

INDIVIDUAL INCOME TAX RETURN

Under Section 65 of the Income Tax Act, you are required to file this return not later than **30th September** following the end of the tax year.



ITA 20 (2015) issued by Commissioner General
as per Section 6 of the Income Tax Act

TIN

TAX YEAR ENDED 30TH JUNE

DUE DATE

BARCODE

(Write in capital letters within boxes. Where not applicable, write "N/A")

PART A - PERSONAL DETAILS

Surname

First Name

Middle Name

Omang / Residence Permit No Telephone Cellphone

Email

POSTAL ADDRESS

P O Box/Private Bag

Town/Village

Country

Country Code

PHYSICAL ADDRESS (RESIDENTIAL)

Plot No

Location/Ward

Town/Village

Country

BUSINESS ADDRESS

Plot No

Location

Town/Village

Country

DETAILS OF NEXT OF KIN

Surname

First Name

Tel No.

Cell No.

Relation

RESIDENCE STATUS

Country of Citizenship

I was present in Botswana for more than 183 days for tax year ended 30th June

(Tick whichever is applicable)

Yes

No

LANDLORD DETAILS

Are You Renting? (Tick whichever is applicable) Yes No

If Yes, Provide Particulars of Landlord (S)

Full Names of Landlord (A)

Omang / Res Permit No / TIN Rent paid in the tax year

Physical Address

Telephone Cellphone

Full Names of Landlord (B)

Omang / Res Permit No / TIN Rent paid in the tax year

Physical Address

Telephone Cellphone

PART B - INCOME

PART B.1. EMPLOYMENT

Line	Amount In Pula (BWP)	Thebe
1. Gross Remuneration	<input type="text"/>	<input type="text"/>
2. Less: Exempt Amounts	<input type="text"/>	<input type="text"/>
3. Assessable Income	<input type="text"/>	<input type="text"/>
4. Gross Pension Income	<input type="text"/>	<input type="text"/>
5. Gross Director's Fees	<input type="text"/>	<input type="text"/>
6. Chargeable Income (Add Line 3,4,5)	<input type="text"/>	<input type="text"/>

PART B.2. BUSINESS

RENTAL	Physical Address of Property	<input type="text"/>
	Number of Properties Let	<input type="text"/>
BUSINESS	Nature of Business	<input type="text"/>
7. Turnover / Sales		<input type="text"/>
8. Less: Cost of Sales		<input type="text"/>
9. Gross Profit		<input type="text"/>
10. Add: Gross Rental Income		<input type="text"/>
11. Less: Operating Expenses		<input type="text"/>
12. Net Profit		<input type="text"/>
13. Net Loss		<input type="text"/>
14. Add: Non Allowable Deductions		<input type="text"/>
15. Less: Allowable Deductions		<input type="text"/>
16. Loss B/F		<input type="text"/>
17. Chargeable Income		<input type="text"/>
18. Loss C/F		<input type="text"/>

PART B.3. FARMING INCOME

Location of Farm	<input type="text"/>
Keeper ID	<input type="text"/>
Nature of Farming	<input type="text"/>
Quantity at The End of the Tax Year:	Cattle <input type="text"/> Sheep <input type="text"/> Goats <input type="text"/>
	Others <input type="text"/>
Size of Farm in Hectares	<input type="text"/>
19. Total Operating Income	<input type="text"/>
20. Add: Total Produce Valuation at the End of The Year	<input type="text"/>
21. Total Livestock Valuation at the End of The Year	<input type="text"/>
22. Gross Income	<input type="text"/>
23. Less: Operating Expenses	<input type="text"/>
24. Total Produce Valuation at The Beginning of The Year	<input type="text"/>
25. Total Livestock Valuation at The Beginning of The Year	<input type="text"/>
26. Allowable Deductions	<input type="text"/>
27. Add: Non-Allowable Deductions	<input type="text"/>
28. Income for the Year	<input type="text"/>
29. Loss for the year	<input type="text"/>
30. Loss B/F	<input type="text"/>
31. Chargeable Income (Subtract Line 30 from Line 28)	<input type="text"/>
32. Loss C/F (refer to guide)	<input type="text"/>

PART B.4. INVESTMENT INCOME

Amount In Pula (BWP)

Thebe

33. Interest (<i>Other Than Commercial Banks And Building Societies</i>)	
34. Royalties	
35. Other (<i>Specify</i>) <input type="text"/>	
36. Chargeable Income	

PART B.5. FOREIGN INCOME

37. Interest	
38. Dividends	
39. Other (<i>Specify</i>) <input type="text"/>	
40. Chargeable Income	

PART B.6. PARTNERSHIP INCOME

41. Share of Profit	
42. Share of Loss	

PART C - DISPOSAL GAIN

A PROPERTY DISPOSED

43. Proceeds From Sale Of Property	
44. Less: Cost Of Acquisition	
45. Indexation For Cost	
46. Improvement Costs	
47. Indexation For Improvements	
48. Selling Costs	
49. Disposal Costs (<i>Add Lines 44, 45, 46, 47 & 48</i>)	
50. Disposal Gain (<i>Subtract Line 49 from Line 43</i>)	
51. Disposal Loss (<i>Subtract Line 49 from Line 43</i>)	

B SHARES DISPOSED

52. Proceeds From Sale of Shares	
53. Less: Cost Of Acquisition	
54. Selling Costs	
55. Profit	
56. Loss	
57. 25% of Profit at Line 55	
58. Disposal Gain (<i>Subtract Line 57 from Line 55</i>)	
59. Disposal Loss (<i>Subtract Line 57 from Line 55</i>)	
60. Total Disposal Gain (<i>Add Line 50 or 51 & Line 58 or 59</i>)	
61. Total Disposal Loss (<i>Add Line 50 or 51 & Line 58 or 59</i>)	
62. Tax On Disposal Gain (<i>Apply tax rates</i>)	

