

<b>GENERAL INFORMATION</b>	
<b>Name of formality</b>	Certificate of Annual Tax Payment
<b>Type of formality</b>	Certificate
<b>Date of last modification</b>	28.12.2017
<b>Responsible Authority</b>	Tax Department
<b>Who should apply for this formality?</b>	Any legal entity and organizations that operate a business, consume products and services in Lao PDR and overseas that are obligated to pay the tax under the law of Lao PDR.
<b>Qualifications needed by the business to get the formality</b>	Applicants must pay their taxes in full and submit their annual financial statements by March 31 of the following year.

<b>LEGAL FRAMEWORK</b>			
<b>Name</b>	<b>Number</b>	<b>Date</b>	<b>Comment</b>
Law on Tax Management (Amended)	66/NA	17.06.2019	
Law on Income Tax	67/NA	18.06.2019	
Law on Value-Add Tax (VAT) (Amended)	48/NA	20.06.2018	
Regulation on Certificate of Tax Payment	1025/MoF	03.04.2019	

<b>REQUIRED DOCUMENTS FORMALITIES</b>		
<b>Name</b>	<b>Type</b>	<b>Comment</b>
#{SUPPORT_NAME}	#{SUPPORT_TYPE}	#{SUPPORT_COMMENT}

<b>LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>

<b>`\${ATTACHMENT_NAME}`</b>	<b>`\${ATTACHMENT_TYPE}`</b>	<b>`\${ATTACHMENT_FILE}`</b>
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<b>LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
<b>`\${ATTACHMENT_NAME_RENEW}`</b>	<b>`\${ATTACHMENT_TYPE_RENEW}`</b>	<b>`\${ATTACHMENT_FILE_RENEW}`</b>

<b>MEAN OF PRESENTATION</b>		
<b>Means of presentation</b>	At the Authority Offices	
<b>Address of authority</b>	Tax Department, Ministry of Finance	
<b>Time it takes to the authorities to process the formality</b>	5	The certificate of annual tax payment must be issued within 5 working days from the date of receipt of the complete documents that meet all requirements. (Tax Payment Certificate Regulation 1025/MoF, 03 April 2019, article 11)

<b>RENEWAL INFORMATION</b>	
<b>Does the formality have a validity or an expiration date?</b>	<b>How long will the formality be valid for? (in months)</b>
YES	12
<b>What is the process and conditions to get the formality?</b>	
<b>What is the process and conditions to renew the formality?</b>	Valid for one year from January 1st to December 31st of each year and must be documented with full tax payment to be submitted to the authority.

<b>ISSUING FEES</b>				
<b>Has application fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Application fees businesses need to disburse</b>	<b>Total fees businesses need to disburse</b>
YES	30000.00	0.00	0.00	30000.00

<b>Comments</b>	Refer to the Presidential Ordinance on fees and service charges No. 003/PO, the fee for the issuance of the annual tax payment is 40,000 LAK.			
<b>ADDITIONAL ISSUING FEES</b>				
<b>Additional fee names</b>				
NO	0.00	0.00	0.00	0.00
<b>Additional fee comments</b>				

<b>RENEWAL FEES</b>				
<b>Has renewal fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Renewal fees businesses need to disburse</b>	<b>Total renewal fees businesses need to disburse</b>
YES	0.00	30000.00	0.00	30000.00
<b>Comments</b>	Based on Ordinance of the president of Lao PDR on fees and service charges 003/PO			
<b>ADDITIONAL RENEWAL FEES</b>				
<b>Additional renewal fees names</b>				
NO	0.00	0.00	0.00	0.00
<b>Additional renewal fees comments</b>				