

Republika ng Pilipinas
Kagawaran ng Pananalapi
Kawanihan ng Rentas InternasCertificate of Compensation
Payment/Tax Withheld

BIR Form No.

2316

July 2008 (ENCS)

For Compensation Payment With or Without Tax Withheld

Fill in all applicable spaces. Mark all appropriate boxes with an "X"

1 For the Year (YYYY) ▶ 2,0,1,7	2 For the Period ▶ From (MM/DD) 0,4,0,1 To (MM/DD) 0,0,0,0																								
Part I Employee Information																									
3 Taxpayer Identification No. ▶ 1,1,5,9,1,7,1,7,3																									
4 Employee's Name (Last Name, First Name, Middle Name) ▶ GAYO, MYRNA MANAPAT																									
5 RDO Code ▶ 0,5,3																									
6 Registered Address ▶ 6A Zip Code ▶ 6B Local Home Address ▶ 6C Zip Code ▶ 6D Foreign Address ▶ 6E Zip Code ▶																									
7 Date of Birth (MM/DD/YYYY) ▶ 0,7,1,8,1,9,6,2																									
8 Telephone Number ▶																									
9 Exemption Status <input type="checkbox"/> Single <input checked="" type="checkbox"/> Married																									
9A Is the wife claiming the additional exemption for qualified dependent children? <input type="checkbox"/> Yes <input type="checkbox"/> No																									
10 Name of Qualified Dependent Children 11 Date of Birth (MM/DD/YYYY)																									
<table border="1" style="width:100%;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>																									
12 Statutory Minimum Wage rate per day 12 13 Statutory Minimum Wage rate per month 13 0.00																									
14 <input type="checkbox"/> Minimum Wage Earner whose compensation is exempt from withholding tax and not subject to income tax																									
Part II Employer Information (Present)																									
15 Taxpayer Identification No. ▶ 0,0,8,1,5,1,7,8,1,0,0,0																									
16 Employer's Name ▶																									
17 Registered Address ▶ Km 20 Real Street Talon Uno Las Pinas City																									
17A Zip Code ▶ 1,7,4,0																									
<input type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer																									
Part III Employer Information (Previous)																									
18 Taxpayer Identification No. ▶																									
19 Employer's Name ▶																									
20 Registered Address ▶																									
20A Zip Code ▶																									
Part IV-A Summary																									
21 Gross Compensation Income from Present Employer (Item 41 plus Item 55) 21 813,256.43																									
22 Less: Total Non-Taxable/Exempt (Item 41) 22 125,080.39																									
23 Taxable Compensation Income from Present Employer (Item 55) 23 688,176.04																									
24 Add: Taxable Compensation Income from Previous Employer 24 0.00																									
25 Gross Taxable Compensation Income 25 688,176.04																									
26 Less: Total Exemptions 26 50,000.00																									
27 Less: Premium Paid on Health and/or Hospital Insurance (If applicable) 27 0.00																									
28 Net Taxable Compensation Income 28 638,176.04																									
29 Tax Due 29 169,216.33																									
30 Amount of Taxes Withheld																									
30A Present Employer 30A 148,645.82																									
30B Previous Employer 30B 0.00																									
31 Total Amount of Taxes Withheld As adjusted 31 20,570.51																									
Part IV-B Details of Compensation Income and Tax Withheld from Present Employer																									
A. NON-TAXABLE/EXEMPT COMPENSATION INCOME																									
32 Basic Salary/ Statutory Minimum Wage Minimum Wage Earner (MWE) 32 0.00																									
33 Holiday Pay (MWE) 33 0.00																									
34 Overtime Pay (MWE) 34 0.00																									
35 Night Shift Differential (MWE) 35 0.00																									
36 Hazard Pay (MWE) 36 0.00																									
37 13th Month Pay and Other Benefits 37 82,000.00																									
38 De Minimis Benefits 38 29,654.79																									
39 SSS, GSIS, PHIC & Pag-ibig Contributions, & Union Dues (Employee share only) 39 13,425.60																									
40 Salaries & Other Forms of Compensation 40 0.00																									
41 Total Non-Taxable/Exempt Compensation Income 41 125,080.39																									
B. TAXABLE COMPENSATION INCOME REGULAR																									
42 Basic Salary 42 557,416.42																									
43 Representation 43 0.00																									
44 Transportation 44 0.00																									
45 Cost of Living Allowance 45 4,459.62																									
46 Fixed Housing Allowance 46 0.00																									
47 Others (Specify)																									
47A Tempo Allowance 47A 0.00																									
47B Service Allowance 47B 0.00																									
SUPPLEMENTARY																									
48 Commission 48 0.00																									
49 Profit Sharing 49 0.00																									
50 Fees Including Director's Fees 50 0.00																									
51 Taxable 13th Month Pay and Other Benefits 51 126,300.00																									
52 Hazard Pay 52 0.00																									
53 Overtime Pay 53 0.00																									
54 Others (Specify)																									
54A 54A 0.00																									
54B 54B 0.00																									
55 Total Taxable Compensation Income 55 688,176.04																									

We declare, under the penalties of perjury, that this certificate has been made in good faith, verified by us, and to the best of our knowledge and belief, is true and correct pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof.

56 NELSON CHAVEZ

Present Employer/ Authorized Agent Signature Over Printed Name

CONFORME:

57 GAYO, MYRNA MANAPAT

CTC No. Employee Signature Over Printed Name

of Employee

Place of Issue

Date Signed

Date Signed

Date of Issue

Amount Paid

To be accomplished under substituted filing

I declare, under the penalties of perjury, that the information herein stated are reported under BIR Form No. 1604CF which has been filed with the Bureau of Internal Revenue.

58 NELSON CHAVEZPresent Employer/ Authorized Agent Signature Over Printed Name
(Head of Accounting/ Human Resource or Authorized Representative)

I declare, under the penalties of perjury that I am qualified under substituted filing of Income Tax Returns (BIR Form No. 1700), since I received purely compensation income from only one employer in the Phils. for the calendar year; that taxes have been correctly withheld by my employer (tax due equals tax withheld); that the BIR Form No. 1604CF filed by my employer to the BIR shall constitute as my income tax return; and that BIR Form No. 2316 shall serve the same purpose as if BIR Form No. 1700 had been filed pursuant to the provisions of RR No. 3-2002, as amended.

59 GAYO, MYRNA MANAPAT

Employee Signature Over Printed Name