



**Employer's Annual Wages Tax Withholding
Information Form**

**TLRS Form No
TLRS-WR1**

**Lodgment due by
15 March 2008**

Payment if there has been a shortfall is due by 15 March 2008

Instructions on how to complete this form may be found on page 8

Total Gross Wages Paid		
Total Gross Amount of Wages Paid during 2007 tax year	05	

WAGES TAX RECONCILIATION		
Total amount of wages tax payments made to the TLRS in respect of the 2007 tax year.	10	
Total amount of wages tax deducted from your employees wages in respect of the 2007 tax year.	20	
Difference (if line 20 exceeds line 10, this is a shortfall).	30	

If the amount that you have at line 10 is not the same as the amount at line 20, refer to instructions on page 8 about what to do.

EMPLOYEE INFORMATION	
Total number of paid employees employed as at 31 December 2007.	

TAXPAYER NAME:	TIN:	
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EMPLOYERS DECLARATION:

I, (full name) declare that the information that I have provided on this form is true, complete and correct.

Signature:

Telephone Number: Date: ___ ___ / ___ ___ / ___ ___ ___ ___

Timor Leste Revenue Service

Payment Slip – Wages income tax shortfall payment for the year ended 31 December 2007

Amount Paid \$ _____

TIN:

Bank Account Number: 286442.10.001

GENERAL INSTRUCTIONS FOR COMPLETING YOUR ANNUAL WAGES INFORMATION FORM

This form must be completed if you paid wages to any of your employees for all or part of the year. The form must generally be completed at the end of the financial year and after any deductions for the last payment period have been paid. This form, together with any payment, is due on 15th March following the end of the previous year. If this day falls on a weekend or a public holiday, the form and payment are due on the next business day.

If you have a shortfall payment to make you must make this payment at the same time that you make your annual income tax payment.

Total Gross Wages Paid: Enter the total amount of wages paid to all employees during the 2007 year.

Wages Tax Reconciliation:

- **At line 10** enter the total amount of Wages Tax you paid to the TLRS during the 2007 year.
- **At line 20** enter the total amount of Wages Tax you deducted from employees' wages during the year.
- **At line 30** enter the difference between **Line 10** and **Line 20**. If Line 20 is greater than Line 10 you have a shortfall and must pay the amount using the payment slip on page 7. If Line 20 is less than Line 10 you have an overpayment and should seek advice at the Dili District Office.

Employee Information: Enter the number of employees you had employed as at 31 December 2007. This includes both those employees who were subject to wages tax and those who were not.

Taxpayer Name: Enter the Registered Taxpayer name and TIN number here.

Employers Declaration: Enter you name, signature and the date.

Payment Slip: If you have a payment to make complete this section and present with payment at a branch of the BNU.