**2025 FORM IR8A**

**Return of Employee’s Remuneration for the Year Ended 31 Dec 2024**

**Fill in this form and give it to your employee by 1 Mar 2025**

**(DO NOT SUBMIT THIS FORM TO IRAS UNLESS REQUESTED TO DO SO)**

This Form will take about 10 minutes to complete. Please get ready the employee’s personal particulars and details of his/her employment income. Please read the explanatory notes when completing this form.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Employer’s Tax Ref. No. / UEN | | | | | | Employee’s Tax Ref. No.: \*NRIC / FIN (Foreign Identification No.) | | | | | | | | | | | |
|  | | | | | |  | | | | | | | | | | | |
| Full Name of Employee as per NRIC / FIN | | | | | | Date of Birth | | | | Sex | | Citizenship | | | | | |
|  | | | | | |  | | | |  | |  | | | | | |
| Residential Address | | | | | | Designation | | | | Name of Bank to which salary is credited | | | | | | | |
|  | | | | | |  | | | |  | | | | | | | |
| If employment commenced and/or ceased during the year, state:  **(See Explanatory Note 5)** | | | | | | Date of Commencement | | | | Date of Cessation | | | | | | | |
| **INCOME (See Explanatory Note 9 unless otherwise specified)** | | | | | | | | | | | | | | $ | | | |
| a) | | **Gross Salary, Fees, Leave Pay, Wages and Overtime Pay** | | | | | | | | | | | |  | | | |
| b) | | **Bonus** (non-contractual bonus paid in 2024 and/or contractual bonus) | | | | | | | | | | | |  | | | |
| c) | | **Director’s fees** (approved at the company’s AGM/EGM on    /   /  ) | | | | | | | | | | | |  | | | |
| d) | | **Others:** | | | | | | | | | | | |  | | | |
|  | | 1. Allowances: (i) Transport $  2. Gross Commission for the period | | (ii) Entertainment $     /   /  to    /   / | | | (iii) Others $        \* Monthly and/or other adhoc payment | | | | | | |  | | | |
|  | | 3. Pension | | | | | | | | | | | |  | | | |
|  | | 4. Lump sum payment         |  |  |  |  | | --- | --- | --- | --- | | (i) Gratuity $ | (ii) Notice Pay $ | | (iii) Ex-gratia payment $ | | (iv) Others (please state nature) $ | | | | | (v) Compensation for loss of office $       Approval obtained from IRAS: \*Yes/No Date of Approval: .......... | | | | | **Reason for payment:** | | **Length of service within the company/group:** | | | **Basis of arriving at the payment:**      (Give details separately if space is insufficient) | | | | | | | | | | | | | | | | | | | |
|  | | 5. Retirement benefits including gratuities/pension/commutation of pension/lump sum payments, etc from  Pension/Provident Fund: Name of Fund | | | | | | | | | | |  | | | | |
|  | | (Amount accrued up to 31 Dec 1992 $      ) | | | | | | | Amount accrued from 1993: | | | |  | | | | |
|  | | 6. Contributions made by employer to any Pension/Provident Fund constituted outside Singapore  **[See Explanatory Notes 9d (6)]** | | | | | | | | | | |  | | | | |
|  | | 7. Excess/Voluntary contribution to CPF by employer (less amount refunded/to be refunded):  [**Complete the Form IR8S]** | | | | | | | | | | |  | | | | |
|  | | 8. Gains or profits from Employee Stock Option (ESOP)/other forms of Employee Share Ownership (ESOW) Plans:  **[Complete the Appendix 8B]**  9. Value of Benefits-in-kind **[See Explanatory Note 12 and complete Appendix 8A]** | | | | | | | | | | |  | | | | |
|  | | **TOTAL (items d1 to d9)** | | | | | | | | | | |  | | | | |
| e) | | 1. Remission: Amount of Income $....................  2. Overseas Posting: \*Full Year/Part of the Year **(See Explanatory Note 8a)**  3. Exempt Income: $ ............... **(See Explanatory Note 8b)** | | | | | | | | | | | | | | | |
| f) | | Employee’s income tax borne by employer?  \* YES / NO | If tax is fully borne by employer, DO NOT enter any amount in (i) and (ii) | | | | | | | | | | | | | | |
|  | | (i) If tax is partially borne by employer, state the amount of income for which tax is borne by employer | | | | | | | | | | | | | |  |
|  | | (ii) If a fixed amount of tax is borne by employee, state the amount of tax to be paid by employee | | | | | | | | | | | | | |  |
|  | | | | | | | | | | | | | | |  | | |
| **DEDUCTIONS (See Explanatory Note 10 - Deductions)** | | | | | | | | | | | | | | |  | | |
|  | EMPLOYEE’S COMPULSORY contribution to \*CPF/Designated Pension or Provident Fund **(less amount refunded/to be refunded)** Name of Fund : (Apply the appropriate CPF rates published by CPF Board on its website ‘www.cpf.gov.sg’. Do not include excess/voluntary contributions to CPF, voluntary contributions to Medisave Account, voluntary contributions to Retirement Sum Topping-up Scheme, SRS contributions and contributions to Overseas Pension or Provident Fund in this item) | | | | | | | | | | | | | |  | | |
|  | **Donations** deducted from salaries for:  \*Yayasan Mendaki Fund/Community Chest of Singapore/SINDA/CDAC/ECF/Other tax exempt donations | | | | | | | | | | | | | |  | | |
|  | **Contributions** deducted from salaries to Mosque Building Fund: | | | | | | | | | | | | | |  | | |
|  | **Life Insurance premiums** deducted fromsalaries: | | | | | | | | | | | | | |  | | |
| **DECLARATION (See Explanatory Note 2)** | | | | | | | | | | | | | | | | | |
| Name of Employer: | | | | | | | | | | | | | | | | | |
| Address of Employer: | | | | | | | | | | | | | | | | | |
| Name of authorised person making the declaration | | | | | Designation | | | Tel. No./Email | | | Signature | | | | | Date | |

**There are penalties for failing to give a return or furnishing an incorrect or late return.**

**IR8A (1/2025) \* Delete where applicable**