



CLARK DEVELOPMENT CORPORATION

MEMORANDUM CIRCULAR

No. MSSD 15-07

TO : All Clark Freeport Zone (CFZ) Registered Enterprises

SUBJECT : **Submission of 2014 Audited Financial Statements (AFS) and Income Tax Return (ITR) and Reiterate of the Monthly Submission of Employment Report**

DATE : 26 March 2015

In line with the regular reportorial requirements for registered enterprises, kindly be reminded to comply with the following:

1. The deadline for the submission of the annual ITR for the Calendar Year ending December 31, 2014 is on April 15, 2015 and for the AFS is fifteen days after filing the ITR.
2. As advised by the BIR-Revenue District Office No. 21A - North Pampanga, registered locators are enjoined to go to the BIR prior to said deadline, for the briefing on tax updates, memo circulars and other related policies at the BIR office, 3/F, Saver's Mall, Balibago, Angeles City. Please call for appointment at (045) 624-6311 or (045) 624-0659.
3. Immediately after the deadline for the filing of the annual income tax return, locators are required to submit copies, to their respective CDC Marketing Account Officers:

For Locators with Tax Incentives:

- a. ITR and AFS duly stamped "RECEIVED" by the Bureau of Internal Revenue (BIR) and Local Government Unit (LGU);
- b. Sworn Affidavit that income stated in the AFS and/or ITR has been derived from foreign sources pursuant to RA9400, DOF #3-08 and RMC 50-2007 (**see Annex A**)
- c. Statement of Economic Contribution (**see Annex B**)

For Locators without Tax Incentives:

- a. ITR and AFS duly stamped "RECEIVED" by the BIR only;
 - b. Statement of Economic Contribution
4. The submission by CFZ Registered Enterprises of the copy of their respective ITR and AFS together with supporting documents/schedules filed with BIR and LGU shall serve as sufficient compliance with the requirements for the availment of incentives, if any.
 5. Additionally, we wish to reiterate the provision of the Memorandum Circular No. CSD 13-21, prescribing the Monthly Submission of Employment Performance not later than every 5th of the month. (**see Annex C**)

We look forward to your steadfast cooperation in keeping a sustainable business environment with your good corporate citizenship as primary key to our success.

for information
MARIZA O. MANDOCDOC

Officer-in-Charge
Office of the Vice President
Business Enhancement and Business Development Group



"A proud member of the BCDA group"