

How To Generate BIR 1604-E Form

BIR 1604-E Form or also known as Annual Information Return of Creditable Income Taxes Withheld (Expanded)/ Income Payments Exempt from Withholding Tax captures all the Expanded WTax to be remitted.

In the System, Remittance of EWT must be created first before able to generate BIR 1604-E Form. Go to **WTax** > **Remittance of EWT**. It will show all the Expanded WTax captured by the system. Click **Save**.

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🖹 SAWT Form for BIR 1702	Month	Date Of Remittance	Orawa		 Withheld 	Proviouel	Net Amount of Pemittance	Surcharge	Over De	Interest	Compr	Penalties	Amount Demitted
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To show the form under Remittance of EWT, click the **Preview** button.

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BIR Form No. 1604-E January 2018 (ENCS) Page 1	BIR Form No. 1604-E January 2018 (ENCS) Page 1 BIR Form No. 1604-E 01/18ENCS P1 BIR Form No. 1604-E 01/18ENCS P1 1604-E 01/18ENCS P1									
1 FortheYear (A	2077) 2 0	2021 2 Ame	nded Return?	- Y	es 🗴	No	3 Num	ber of Sheet/s	Attached	
			Part I - Back	ground Info	rmation					
4 Taxpayer Identi	ification Number (7/	IN) 001	/ 222	1	333 /	000	NO I	5 RDO Co	ode	033
6 Withholding Ag	gents Name <i>(Last N</i>	lame, First Name,	Middle Name fo	r Individual O	R Registere	d Name for	r Non-Indi	vidual)		
			SAMPLE	TRADING, I	NC.					
7 Registerd Addre	ess (Indicate complete add	iress. If branch, Indicate the	e branch address. If the i	egistered address i	s different from the	e current address	, go to RDO to	update reg/stered addr	ss by using BIR P	form No. 1905
	U	nit 806 Pearl of the	e Orient Tower 1	240 Roxas B	lvd., Ermita	Manila, Ph	ilippines			
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8 Category of Wit	thholding Agent	v Private		ent	84 If privat	e top with	holding ag	ient?	es V	No
9 Contact Number	r	10 Email	Address		or a privat	o, top titti				
567	-4248	io Enan			sampletrad	ing@yahoo	o.com			
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Schedule 1 - Remit	ttance per BIR For	m No. 1601-FO	Part II - Sum	mary of Ren	intances					
Quarter	Date of Drawee Bank/ Remittance Bank Code/ (MMDD/YY) Agency		d TRA/el Nu	TRA/eROR/eAR Number		Taxes Withheld		Penalties		nount
1st Quarter						0.00	0	0.00		0.00
2nd Quarter						0.00	0	0.00		0.00
3rd Quarter						100.00	2	0.00		100.00
4th Quarter						100.00	1	0.00		100.00
TOTAL						100.00	1	0.00		100.00



You may also generate the form by going to Reports > W/Tax > BIR 1604-E Form.



Input the Taxable Year to be generated and click **Preview**.

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WTax	BIR 1604-E Form
🖋 W/Tax Codes	
🎲 W/Tax Settings	
🖹 SAWT Form for BIR 1702	Taxable Year 2021
🙆 Remittance of EWT	Amended



To generate the BIR 1604-E DAT File, go to WTax > Generate BIR 1604E DAT File > click the button > Save.

Navigation 🖪 📱 🗙	Generate BIR 1604 \times	
WTax	📔 Generate BIR 1604E DAT File	
💉 W/Tax Codes	Annual Information Return of Creditable Income Taxes Withheld (Expanded)/Income Payments Exempt from Withholding Tax	
🎲 W/Tax Settings	Taxable Year 202	1
😭 SAWT Form for BIR 1702		
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🖹 Generate BIR 1604E DAT File		
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😬 Dashboard		
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🖋 WTax		

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∧ Hide Folders	Save Cancel]



For further concerns regarding this matter, please contact support to assist you or create ticket thru this link <u>https://support.qne.com.ph</u>