

## WAIVER FOR NON SUBMISSION

I understand my obligations as a tax payer to the Bureau of Internal Revenue.

I understand that Citco International Support Services Limited – Philippine ROHQ extending assistance in order for me to comply with the tax annualization requirement of BIR. The company has set a deadline for the submission of 2316 to ensure the timely submission of the said documents to BIR.

I am aware that I need to comply with this requirement on or before October 31<sup>st</sup> of the current year.

In the event of failing to submit the required documents on time, I am holding myself fully responsible for any non-compliance from the BIR. Further, in fulfilling my obligations to the BIR and/or satisfying any sanctions or penalties that may be impose on me, I am holding the company free and harmless from any liabilities, sanction and/or penalties.

Signed:

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Signature over Printed Name of Employee and Date

### **CITCO INTERNATIONAL SUPPORT SERVICES LIMITED - PHILIPPINE ROHQ**

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