



Tax in a Dot Hot and fresh!

Dear Valued Clients and Friends,

In its efforts to enjoin self-employed professionals to comply with the requirements on registration and issuance of official receipts and invoices, the Bureau of Internal Revenue (BIR) issued Revenue Regulations (RR) No. 4-2014 providing policies and guidelines for purposes of monitoring the fees charged by the professionals, aid the BIR personnel in conducting tax audit and boost revenue collections in such sectors.

Under Section 2 of RR No. 4-2014, self-employed professionals are mandated to:

1. Register and pay the annual registration fee (ARF) with the Revenue District Office (RDO)/Large Taxpayers Division Office (LTDO) having jurisdiction over them. In addition, they are required to submit an affidavit indicating the rates, manner of billings and the factors they consider in determining their service fees upon registration and every year thereafter on or before January 31.
2. Register the books of accounts and official appointment books of their practice of profession /occupation/calling before using the same. The official appointment books shall contain only the names of the client and the date/time of the meeting. They are likewise obligated to register their sales invoices and official receipts (VAT or non-VAT) before using them in any transactions.
3. In cases no professional fees are charged by the professional and paid by client, a BIR-registered receipt, duly acknowledged by the latter, shall be issued showing a discount of 100% as substantiation of the "pro-bono" service.

All existing and registered self-employed professionals at the time RR No. 4-2014 became effective must submit the required affidavit and register their official appointment books within 30 days from date of effectivity of the said regulation.

http://www.bir.gov.ph/images/bir_files/old_files/pdf/82594RMC%20No%209-2014.pdf

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