Inland Revenue P O Box 99 Brades Montserrat

## **NEW INCOME TAX FILE FORM**

IRD 12

Introduction  This form is to be completed when it is necessary to open a new incomposition for an individual taxpayer. A new file should not be opened unless sufficient information to fully complete this form.	
Full name	
Home address	
Work Address	
Telephone numbers	Daytime Evening
_	any of the following questions will indicate that the taxpayer is a tax resident of have a "yes" to any question you may move onto the Income section)
•	ng in Montserrat for a period of more days) during the last basic (income) year?
Have you been physic	cally present in Montserrat for a period of time
	h a period of physical presence in Montserrat
in a preceding or succ	ceeding year that exceeds six months in total?
Have you been absent e.g. study, sickness et	at from Montserrat for a temporary purpose only
	cally present in Montserrat for at least some the basic (income) year and:
Maintain a home in l	Montserrat?
Have a spouse of par	tner who continues to reside in Montserrat?

Maintain a bank account or other financial interests in Montserrat?

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Income Details	
What type of taxpayer entity are you? e.g. employee, self-employed, partnership etc	
What is the entity trade name (if required)?	
What is your income history for the period you have been a tax resident of Montserrat e.g. include details of employment or other income history for the past 5 years?	
Where is your main source of current income from i.e. details from whom you receive your employee or self-employed income from?	
Signed	Date

## **Office Use**

Activity	Date
Taxpayer details recorded on database	
IRD Number allocated	
File Created	