



Tax Alert

Annual Withholding Taxes - 2025 tax year

08 July 2025

Dear valued client

Kindly note that the following 2025 annual withholding tax returns (1 July 2024 – 30 June 2025) are due for submission, **on or before 31 July 2025**:

- 1. Pay as You Earn (PAYE) Return - (ITW10 PAYE)** - in respect of remuneration paid to employees.
- 2. Other Withholding Tax (OWHT) Return - (ITW10 OWHT)** - in respect of the following:
 - a. Dividends, interest, payments for construction contracts, commission or brokerage, directors' fees, rent, livestock, mine rehabilitation fund surplus, paid for residents; and
 - b. Dividends, interest, commercial royalties, management/consultancy fees, entertainment fees, rent, directors fees paid to non-residents.

Please note the following:

- If you are registered for PAYE & OWHT and did not make any payments in relation to the above, you were required to submit 'NIL' monthly returns to BURS.
- Online monthly returns automatically populate the annual return which is to be reconciled before submission to on or before 31 July 2025.
- Reconciliation of monthly returns should be tallied to payments made during the year.
- Unallocated credits should be reconciled, and any reallocations and adjustments request made in writing to BURS.
- BURS are requesting for reconciliation of unallocated credits under withholding tax accounts.
- Any underpayments of withholding taxes are to be paid immediately to BURS to minimize interest charges.
- Application for extension of time to submit withholding tax returns is to be submitted 14 workings before the due date indicating reasons for the request.
- Failure to submit annual withholding tax returns attracts penalties and interest.

We advise that the preparation of annual return be done simultaneously with the reconciliation of the monthly payments and unallocated tax credits if any.

Kindly contact our tax team for assistance no later than the **15 July 2025**.

Thanks & Regards

