Col.(2) x Col.(3) (4) \$	Credit brought forward (5) \$	Credit Claimed (6) \$	Credit to be carried forward Col. (4) + Col. (5) – Col. (6) (7) \$
Enter Total of Col. (6) on Page 2, Line 6						



V1-13500CTRP13

2013

BIR Number

[Empty box for BIR Number]

SCHEDULE T

GROUP RELIEF
(See Instruction No. 29)

Name of Surrendering Company and B.I.R. File Number	Accounting Period for which relief is claimed by Surrendering Company	Trading Loss surrendered [Enter on page 13, Schedule U, Col. (5) of Surrendering Company's return]

Name of Claimant Company and B.I.R. File Number	Accounting Period for which relief is claimed by Claimant Company	Chargeable profits of Claimant Company utilized by group relief (Enter on Page 3, Schedule A, Line 38 Of Claimant Company's return)

SCHEDULE U

COMPUTATION OF LOSS RELIEF
(See Instruction No. 30)

To Nearest Dollar, Omit Cents/Commas

Category of Profits/Losses	Brought forward Losses	Current Year Losses, if any	Available Loss to be set off	Current Year's Net Profits/Income	Amount of Losses set off	Net Profits/ Income after Losses set off	Losses Carried forward if any
	(1) \$	(2) \$	(3) \$	(4) \$	(5) \$	(6) \$	(7) \$
(a) Farming							
(b) Operation of Mines ...							
(c) Trade or Business							
(d) Hotel Operations							
(e) Pioneer/Fiscal Incentives ...							
(f) Interest							
(g) Rentals/Royalties							
(h) Short-Term Capital Gains ...							
(i) Other							
TOTALS							

Enter Total Column (5) on Page 3, Schedule A, Line 36

Was there a change in Shareholding?

Yes

No

If Yes, complete Schedule H



VI-13500CTRP14

2013

BIR Number

[Empty box for BIR Number]

SCHEDULE V

STATEMENT OF BUSINESS LEVY LIABILITY AND COMPUTATION OF INTEREST ON SHORT PAYMENTS

(See Instruction No. 31)

Date of Incorporation of Business [Empty box] (dd mm yyyy)

Table with 4 columns: Quarters (1), Actual Gross Sales/Receipts for 2013 (2), Business Levy Liability [0.2% of Column (2)] (3), Tax Offset [Limited to amount in Column (3)] (4). Rows include Jan. to Mar., April to June, July to Sept., Oct. to Dec., and TOTAL.

Table with 6 columns: Quarters, Business Levy Paid (5), Compute 90% of Col (3) (6), *Compute 10% of Col (3) for the previous quarter (7), Minimum Payment Due Col (6) + Col (7) (8), Short Payments Col (8) minus Col (4) + Col (5) (9). Rows include Jan. to Mar., April to June, July to Sept., Oct. to Dec., and TOTAL.

NOTE: Interest must be calculated at 20 percent per annum from the date following the end of the quarter when the Business Levy Liability became due to 30th April, 2014 or to the date of payment whichever is the earlier.

* For the 2nd, 3rd and 4th quarters, compute 10% of Column (3) of the previous quarter and insert it in this column. For example: compute 10% of the 1st quarter (January to March) and insert the amount in this column against the 2nd quarter (April to June).



VI-13500CTRP15

2013

BIR Number

SCHEDULE W

INSTALLMENTS PAID IN RESPECT OF CORPORATION TAX, BUSINESS / AND GREEN FUND LEVY FOR THE YEAR OF INCOME 2013 (See Instruction No. 32)

To Nearest Dollar, Omit Cents/Commas

CORPORATION TAX				BUSINESS LEVY			GREEN FUND LEVY		
(1) \$				(2) \$			(3) \$		
Quarters	Date Paid	Receipt No.	Amount \$	Date Paid	Receipt No.	Amount \$	Date Paid	Receipt No.	Amount \$
Jan. to Mar.									
April to June									
July to Sept.									
Oct. to Dec.									
Other Payments in respect of 2013 Liability									
Total Instalments paid (Enter amount on Page 2, Line 11)				TOTAL (Enter amount on Page 2, Line 12)			TOTAL ...		



VI-13500CTRP16

2013

BIR Number

SCHEDULE X

STATEMENT OF GREEN FUND LEVY LIABILITY AND COMPUTATION OF INTEREST ON SHORT PAYMENTS (See Instruction No. 33)

To Nearest Dollar, Omit Cents/Commas

Table with 3 columns: Quarters (1), Actual Gross Sales/Receipts for 2013 (Jan. to Dec.) (2), Green Fund Levy Liability [0.1% of Column (2)] (3). Rows include Jan. to Mar., April to June, July to Sept., Oct. to Dec., and TOTAL.

Table with 6 columns: Quarters, Green Fund Levy Paid (4), Compute 90% of Col (3) (5), *Compute 10% of Col (3) for the previous quarter (6), Minimum Payment Due Col (5) + (6) (7), Short Payments Col (7) minus Col (4) (8). Rows include Jan. to Mar., April to June, July to Sept., Oct. to Dec., and TOTAL.

NOTE: Interest must be calculated at 20 percent per annum from the date following the end of the quarter when the Green Fund Levy Liability became due to 30th April, 2014 or to the date of payment whichever is the earlier.

* For the 2nd, 3rd and 4th quarters, compute 10% of Column (3) of the previous quarter and insert it in this column. For example: compute 10% of the 1st quarter (January to March) and insert the amount in this column against the 2nd quarter (April to June).

TOTAL GREEN FUND LEVY LIABILITY

If Column (3) is greater than Column (4), enter Green Fund Levy Payable

If Column (3) is less than Column (4), enter Green Fund Levy Refund