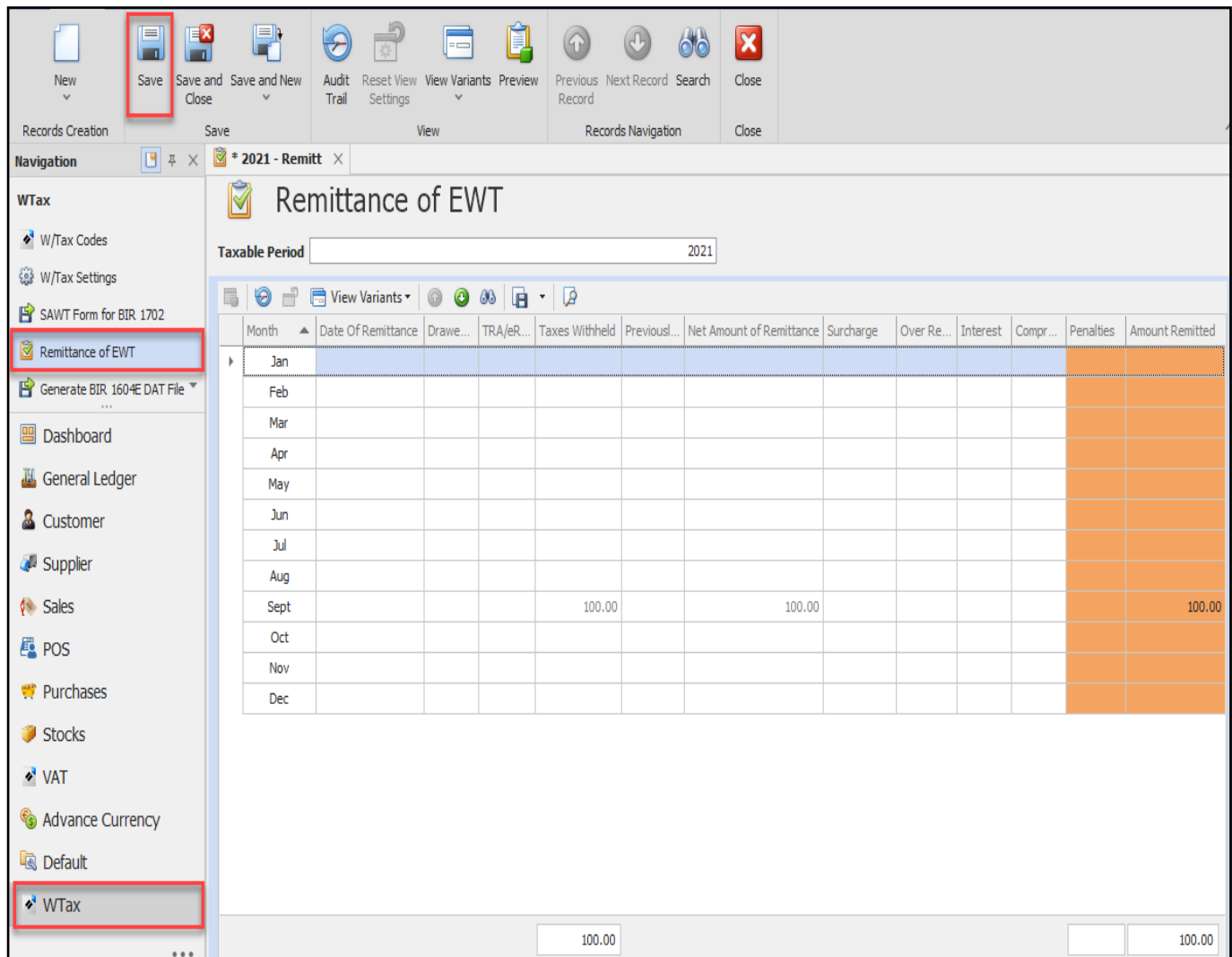




How To Generate BIR 1604-E Form

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**.



Remittance of EWT

Taxable Period: 2021

Month	Date Of Remittance	Drawe...	TRA/eR...	Taxes Withheld	Previous...	Net Amount of Remittance	Surcharge	Over Re...	Interest	Compr...	Penalties	Amount Remitted
Jan												
Feb												
Mar												
Apr												
May												
Jun												
Jul												
Aug												
Sept				100.00		100.00						100.00
Oct												
Nov												
Dec												

100.00

To show the form under Remittance of EWT, click the **Preview** button.

Save and New Audit Trail Reset View Settings View Variants **Preview** Previous Record Next Record Search Close

ve * 2021 - Remitt X View Records Navigation Close

Remittance of EWT

Taxable Period 2021

View Variants

Month	Date Of Remittance	Drawee...	TRA/eR...	Taxes Withheld	Previous...	Net Amount of Remittance	Surcharge	Over Re...	Interest	Compr...	Penalties	Amount Remitted
Jan												
Feb												
Mar												
Apr												
May												
Jun												
Jul												
Aug												
Sept				100.00		100.00						100.00

Print Preview - BIR 1604-E Form

Navigation: First Page Previous Page Next Page Last Page

Zoom: Many Pages Zoom Out Zoom Zoom In

Page Color Watermark Page Background Export To PDF

For BIR Use Only BCS/ Item:

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

BIR Form No. **1604-E**
January 2018 (ENCS)
Page 1

Annual Information Return of Creditable Income Taxes Withheld (Expanded)/ Income Payments Exempt from Withholding Tax
Enter all required information in CAPITAL LETTERS using BLACK ink. Mark applicable boxes with an "X". Two copies Must be filled with the BIR and one held by the Taxpayer

1604-E 01/18ENCS P1

1 For the Year (20YY) 2 0 2021 2 Amended Return? ☐ Yes ☒ No 3 Number of Sheet/s Attached

Part I - Background Information

4 Taxpayer Identification Number (TIN) 001 / 222 / 333 / 0000 5 RDO Code 033

6 Withholding Agents Name (Last Name, First Name, Middle Name for Individual OR Registered Name for Non-Individual)
SAMPLE TRADING, INC.

7 Registered Address (Indicate complete address. If branch, indicate the branch address. If the registered address is different from the current address, go to RDO to update registered address by using BIR Form No. 1206)
Unit 806 Pearl of the Orient Tower 1240 Roxas Blvd., Ermita Manila, Philippines

8 Category of Withholding Agent ☒ Private ☐ Government 8A If private, top withholding agent? ☐ Yes ☒ No

9 Contact Number 567-4248 10 Email Address sampletrading@yahoo.com

Part II - Summary of Remittances

Schedule 1 - Remittance per BIR Form No. 1601-EQ

Quarter	Date of Remittance (MM/DD/YY)	Drawee Bank/ Bank Code/ Agency	TRA/eROR/eAR Number	Taxes Withheld	Penalties	Total Amount Remitted
1st Quarter				0.00	0.00	0.00
2nd Quarter				0.00	0.00	0.00
3rd Quarter				100.00	0.00	100.00
4th Quarter				0.00	0.00	0.00
TOTAL				100.00	0.00	100.00

Unit 806 Pearl of the Orient Tower, 1240 Roxas Blvd., Ermita Manila, 1000 Philippines

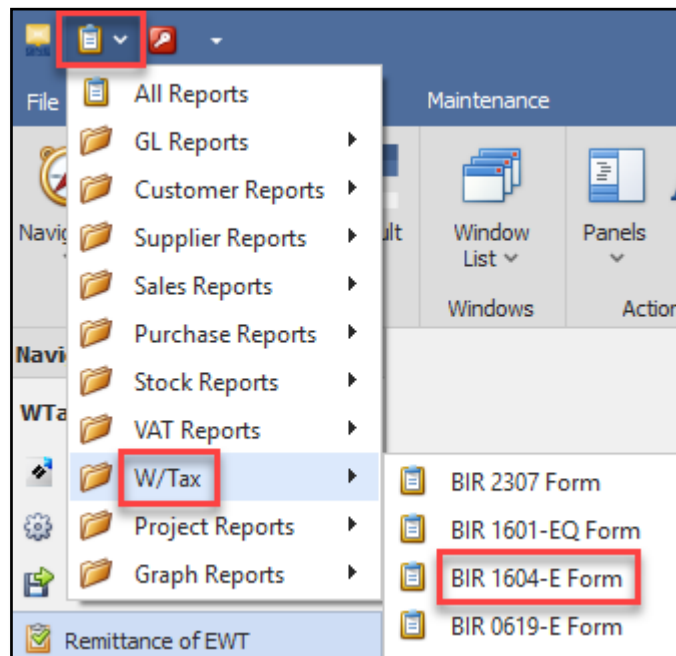
Tel. No.: +63 2 8567-4248, +63 2 8567-4253 Fax No.: +63 2 567-4250

Website: www.qne.com.ph

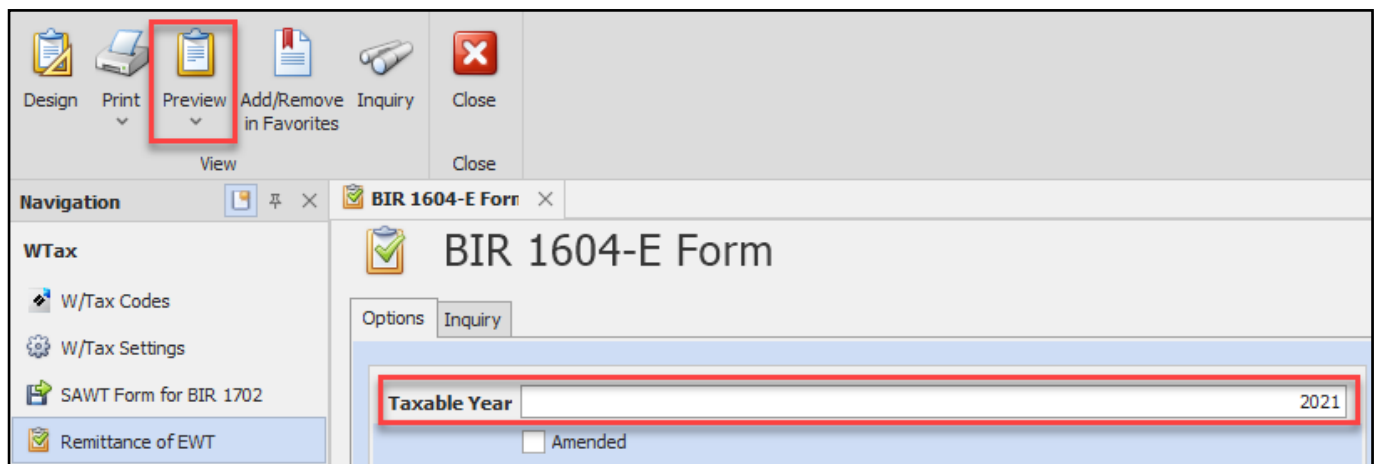
Facebook: <https://www.facebook.com/QnEPH>

Follow our Twitter and Instagram account: @qnesoftwareph

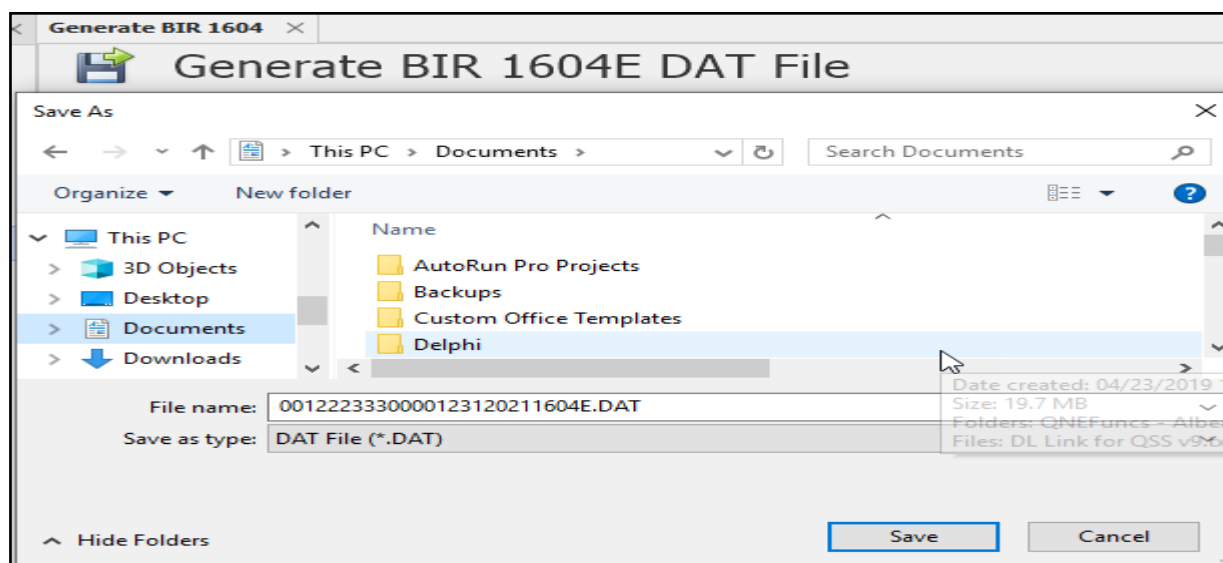
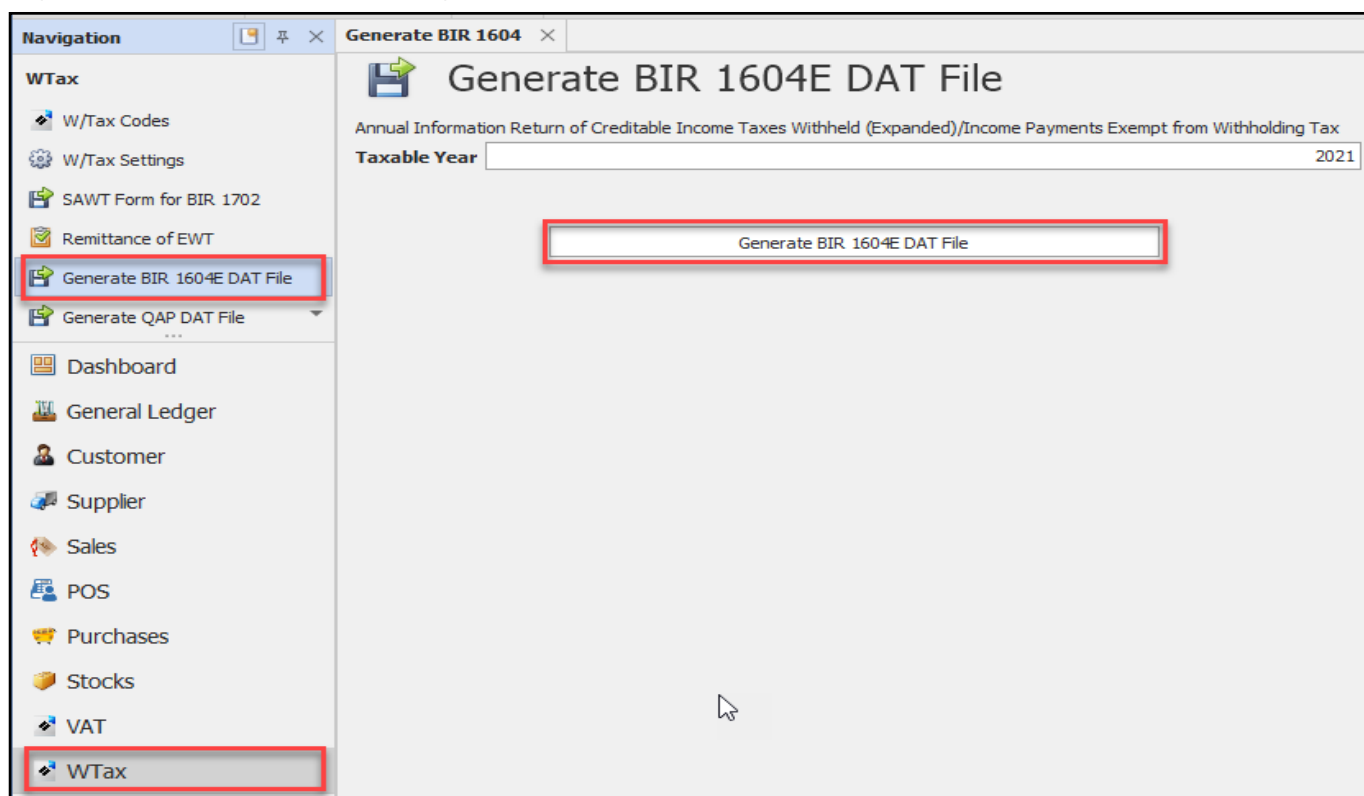
You may also generate the form by going to **Reports > W/Tax > BIR 1604-E Form**.



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



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



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