

PAG IPRINT AY SIZE: A4 ONLY!  
PLEASE HANDWRITTEN ONLY MAKE  
A TOTAL OF 3 COPIES OF THIS  
1 WITH NOTARY/2 DOC STAMPS  
2 WITHOUT DOC STAMPS/NOTARY

ANNEX "B-2"

	Please indicate AGENT CODE
SLOCPI	
SLFPI	
SLAMC	

SKIP THIS  
SINCE  
BAGO LANG  
NAMAN PO  
KAYO OR  
LEAVE IT  
BLANK

INCOME PAYEE’S SWORN DECLARATION OF GROSS RECEIPTS/SALES  
(For Self-Employed and/or Engaged in the Practice of Profession with Lone Income Payor)

I, \_\_\_\_\_, \_\_\_\_\_, of legal age, single/ married to  
\_\_\_\_\_  
\_\_\_\_\_ permanently residing at \_\_\_\_\_  
\_\_\_\_\_ with  
\_\_\_\_\_ (Address)  
Taxpayer Identification Number (TIN) \_\_\_\_\_, after having been duly sworn in accordance with law  
hereby depose and state:

1. That I derived my \_\_\_\_\_ income only from \_\_\_\_\_  
(business/professional) (Name of Lone Payor)  
with Taxpayer Identification Number \_\_\_\_\_ and business address at \_\_\_\_\_  
\_\_\_\_\_;

2. That for the current year \_\_\_\_\_, my gross receipts will not exceed Two Hundred Fifty Thousand Pesos (₱250,000.00) and  
that I am registered as a non-VAT taxpayer; that whatever is the amount of income received, I will comply with the requirement  
to file my Income Tax Return on the prescribed due date. For this purpose, I opt to avail of either one of the following:

☐ Graduated Income Tax Rates under Section 24(A)(2)(a) of the Tax Code, as amended, based on the taxable  
income. With this selection, I acknowledge that I am subject to 0% income tax, thus, not subject to creditable  
withholding tax; subject to percentage tax, if applicable, and will file the required percentage tax returns or  
subject to withholding percentage tax, in case of government money payments.

CHECK THIS >>> ☐ Eight Percent (8%) income tax rate under Section 24(A)(2)(b) of the Tax Code, as amended, based on gross  
receipts/sales and other non-operating income - with this selection, I understand that this is in lieu of the  
graduated income tax rates and the Percentage Tax under Section 116 of the Tax Code, as amended; thus,  
no withholding tax shall be made;

3. That based on my selection above, if my gross sales/receipts and other non-operating income exceeds ₱250,000.00 but not over  
₱3,000,000.00, my afore-stated lone income payor shall automatically withhold the prescribed rate of withholding tax:

- a. In case of Graduated Income Tax Rates, I acknowledge that aside from income tax, I am subject to business  
tax (Percentage Tax, if applicable) and creditable withholding of income in excess of P250,000.00, and  
business tax withholding, if any, are applicable on the entire income payment; OR
- b. In case of Eight Percent (8%) income tax rate, I acknowledge that I am only subject to income tax and thus,  
to the creditable withholding income tax in excess of P250,000.00;

4. That I duly execute this **SWORN DECLARATION** in compliance with the requirement prescribed under Section 2 of  
Revenue Regulations No. \_\_\_\_\_;

5. That I declare, under the penalties of perjury, that this declaration has been made in good faith, and to the best of my knowledge  
and belief to be true and correct.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_, Philippines

FILL UP THIS  
Signature over Printed Name of Individual Taxpayer

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ in \_\_\_\_\_.  
Applicant exhibited to me his/her \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_.  
(Government Issued ID and No.)

NOTARY PUBLIC

Doc. No.: \_\_\_\_\_  
Page No.: \_\_\_\_\_  
Book No.: \_\_\_\_\_  
Series of \_\_\_\_\_



2 DOC STAMPS HERE NEEDED AND NOTARIZED

(To be filled-out by the withholding agent/lone payor)

Date Received: \_\_\_\_\_  
(MM-DD-YYYY-00001)

Received by:

Signature over Printed Name of the Withholding Agent/Payor or Authorized Officer

Designation/Position of Authorized Officer

Name of Withholding Agent/Lone Payor

HANDWRITTEN

ANOTHER EXAMPLE

ANNEX "B-2"

	Please indicate AGENT CODE
SLOCPI	[ ADVISOR'S CODE ]
SLFPI	
SLAMC	

INCOME PAYEE'S SWORN DECLARATION OF GROSS RECEIPTS/SALES  
(For Self-Employed and/or Engaged in the Practice of Profession with Lone Income Payor)

I, [ INDICATE YOUR NAME ], [ YOUR CITIZENSHIP ], of legal age, single/ married to  
[ YOUR SPOUSE'S NAME ] permanently residing at [ YOUR PERMANENT ADDRESS ]

Taxpayer Identification Number (TIN) [ YOUR TIN ], after having been duly sworn in accordance with law  
hereby depose and state:

1. That I derived my PROFESSIONAL income only from Sun Life of Canada, Philippines Inc.  
with Taxpayer Identification Number 000-460-716-000 and business address at 2/F Sun Life Centre,  
5th Avenue corner Rizal Drive, Bonifacio Global City, Taguig City 1634
2. That for the current year, my gross receipts will not exceed Two Hundred Fifty Thousand Pesos (P250,000.00) and  
that I am registered as a non-VAT taxpayer; that whatever is the amount of income received, I will comply with the requirement  
to file my Income Tax Return on the prescribed due date. For this purpose, I opt to avail of either one of the following:

Choose between  
Graduated Income  
Tax or 8% Tax  
(refer to question  
#15)

- Graduated Income Tax Rates under Section 24(A)(2)(a) of the Tax Code, as amended, based on the taxable  
income. With this selection, I acknowledge that I am subject to 0% income tax, thus, not subject to creditable  
withholding tax; subject to percentage tax, if applicable, and will file the required percentage tax returns or  
subject to withholding percentage tax, in case of government money payments.
- Eight Percent (8%) income tax rate under Section 24(A)(2)(b) of the Tax Code, as amended, based on gross  
receipts/sales and other non-operating income - with this selection, I understand that this is in lieu of the  
graduated income tax rates and the Percentage Tax under Section 116 of the Tax Code, as amended; thus,  
no withholding tax shall be made;

4. That I duly execute this SWORN DECLARATION in compliance with the requirement prescribed under Section 2 of  
Revenue Regulations No.11-2018;
5. That I declare, under the penalties of perjury, that this declaration has been made in good faith, and to the best of my knowledge  
and belief to be true and correct.

IN WITNESS WHEREOF, I have hereunto set my hand this day of , 20 at , Philippines

Signature over Printed Name of Individual Taxpayer

SUBSCRIBED AND SWORN to before me this day of , 20 in  
Applicant exhibited to me his/her issued at on  
(Government Issued ID and No.)

NOTARY PUBLIC

Doc. No.:  
Page No.:  
Book No.:  
Series of

Affix P30.00  
Documentary  
Stamp Tax