FIJI REVENUE AND CUSTOMS SERVICE

CORPORATE INCOME TAX RETURN FOR PARTNERSHIPS

CIT 2018

FORM INSTRUCTIONS: PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE PROCEEDING

1. This form allows a Partnership to file a Corporate Income Tax (CIT) return. The CIT return is a self-assessment return and may be submitted through the Taxpayer Online Service (TPOS) which you can access at: https://tpos.frcs.org.fj/taxpayerportal/logon#/Logon.
2. This form can be used as a guide for completing the 2018 CIT online return.
3. Some lines on the return can be input directly, whereas others will be populated based on the information you input in a supporting schedule. Therefore, if you received any of the incomes stated in return lines 1 – 3, you must complete the related tables as listed below:
   - Line 1 – Interest Income
   - Line 2 – Dividend Income
   - Line 3 – Rental Income/Loss
4. Provide evidence for amounts entered in the following:
   - Line 65 (Contractual Payments received); and
   - Line 66 (Cane Payments received).
5. You may use the footnotes provided in the applicable return lines for calculation purposes.
6. When filing the online CIT return you will need to save documents on your computer storage for ease of uploading via TPOS. The files must either be in PDF, JPEG, JPG or PNG formats. Refer to the checklist at the end of this form for documents that you will need to provide with this return.
7. Complete the Declaration section by filling all details in the designated space. The representative must provide his/her TIN and designation e.g. Accountant, Chief Financial Officer, Company Secretary, Director, Manager, Partner or Tax Agent.
8. Once your return is submitted online, you will receive a filing confirmation notice.
9. If you have made a mistake in your return, you may apply to the CEO for an amendment to be made to your self-assessment. The amendment request must be submitted to the CEO within 2 years of the date the self-assessment return was filed.
10. Please consult with a Customer Service Officer if you need help to complete the Form. If you find it difficult to file online, you can bring the completed return to FRCS for assistance.

TAXPAYER DETAILS

Taxpayer TIN: | | | | | | | | | | |

(State the Partnership TIN. The TIN must consist of either 9 or 10 digits)

Taxpayer Name:

(State the Partnership Name)

INCOME TAX RETURN DETAILS

	DESCRIPTION	AMOUNT (FJD)
1	Interest Income* (Refer to Interest Income table)	$
2	Dividend Income* (Refer to Dividend Income table)	$
3	Rental Income/Loss* (Refer to Rental Income/Loss table)	$
4	Net Profit from Cane Farming Activities	$
5	Net Profit from Other Farming Activities	$
6	Net Profit from Other Business	$
7	Purchased Annuities	$
8	Other Income	$
9	**Sub Total**	**$**

(Complete the referenced tables for the lines marked with asterisks (*))

INTEREST INCOME

1. Provide a breakdown of the interest received for the tax year you are reporting.
2. You must provide the details required in the table below e.g. TIN and Name of Financial Institution, Gross Interest and Tax Deducted for the period.
3. Ensure to also provide evidence(s) of all interest income received for the period.
4. Transfer the Total Gross Interest (FJD) to Line 1 of the return.

TIN OF FINANCIAL INSTITUTION	NAME OF FINANCIAL INSTITUTION	GROSS INTEREST (FJD)	TAX DEDUCTED (FJD) $
TOTAL *(Transfer the Total Gross Interest Amount to Line 1 of the return)*		**$**	**$**

Continue on a separate sheet if necessary

DIVIDEND INCOME

1. Provide a breakdown of the dividends received for the tax year you are reporting.
2. You must provide the details required in the table below e.g. TIN and Name of Company, Gross Dividends and Tax Deducted for the period.
3. Ensure to also provide evidence(s) of all dividends income received for the period.
4. Transfer the Total Gross Dividends to Line 2 of the return.

TIN OF COMPANY	NAME OF COMPANY	GROSS DIVIDENDS (FJD)	TAX DEDUCTED (FJD)
TOTAL *(Transfer the Total Gross Dividends amount to Line 2 of the return)*		**$**	**$**

Continue on a separate sheet if necessary

RENTAL INCOME/LOSS

1. Provide a breakdown of your rental income/loss for the tax year you are reporting.
2. State the period (i.e. From and To) for which your rental income/loss relates to.
3. Transfer the Net Income/Loss from Rent amount to Line 3 of the return.
4. List the addresses/locations of the rental properties declared in this schedule

PARTICULARS	PERIOD FROM	PERIOD TO	AMOUNT (FJD)
Gross Rents and Premium			**$**

LESS EXPENSES

DESCRIPTION	AMOUNT (FJD)
Rates	$
Rent Paid In Respect of Lease	$
Insurance On Property	$
Repairs and Maintenance	$
Interest	$
Depreciation	$
Other Expenses	$
Total Expenses (add sum of all expenses amounts)	$
Less Adjustment for Part of Property Occupied for Private Use	$
Net Income/(Loss) from Rent (This amount to be transferred to Line 3 of the return)	$

State the Address/Location of the above Property

1	

ADD - ITEMS NOT ALLOWED AS DEDUCTION

10	Depreciation Charged In Accounts	$
11	Capital Expenditure	$
12	Donations and Subscriptions	$
13	Legal Expenses	$
14	Losses on Disposal of Assets for Accounting Purposes	$
15	Preliminary Expenses	$
16	Gain on Disposal of Fixed Assets for Tax Purposes	$
17	FNPF (50% of 10% of Employer Contribution)	$
18	Fines & Penalties	$
19	Income Taxes	$
20	Indemnity	$
21	Other Items	$
22	**Sub Total**	**$**

(You may provide evidence for amounts entered in return lines 10 to 21 above)

LESS – ALLOWABLE DEDUCTIONS AND CONCESSIONS

23	Net Exempt Income (Being Gross Income Less Expenses Incurred)	$
24	Depreciation Allowable	$
25	Cash Donations to Approved Organizations/Charities	$
26	Accelerated Depreciation Allowance	$
27	Film Making & Audio-Visual Production – Exempt Income	$
28	F1 – Contribution to Audio Visual Production (150% of Expenditure)	$
29	F2 – Contribution to Audio Visual Production (125% of Expenditure)	$
30	Fuel Concession	$
31	Employment Taxation Scheme	$
32	Export Promotion Incentive	$
33	Export Profit	$
34	Investment Allowances	$
35	Losses on Disposal of Assets for Tax Purposes	$
36	Vanua Levu Incentive – 40% Deduction on Capital Expenditure	$
37	Other Incentives – Charitable Donations	$
38	Tax Free Region Exemption	$
39	Scientific Research Expenditure	$
40	Bad Debts	$
41	Other Items (Attach Details)	$
42	**Total Allowable Deductions and Concessions**	$
43	Total Income/(Loss) (Line 9 + Line 22 - Line 42)	$
44	**Net Profit/(Loss) Distributed**	$

(You must provide evidence for amounts entered in return lines 23 to 41 above)

COST OF GOODS SOLD

45	Opening Stock	$
46	Purchases	$
47	Less Closing Stock	$
48	**Cost of Goods Sold**	**$**

GROSS TRADING INCOME

49	Total Sales	$
50	Less: Cost of Goods Sold (Refer to amount in Line 48)	$
51	**Gross Trading Income**	**$**

NET INCOME AND OTHER INFORMATION

52	Gross Trading Income (Refer to amount in return line 51)	$
53	Interest Income	$
54	Dividend Income	$
55	Other Income	$
56	Total Gross Income (Add return Lines 52 – 55)	$
57	Total Expenses	$
58	Interest Expenses	$
59	**NET INCOME (Line 56 – Line 57 and 58)**	**$**
60	Drawings	$
61	Total Assets	$
62	Total Liabilities	$
63	Overseas Income	$
64	Gross Salaries and Wages Paid for the Year	$

65 DETAILS OF CONTRACTUAL PAYMENTS RECEIVED

TIN OF CONTRACTOR	NAME OF CONTRACTOR	GROSS PAYMENTS (FJD)	TAX DEDUCTED (FJD)
TOTAL		**$**	**$**

(Provide evidence for all contractual payments received. Continue on separate sheet if necessary)

66 DETAILS OF CANE PAYMENTS RECEIVED

TIN OF CONTRACTOR	NAME OF CONTRACTOR	FARM NO.	SECTOR NO.	SECTOR NO. GROSS PAYMENTS (FJD)	TAX DEDUCTED (FJD)
TOTAL				**$**	**$**

(Provide evidence for all cane payments received. Continue on separate sheet if necessary)

67 SHARE OF TRUST/ESTATE/PARTNERSHIP INCOME DISTRIBUTED

TIN OF BENEFICIARY/PARTNER	NAME OF BENEFICIARY OR PARTNER	% OF SHARE (FJD)	AMOUNT OF SHARE (FJD)
TOTAL		**$**	**$**

(Continue on separate sheet if necessary)

SUMMARY

68	Net Profit/(Loss) Distributed *(Refer to amount in Line 44)*	$
69	Provisional Tax (Refer to total tax deducted in return line 65)	$
70	Withholding Tax (Refer to total tax deducted in return line 66)	$
71	**Tax Payable/(Refundable)** *(Line 68 – Line 69 – Line 70)*	**$**

DECLARATION OF REPRESENTATIVE

☐ **I declare that the information in this Income Tax Return is true and correct in every detail.**

Taxpayer/Representative TIN: ☐☐☐☐☐☐☐☐☐☐

Full Name: _____

Designation: _____ **Signature:** _____ **Date:** _____

IT IS A SERIOUS OFFENCE TO GIVE FALSE INFORMATION TO THE CHIEF EXECUTIVE OFFICER

FOR OFFICE USE ONLY

Officer's Name: _____ Officer's Signature: _____

Date of Receipt: _____ Reference Number: _____

CHECKLIST

- ☐ Completed Corporate Income Tax Return for Partnerships Form
- ☐ Financial Statements (mandatory)
- ☐ Items Not Allowed as Deductions (non-mandatory)
- ☐ Allowable Deductions and Concessions (mandatory if claimed)
- ☐ Contractual Payments Received (mandatory if declared)
- ☐ Cane Payments Received (mandatory if declared)
- ☐ Valid TIN of Representative submitting the completed form
- ☐ Valid Photo ID of Representative submitting the completed form
- ☐ Tax Agent Declaration (if form is filed by a Tax Agent)