

Ease of Paying Taxes Act (EOPT)

Republic Act No. 11976

Revenue Regulations No. 3-2024 dated 11 April 2024

- The following words, phrases, or actions shall now be uniformly applied to the provisions affected under Revenue Regulations (RR) No. 16-2005 and its subsequent amendments:
- **Gross Sales** – The EOPT Act adopts the accrual basis of recognizing sales for both goods and services. All references to “gross selling price,” “gross value in money,” and “gross receipts” shall now be referred to as the **“GROSS SALES,”** regardless of whether the sale is for goods under Section 106, or for services under Section 108 of the Tax Code.

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- **Invoice** – All references to Sales/Commercial Invoices or Official Receipts shall now be referred to as **“INVOICE.”**
- **Billings for sales of service on account** – All references to receipts or payments which is the basis for the recognition of sales of service under VAT and Percentage Tax provisions of the Tax Code, shall now be referred to as “BILLING” or “BILLED,” whichever is applicable.
- **VAT-exempt threshold** – All provisions mentioning the VAT-exempt threshold of P3,000,000.00 shall now be read as **“the amount of VAT threshold herein stated shall be adjusted to its present value every three years using the Consumer Price Index(CPI), as published by the Philippine Statistics Authority (PSA).”**

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- **Filing and payment** - The filing of tax return shall be done **electronically** in any of the available electronic platforms. However, in case of unavailability thereof, manual filing of tax returns shall be allowed. For tax payment with corresponding due date, the same shall be made **electronically** in any of the available electronic platforms or **manually** to any Authorized Agent Banks (AABs) and Revenue Collection Officers (RCOs).

Specific Amendments to Sale or Exchange of Service Under Section 108 of the Tax Code

- Sale or exchange of services, as well as the use or lease of properties, as defined in Section 108(A) of the Tax Code shall be subject to VAT, equivalent to 12% of the gross sales (excluding VAT).

Specific Amendments to Sale or Exchange of Service Under Section 108 of the Tax Code

- ‘Gross sales’ refers to the total amount of money or its equivalent representing the contract price, compensation, service fee, rental or royalty, including the amount charged for materials supplied with the service during the taxable period for the services performed for another person, which the purchaser pays or is obligated to pay to the seller in consideration of the sale, barter, or exchange of services that has already been rendered by the seller and the use or lease of properties that have already been supplied by the seller, excluding VAT and those amounts earmarked for payment to third party or received as reimbursement for payment on behalf of another which redound to the benefit of the seller as provided under relevant laws, rules or regulations: Provided, that for long-term contracts for a period of one year or more, the invoice shall be issued on the month in which the service, or use or lease of properties is rendered or supplied.

Specific Amendments to Sale or Exchange of Service Under Section 108 of the Tax Code

- The following shall be allowed as deductions from gross sales:
- The value of services rendered for which allowances were granted by a VAT-registered person during the quarter in which a refund is made or a credit memorandum of refund is issued.
- Sales discount granted and indicated in the invoice at the time of sale and the grant of which is not dependent upon the happening of a future event may be excluded from the gross sales within the same quarter it was given.

Specific Amendments to VAT Exempt Transactions

- Sale or lease of goods or properties or the performance of services in which the gross annual sales do not exceed Php3,000,000.00; provided, that the amount shall be adjusted to its present value using the Consumer Price Index (CPI), as published by the Philippine Statistics Authority (PSA) every three years.

Specific Amendments to Tax Credits

- Section 4.110-9 of RR No. 16-2005, as amended, is added for the output VAT credit on uncollected receivables:
- A seller of goods or services may deduct the output VAT pertaining to uncollected receivables (sales of goods and/or services on account that transpired which remain uncollected by the buyer despite the lapse of the agreed period to pay) from its output VAT on the next quarter, after the lapse of the agreed upon period to pay: Provided that, the seller has fully paid the VAT on the transaction: Provided further, that the VAT component of the uncollected receivables has not been claimed as allowable deduction under Section 34(E) of the Tax Code.

Specific Amendments to Tax Credits

- The following requisites must be present to be entitled to VAT credit:
 1. The sale or exchange has taken place after the effectivity of these Regulations
 2. The sale is on credit or on account
 3. There is a written agreement on the period to pay the receivable, i.e., credit term is indicated in the invoice or any document
 4. The VAT is separately shown on the invoice
 5. The sale is specifically reported in the Summary List of Sales covering the period when the sale was made and not reported as part of “various” sales
 6. The seller declared in the tax return the corresponding output VAT indicated in the invoice within the period prescribed under existing rules

Specific Amendments to Tax Credits

7. The period agreed upon, whether extended or not, has elapsed

8. The VAT component of the uncollected receivable was not claimed as a deduction from gross income (i.e., bad debt)

- In case of recovery of uncollected receivables, the output VAT pertaining thereto shall be added to the output VAT of the taxpayer during the period of recovery.
- These rules do not amend the conditions on the deductibility of bad debts expenses in the income tax returns.

Specific Amendments to Claims for Refund/ Tax Credit Certificate of Input Tax

- Here are the salient amendments in Section 4.112-1 of RR No. 16-2005
- Zero-rated and Effectively Zero-rated Sales of Goods, Properties or Services
- A VAT-registered person whose sales of goods, properties or services are zero-rated or effectively zero-rated may apply for the issuance of a tax refund of input tax attributable to such sales. This shall exclude the portion of input tax that has been applied against the output tax. The application should be filed within two years after the close of the taxable quarter when such sales were made.
- Where the taxpayer is engaged in both zero-rated or effectively zero-rated sales and in taxable or VAT-exempt transactions, only the proportionate share of input taxes allocated to zero-rated or effectively zero-rated sales can be claimed for refund or issuance of a tax credit certificate.

Specific Amendments to Claims for Refund/Tax Credit Certificate of Input Tax

- **Cancellation of VAT registration**
- A VAT-registered person whose registration has been cancelled due to retirement from or cessation of business, or due to changes in or cessation of status under Sec. 106 (C) of the Tax Code may, within two years from the date of cancellation, apply for the issuance of a tax credit certificate **or cash refund** for any unused input tax which he may use in payment of his other internal revenue taxes **or apply for refund for any unused input tax**: Provided however, that the taxpayer-claimant shall be entitled to a refund if it has no internal revenue tax liabilities against which the tax credit certificate may be utilized. Provided further, that **for purposes of dissolution or cessation of business, the date of cancellation being referred hereto is the date of the issuance of Bureau of Internal Revenue (BIR) Tax Clearance.**

Specific Amendments to Claims for Refund/Tax Credit Certificate of Input Tax

- **Where to file the claim for refund/credit**
- Claims for tax credits/refunds shall be filed with the appropriate **BIR Office that will be designated by the Commissioner of Internal Revenue (CIR)** for this purpose.
- **Period within which refund/credit of input taxes shall be made**
- The Commissioner of Internal Revenue shall grant refund for creditable input taxes within **90 days** from the date of submission of the invoices and other documents in support of the application filed: **Provided that, should the Commissioner find that the grant of refund is not proper, the Commissioner must state in writing the legal and factual basis for the denial.** The 90-day period to process and decide shall start from the filing of the claim up to the release of the payment of the VAT refund.

Specific Amendments to Claims for Refund/Tax Credit Certificate of Input Tax

- In case of full or partial denial of claim for tax refund, the taxpayer may appeal the decision with the Court of Tax Appeals (CTA) within 30 days from the receipt of the decision denying the claim.
- In case the VAT refund is not acted upon by the Commissioner within the prescribed period, the taxpayer may, (1) appeal to the CTA within the 30- day period after the expiration of the 90 days required by law to process the claim or (2) forego the judicial remedy and await the final decision of the Commissioner on the application of VAT refund claim.

Specific Amendments to Claims for Refund/Tax Credit Certificate of Input Tax

- **Risk-based approach in the verification and processing of VAT refund claims**
- VAT refund claims shall be classified into low, medium and high-risk, with the risk classification based on the amount of VAT refund claim, tax compliance history, frequency of filing vat refund claims, among others: Provided, that medium and high-risk claims shall be subject to audit or other verification processes in accordance with the BIR's national audit program for the relevant year.
- **Manner of giving refund**
- Refund shall be subject to post audit by the Commission on Audit (COA) following the risk-based classification above-described: provided, further, that in case of disallowance by the COA, only the taxpayer shall be liable for the disallowed amount without prejudice to any administrative liability on the part of any employee of the BIR who may be found to be grossly negligent in the grant of refund.

Specific Amendments to Claims for Refund/Tax Credit Certificate of Input Tax

- **Automatic Appropriation**
- An amount equivalent to 5% of the total VAT collection of the BIR and the Bureau of Customs (BOC) from the immediately preceding year shall be automatically appropriated annually and shall be treated as a special account in the general fund or as trust receipts for the purpose of funding claims for VAT refund: Provided that, any unused fund, at the end of the year shall revert to the general fund.
- **Quarterly Report**
- The BIR and BOC shall be required to submit to the Congressional Oversight Committee on the Comprehensive Tax Reform Program (COCCTRP) a quarterly report of all pending claims for refund and any unused fund.

Transitory Provisions

- **Billed but uncollected sale of services**
- These Regulations shall apply to sale of services that transpired upon its effectivity. For outstanding receivables on services on account that are rendered prior to the effectivity of these Regulations, the corresponding output VAT shall be declared once it has been collected.
- In case of collection, the sales and corresponding output VAT therefrom shall be declared in the quarterly VAT return when the collection was made and shall be supported with an Invoice following the transitory provisions contained in the RR intended for invoicing requirements to implement the EOPT Act or the new BIR-approved set of Invoices, whichever is applicable.

Transitory Provisions

- **Uncollected receivables from sale of goods as of the effectivity of these Regulations**
- The claim of output tax credit on uncollected receivables shall only apply to transactions that transpired upon the effectivity of these Regulations.
- No output tax credit shall be allowed for outstanding receivables from sale of goods on account prior to the effectivity of these Regulations
- Separate RR shall govern the provisions of the EOPT Act covering the invoicing requirements, bookkeeping, and accounting requirements, registration, filing and payment including period to be given to the taxpayers to reconfigure machines and systems adjustments as a result of the shift from cash to accrual basis pursuant to the EOPT Act.

Revenue Regulations No. 3-2024 dated 11 April 2024

- These Regulations shall take effect 15 days following its publication in the Official Gazette or the BIR official website, whichever comes first.

Revenue Regulations No. 4-2024 dated 11 April 2024

- The filing of tax returns shall be done electronically in any of the available electronic platforms.
- In case of unavailability of the electronic platforms, manual filing of tax returns may be allowed.
- Tax payments shall be made either electronically in any of the available electronic platforms or manually to any AAB or RCO.
- AABs and RCOs shall only accept tax payments manually after taxpayers have electronically filed their tax returns, unless an advisory is issued allowing the same.

Revenue Regulations No. 4-2024 dated 11 April 2024

- In the case of filing Income Tax Returns (ITR) by married individuals, the husband and wife, whether citizens, resident or nonresident aliens, who are both selfemployed, either engaged in business or practice of profession, shall file the said return for the taxable year jointly. However, if the businesses are registered under two different Revenue District Offices (RDOs), each spouse shall file separately their respective ITRs.
- The civil penalty of 25% of the amount due in case of filing a return with an internal revenue officer other than those with whom the return is required to be filed, shall no longer be imposed.

Revenue Regulations No. 4-2024 dated 11 April 2024

- Section 9 of RR No. 8-2018 on individuals not required to file Income Tax Return is amended.
- The entire provision of Section 34(k) of the Tax code, as amended, on "Additional Requirements for Deductibility of Certain Income Payments" is repealed by EOPT. Therefore, upon effectivity of EOPT, Section 2.58.5 of RR No. 2-98, as amended, is hereby repealed: Provided, however, that the obligation to withhold tax on certain income payments and remit the same remains.
- Section 2.57.4 of RR No. 2-98, as amended, on Withholding Tax at source is amended.
- Income upon which any creditable tax is required to be withheld at source shall be included in the return of its recipient but the excess of the amount of tax so withheld over the tax due on his return shall be refunded subject to the provision of Section 204 of the Tax Code.

Revenue Regulations No. 5-2024 dated 11 April 2024

- **Section 2. Coverage**
- To provide ample time for the taxpayers and the BIR to adjust to the new requirements and procedures to be prescribed pursuant to the amendments introduced by the EOPT, these Regulations shall cover tax credit/refund claims that are filed starting **1 July 2024 onwards.**
- These Regulations do not cover processing of tax refund/credit claims pursuant to the final and executory judgement by the courts

Revenue Regulations No. 5-2024 dated 11 April 2024

- **Section 3. Risk-Based Approach to Verification of VAT Refund Claims**

- In case the 90-day processing period expires, and the BIR has not yet rendered its decision on the claim, the following rules shall be followed:

A. VAT refund claims filed pursuant to Section 112(A) of the Tax Code shall be classified into **low-, medium-, and high-risk claims**. Medium- and high-risk claims shall be subject to audit or other verification processes in accordance with the BIR's national audit program for the relevant year or with the current policies and procedures applicable to the year of application of the VAT refund.

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B. The scope of verification may be reduced in accordance with the identified risks as follows:

Risk Level	Submission of Complete Documentary Requirements Prescribed by BIR*	Scope of Verification of Sales	Scope of Verification of Purchases
Low	Yes	No verification	No verification
Medium	Yes	At Least 50% of the amount of sales and 50% total invoices/receipts issued including inward remittance and proof of VAT zero-rating	At least 50% of the total amount of purchases and 50% of suppliers with priority on “Big Ticket” Purchases
High	Yes	100%	100%

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- **Note:** * - Based on initial checking of the documents submitted during check listing procedures only. This does not include thorough verification of the supporting documents for sales and purchases.
- **Section 4. Liability of the Taxpayer-claimants and BIR Officials/Employees in Case of COA Disallowances**
- Approved VAT refunds under Section 112 of the Tax Code shall be subject to post audit by the COA following the risk-based classification above-described.
- In case of disallowance by the COA, only the taxpayer shall be liable for the disallowed amount without prejudice to any administrative liability on the part of any employee of the BIR who may be found to be grossly negligent in the grant of the refund.

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- Procedures for the recovery of the disallowed amount will be in accordance with the existing COA procedures or guidelines that may be prescribed by COA for this purpose.
- **Section 5. Credit/Refund of Unutilized Excess Income Tax Credit Under Section 76(C)**
- **Regular Claims** — This applies to claims for income tax credit/refund of taxpayers of "going-concern" status who have chosen the option to apply for tax credit or refund the excess income tax in their Annual Income Tax Returns (AITRs).
- Once the option to carry over and apply the excess income tax has been chosen, such option shall be considered irrevocable for the particular period.

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- In case the taxpayer chose the option to be issued a Tax Credit Certificate (TCC) or refund but carried forward the said amount sought to be refunded/ issued TCC in the AITR filed for the succeeding year, this shall be a ground for denial of the claim for tax credit or refund. However, the carried over amount may be allowed as credit against future income tax liabilities.
- **Dissolution or Cessation of Business** — As an exception to the irrevocability rule, the taxpayers who chose the option to "carry-over" may claim a refund provided that they have permanently ceased operations as also contemplated under Section 76(C) of the Tax Code.
- The processing office/s of the BIR shall decide on the application and refund of the excess taxes within two years from the date of dissolution or cessation of business. This is an exception to the 180-day processing of TCC/refund under Section 204 (C) of the Tax Code.

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- The two-year period to decide and refund the excess taxes shall commence from the submission of the BIR Form 1905 with the complete documentary requirements.
- **Section 6. Processing of Tax Credit/ Refund Claims Under Sections 204(C) and 229 of the Tax Code**
- No credit/refund of taxes or penalties shall be allowed unless the taxpayer files in writing with the Commissioner a claim for credit or refund within two years after the payment of the tax or penalty as provided under Section 229 of the Tax Code.
- A return filed showing an overpayment shall be considered as a written claim for credit/refund. For purposes of the 180-day processing period, the counting shall begin upon submission of complete documents in support of the application that will be prescribed by the BIR for this purpose and should be within the two-year prescriptive period.

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- Processing of income tax credit/refund under Section 76 (C) for a taxpayer whose operations is a “going concern” required checking of the books of accounts and thorough audit to properly establish the propriety of the refund.
- In case of full or partial denial of the claim for credit/refund, the taxpayer affected may, **within 30 days** from the receipt of the decision denying the claim, **appeal the decision with the Court of Tax Appeals (CTA)**.
- In case the tax refund/credit is not acted upon by the Commissioner within the 180-day period, the taxpayer-claimant may opt to:
 - a. Appeal to the CTA within the 30-day period after the expiration of the 180 days; or
 - b. Forego the judicial remedy and await the final decision of the Commissioner on the application of VAT refund claim

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- **Section 7. Judicial Claim for Credit/Refund Under Section 229 of the Tax Code**
- Judicial claim for tax credit/refund must be made **within 30 days** from full or partial denial by the Commissioner or failure on the part of the Commissioner to act on the claim within the 180-day period under Section 204(C) of the Tax Code.
- For tax refund claims of excess income taxes of taxpayers undergoing **cessation or dissolution** of business pursuant to Section 76 (C) of the Tax Code, judicial claim for tax credit/refund must be made within **30 days** from full or partial denial by the Commissioner.

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- There shall be imposed, in addition to the tax required to be paid, a penalty equivalent to 10% of the amount due, in the following cases:
 - a. Failure to file any return and pay the tax due thereon as required under the provisions of the Tax Code or rules and regulations, on the date prescribed.

Provided, that no penalty shall be imposed to an amendment of a tax return if the covered taxpayer filed the initial tax return and paid the tax due thereon, on or before the prescribed due date for its filing.

Provided, further, that in case of a deficiency tax assessment as a result of a tax audit, a penalty shall be imposed on the tax deficiency if the particular tax return being audited was found to have been filed beyond the prescribed period or due date.

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b. Failure to pay the deficiency tax within the time prescribed for its payment in the notice of assessment.

c. Failure to pay the full or part of the amount tax shown on any return required to be filed under the provisions of the Tax Code or rules and regulations, or the full amount of tax due for which no return is required to be filed, on or before the date prescribed for its payment.

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- In case of willful neglect to file a return within the period prescribed by the Tax Code or by the rules and regulations, or for false or fraudulent filing of return, a penalty at the rate of 50% of the tax, or of deficiency tax in case of payment made before the discovery of the falsity or fraud, shall be imposed. Provided, that a substantial under-declaration of taxable sales or income, or a substantial overstatement of deductions, as determined by the CIR pursuant to the rules and regulations promulgated by the Secretary of Finance, shall constitute prima facie evidence of a false or fraudulent return.

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- For this purpose, “substantial under-declaration of taxable sales or income” shall mean failure to report sales or income in an amount exceeding 30% of the declared per return; while “substantial overstatement of deductions” shall mean a claim of deduction exceeding 30% of actual deductions.
- There shall be assessed and collected on any unpaid amount of tax by the covered taxpayers, an interest at the reduced rate of fifty percent (50%) of the interest rate (i.e., 6%). In case a new legal interest rate is prescribed, the CIR shall issue a separate Circular.

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- In case of failure to file an information return, statement or list, or keep record, or supply any information as may be required, on the date prescribed therefor, a penalty of P500 shall be paid for each such failure upon notice and demand by the CIR. In no case shall the aggregate amount to be imposed for all such failures during a calendar year exceed P12,500.
- In case of criminal violation by covered taxpayers of Sections 113, 237, and 238 of the Tax Code, not involving fraud, a reduced compromise penalty rate of 50% of the applicable rate or amount of compromise under Annex A of Revenue Memorandum Order No. 7-2015 and its subsequent amendments, if any, shall be applied.

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- For this purpose, the compromise penalty shall be collected in lieu of criminal prosecution for violation committed, where payment is based on a compromise agreement validly entered into between the covered taxpayer and the CIR. Provided that:
- In no case shall the compromise penalty differ in amount from those specified in these Regulations, except when duly approved by the Commissioner of Internal Revenue, or his duly authorized representatives
- The compromise penalty herein prescribed shall not prevent the CIR, or his duly authorized representatives, from accepting a compromise amount higher than what is provided hereof
- A compromise offer lower than the prescribed amount may be accepted after approval by the CIR, or his duly authorized representatives.

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- These Regulations shall take effect 15 days following its publication in the Official Gazette or the BIR official website, whichever comes first.

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- All VAT-registered persons and those required to register for VAT shall comply with the following:

A. Invoicing Requirements

1. A VAT-registered person shall issue a duly registered VAT Invoice, for every sale, barter, exchange or lease of goods or properties, and for every sale, barter, or exchange of services regardless of the amount of the transaction.

2. A VAT Invoice shall be issued as evidence of sale of goods and/or properties and sale of services and/or leasing of properties issued to customers in the ordinary course of trade or business, whether cash sales or on account (credit), which shall be the basis of the output tax liability of the seller and the input tax claim of the buyer.

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B. Information Contained in a VAT Invoice

1. A statement that the seller is a VAT-registered person followed by the seller's Taxpayer Identification Number (TIN) and Branch Code
2. The total amount which the purchaser pays or is obligated to pay to the seller with the indication that such amount includes the VAT; provided that:
 - 2.1 The VAT amount is shown as a separate item
 - 2.2 The term "VAT-exempt Sale" is written or printed, if the sale is exempt from VAT
 - 2.3 The term "Zero-Rated Sale" is written or printed, if the sale is subject to 0% VAT

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2.4 If the sale involves goods, properties or services some of which are subject to and some of which are VAT Zero-Rated or VAT-exempt, the invoice shall clearly indicate the breakdown of the sale price between taxable, exempt and zero-rated components and the calculation of the VAT on each portion of the sale shall be shown on the invoice: Provided, that the seller may issue separate invoices for the taxable, exempt and zero-rated components of the sale

3. The date of transaction, quantity, unit cost and description of the goods or properties or nature of the service

4. In the case of sales in the amount of P1,000 or more where the sale or transfer is made to a VAT-registered person, the registered name or name, address and TIN of the purchaser, customer, or client

5. Other information required under Section 6 (B) of these Regulations

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C. Accounting Requirements – All persons subject to VAT shall maintain a subsidiary sales journal and subsidiary purchase journal on which the daily sales and purchases are recorded, in addition to the regular accounting records required.

D. Consequence of Issuing Erroneous VAT Invoice

1. All persons who are not VAT-registered and issued a VAT Invoice showing the person's TIN followed by the word 'VAT' or showing the information under Section 3(B)(1) of these Regulations, shall, in addition to other percentage taxes, be liable to (i) VAT, without the benefit of any input tax credit and (ii) a 50% surcharge.

The VAT shall be recognized as an input tax credit, to the purchaser, buyer, or receiver of erroneous VAT Invoice if all the required information under Section 3(B)(1) of these Regulations are shown on the invoice.

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2. A VAT-registered person or seller issuing a VAT Invoice for a VAT-Exempt transaction but fails to display the term 'VAT-Exempt Sale' or clearly provide a breakdown of the VAT-Exempt Sale on the invoice as provided for under Section 3(B)(2.4) of these Regulations, shall be liable for the VAT.

3. If a VAT-registered person or seller issues a duly registered VAT Invoice to another VAT-registered person or buyer/purchaser with lacking information required under Section 3(B) of these Regulations, the seller or issuer shall be liable for non-compliance with the invoicing requirements. However, the VAT amount shall still be allowed to be used as an input tax credit, on the part of the purchaser or buyer, except if the lacking information pertains to any of the following:

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- a. Amount of sales
- b. VAT amount
- c. Registered Name and TIN as shown on the BIR Certificate of Registration of both purchaser or buyer and issuer or seller
- d. Description of goods or nature services
- e. Date of transaction

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- All Books of Accounts, including the subsidiary books and other accounting records of corporations, partnerships, or persons, shall be preserved by the taxpayer for a period of five years reckoned from the day following the deadline in filing a return, or if filed after the deadline, from the date of the filing of the return, for the taxable year when the last entry was made in the Books of Accounts.

Type	Five years
1. Manual Books of Accounts and other accounting records	In hard copies
2. Manual Bound Loose Leaf Books of Accounts and other accounting records	In hard copies
3. Computerized Books of Accounts and other accounting records	In electronic copies

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- If the taxpayer has any pending protest or claim for tax credit/refund of taxes, and the books and records concerned are material to the case, the taxpayer is required to preserve the Books of Accounts and other accounting records until the case is finally resolved in support of their defenses and aid, even beyond the prescribed five-year retention period.

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- Unless a longer period of retention is required under the Tax Code or other relevant laws, the independent Certified Public Accountant (CPA) who audited the records and certified the financial statements of the taxpayer, has the responsibility - similar to that of the taxpayer - to maintain and preserve electronic copies of the audited and certified financial statements including the audit working papers for a period of five years from the due date of filing the annual income tax return or the actual date of filing thereof, whichever comes later.

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- The following are the Registration Requirements under Section 236 of the Tax Code:

A. Manner and Time of Registration — Every person subject to any internal revenue tax shall register, either electronically or manually, with the Revenue District Office (RDO) as follows:

1. On or before the commencement of business for Self-employed individuals, estates and trusts, corporations, and their branches, if any.
2. Before payment of any tax due for Corporations (Taxable or Nontaxable)/ One Time Transaction (ONETT)
3. Before or upon filing of any applicable tax return, statement or declaration as required by the Tax Code for Corporations, Partnerships, Associations, Cooperatives, Government Agencies, and Instrumentalities (GAIs)

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4. Within 10 days from date of employment for Employees

5. Application under Executive Order (EO) No. 98, series of 1999

B. Place of Registration

Taxpayers shall be registered either electronically or manually, with the appropriate RDO.

The requirement of payment of Annual Registration Fee of P500 for every separate or distinct establishment or place of business is repealed and shall no longer be applicable effective 22 January 2024.

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C. Registration of Business Taxpayers – All persons engaged in business or practice of profession, self-employed and professionals not under employer-employee relationship, juridical entities, online sellers/merchants including those engaged in providing digital goods and services, unless otherwise exempted, shall:

1. Register and secure a BIR Certificate of Registration (COR) by the prescribed deadline under Section 5(A) hereof
2. Comply with the invoicing requirements:
 - a. For manual issuance of invoice - secure an Authority to Print (ATP) or avail of BIR Printed Invoice
 - b. For computer-aided issuance - secure Permit to use loose leaf invoice and ATP

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c. For Computerized Accounting System (CAS) and/or components thereof - secure Acknowledgement Certificate (AC)

3. Comply with the bookkeeping requirements:

a. For manual - register books of accounts

b. For Loose-leaf and CAS - register books of accounts within the prescribed period

4. Secure “Notice to Issue Invoices”

5. Attend the taxpayer’s initial briefing to be conducted by the respective RDOs to inform newly registered businesses of their rights and obligations

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D. Registration of Business Name – Each Business Name used, including the “store name” used in any online store or e-commerce platform, shall be registered with the BIR and shall be reflected in the BIR Certificate of Registration, provided, that each Business Name or “store name” is also registered with the Securities and Exchange Commission (SEC) or Department of Trade and Industry (DTI) as evidenced by a valid DTI Certificate of Business Name Registration or SEC Certificate of Registration or Articles of Incorporation or Partnership.

E. BIR Business Registration Date – The BIR Business Registration shall be reckoned from the date when the taxpayer registered its business and/or Business Name as reflected in the BIR Certificate of Registration.

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F. Issuance of Certificate of Registration to Head Office, Branch and Facility – Subject to the provisions of Section 5(C) hereof, each Head Office, Branch and Facility shall be issued a Certificate of Registration or Electronic Certificate of Registration within the period/time prescribed in the BIR Citizen’s Charter, upon submission of complete documentary requirements.

Employees, One-Time Transaction (ONETT) taxpayers, individuals who have secured a TIN under EO No. 98 and/or non-business taxpayers, non-business Estate and Trust shall not be issued a COR.

Revenue Regulations No. 7-2024 dated 11 April 2024

G. Posting of Certificate of Registration – All persons subject to the provisions of Section 5(C) and (D) of these regulations shall post or exhibit their original COR/Electronic COR (eCOR) at the place where the business is conducted and at each branch and/or facility in a way that is clearly and easily visible to the public.

H. Posting of Proof of Registration on Online Websites, E-Commerce or E-Marketplace Seller/Merchant's Page and other Platforms – All online businesses, sellers or merchants and service providers operating a business through a website, social media or any digital or electronic means, shall display conspicuously the electronic copy of the BIR COR on their website, seller/merchant's account or profile pages of the e-commerce platform or mobile application.

Revenue Regulations No. 7-2024 dated 11 April 2024

I. Registration of Each Type of Internal Revenue Tax – Every person who is required to register with the BIR under Section 5(A) of these regulations, shall register each type of internal revenue tax for which such person is obligated; file a return and pay the tax due thereon, either electronically or manually; and update such registration of any changes thereof.

J. Cancellation of Registration – The registration of any person shall be cancelled upon mere filing, either electronically or manually, of an application for registration information update in a form prescribed therefor with the RDO where such person is registered. However, this shall not preclude the CIR or his authorized representative from conducting an audit in order to determine any tax liability.

Revenue Regulations No. 7-2024 dated 11 April 2024

K. Transfer of Registration

1. Transfer of Registration of Non-business Taxpayers – may submit their application for transfer either manually or via BIR online registration system at the new RDO having jurisdiction over the place residence of the taxpayer.

2. Transfer of Registration of Business Taxpayers – may submit their application for transfer either manually or via BIR online registration system at the current RDO where the taxpayer is registered.

The concerned taxpayer shall secure a new BIR Certificate o Registration from its new RDO.

Revenue Regulations No. 7-2024 dated 11 April 2024

L. Unlawful Pursuit of Business – Any person who carries on or engages in any business and is not duly registered with the BIR shall, upon conviction for each act or omission, be punished in accordance with the penalty provided in Sec. 258 of the Tax Code.

- All persons subject to an internal revenue tax shall, at the point of each sale and transfer of merchandise or for services rendered valued at P500 or more, issue duly registered invoices, showing the name, Taxpayer Identification Number (TIN), date of transaction, quantity, unit cost and description of merchandise or nature of service.
- The P500 amount shall be adjusted to its present values every three years using the CPI, as published by the PSA.

Revenue Regulations No. 7-2024 dated 11 April 2024

- The seller shall issue invoice when the buyer so requires regardless of the amount of transaction. Provided, however, that if the sales amount per transaction is below the threshold but the aggregate sales amount at the end of the day is at least P500, the seller will issue one invoice for the aggregate sales amount for such sales at the end of the day: Provided, finally, that VAT-registered persons shall issue duly registered invoice regardless of the amount of the sale and transfer of merchandise or for services rendered.

Revenue Regulations No. 7-2024 dated 11 April 2024

- Considering that the Ease of Paying Taxes Act no longer requires the issuance of Official Receipts (OR), it operates to establish the Invoice as the primary evidence for both sale of goods and services. The taxpayer, however, may issue OR, Collection Receipt or Payment Receipt as supplementary document showing proof of payment. To promote ease of doing of business, the remaining unused OR can still be used at the option of the taxpayer, pursuant to Section 8(2) of these Regulations, as amended by RR No. 11-2024.

Revenue Regulations No. 7-2024 dated 11 April 2024

- All persons, whether private or government, who are engaged in business and will use manual invoices shall secure/apply from the BIR an Authority to Print (ATP) principal and supplementary invoices free of charge, before an Accredited Printer of Invoices can print the same.
- These Regulations shall take effect 15 days following its publication in the Official Gazette or the BIR official website, whichever comes first. This was posted on the BIR official website on 12 April 2024.

Revenue Regulations No. 8-2024 dated 11 April 2024

- Taxpayers shall be classified, and be covered by these regulations, as follows:
 - A. Micro Taxpayer – shall refer to a taxable person whose gross sales for a taxable year is less than P3,000,000.
 - B. Small Taxpayer – shall refer to a taxable person whose gross sales for a taxable year is P3,000,000 to less than P20,000,000.
 - C. Medium Taxpayer – shall refer to a taxable person whose gross sales for a taxable year is P20,000,000 to less than P1,000,000,000.
 - D. Large Taxpayer – shall refer to a taxable person whose gross sales for a taxable year is P1,000,000,000 and above.

Revenue Regulations No. 8-2024 dated 11 April 2024

- For purposes of classification of taxpayers, gross sales shall refer to total sales revenue, net of VAT, if applicable, during the taxable year, without any other deductions.
- Gross sales shall only cover business income, excluding compensation income earned under employer-employee relationship, passive income under Section 24, 25, 27 and 28 and income excluded under Section 32(B), all of the Tax Code.
- Business income shall include income from the conduct of trade or business or the exercise of a profession.
- Taxpayers who will register to engage in business or practice of profession upon the effectivity of these Regulations shall initially be classified based on its declaration in the Registration Forms starting from the year they registered and shall remain as such unless reclassified.

Revenue Regulations No. 8-2024 dated 11 April 2024

- Taxpayers shall be duly notified of their classification or reclassification as may be applicable by the BIR in a manner or procedure to be prescribed in a revenue issuance to be issued separately.
- Taxpayers registered in 2022 and prior years shall be classified based on their gross sales for the taxable year 2022. For taxpayers registered in 2022 and prior years but without any submitted information on their gross sales for taxable year 2022, and taxpayers registered in 2023 or in 2024 before the effectivity of these Regulations, they shall initially be classified as MICRO, except VAT-registered taxpayers, who shall be classified as SMALL.
- These Regulations shall take effect 15 days following its publication in the Official Gazette or the BIR official website, whichever comes first. This was published on the BIR official website on 12 April 2024.

Revenue Regulations No. 11-2024 dated 13 June 2024

- **Certificate of Registration (COR) reflecting the Registration Fee**
- Business taxpayers are not required to replace their existing BIR Certificate of Registration displaying the Registration Fee. The COR shall retain its validity although the Registration Fee is shown therein, and taxpayers are no longer required to pay the Annual Registration Fee. Updating the COR is only necessary if there are changes to the registration information, excluding Registration Fee, reflected on the COR
- **Unused Official Receipts**
- **Taxpayers may continue the use of remaining Official Receipts as supplementary documents.** – All unused or unissued Official Receipts may still be used as supplementary documents upon the effectivity date of these Regulations until fully consumed, provided that the phrase “This document is not valid for claim of input tax.” is stamped on the face of the document.

Revenue Regulations No. 11-2024 dated 13 June 2024

- **Taxpayers may convert and use the remaining Official Receipts as Invoice and convert the Billing Statement/Statement of Account/Statement of Charges into Billing Invoice.** – For ease of doing business, taxpayers shall be allowed to strikethrough the word “Official Receipt” (e.g., ~~Official Receipt~~) or “Billing Statement/Statement of Account/Statement of Charges into Billing Invoice” (e.g., ~~Billing Statement~~) on the face of the manual and loose leaf printed receipt and stamp “Invoice,” “Cash Invoice,” “Charge Invoice,” “Credit Invoice,” “Billing Invoice,” “Service Invoice,” or any name describing the transaction, and to be issued as primary invoice to its buyer/purchaser until fully consumed. Provided, that the converted “Official Receipt” or “Billing Statement/Statement of Account/Statement of Charges” shall contain the required information provided under Section 6 (B) of RR No. 7-2024, including the quantity, unit cost and description or nature of service pursuant to Section 237 of the Tax Code. Such information and other required information may also be stamped if not originally indicated in the old Official Receipt/Billing Statement/Statement of Account/Statement of Charges to comply with these requirements.

Revenue Regulations No. 11-2024 dated 13 June 2024

- Effective 27 April 2024, any manual/loose leaf "Official Receipts" issued without a stamped "Invoice" will be considered supplementary documents as provided in Section 8 (2.1) of these Regulations, and ineligible for input tax claims.
- The stamping of Official Receipts as Invoice or Billing Statements/Statements of Account/Statements of Charges as Billing Invoice by taxpayers does not require approval from any Revenue District Offices (RDO)/LT Offices/ LT Divisions but must comply with Section 8 (2.3) hereof. Taxpayers should obtain newly printed invoices with an Authority to Print (ATP) before fully using or consuming the converted Official Receipts/ Billing Statements/ Statements of Account/ Statements of Charges.

Revenue Regulations No. 11-2024 dated 13 June 2024

- **Reportorial requirement for unused Official Receipts/ Billing Statements/ Statements of Account/Statements of Charges to be used as Invoice or Billing Invoice upon effectivity of these Regulations** – All unused manual and loose leaf Official Receipts/Billing Statements/Statements of Account/ Statement of Charges to be converted as Invoices or Billing Invoices shall be reported by submitting an inventory of unused Official Receipts/Billing Statements/Statements of Account/Statements of Charges indicating the number of booklets and corresponding serial numbers on or before 31 July 2024, to the RDO/LT Office/LT Division where the Head Office or Branch Office is registered, in duplicate copies. The receiving Branch RDO shall transmit the original copy to the Head Office RDO and retain the duplicate copy.

Revenue Regulations No. 11-2024 dated 13 June 2024

- Cash Register Machines (CRM) and Point-of-Sales (POS) Machines and E-receipting or Electronic Invoicing Software □
- Taxpayers using CRM/POS/E-receipting/E-invoicing may change the word “Official Receipt” to “Invoice,” “Cash Invoice,” “Charge Invoice,” “Credit Invoice,” “Billing Invoice,” “Service Invoice” or any name describing the transaction without the need to inform of such change the RDO having jurisdiction over the place of business of such sales machines. Such reconfiguration shall be considered as a minor enhancement system which shall not require the reaccreditation of sales software/system on the part of the software supplier nor the reissuance of the Permit to Use on the part of the taxpayer-user

Revenue Regulations No. 11-2024 dated 13 June 2024

- To provide ample time in reconfiguring machines and the enhancement of CAS/CBA with AR, adjustments shall be undertaken on or before 31 December 2024. Any extension due to the reconfiguration/enhancements of system must be approved by the concerned Regional Director or Assistant Commissioner of the Large Taxpayers Service, which shall not be longer than six months from 31 December 2024.

Revenue Regulations No. 11-2024 dated 13 June 2024

- Documents issued by CRM/POS machines, e-receipting or electronic invoicing software, CAS or CBA with AR containing the word “Official Receipt” from 27 April 2024 until the completion of machine/system reconfiguration/ enhancement shall be considered as valid for claiming of input tax by the buyer/purchaser until 31 December 2024 or until the completion of machine/ system reconfiguration/ enhancement, whichever comes first. Provided, that there is no missing information as enumerated under Section 3(D)(3) of RR No. 7-2024 and the machine/system printed/generated “Official Receipt/ Billing Statement/Statement of Account/Statement of Charges” is converted by striking through the term “Official Receipt/Billing Statement/Statement of Account/Statement of Charges” and stamping the word “Invoice/Billing Invoice” on the document.

Revenue Regulations No. 11-2024 dated 13 June 2024

- Issuing “Official Receipt” (with or without strikethrough) generated by CRM/ POS machines, e-receipting, electronic invoicing software, CAS or CBA with AR for the sale of goods or services after 31 December 2024 or until the completion of machine/system reconfiguration/enhancement, whichever comes first, and issuing manual/loose leaf “Official Receipt” without converting them to “Invoice” for the sale of goods or service starting 27 April 2024, will not be considered as evidence of sales of goods or services and shall be tantamount to failure to issue or non-issuance of Invoice required under Section 6(A) hereof. Such failure is subject to penalty of not less than One Thousand Pesos (Php1,000.00) but not more than Fifty Thousand Pesos (Php50,000.00) and suffer imprisonment of not less than two years but not more than four years pursuant to Section 264 (a) of the Tax Code.

Revenue Regulations No. 11-2024 dated 13 June 2024

- The Commissioner of Internal Revenue (CIR) may further extend the deadlines of the transition period prescribed in the Regulations as may be deemed necessary.

Revenue Memorandum Circular No. 14-2024 dated 24 January 2024

- This Circular is issued to advise all business taxpayers that **effective 22 January 2024**, BIR will cease collecting the **Annual Registration Fee (ARF)**. As a result, business taxpayers are exempt from filing BIR Form No. 0605 and paying the P500 ARF.
- Business taxpayers with existing BIR Certificate of Registration (COR) that includes the Registration Fee will retain its validity. Taxpayers may choose to update / replace their COR at their convenience. This can be done by surrendering their old COR at the Revenue District Office where they are registered **on or before 31 December 2024**.

Revenue Memorandum Circular No. 53-2024

dated 11 April 2024

- The RMC is issued to inform taxpayers and others concerned on the availability of the revised BIR Registration Forms (January 2024 ENCS):

Form No.	Description
1901 (Annex "A")	Application for Registration for Self-Employed (Single Proprietor/Professional), Mixed Income Individuals, Non-Resident Alien Engaged in Trade/Business, Estate and Trust
1903 (Annex "B")	Application for Registration for Corporations, Partnerships (Taxable/Non-Taxable), Including Government Agencies and Instrumentalities (GAIs), Local Government Units (LGUs), Cooperatives and Associations
1904 (Annex "C")	Application for Registration for One-time Taxpayer and Person Registering under E.O. 98 (Securing a TIN to be able to transact with any government office)
1906 (Annex "D")	Application for Authority to Print Invoices

Revenue Memorandum Circular No. 77-2024

dated 11 July 2024

- A VAT-registered person shall issue a duly registered VAT invoice for every sale, barter, exchange or lease of goods or properties or services regardless of the amount of transaction. □
- A non-VAT registered person shall issue a duly registered Non-VAT Invoice for every sale, barter, exchange or lease of goods or properties or services in the following cases: □
- The amount of single transaction is valued at five hundred pesos (Php500.00) or more.
- The buyer requested/demanded an invoice, regardless of the amount of sales transaction.
- If at the end of the day, the aggregate amount of all sales transactions amounting to less than Php500.00 exceeded the Php500.00 threshold.

Revenue Memorandum Circular No. 77-2024

dated 11 July 2024

- The Php500.00 threshold shall be adjusted to its present value every three years, beginning 22 January 2024 or the effectivity of the EOPT Act, using the Consumer Price Index as published by the Philippine Statistics Authority. □
- Invoice is now the primary evidence for recording sales of goods and services, thus sellers need to apply for a new Authority to Print (ATP) Invoice before they can have an Accredited Printer print an Invoice. However, during the transitory period, sellers may opt to use the remaining unused Official Receipts by converting them into Invoice. □
- Business Style of the buyer or seller is not required to be indicated in the Invoice. However, the seller may indicate its business name in the Invoice for the trade name or store name identification or branding purposes.

Revenue Memorandum Circular No. 77-2024

dated 11 July 2024

- Official Receipt (OR) is treated as supplementary document. Taxpayers, however, have the following options on the remaining unused ORs: ☐
- Continue to use the remaining ORs as supplementary documents; or ☐
- Convert and use the remaining ORs as Invoice. ☐
- All unused or unissued ORs may still be used as supplementary documents until they are fully consumed, provided that each page of the unused OR must be stamped with the phrase “This document is not valid for claim of input tax.” Failure to do so will not make the document a valid replacement for the Invoice; hence, seller may be considered as not issuing an Invoice and may be subject to applicable penalty.

Revenue Memorandum Circular No. 77-2024 dated 11 July 2024

- Taxpayers may convert the remaining unused booklets of old ORs and use the same as Invoice, or the Billing Statement/Statement of Account/Statement of Charges into Billing Invoice, until they are fully consumed, provided that, the word “Official Receipt/Billing Statement/Statement of Account/Statement of Charges into Billing Invoice” on the face of the manual and loose leaf printed receipt shall be stricken out (e.g. ~~Official Receipt~~) and shall be stamped “Invoice” or “Cash Invoice” or “Charge Invoice” or “Credit Invoice” or “Service Invoice” or (e.g., ~~Billing Statement~~) “Billing Invoice,” or any name describing the transaction for which such Invoice shall be issued to its buyer/purchaser.

Revenue Memorandum Circular No. 91-2024

dated 14 August 2024

- Every person subject to any internal revenue tax shall register, either electronically or manually, with the RDO as follows:
 - a. On or before the commencement of business - for self-employed individuals, estates and trusts, corporations, and their branches, if any
 - b. Before payment of any tax due - for Corporations (Taxable or Non-taxable)/ One Time Transaction (ONETT)
 - c. Before or upon filing of any applicable tax return, statement or declaration as required by the Tax Code - for Corporations, Partnerships, Associations, Cooperatives, Government Agencies and Instrumentalities (GAIs)
 - d. Within 10 days from date of employment – for Employees
 - e. Application under EO No. 98, Series of 1999

Revenue Memorandum Circular No. 91-2024 dated 14 August 2024

- Taxpayers can register with the BIR through the following options:
 - a. Manually at the RDOs
 - b. New Business Registration (NewBizReg) Portal
 - c. TRRA Portal
 - d. Philippine Business Hub (PBH)
 - e. Online Registration and Update System (ORUS)
- Commencement of business shall be reckoned from the day when the first sale transaction occurred or upon the lapse of 30 calendar days from the issuance of the Mayor's Permit/Professional Tax Receipt (PTR)/Occupational Tax Receipt (OTR) by LGU, or the Certificate of Business Name Registration (CBNR) issued by the Department of Trade and Industry (DTI), or the COR issued by SEC, whichever comes first.

Revenue Memorandum Circular No. 91-2024

dated 14 August 2024

- A person shall be considered to have violated this provision when such person failed to register with the BIR within 30 calendar days from the issuance of Mayor's Permit/PTR/OTR by the concerned LGU, or COR/CBNR issued by the SEC/DTI or the date of its first sales transaction □
- Taxpayers shall be registered at the appropriate RDO based on his/her/its taxpayer type pursuant to Section 5 (B) of RR No. 7-2024.
- Foreign nationals who are securing work and employment permits shall be registered with the BIR following the policies and guidelines prescribed in RMO No. 28-2019 (Policies and Guidelines on the Registration Requirements of Foreign Nationals).

Revenue Memorandum Circular No. 91-2024 dated 14 August 2024

- A taxpayer who encounters errors or technical issues while using the ORUS may transact manually at the RDO, provided that the taxpayer can present proof of error or technical issue (e.g., screenshot) encountered. However, in cases where the BIR issued an Advisory that the ORUS is unavailable, the taxpayer does not need to present any proof of error/technical issue to be allowed to transact manually at the RDO. Aside from manually transacting with the RDO, the taxpayer can submit registration application through the BIR's NewBizReg Portal or TRRA Portal, if the transaction is available therein.

Revenue Memorandum Circular No. 91-2024 dated 14 August 2024

- Business taxpayers, whether with physical store or selling thru online platforms, need to post or display their Certificate of Registration (COR). For taxpayers with physical store, it shall be posted in a conspicuous place in the business establishment that can be easily seen by the public. For online sellers, an electronic copy of COR (eCOR) shall be posted on the sellers' website(s) or profile pages at the e-commerce platform. Online sellers whose COR bears a Quick Response (QR) code generated thru ORUS or PBH may post such QR Code at the sellers' website(s) or profile pages at the e-commerce platform in lieu of the electronic copy of COR.
- In case of a peddler or other persons not having a fixed place of business, the COR/eCOR shall be kept in the possession of the holder thereof or at the place of residence or at the Head Office's address, if applicable, subject to production upon demand of any internal Revenue Officer.

Revenue Memorandum Circular No. 91-2024

dated 14 August 2024

- Taxpayers engaged in business shall register with the BIR all of their business/ trade names as registered in SEC or DTI and declare their “store names” used in all their online page, account, website or e-commerce platforms, which shall be reflected as business names in the COR. Store Name refers to the seller’s brand or business within the online page, account, website or ecommerce platforms. □
- Under the EOPT Act, the BIR ceased to collect the Annual Registration Fee of Five Hundred Pesos (Php500.00) effective 22 January 2024, both for new business registrants and existing business taxpayers.
- The COR shall retain its validity although the Registration Fee is still reflected therein as one of the tax types. Taxpayers are not required to replace it, unless there are other updates/changes in the taxpayers’ business registration information that need to be reflected in the COR.

Revenue Memorandum Circular No. 91-2024

dated 14 August 2024

- Books of Accounts shall be registered thru ORUS in the following manner:

Type	Deadline for Registration	Frequency
New Business Registrants		
Manual Books of Accounts	Before the deadline for filing of the initial quarterly Income Tax Return (ITR) or annual ITR, whichever comes earlier	Before the full consumption of the pages of the previously registered books
Existing Business Taxpayers or Subsequent Registration of Books of Accounts		
Manual Books of Accounts	Before the use of the books	Before the full consumption of the pages of the previously registered books

Revenue Memorandum Circular No. 91-2024

dated 14 August 2024

Type	Deadline for Registration	Frequency
Permanently bound Loose Leaf Books of Accounts	Within 15 days after the end of each taxable year unless extended by the Commissioner or his duly authorized representative upon request of the taxpayer before the lapse of the said period	Annually
Computerized Books of Accounts	Within 30 days from the close of each taxable year unless extended by the Commissioner or his duly authorized representative upon request of the taxpayer before the lapse of the said period	Annually

Revenue Memorandum Circular No. 91-2024

dated 14 August 2024

- New sets of manual Books of Accounts are not required to be registered every year. However, taxpayers may have the option to use new sets of manual Books of Accounts yearly, which should be registered prior to use. □
- A QR Code Stamp, which shall be generated for Books of Accounts registered thru ORUS, shall serve as the taxpayer's proof of registration. It shall contain the following information:
 - a. TIN
 - b. Registered Name
 - c. Registered Address
 - d. Type of Book (Manual, Loose Leaf or Computerized)

Revenue Memorandum Circular No. 91-2024

dated 14 August 2024

e. Books Registered

f. Permit No./Acknowledgment Certificate Control No. – for Loose Leaf or Computerized Books of Accounts

g. Permit to Use (PTU)/ACCN date issued – for Loose Leaf or Computerized Books of Accounts

h. Quantity

i. Volume No. j. Date Registered

- The QR Code shall determine the authenticity of the printed QR Code Stamp when scanned by any smartphone, which will be redirected to the BIR ORUS website.

Revenue Memorandum Circular No. 91-2024

dated 14 August 2024

- Taxpayers shall print the QR Code Stamp and paste it on the first page of the manual Books of Accounts and permanently bound loose leaf Books of Accounts. For computerized Books of Accounts, the QR Code Stamp shall be printed and be kept for record purposes. □
- After registering in ORUS, there is no need to go to the RDO for the submission of transmittal letter and USB flash drive (for computerized Books of Accounts) and manual stamping of the books (for manual or loose-leaf Books of Accounts). □
- Manual registration of Books of Accounts at the RDO shall only be allowed under the following circumstances:
 - a. The taxpayer is experiencing technical issues in ORUS with proof of error or issue).

Revenue Memorandum Circular No. 91-2024

dated 14 August 2024

- b. The taxpayer is already in the office premises of the RDO registering on the day of the deadline.
- c. The business taxpayer registering Books of Accounts is a senior citizen. ☐
- Transfer of business registration to another RDO and closure of business registration may be done by mere filing/submission of application (using BIR Form No. 1905), together with complete documentary requirements specified in Q & A Nos. 13 and 14 of the Circular. ☐
- However, this shall not preclude the Commissioner of Internal Revenue or his authorized representative from conducting an audit in order to determine the tax liability of taxpayer as of closure of his/her/its business operation. Said tax liability needs to be settled prior to the issuance of tax clearance for business closure.

Signed Revenue Issuances

NO. OF ISSUANCE	SUBJECT	DATE OF ISSUE
RR No. 2-2024	Prescribes the policies and guidelines for the publication of revenue issuances and other information materials of the BIR pursuant to Section 245(i) of the Tax Code, as amended by RA No. 11976 (Ease of Paying Taxes Act)	February 28, 2024
RMO No. 9-2025	Creation of Alphanumeric Tax Code of Selected Revenue Source under Revenue Regulations (RR) No. 2-1998	February 27, 2025
RMO No. 37-2024	Policies, Guidelines and Procedures in Classifying Business Taxpayers pursuant to Revenue Regulations No. 8-2024	September 4, 2024
RMO No. 23-2024	Prescribes the guidelines, policies and procedures in the implementation of the risk-based approach in the verification and processing of Value-Added Tax (VAT) refund claims, as introduced in Republic Act No. 11976 (Ease of Paying Taxes Act)	June 19, 2024

Signed Revenue Issuances

NO. OF ISSUANCE	SUBJECT	DATE OF ISSUE
RMC No. 3-2024	Circularizes RA No. 11976 (Ease of Paying Taxes Act) and the Veto Message of President Ferdinand E. Marcos Jr.	January 10, 2024
RMC No. 60-2024	Provides clarifications and guidance on Section 6 of RR No. 4-2024 on the Repeal of Section 34 (K) of the NIRC of 1997, as amended	May 9, 2024
RMC No. 62-2024	Announces the availability of the "Taxpayer Classification Inquiry" functionality in the Online Registration and Update System	May 16, 2024
RMC No. 63-2024	Announces the availability of BIR Form No. 1702-MX January 2018 (ENCS) in the Electronic Filing and Payment System (eFPS)	May 27, 2024
RMC No. 65-2024	Clarifies certain issues relative to the implementation of Section 19 of RA No. 11976 (Ease of Paying Taxes Act), which added Section 110(D) of the National Internal Revenue Code of 1997, as amended (Tax Code), that introduced the Output VAT Credit on uncollected receivables	June 14, 2024

Signed Revenue Issuances

NO. OF ISSUANCE	SUBJECT	DATE OF ISSUE
RMC No. 66-2024	Submission of Inventory Report and Notice in Compliance with Transitory Provisions of Revenue Regulations No. 7-2024	June 14, 2024
RMC No. 67-2024	Clarifying the Deadline for Filing of Documentary Stamp Tax Return and Payment of the Corresponding Taxes	June 18, 2024
RMC No. 68-2024	Circularizing the availability of the revised BIR Form No. 2550Q [Quarterly Value-Added Tax (VAT) Return] April 2024 (ENCS)	June 19, 2024
RMC No. 84-2024	Clarification on the publication of revenue issuances under Section 245 of the National Internal Revenue Code of 1997, as amended by Republic Act No. 11976, otherwise known as the "Ease of Paying Taxes Act," as implemented by Revenue Regulations No. 2-2024	July 30, 2024
RMC No. 87-2024	Answers frequently-asked questions relative to the filing of tax returns and payment of taxes pursuant to Revenue Regulations No. 4-2024, Implementing the Provisions of Republic Act No. 11976, Otherwise Known as "Ease of Paying Taxes (EOPT) Act"	August 7, 2024

Signed Revenue Issuances

NO. OF ISSUANCE	SUBJECT	DATE OF ISSUE
RMC No. 115-2024	Clarification of certain policies and procedures relative to the implementation of the Risk-Based Approach in the verification and processing of Value-Added Tax (VAT) Refund Claims, as introduced in Republic Act No. 11976, Otherwise Known as the "Ease of Paying Taxes Act"	October 18, 2024
RMC No. 116-2024	Clarifying the provisions of Republic Act No. 11976, or Otherwise Known as the "Ease of Paying Taxes Act", applicable to the Power Industry	October 18, 2024

**End of Presentation
Thank you!**