

**FORM  
P5**

PAPUA NEW GUINEA INTERNAL REVENUE COMMISSION

**PNGIRC - Your Partner in Nation Building**

INCOME TAX ACT 1959 AS AMENDED

IRC OFFICE USE ONLY

Business Income Payment Tax

Taxpayer Identification Number (TIN):

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**BUSINESS PAYMENTS TAX REMITTANCE****NAME AND ADDRESS OF TAXPAYER**

<b>NAME OF TAXPAYER:</b>					
<b>CONTACT / REPRESENTATIVE:</b>					
<b>PHONE No:</b>					
<b>E-MAIL ADDRESS:</b>					
<b>MAILING ADDRESS</b>	<b>SECTION No:</b>		<b>LOT No:</b>		
	<b>STREET / SUBURB / DISTRICT:</b>				
	<b>P.O. BOX:</b>				
	<b>COUNTRY:</b>		<b>PROVINCE:</b>		
	<b>CITY / POST OFFICE:</b>				
	<b>CARE OF (C/-):</b>				

**BUSINESS PAYMENT DEDUCTIONS**

<b>FOR THE MONTH OF:</b>	<b>YEAR:</b>
<b>Total Amount of Business Income Payments that was paid to payees during the month</b> (i.e. the gross payments made, before tax)	<sup>10</sup> K
<b>Amount of tax deducted:</b> (or that there was no tax deducted if that was the case)	<sup>20</sup> K

**SIGNATURE OF PUBLIC OFFICER (OR DELEGATED AUTHORISED PERSON)**

I declare that the information that I have provided is true and correct in every detail and discloses a full and complete statement of the facts. I understand that the law imposes heavy penalties for false and misleading statements.

SIGNED: .....

DATE: .....

**INFORMATION FOR PAYING AUTHORITY MAKING TAX DEDUCTION**

A remittance accompanied by this form completed and signed by the paying authority or person authorised by him must be furnished to the Commissioner General Internal Revenue Commission each month. If no tax deduction has been made this form should be endorsed 'NIL' and forwarded to the Internal Revenue Commission.  
Deductions made during each calendar month must be remitted to the Commissioner General Internal Revenue Commission no later than 21 days after the end of that month.

**NOTES**

A remittance accompanied by this form completed and signed by the Paying Authority or a person authorised by him/her must be forwarded to the Commissioner General Internal Revenue each month. If no deductions have been made the form should be endorsed "NIL" and forwarded to the Commissioner General Internal Revenue. Deductions made during each calendar month should be remitted to the Commissioner General Internal Revenue not later than 21 days after the end of that month.

Please note that penalties may be applied for failure to comply with withholding obligations:

- Failure to deduct penalty (s283) being an "undeducted amount" equal to the amount that the paying authority failed to deduct and an amount equal to 20% per annum of so much of the undeducted amount until that amount is paid.
- Failure to pay penalty (s284) consisting of an amount, the "relevant penalty amount", of the principle amount and 20% pa on the principle amount and the relevant penalty amount until such amounts are paid in full.

Note that taxpayers who are obliged to lodge a P5 must also complete the Business Income Payment Tax Reconciliation Statement (P8) at the end of each year. The P8 form falls due on 21 February of the following year.

HOURS FOR PAYMENT: 8:30 A.M. TO 3:30 P.M. MONDAY TO FRIDAY.

CHEQUES SHOULD BE MADE PAYABLE TO 'COMMISSIONER GENERAL INTERNAL REVENUE' AND MARKED 'NOT NEGOTIABLE'.

PAYMENTS MAY BE MADE ELECTRONICALLY THROUGH YOUR BANK WITHOUT NEEDING TO VISIT AN IRC OFFICE. FOR DETAILS SEE [www.irc.gov.pg](http://www.irc.gov.pg)PAYMENTS MAY ALSO BE MADE VIA EFTPOS. TAX FORMS AND GUIDES ARE AVAILABLE FOR DOWNLOAD FROM THE IRC WEB SITE [www.irc.gov.pg](http://www.irc.gov.pg)