Businessmaker® ACADEMY

TRAINING INVITATION

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Dear Valued Client,

Greetings from Business Maker Academy, Inc.----a training center for business, finance, human resources & leadership that has served more than 150,000 clients since 2003 and is an accredited learning institution of the Civil Service Commission (CSC) & PHILGEPS.

You are cordially invited you to attend our training program on:

EFFECTIVE TAXATION & BIR AUDIT COMPLIANCE
Date: _____
Time: _____

Attached below are the Registration Form & the Course Brochure. We look forward to a fun and rewarding learning experience with you. Feel free to contact us for any questions or clarifications.

Thank you very much,
BMA Management

REGISTRATION FORM

Please submit via: Email to info@businessmaker-academy.com | Viber: (0912) 2231826

Booking Officer Name: _____
Position: _____
Company: _____
Company TIN: _____
Industry: _____
Tel No: _____
Cel No: _____
Email Address: _____

Total Number Attendee(s) for Enrollment: _____
Note: Please indicate full name below:

Attendee 1: _____
Cel No: _____
Email Address: _____

Attendee 2: _____
Cel No: _____
Email Address: _____

Attendee 3: _____
Cel No: _____
Email Address: _____

Attendee 4: _____
Cel No: _____
Email Address: _____

Attendee 5: _____
Cel No: _____
Email Address: _____
(More than 5 participants, pls attach extra sheet)

Would you like to request for billing statement? ☐ Yes ☐ No
How did you find us? _____
Use Promo Code: _____

ENROLLMENT DETAILS

SCHEDULE:
- Pls visit https://businessmaker-academy.com/training-schedule/

WEBINAR:
- Duration: 2 sessions x 4 hrs.
- Time: AM Sched: 8:30am to 12:30pm
  PM Sched: 1:30 to 5:30 pm
- Venue: Zoom

SEMINAR:
- Duration: 2 days x 8 hrs
- Time: 9am to 5pm
- Venue: 1503A West Tower, Tektite Bldg, Exchange Rd., Ortigas Center, Pasig City Philippines

TRAINING FEE:
- Webinar Fee = Php 4500+VAT
- Seminar Fee = Php 8500+VAT

MODE OF PAYMENT:
☐ Bank Deposit:
Account: Business Maker Academy, Inc.
BPI SA# 4013-0306-64
BDO SA# 000-280-622-422
Landbank CA# 3732114830
☐ Paypal: pls contact us
☐ Dragonpay: pls contact us
☐ Gcash: pls use QR code below



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Businessmaker® ACADEMY

TRAINING INVITATION



EFFECTIVE TAXATION & BIR AUDIT COMPLIANCE

"The Smart & Legal Way of Working with Taxes for SMEs"

Seminar: 2 days x 8 hrs. (total of 16 hrs)
Webinar: 2 sessions x 4 hrs. (total of 8 hrs)

COURSE DESCRIPTION:

This seminar guides you into making informed decisions about what, when and how to do with your taxes towards tax efficiency. Learn to compute your taxes correctly through examples, case studies and actual preparation of tax returns. Discover the differences between tax evasion vs. tax avoidance and their legal implications. Know what to expect from the BIR to avoid being audited and find out how it conducts examination to enhance audit compliance on your part.

WHO SHOULD ATTEND:

Business Owners and Entrepreneurs, General Managers, Branch Managers, Department Heads, Managers of Non-Profit Organizations and any business practitioner seeking to understand business finance and use it for better business decisions.

PERFORMANCE OBJECTIVES:

Upon completion of this workshop, participants should be able to comply with BIR rules and regulations. Participants will be able to explain basic taxation terminologies and calculate simple tax computations.

LEARNING OBJECTIVES:

By the end of this course, the participants shall be able to:

- Define taxation and basic terminologies
- Comprehend and follow BIR compliance requirements
- Identify the factors and calculate tax on individuals & corporations
- Explain and compute for withholding tax, VAT, and other business taxes
- Summarize the process and steps of BIR assessment
- Utilize legal methods for tax avoidance and exemptions

COURSE TOPIC HIGHLIGHTS:

1. Taxation, Defined
2. Why Taxation Exists
3. Tax Evasion vs. Tax Avoidance
4. The BIR: Its Mandate, Goals, and Programs
5. Taxpayer's Duty and Right
6. Philippine Tax Overview
7. Tax on Individuals, Corporations & Partnerships
8. Creditable and Final Withholding Tax
9. Withholding Tax on Wages
10. Substituted Filing of Employees' ITR
11. Value Added Tax, Percentage Taxes, Excise Taxes, and Documentary Stamp Taxes
12. Administrative Compliance
13. Registration Requirements
14. Invoicing & Bookkeeping
15. Tax Filing & Tax Payment
16. Consequences for Non-Compliance
17. BIR Programs
18. How to Avoid BIR Audit (Enjoying Preferential Tax Treatment)
19. BIR Audit Compliance
20. Tax Avoidance Measures (Tax Option, Shifting, Transformation, Exemption, Handling Accruals, Planning Transactions, NOLCO)
21. Recent Tax Updates

TRAINING INCLUSIONS:

- Live Webinars are conducted via Zoom and includes eCertificate of Completion. Printed Certificates may be requested with minimal processing fee of Php100 plus shipping fee.
- Live Seminars are conducted at BMA Training Center and includes: Certificate of Completion, Seminar Kit, Meals and Drinks. Plus: non-transferable one-time refresher seminar session within one year.

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