



PUBLIC NOTICE: FOURTH QUARTER PROVISIONAL INCOME TAX PAYMENT DUE 20 DECEMBER 2023

The Commissioner of Taxes hereby reminds all taxpayers whose taxable income is derived from **any business** for the tax year ending **31st December 2023** that the Fourth Quarter Provisional Tax Payment is due on or before the **20th of December 2023**.

This means that, **35%** of the provisional tax for the tax year ending **31st December 2023** is due on or before the **20th of December 2023**. Please note that the new Income Tax Provisional Return will be availed in TaRMS Self Service Portal by the 20th of December 2023.

The Provisional Tax Payment Dates are shown as below:

Quarterly Instalment	Due Date (On or Before)	Instalment Due (Percentage of Projected Annual Tax Payable)	Cumulative Tax Due
1 st	25 th March, 2023	10%	10%
2 nd	25 th June, 2023	25%	35%
3 rd	25 th September, 2023	30%	65%
4 th	20 th December, 2023	35%	100%

For calculation of the Provisional Tax for each QPD, taxpayers are required to estimate the annual tax due, calculate the respective percentage of tax for the respective quarter with reference to the table above, complete the Income Tax Provisional Return in TaRMS. The annual estimated tax should be adjusted depending on the business's performance to update the estimates every quarter.

CALCULATION OF PROVISIONAL TAX FOR 2023 YEAR OF ASSESSMENT WHERE THERE IS NEED FOR CONVERSIONS.

In calculating provisional tax for 2023, taxpayers are required to use the quarterly average auction exchange rate. Given the fixed dates of the QPDs, the Quarterly Average Auction exchange rate shall be determined as follows:

- a) 1st QPD - 1 January 2023 to 20 March 2023
- b) 2nd QPD - 21 March 2023 to 20 June 2023
- c) 3rd QPD- 21 June 2023 to 20 September 2023
- d) 4th QPD- 21 September 2023 to 15 December 2023

The daily exchange rates are summed and then the average is determined.

OUTSTANDING RETURNS AND PAYMENTS

All taxpayers with outstanding returns, i.e. returns for previous tax periods, are reminded to submit them, without further delay. Late submission of returns and payment of tax attracts penalties, interest and prosecution respectively. Outstanding returns include:

- a) PAYE Tax Return
- b) Return for Remittance of PAYE on Pension Commutation and Pension Lump Sum Payments
- c) Withholding Tax
- d) Presumptive Tax
- e) Return for Remittance of Value Added Tax

SUBMISSION OF PROVISIONAL INCOME TAX RETURNS

Taxpayers are urged to take note of the following issues:

- Taxpayers with a combination of income in forex and in local currency are to submit one return which has provision for declarations in both USD and ZWL currencies.
- Reference should be made to Finance Act No 8 and No 2(10) of 2022 concerning apportionment of expenditure and exchange rates to be used for any conversions that may be necessary. **Please note that tax should be paid in the currency of transaction in terms of the law.**
- Clients who have received a written notice fixing dates other than the above are required to comply with that written notice.
- Failure to submit the Income Tax Provisional Return with estimates entitles ZIMRA to estimate the taxable income and recover the tax due including interest thereof.
- Taxpayers who encounter challenges on using the system are advised to get in touch with Contact Centre on contactcentre@zimra.co.zw for assistance.

My Taxes, My Duties: Building My Zimbabwe!!

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