



## **PUBLIC NOTICE: RETURN SUBMISSION & PAYMENTS**

**DUE 10 APRIL 2022 FOR:**

- 1) Pay As You Earn [PAYE]**
- 2) Withholding Taxes / Royalties / Presumptive Tax**
- 3) Intermediate Money Transfer Tax (IMTT)**

The Zimbabwe Revenue Authority (ZIMRA) hereby reminds all its valued clients that the following returns and payments for the month of March 2022 are due on the 10<sup>th</sup> of April 2022.

### **1. Returns Due**

- a) Employees Tax or Pay As You Earn (PAYE) Remittances – [ P2 Remittance Advice Form]
- b) Withholding Taxes / Royalties Returns / Presumptive Tax – [ REV5 Form]
- c) Intermediate Money Transfer Tax (IMTT) – [ REV5B Form]

### **2. HOW TO SUBMIT THE DUE RETURNS?**

The following issues are reminded to all taxpayers in this regard:

- ✓ All PAYE Remittances Advices (P2 forms) should be completed in full and submitted through the ZIMRA e-services platform (<http://efiling.zimra.co.zw>).
- ✓ In the event a taxpayer fails to submit the P2 form on the e-services platform, taxpayers are encouraged and reminded to proceed scanning and emailing the return to the relevant email address from the list below depending on the region the taxpayer is in.
- d) All Withholding Taxes / Royalties Returns / Presumptive Tax – [ REV5 Form] and IMTT return (REV 5B form), should be submitted via relevant email addresses as shown below

<b><i>Station</i></b>	<b><i>Tax Head</i></b>	<b><i>E-Mail Address</i></b>
LCO Clients	PAYE returns	<a href="mailto:PAYELCOreturn@zimra.co.zw">PAYELCOreturn@zimra.co.zw</a>
	Withholding Tax returns	<a href="mailto:WHTLCOreturn@zimra.co.zw">WHTLCOreturn@zimra.co.zw</a>
	IMTT Returns	<a href="mailto:IMTT@zimra.co.zw">IMTT@zimra.co.zw</a>

MCO Clients	PAYE returns	<a href="mailto:PAYEMCOreturn@zimra.co.zw">PAYEMCOreturn@zimra.co.zw</a>
	Withholding Tax returns	<a href="mailto:WHTMCOreturn@zimra.co.zw">WHTMCOreturn@zimra.co.zw</a>
	IMTT Returns	<a href="mailto:IMTT@zimra.co.zw">IMTT@zimra.co.zw</a>
SCO Clients	PAYE returns	<a href="mailto:PAYESCOreturn@zimra.co.zw">PAYESCOreturn@zimra.co.zw</a>
	Withholding Tax returns	<a href="mailto:WHTSCOreturn@zimra.co.zw">WHTSCOreturn@zimra.co.zw</a>
	IMTT Returns	<a href="mailto:IMTT@zimra.co.zw">IMTT@zimra.co.zw</a>
Bulawayo	All Tax Heads	<a href="mailto:mhlahlandlelareturn@zimra.co.zw">mhlahlandlelareturn@zimra.co.zw</a>
Victoria Falls	All Tax Heads	<a href="mailto:vicfallsreturn@zimra.co.zw">vicfallsreturn@zimra.co.zw</a>
Hwange	All Tax Heads	<a href="mailto:hwangereturn@zimra.co.zw">hwangereturn@zimra.co.zw</a>
Gwanda	All Tax Heads	<a href="mailto:gwandareturn@zimra.co.zw">gwandareturn@zimra.co.zw</a>
Beitbridge	All Tax Heads	<a href="mailto:beitbridgereturn@zimra.co.zw">beitbridgereturn@zimra.co.zw</a>
Masvingo	All Tax Heads	<a href="mailto:masvingoreturn@zimra.co.zw">masvingoreturn@zimra.co.zw</a>
Mutare	All Tax Heads	<a href="mailto:mutarereturn@zimra.co.zw">mutarereturn@zimra.co.zw</a>
Gweru	All Tax Heads	<a href="mailto:gwerureturn@zimra.co.zw">gwerureturn@zimra.co.zw</a>
Chiredzi	All Tax Heads	<a href="mailto:chiredzireturn@zimra.co.zw">chiredzireturn@zimra.co.zw</a>
Zvishavane	All Tax Heads	<a href="mailto:zvishavanereturn@zimra.co.zw">zvishavanereturn@zimra.co.zw</a>
Chipinge	All Tax Heads	<a href="mailto:chipingereturn@zimra.co.zw">chipingereturn@zimra.co.zw</a>
Rusape	All Tax Heads	<a href="mailto:rusapereturn@zimra.co.zw">rusapereturn@zimra.co.zw</a>
Kwekwe	All Tax Heads	<a href="mailto:kwekwereturn@zimra.co.zw">kwekwereturn@zimra.co.zw</a>
Kadoma	All Tax Heads	<a href="mailto:kadomareturn@zimra.co.zw">kadomareturn@zimra.co.zw</a>
Chinhoyi	All Tax Heads	<a href="mailto:chinhoyireturn@zimra.co.zw">chinhoyireturn@zimra.co.zw</a>
Kariba	All Tax Heads	<a href="mailto:karibareturn@zimra.co.zw">karibareturn@zimra.co.zw</a>
Marondera	All Tax Heads	<a href="mailto:maronderareturn@zimra.co.zw">maronderareturn@zimra.co.zw</a>
Bindura	All Tax Heads	<a href="mailto:bindurareturn@zimra.co.zw">bindurareturn@zimra.co.zw</a>

### **3. Currency of transaction**

Taxpayers should ensure that **all taxes are remitted on time, in full and in the currency of transaction** through banks. The following link provides ZIMRA banking details to make payments: <https://www.zimra.co.zw/profile/2037-zimra-bank-accounts>

### **4. Payment of taxes to ZIMRA**

When making payment to ZIMRA, please ensure that the following details are provided and correctly captured to avoid missing amount/crediting amounts in wrong accounts:

- i. Name of Company
- ii. Business Partner Number (BPN)
- iii. Tax obligation e.g. PAYE, VAT, Withholding Tax etc

### **5. Outstanding returns and debts**

Taxpayers who are in arrears with regards to their tax obligations are required to settle the outstanding amounts or to engage their nearest ZIMRA Offices to discuss

and agree on a way forward. ZIMRA urges its valued taxpayers to file their returns and pay taxes due on time and in full in the currency of trade to avoid follow-ups.

*My Taxes, My Duties: Building My Zimbabwe!!*

**Public Notice No. 26/2022, issued on 04/04/2022.**

 [www.zimra.co.zw](http://www.zimra.co.zw)  @Zimra\_11  ZIMRA.ZW



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