



# TAX DEADLINE



**JANUARY 15, 2025**

## REGISTRATION (Manual or Online thru ORUS)

- Permanently Bound Loose-Leaf Books of Accounts/Invoices and Other Accounting Records. Calendar Year ending December 31, 2024

## SUBMISSION

- Notarized Income Payee's Sworn Declaration of Gross Sales with required attachments of Individuals to the Payor or Withholding Agent. Calendar Year 2025
- List of Medical Practitioners. For the Quarter ending December 31, 2024
- Quarterly List (with Monthly Breakdown) of Contractors of Gov't. Contracts entered into by the Provinces/Cities/Municipalities/Barangays. For the Quarter ending December 31, 2024
- Copy of Quarterly Updates of Assessment Roll (List of Existing Tax Declaration of Real Properties) from LGUs thru its Local Treasurer. For the Quarter ending December 31, 2024
- Quarterly Inventory of Machines Sold. For the Quarter ending December 31, 2024
- Monthly Summary Report/Schedule of Transferred Titled/Untitled Real Properties by City or Municipal Assessors, RDs & LRAs. Month of December 2024
- Summary List of Blank OCTs/TCTs/CCTs issued to all RDs. Month of December 2024

## e-FILING & e-PAYMENT

- BIR Form 1702 – RT/EX/MX. Fiscal Year ending September 30, 2024



(02) 8538-3200



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