

**RETURN OF INCOME UNDER THE INCOME TAX  
ORDINANCE, 1984 (XXXVI OF 1984)**

**FOR COMPANY TAXPAYERS ONLY**

Submit return in due time  
Avoid penalty

IT -11GHA

Assessment Year :

..... - .....

*(Please mark '✓' in the relevant box)*

Self

Normal

Universal Self

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PART-I

**Particulars of Assessee**

1.1 Name of company: .....

Public Ltd.		Private Ltd.		Local Authority		Others	
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*(Please mark '✓' in the relevant box)*

1.2 UTIN (if any) 

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1.3 TIN 

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1.4 Income Year ending on .....

1.5 Address .....

.....

1.6 Incorporation No. .... Date : .....

1.7 (a) Circle: ..... (b) Taxes Zone: .....

1.8 Residential Status: Resident  / Non-resident

1.9 Telephone: Office.....Fax .....

1.10 E-mail .....

1.11 Contact person : (a) Name .....

(b) Designation ..... (c) Telephone : .....

1.12 Business Identification Number (BIN), if any .....

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## PART-II

**A. Statement of Income of the Company**

Line	Particulars of income	Taxable income (Tk.)	Exempted/ Tax Holiday income (Tk.)	Total income (Tk.)
2.1	Income from business or profession, u/s 28			
2.2	Capital gain income, u/s 31			
2.3	Interest on securities, u/s 22			
2.4	Income from house property, u/s 24			
2.5	Agricultural income, u/s 26			
2.6	Income from other sources, u/s 33			
2.7	<b>Total income</b> (Line 2.1+2.2+2.3+2.4+2.5+2.6)			

**B. Income tax payments of the Company**

Line	Particulars	Amount in taka
2.8	Total income (Line 2.7)	
2.9	Income tax liability	
2.10	Tax deducted/collected at source	
2.11	Advance tax	
2.12	Adjustment of tax refund (if any)	
2.13	Net tax payable {Line 2.9-(2.10+2.11+2.12)}	
2.14	Tax payment (As per line 2.13)	

**C. Particulars of Income/Expenses**

Line	Particulars of income	Current Year (Tk.)	Previous Year (Tk.)
2.15	Sales / Turnover / Receipts Less : VAT (if any) Net Sales		
2.16	Cost of Sales		
2.17	Gross Profit (Line 2.15-2.16)		
2.18	Other Operating Income		
2.19	Administrative Expenses		
2.20	Selling and Marketing Expenses		
2.21	Other Operating Expenses		
2.22	Profit from Operations {Line 2.17+2.18-(2.19+2.20+2.21)}		
2.23	Financial Expenses		
2.24	Income from Associates / Subsidiaries		
2.25	Profit before Tax (Line 2.22+2.24-2.23)		

\* If needed use separate sheet

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PART-III

## PARTICULARS OF BALANCE SHEET

Line	Assets	Current Year (Tk.)	Previous Year (Tk.)
3.1	Property, plant and equipment		
3.2	Goodwill		
3.3	Manufacturing license /Patent right /Franchise fee		
3.4	Investments in Associate / Subsidiary company		
3.5	Other financial assets		
<b>3.6</b>	<b>Total Non-Current Assets</b> :(Line 3.1+3.2+3.3 +3.4+3.5)		
3.7	Inventories		
3.8	Trade and other receivables		
3.9	Advance, Deposits and Prepayments		
3.10	Cash / Bank and cash equivalents		
3.11	Other		
<b>3.12</b>	<b>Total current assets</b> (Line 3.7+3.8+3.9+3.10+3.11)		
<b>3.13</b>	<b>Total Assets</b> (Line 3.6+3.12)		
	<b>Equity and Liabilities</b>		
3.14	Paid-up capital		
3.15	Reserves & Surplus		
3.16	Retained earnings		
<b>3.17</b>	<b>Total equity capital</b> (Line 3.14+3.15+3.16)		
3.18	Bonds / Debentures		
3.19	Long term borrowings		
3.20	Others		
<b>3.21</b>	<b>Total Non-current liabilities</b> (Line 3.18 + 3.19 + 3.20)		
3.22	Short term borrowings		
3.23	Creditors/Payables		
3.24	Provisions		
3.25	Others		
<b>3.26</b>	<b>Total Current liabilities</b> (Line 3.22+3.23+3.24+3.25)		
<b>3.27</b>	<b>Total Equity and Liabilities</b> (Line 3.17+3.21+3.26)		

\* If needed use separate sheet

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## PART-IV

**A. Statement of Withholding taxes (see Chapter VII of Income Tax Ordinance, 1984)**

Line	Heads of Expenses	Expenses Claimed (Tk.)	Tax Deducted at source (Tk.)
4.1	Salaries		
4.2	Contractors / Suppliers		
4.3	Fees for Professional, technical services		
4.4	House Rent		
4.5	Commission, discount or fees		
4.6	Savings deposits and fixed deposits		
4.7	Insurance commission		
4.8	Dividend		
4.9	Foreign Buyer Commission		
4.10	Payment to non-residents etc.		
4.11	Others (if any)		

*\*If needed use separate sheet***B. Particulars of Shareholder Directors of the Company***(to be filled in by the assessee as necessary)*

Line	Shareholder Directors' Name	Address	No. of Shares	TIN / UTIN

*\*If needed use separate sheet***C. Particulars of Bank Accounts***(to be filled in by the assessee as necessary)*

Line	Name of the Bank	Branch	Account Number	Remarks

*\*If needed use separate sheet***D. Particulars of Related Parties /Subsidiary and Associated Companies/Directors/Managers***(to be filled in by the assessee as necessary)*

Line	Name of the Company/ Directors/Managers	TIN / Zone	% held in paid up capital	Names of common directors or major share holders <sup>1</sup>	Any financial/ business Transactions held <sup>2</sup> Yes/No.

<sup>1</sup> In case of Associated companies only.<sup>2</sup> Include Guarantee given to third party by the company for the subsidiary and associated company.*\*If needed use separate sheet*

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**Verification**

I ....., Designation .....of the Company....., solemnly declare that to the best of my knowledge and belief the information given in this return and statements and documents annexed herewith is correct and complete.

Place: .....

Date: .....

Signature

(Name in block letters)  
Designation and Seal

**Acknowledgement Receipt**

**Taxes Zone- .....**

**Circle- .....**

Date of receipt of return: 

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 Serial No. in Return Register: 

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Received the 

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 Income Tax Return

from M/s. ....

TIN : 

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UTIN : 

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for the assessment year.....

**Shown in Return:**

**Total Income:** Tk. ....

**Tax paid:** Tk. ....

Signature of Receiving  
officer with seal

**Instructions :**

1. The Return shall be signed and verified by the Principal Officer of the Company as prescribed under section 75 of the Income Tax Ordinance, 1984;
2. The Return shall be accompanied by -
  - a. a statement of accounts audited by a Chartered Accountant;
  - b. depreciation chart as per THIRD SCHEDULE of the Income Tax Ordinance, 1984;
  - c. computation of income according to Income Tax Law.