MINISTRY OF REVENUE

IR2
2024

SOLE TRADER INCOME TAX RETURN

Income Tax Act 2012, Tax Administration Act 2012

1. Print your TIN in Box 1 — 1 — Tax Identification Number

2. Print your name in full in box 2 — Mr ○ Mrs ○ Miss ○ Ms ○ DR ○

2

3. Print your trading name in box 3 (if different to legal name)

3

4. Do you have an accountant or tax agent? No ○ Go to question 5 Yes ○

4

Full name and phone number of accountant/tax agent

5. Print your postal address in box 5

5

Street name or PO Box number — Village

6. Print your email address in box 6 (if you don't **have** an email address go to question 7)

6

7. Print your date of birth in box 7 — 7 — Day Month Year

8. Print your daytime phone number in box 8 — 8 — Phone Number

9. Print your main bank account number in box 9 — 9

(Tick one) ANZ ○ NBS ○ SCB ○ BSP ○

Income

10. Did you receive any **interest income** that did not already have tax deducted i.e. It was paid to you by someone that was not a bank or financial institution?

No ○ Go to Question 11 Yes ○ Enter the amount of interest in box 10 **Note:** only include interest that has not had any tax deducted

10 $ Interest income

11. Did you receive any income from a **partnership**? Print the partnership income in box 11

No ○ Go to question 12 Yes ○

11 $ Total partnership income

12. Did you receive any income or make a loss from **renting your property**? Print the net profit/loss after deducting allowable expenses in box 12

No ○ Go to question 13 Yes ○

12 $ Rents after expenses (put loss in brackets)

13. Did you operate a business in Samoa?

No ◯ Go to question 15 (skip question 14)

Yes ◯ Insert the net profit amount from your financial statements or your "Schedule of Business income and expenses (IR2A)" in box 13. (show a loss in brackets)

13 $

14. On the business income shown above in box 13, was any tax withheld?

No ◯ Go to question 15

Yes ◯ Please print the amount in box 14A and staple evidence of tax withheld

14A $

Total tax withheld

Name of payer

15.Did you have any income from **businesses or investments you own overseas**? Staple proof of overseas tax paid to the top page of the return? Do not include personal remittances in this question.

No ◯ Go to question 16

Yes ◯ Please print the amounts in box 15A and 15

15A $

Total overseas tax

15 $

Total overseas income

16. Total Income

Add boxes 10+11+12+13 and 15 Print your answer in Box 16

16 $

(Put any loss in brackets)

17. Are you claiming **losses brought forward**?

No ◯ Go to question 18

Yes ◯

17A $

Amount brought forward from prior years

18. Total Income from business or investments (excluding salary and wage Income and capital gains)

Subtract box 17A from 16 and enter in box 18.
If this is a loss, this will be your loss to carry forward to next year

18 $

19. Did you make a **capital gain** on an asset you bought and sold within three years?

No ◯ Go to question 20

Yes ◯

19 $

Net capital gain

Multiply the capital gain in box 19 by 27% and enter then amount of tax in box 19A

19A $

Capital gains tax

20.Did you receive any **salary and wage** income

No ◯ Go to Question 21

Yes ◯ Please print the total amounts in box 20A and 20

20A $

Total salary and wage tax (PAYE) deducted

20 $

Total salary and wage income

IR2A

Schedule of Business Income and Expenses

Year Ended 31 Dec

Your Name

TIN

Type of business

Income

A $

Cost of sales (if applicable)

Opening Stock B $

Purchases C $

Closing Stock D $

Add box B and box C and subtract box D. Print the answer in box E. E $

Subtract box E from box A. Print the answer in box F. F $

Other Income G $

Total gross income. Add box F and box G. Print the answer in box H. H $

Expenses

ACC	$
Advertising	$
Bad Debts	$
Communication	$
Depreciation (if applicable)	$
Insurance	$
Office Equipment	$
Interest	$
Legal fee	$
Motor vehicle expense	$
Power	$
Rents and Rates	$
Repairs	$
Salaries and Wages	$
Liquor License	$
Business License	$
Other expenses not shown above	$

Total Expenses. Add up all expenses shown above and print the answer in box I I $

Subtract Box I from Box H and print the answer in box J. Transfer this to box 13 on your sole trader Income Tax return J $

Tax Calculation

21. Copy your taxable income from box 18 to box 21. **21** $

Copy your Salary and Wage income from box 20 to box 21A **21A** $

Add box 21 and box 21A together and print the answer in box 21B **21B** $

If the amount in box 21B is **below $15,000** go straight to question 22 and enter $0.00 tax to pay in box 22A OR

- If the amount in box 21B is **over $15,000 and less than $25,000** use column 1 OR
- If the amount in box 21B is **over $25,000** please use column 2.

1 Use this column if box 21B is over $15,000 and less than $25,000

Print amount from box 21B in A — A

Subtract $15,000 from A and print answer in B — B

Multiply amount in B by 20% and print answer in C — C

Copy this amount in C to box 22A

2 Use this column if box 21B is over $25,000

Print amount from box 21B in A — A

Subtract $25,000 from A and print answer in B — B

Multiply amount in B by 27% and print answer in C — C

Add $2,000 to amount in C and print answer in D — D

Copy this amount in D to box 22A below

22. Tax on taxable income: Use the following calculations to work out your tax. If the question does not apply to you, then enter a zero in the box.

If box 21B is less than $15,000 then enter $0.00 in box 22A or, copy the amount from either box C in column one, or box D from column 2 to box 22A. **22A** $

Transfer the total capital gains tax from box 19A to box 22B **22B** $

Add box 22A and box 22B together and write the amount in box 22C **22C** $

Transfer the total salary and wage tax paid from box 20A to box 22D **22D** $

Subtract Box 22D from Box 22C and print the answer in box 22E. Note: If box 22D is greater than Box 22C print $0.00 as salary and wage tax is not refunded. **22E** $

Transfer the total overseas tax paid from box 15A to box 22F **22F** $

Subtract box 22F from box 22E and print answer in box 22G. Note: If box 22F is greater than box 22E, print "0.00" in Box 22G as overseas tax credits cannot be refunded **22G** $

Transfer the total tax withheld from box 14A to box 22H **22H** $

Subtract box 22H from box 22G and print the answer in box 22I. (Show a negative figure in brackets and then enter zero in 22J) **22I** $

Enter the amount of 2024 provisional tax paid in box 22J **22J** $

Subtract box 22J from box 22I. If 22J is greater than 22I then this is your refund. If box 22J is less than 22I then this is your tax to pay. **22K** $

Refund ○ Tax to pay ○

2025 Provisional tax

23. Is the amount in Box 22I tax to pay (before you offset the 2024 provisional tax)?

No ◯ Go to Question 26 Yes ◯ You have 2025 provisional tax to pay go to question 24

24. Is the amount in box 22I more than $500?

No ◯ Your provisional tax is the same amount as shown in 22I and due in one instalment on 31 March. Go to question 26.

Yes ◯ Your provisional tax is payable in three instalments with each instalment being one third of the amount in box 22I. Go to question 25.

25. Enter the amounts due for provisional tax in the boxes below. The dates shown are for a standard balance date of 31 December. If you have a different balance date and you don't know your provisional tax due dates, please contact us. If you would like to estimate your 2025 provisional tax to be different to the standard calculated option, please tick the estimate indicator and enter your estimated amounts below. Note there are penalties that will be applied if your estimated amount is less than 80% of your next years residual income tax.

First provisional tax payment due 31 March 2025	25A	$
Second provisional tax payment due 31 July 2025	25B	$
Third provisional tax payment due 31 October 2025	25C	$

26.Have you ceased business?

No ◯ Go to question 27 Yes ◯

Date Ceased

Declaration

27. Read and sign the following

I solemnly declare that the information provided in this form are true and correct; and I understand that any mis-leading or false information is an offence under the Tax Administration Act 2012

Signature

/ /

Date

There are penalties for not filing a tax return or for filing a false return.

What to do next

- Attach any evidence of tax withheld to your return
- Attach your full financial statements to your return
- Print your name and TIN on all other papers that are attached to your return.
- Send your return to Inland Revenue Services, Box 1877, Apia on or before the 31st of March, unless you have an extension of time or a non-standard balance date approved by the CEO of the Ministry for Revenue
- If you have tax to pay, this is due by the 31st March 2025. You can pay earlier if you want to. If you want to pay now, staple your cheque to the front page of this return. If you think you may have difficulty paying your tax, please call our Collections division on 20411 and they may be able to set up an instalment arrangement to help you pay your tax off.

If you need help with this form:

Visit us at Inland Revenue Services, Development Bank Building, Beach Road, Apia or call us on +685 20411, or +685 21561 or ,

if you are in Salelologa, visit our office there or call +685 51574

www.revenue.gov.ws