



## 20. Payment of Franchise Tax and Business of Printing and Publication

Tax to be collected to business enjoying a franchise and business of persons engaged in the printing and or publication of books, cards, poster and other similar nature. At a rate of 55% of 1% of the gross annual receipt and 1/20 of 1% of capital investment for the newly started business.

<b>Office or Division:</b>	Office of the Provincial Treasurer/ Revenue Operations Division-Other Taxes and Fees Section/ Collection Division
<b>Classification:</b>	Simple
<b>Type of Transaction:</b>	G2B- Government to Business Entity
<b>Who may avail:</b>	Persons engaged in franchise business and in the printing and/or publication business

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
Income Tax Return(ITR) for old business only (1 photocopy) Financial Statement (FS) properly signed by the accountant for old and newly started business (1 photocopy) Business Registration Certificate for new business only (1 photocopy)	Bureau of Internal Revenue Business Owner/Bookkeeper  Department of Trade and Industry (DTI)

CLIENTS STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submits the ITR and FS if old business, FS and business registration certificate for newly started business to counter 2 to 5 and wait to be called.	1. Receives the documents.	None	1 minute	<i>Bookbinder II</i> Revenue Operations Division-Other Taxes and Fees Section
2. None	2. Prepares the order of payment	None	10 minutes	<i>Local Revenue Collection Officer III</i> Revenue Operations Division-Other Taxes and
3. None	3. Reviews and checks the prepared order of payment	55% of 1% of gross annual receipt or 1/20 of 1% of the capital investment of the business, if not paid within specified time, additional 25% surcharge and additional 2% interest for tax	3 minutes	<i>Local Treasury Operation Officer IV</i> Revenue Operations Division
4. Receives the order of payment.	4. Issues the Order of payment to client/taxpayer for payment	None	1 minute	<i>Bookbinder II</i> Revenue Operations Division-Other Taxes and Fees Section



5. Proceeds to Collection Division and submits the order of payment to counter 2 - 5	5. Receives the order of payment and prepares the official receipt (Accountable Form 51)	None	3 minutes	Revenue Collection Clerk III Collection Division
6. Pays the corresponding fee and receives the official receipt.	6. Issues the official receipt (AF 51)	55% of 1% of gross annual receipt or 1/20 of 1% of the capital investment of the business, if not paid within specified time, additional 25% surcharge and additional 2% interest for tax on printing	2 minutes	Revenue Collection Clerk III Collection Division
<b>TOTAL:</b>		<b>55% of 1% of gross annual receipt or 1/20 of 1% of the capital investment of the business, if not paid within specified time, additional 25% surcharge and additional 2% interest for tax on printing</b>	<b>20 minutes</b>	

Payment of Franchise Tax is covered by Bataan Revenue Code of 2023, Article H.