



FOR OFFICE USE ONLY

TAX AGENT TAX IDENTIFICATION NUMBER

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

## TAX AGENT ANNUAL REGISTRATION

Income Tax Act 1959 as amended

## FORM TA3

EFFECTIVE : 1 January 2017

### TAX AGENT DETAIL

Tax Agent	Name			
	Contact or Representative			
	Phone Number			
	E-mail address			
Address	Street			
	Section no	PO Box no	Mail	
Lot no	Post Office			
Street	City			
Suburb	Province			
District	Country			
Country	Care of (C/-)			

CALENDAR YEAR

### CALCULATION OF NEW TAX AGENT REGISTRATION FEES DUE

New tax agent registration fee (K1,000.00)	10	<input type="text"/>
Number of new tax agent nominees	20	<input type="text"/>
Fees for new nominees (K500 x Box 20)	30	<input type="text"/>
Total fees for new agents/nominees (Box 10 + Box 30)	40	<input type="text"/>

### CALCULATION OF TAX AGENT REGISTRATION RENEWAL FEES DUE

Tax agent renewal fee (K500.00)	110	<input type="text"/>
Number of renewed nominees	120	<input type="text"/>
Fees for renewed nominees (K250 x Box 120)	130	<input type="text"/>
Total fees for new agents/nominees (Box 110 + Box 130)	140	<input type="text"/>

### CALCULATION OF TOTAL FEES PAYABLE

Total tax agent registration fees payable (Box 40 + Box 140)	200	<input type="text"/>
--	-----	----------------------

### SIGNATURE OF DELEGATED / AUTHORISED PERSON

I declare that the information that I have provided in this return and its schedule(s) are true and correct in every detail and discloses a full and complete statement of the facts and that I have been duly delegated / authorised to sign this application on behalf of the entity represented.

SIGNED:  DATE:

### Notes

- Tax agent registration fees return and payment must be received by the IRC on or before 31 March of the year being registered for.
- For new registrations the first year fees payable are K1,000.00 plus K500.00 per nominee specified by the tax agent.
- The annual renewal fees for existing tax agents are a K500.00 renewal fee plus K250.00 per nominee from the second year of registration onward.
- Completion of the schedule of tax agent nominees on the reverse page is required.

