



**MALAWI REVENUE AUTHORITY**  
**ACCOUNTS INFORMATION SHEET FOR INDIVIDUALS**

**INCOME TAX YEAR**

TAXPAYER'S FULL NAME

TAXPAYER IDENTIFICATION NUMBER (TPIN)

**Please insert the corresponding amounts from your financial statements**

**INCOME AND EXPENSES**

<b>GROSS INCOME</b>	TURNOVER	<b>1</b>	<input type="text"/>
<b>COST OF GOODS SOLD</b>	OPENING STOCK (INCLUDE WORK IN PROGRESS)	<b>2</b>	<input type="text"/>
	ADD PURCHASES	<b>3</b>	<input type="text"/>
	ADD PRODUCTION COSTS	<b>4</b>	<input type="text"/>
	LESS CLOSING STOCK (INCLUDE WORK IN PROGRESS)	<b>5</b>	<input type="text"/>
	COST OF GOODS SOLD	<b>6</b>	<input type="text"/>
<b>GROSS PROFIT</b>	(LINE 1-LINE 6. INDICATE LOSS USING BRACKETS)	<b>7</b>	<input type="text"/>
<b>OTHER GROSS INCOME</b>	INTEREST RECEIVED	<b>8</b>	<input type="text"/>
	RENTAL/LEASE PAYMENTS	<b>9</b>	<input type="text"/>
	OTHER INCOME (SPECIFY) <input type="text"/>	<b>10</b>	<input type="text"/>
<b>TOTAL INCOME</b>	SUM OF INCOME ENTERED IN LINES 7 THROUGH 10	<b>11</b>	<input type="text"/>

**EXPENSES**

PROFESSIONAL, TECHNICAL, MANAGEMENT, LEGAL FEES	<b>12</b>	<input type="text"/>
SALARIES AND WAGES	<b>13</b>	<input type="text"/>
REPAIRS AND MAINTENANCE	<b>14</b>	<input type="text"/>
BAD DEBTS	<b>15</b>	<input type="text"/>
ADVERTISING AND PROMOTION	<b>16</b>	<input type="text"/>
INTEREST	<b>17</b>	<input type="text"/>
VEHICLE EXPENSES	<b>18</b>	<input type="text"/>
DEPRECIATION	<b>19</b>	<input type="text"/>
RENT AND RATES	<b>20</b>	<input type="text"/>
TRAVEL AND ACCOMODATION	<b>21</b>	<input type="text"/>
EXCHANGE LOSSES	<b>22</b>	<input type="text"/>
LOSS ON DISPOSAL OF FIXED ASSETS	<b>23</b>	<input type="text"/>
EMPLOYERS' PENSION CONTRIBUTION (SEE GUIDE TO RETURN)	<b>24</b>	<input type="text"/>
OTHER EXPENSES (SPECIFY) <input type="text"/>	<b>25</b>	<input type="text"/>
<b>TOTAL EXPENSES (ADD UP ALL EXPENSES ENTERED IN LINES 12 to 25)</b>	<b>26</b>	<input type="text"/>
<b>NET PROFIT/(NET LOSS) (LINE 11 - LINE 26)</b>	<b>27</b>	<input type="text"/>

**BALANCE SHEET ITEMS**

<b>NON-CURRENT ASSETS</b>	LAND & BUILDINGS	<b>28</b>
	PLANT & MACHINERY	<b>29</b>
	VEHICLES	<b>30</b>
	FURNITURE & FITTINGS	<b>31</b>
	OTHER NON-CURRENT ASSETS	<b>32</b>
	TOTAL NON-CURRENT ASSETS	<b>33</b>
<b>CURRENT ASSETS</b>	ACCOUNTS RECEIVABLE	<b>34</b>
	BANK	<b>35</b>
	STOCKS	<b>36</b>
	OTHER CURRENT ASSETS	<b>37</b>
	TOTAL CURRENT ASSETS	<b>38</b>
<b>OTHER ASSETS</b>	INTANGIBLE ASSETS (GOODWILL, PATENTS, RIGHTS)	<b>39</b>
	TERM DEPOSITS	<b>40</b>
	OTHER	<b>41</b>
	OTHER ASSETS TOTAL	<b>42</b>
<b>TOTAL ASSETS</b>	TOTAL ASSETS	<b>43</b>
<b>NON-CURRENT LIABILITIES</b>	CAPITAL	<b>44</b>
	ADD INTEREST	<b>45</b>
	LESS DRAWINGS	<b>46</b>
	DEFERRED TAX	<b>47</b>
	OTHER NON-CURRENT LIABILITIES	<b>48</b>
	TOTAL NON-CURRENT LIABILITIES	<b>49</b>
<b>CURRENT LIABILITIES</b>	ACCOUNTS PAYABLE	<b>50</b>
	BANK OVERDRAFT	<b>51</b>
	OTHER CURRENT LIABILITIES	<b>52</b>
	TOTAL CURRENT LIABILITIES	<b>53</b>
<b>OTHER LIABILITIES</b>	TERM LOANS	<b>54</b>
	OTHER	<b>55</b>
	TOTAL OTHER LIABILITIES	<b>56</b>
<b>TOTAL LIABILITIES</b>	TOTAL LIABILITIES	<b>57</b>

**ATTACH THIS SHEET TO YOUR RETURN**