REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

November 20, 2003

REVENUE MEMORANDUM CIRCULAR NO. 16-2004

SUBJECT : Publishing Bank Bulletin No. 2003-11 re: Internal Revenue Tax Payment thru Tax Debit Memo (TDM) dated July 30, 2003

TO : To all Internal Revenue Officers and Others Concerned

For the information and guidance of all concerned, quoted hereunder is the full text of Bank Bulletin No. 2003-11 dated July 30, 2003:

BANK BULLETIN No. **2003 – 11**

TO : **ALL BIR AUTHORIZED AGENT BANKS**

FROM : The Commissioner of Internal Revenue

SUBJECT : Internal Revenue Tax Payment Thru Tax Debit Memo (TDM)

DATE : 30 July 2003

It has come to our attention that there are some BIR Authorized Agent Banks (AABs) accepting the Department of Finance Tax Debit Memo (DOF-TDM) and/or the original copy of the Tax Credit Certificate (TCC) in payment of internal revenue taxes of taxpayers.

Please be informed that the DOF-TDM and/or the original copy of the TCC are not acceptable modes of payment of internal revenue taxes pursuant to the provisions of Revenue Regulations (RR) No. 16-2002.

For a DOF-TDM and a TCC to be an acceptable mode of payment under the above-mentioned RR, the same **must first be converted into a BIR TDM**. A BIR TDM is BIR Form No. 2311 revised in November 1996. To be validly issued, the same shall be signed by the Regional Director – Revenue Region No. 8 – Makati for those issued by the Makati Revenue District Offices, by the Head Revenue Executive Assistants of the Large Taxpayers Service for Excise and Regular Large Taxpayers and by the Chief, Large Taxpayers District Office (LTDO) Makati for large taxpayers under the jurisdiction of LTDO-Makati and by the Assistant Commissioner – Collection Service, for all other TCCs.

All BIR- AABs are authorized to accept tax return/payment form partly paid thru any of the modes of payment and partly thru TDM. In the acceptance of these modes of payments, all BIR AABs shall **ensure that the number, the date and the amount of the TDM are written on the appropriate box of the tax return/payment form. The Check/Debit Advice Number, the date and the amount shall, likewise, be written on the corresponding boxes in the tax return/payment form. The original copy of the TDM and a photo-copy of the source TCC, front and back pages, should also be attached to the tax return/payment form being presented by the taxpayer.**

All BIR AABs are further advised that TDMs are not acceptable in payment of the following internal revenue tax liabilities:

- Payment or remittance for any kind of withholding taxes, including fringe benefit tax;
- Payment arising from the availment of tax amnesty declared under a legislative enactment;
- Payment of deposits on withdrawal of excisable articles;
- Payment of taxes not administered or collected by the BIR;
- Documentary stamp tax for loading to on-line electronic documentary stamps machine
- Payment of compromise penalty; and
- Other taxes, fees and charges collected under special schemes/procedures/programs of the government/BIR.

Attached herewith is a sample of BIR TDM.

For your guidance and compliance.

GUILLERMO L. PARAYNO, JR.
Commissioner of Internal Revenue
(original signed)

J-1

All internal revenue officials are hereby enjoined to give this Circular as wide publicity as possible.

(Original Signed)
GUILLERMO L. PARAYNO, JR.
Commissioner of Internal Revenue

J-1