

Report of Deduction · Tax Credit from Income
/ Report of Deduction · Tax Credit from Wage & Salary Income
 (For the Year-end Tax Settlement of Income)

※ An employee should fill in and submit this form to his/her withholding agent with documentary evidence. The withholding agent should check if the submitted form and attached documents are correct, calculate the tax amount for the employee's wage and salary income and immediately issue a withholding receipt to the employee. Later, when it is found out that the employee paid more than he had to, the withholding agent shall pay back the overpaid tax amount.

| | | |
|---|--|---|
| Employee Name | Resident (Alien) Reg. No. | - |
| Employer (Company) Name | Tax Registration No. | - - |
| Householder status Householder <input type="checkbox"/> Member <input type="checkbox"/> | Nationality | (Nationality code:) |
| Period Attributable | Period for exemption | ~ |
| Residency Resident <input type="checkbox"/> Non-resident <input type="checkbox"/> | State of Residence | (State Code :) |
| Change for Personal Deduction Same as before <input type="checkbox"/> Changed <input type="checkbox"/> | Divided Payment | Request <input type="checkbox"/> Not Request <input type="checkbox"/> |
| Select of Tax Withholding | 120% <input type="checkbox"/> 100% <input type="checkbox"/> 80% <input type="checkbox"/> | |

| Relationship Code | Personal Deduction | | | | | Description | Special Deduction, Tax credit | | | | |
|--|---------------------|---------------------------|-------|---------------|------------------|-------------|---|--------|------------|------------------|--------------------|
| | Name | Basic | | Aged | New born/adopted | | Insurance Premium (Health Insurance Premium included) | | | Medical Expenses | Education Expenses |
| | Citizen / Foreigner | Resident (Alien) Reg. No. | Women | Single Parent | Disabled | | Child | Health | Employment | Guaranteed | |
| No. of people eligible for personal deduction (No. of multiple children:) | | | | | | NTS Data | | | | | |
| 0 | (Myself) | | ○ | | | Other Data | | | | | |
| | - | | | | | NTS Data | | | | | |
| | - | | | | | Other Data | | | | | |
| | - | | | | | NTS Data | | | | | |
| | - | | | | | Other Data | | | | | |

| Description | Special Deduction, Tax credit | | | | | | Credit Card |
|-------------|-----------------------------------|--------------|-------------------|---|-------------------------------------|---------------------------------------|-------------|
| | Credit Cards etc. Usage Deduction | | | | | | |
| | Credit Card | Cash Receipt | Cash Receipt etc. | Purchase of books, performance tickets (only for those with total pay of 70 mil. won or less) | Amount spent in traditional markets | Amount spent in public transportation | |
| NTS Data | | | | | | | |
| Other Data | | | | | | | |
| NTS Data | | | | | | | |
| Other Data | | | | | | | |
| NTS Data | | | | | | | |
| Other Data | | | | | | | |

Note

- If the list of personal deduction is the same that of the last year, do not submit a copy of resident registration certificate.
- Relationship code

| Category | Relation code | Category | Relation code | Category | Relation code |
|---|---------------|---|---------------|--|---------------|
| Taxpayer himself/herself (Article 50①1 of Income Tax Act) | 0 | Taxpayer's linear ascendant (Article 50①3 · 가 of Income Tax Act) | 1 | Spouse' linear ascendant (Article 50①3 · 가 of Income Tax Act) | 2 |
| Spouse (Article 50①2 of Income Tax Act) | 3 | Taxpayer's linear descendant (children · adopted children) (Article 50①3 · 나 of Income Tax Act) | 4 | Spouse' linear descendant (Except subjects of code 4) (Article 50①3 · 나 of Income Tax Act) | 5* |
| Sibling (Article 50①3 · 다 of Income Tax Act) | 6 | Recipient (Except subjects of code 1-6) (Article 50①3 · 라 of Income Tax Act) | 7 | Fostered child (Article 50①3 · 마 of Income Tax Act) | 8 |

* If a linear descendant or his/her spouse is handicapped, include the spouse.
 ※ Relation codes from 4 to 6 are the relations with the taxpayer himself/herself or with the taxpayer's spouse

3. Age criteria

- Preferential treatment for senior citizens : Born on/before Dec. 31, (). (Aged 70 or older: deduction of ₩1,000,000)

4. In "Women", mark only if you are a woman and satisfy both of the following conditions:

- The amount of composite income added when calculating the composite income tax base for the relevant taxable period is 30 mil. won or less.
- You are a woman with no spouse and are the head of a household with dependent families as prescribed by Article 50 (1) 3 of the Income Tax Act, or are a woman with a spouse.

5. If you or your dependents are disabled, please enter the relevant code.

| Classification | A disabled person specified in the "Act on Welfare of Persons with Disabilities" | A wounded and disabled person who does not have the ability to work specified in the "Act on the Honorable Treatment and Support of Persons, etc. of Distinguished Services to the State" | A severely-wounded patient who needs continued treatment |
|----------------|--|---|--|
| Code | 1 | 2 | 3 |

- Citizen · Foreigner: Citizen=1, Foreigner=9. If a religious worker is a foreigner, write down his/her nationality and refer to the country code for the nationality code.
- Citizen/foreigner : Citizen=1, Foreigner=9. If a wage & salary income earner is a foreigner, specify the nationality refer to the table of nationality code.

| Items | | Expenditure Details | | Classification | Amount | Limit | Deduction Amt. | |
|---|---|---|--|---|----------------------|-----------------|----------------|--|
| II. Pension premium Deduction | Pension Premium (National Pension, Public Employee Pension, Military Pension, Teachers' Pension, etc.) | National Pension Contribution | Previous Place | Premium | | Total Amt. | | |
| | | | Current Place | Premium | | Total Amt. | | |
| | | National Pension Contribution | Previous Place | Premium | | Total Amt. | | |
| | | | Current Place | Premium | | Total Amt. | | |
| | | Subtotal | | | | | | |
| III. Special Deduction | Insurance | Health Ins. (Elderly Long-term Care Ins. Included) | Previous Place | Premium | | Total Amt. | | |
| | | | Current Place | Premium | | Total Amt. | | |
| | | Employment Ins. | Previous Place | Premium | | Total Amt. | | |
| | | | Current Place | Premium | | Total Amt. | | |
| | | Subtotal | | | | | | |
| | Housing Funds | Housing Rental Loans | | If borrowed from financial institutions or private loan providers | principle / interest | | | |
| | | | | If borrowed from individuals | | | | |
| | | Long-term Mortgage Loan | Borrowed before 2011 | Less than 15 Years | interest | | | |
| | | | | 15 Years - 29 Years | | | | |
| | | | | Over 30 Years | | | | |
| Borrowed after 2012 (15 years or more) | | | Fixed interest rate or Non-deferred repayment loan | | | | | |
| | | | Other loans | | | | | |
| Borrowed after 2015 | | | Over 15 Years | Fixed interest rate, Non-deferred repayment loan | | | | |
| | | | | Fixed interest rate or Non-deferred repayment loan | | | | |
| | | | Other loans | | | | | |
| 10 Yrs-15 Yrs | Fixed interest rate or Non-deferred repayment loan | | | | | | | |
| Subtotal | | | | | | | | |
| Donations (Carried over) | Designated donations (excl. religious organizations) | | Donations carried over | | | | | |
| | Designated donations (religious organizations) | | Donations carried over | | | | | |
| | Donations carried over (sum) | | | | | | | |
| Individual Pension Savings (opened before 2000) | | | | Payment | | ₩720,000 or 40% | | |
| Deductions for Contribution of Small-sized Company and Self-employed Mutual aid association | | | | Payment | | | | |
| House-purchasing Savings | Subscription deposit | | Payment | | | | | |
| | Worker's home purchasing saving | | Payment | | | | | |
| | Housing Total subscription saving | | Payment | | | | | |
| | Subtotal | | | | | | | |
| Investment Assn. Deduction | Invested on 2016 | Associations, etc. | Amount of investment | | | | | |
| | | Ventures, etc. | | | | | | |
| | Invested on 2017 | Associations, etc. | Amount of investment | | | | | |
| | | Ventures, etc. | | | | | | |
| | Invested on 2018 | Associations, etc. | Amount of investment | | | | | |
| Ventures, etc. | | | | | | | | |
| Subtotal | | | | | | | | |
| Credit Card Usage Deduction | ① Credit cards | | Amount spent | | | | | |
| | ② Debit cards | | Amount spent | | | | | |
| | ③ Cash Receipt | | Amount spent | | | | | |
| | ④ Amount spent on books and performance tickets (for taxpayers with total pay of 70 mil. won or less) | | Amount spent | | | | | |
| | ⑤ Amount spent in traditional markets | | Amount spent | | | | | |
| | ⑥ Amount spent on public transportation | | Amount spent | | | | | |
| | Subtotal (①+②+③+④+⑤+⑥) | | | | | | | |
| Contributions of the employee stock ownership association | | | | Contribution | | | | |
| S/M Enterprises Maintaining Employment | | | | Amount of wage cut | | | | |
| Long-term collective investment securities | | | | Payment | | | | |

| Items | | Detail of Deduction · Tax Credit from Income | | | | | | | | | |
|--|------------------------------|--|--|---|-----------------|-------------------------------|---------------------------------|------------------|------------|-------------------|--|
| Tax Exemption | Foreign workers | Purpose of Entry <input type="checkbox"/> Convention b/w Government <input type="checkbox"/> Technology Importation Contract <input type="checkbox"/> Exemption under Restriction of Special Taxation Act <input type="checkbox"/> Exemption under Tax Treaty | | | | | | | | | |
| | | Date of making a technology importation contract or starting to provide labour | | Due date for exemption period | | | | | | | |
| | | Exemption on wage&salary income of foreign workers | | Date of acceptance | | Date of submission | | | | | |
| | | Exemption on wage&salary income under the tax treaty | | Date of acceptance | | Date of submission | | | | | |
| | | Exemption on the employee in SMEs | | Date of employment | | Due date for exemption period | | | | | |
| Tax Credit | V Tax Exemption & Tax Credit | Kinds of Tax Credit | | Details | | Limit | Amount applicable for deduction | Deductible ratio | Tax Credit | | |
| | | Pension account | Scientific technician | | Payment | | | | 12% or 15% | | |
| | | | Guarantee of Workers' Retirement Benefits | | Payment | | | | | | |
| | | | Pension savings | | Payment | | | | | | |
| | | Subtotal | | | | | | | | | |
| | | Insurance | Indemnity Ins. (life, accident, etc.) | | Premium | | ₩ 1,000,000 | | | 12% | |
| | | | Insurance for the disabled | | Premium | | ₩ 1,000,000 | | | 15% | |
| | | | Subtotal | | | | | | | | |
| | | Medical Expenses | Yourself, The aged, The Disabled · Those exempted from national health insurance calculation | | Expenses | | | | | 15% | |
| | | | Subfertility treatment | | Expenses | | | | | 20% | |
| | | | For Other dependents | | Expenses | | | | | 15% | |
| | | | Subtotal | | | | | | | | |
| | | Special Tax Credit | Educational Expenses | Yourself | | Tuition | | Total Amt. | | 15% | |
| | | | | For Child before entering an elementary school (No.) | | Tuition etc. | | 3 mil/person | | | |
| | | | | For Students (No.) (elementary, secondary, high) | | Tuition | | 3 mil/person | | | |
| | | | | For Undergraduates (No.) (college or university) | | Tuition | | 9 mil/person | | | |
| | | | | For the disabled (No.) | | Tuition etc. | | Total Amt. | | | |
| | | Subtotal | | | | | | | | | |
| | | Donation | Political donation | Under ₩ 100,000 | | Donation Amt. | | | | 100/110 | |
| | | | | Above ₩ 100,000 | | Donation Amt. | | | | | |
| | | | Legal donation | | Donation Amt. | | | | | 15% or 25% or 30% | |
| | | | Donations of the employee stock ownership association | | Donation Amt. | | | | | | |
| | | | Designated donations (excl. religious organizations) | | Donation amount | | | | | | |
| Designated donations (Religious organizations) | | | Donation amount | | | | | | | | |
| Subtotal | | | | | | | | | | | |
| Foreign Tax | | Foreign Source Income | | | | | | | | | |
| | | Amt. Paid(Foreign Currency) | | | | | | | | | |
| | | Amt. Paid(₩) | | | | | | | | | |
| | | Country | | | | | Date of Payment | | | | |
| | | Date of Submission of Application | | | | | Overseas Working Place | | | | |
| Working Period | | | | | Position | | | | | | |
| Home Mortgage Interest | | Interest Paid | | | | | 30% | | | | |
| Monthly rent | | Expenses | | | | | 10% or 12% | | | | |

In accordance with the Article 140 of the Income Tax Act, I hereby file this report.

Taxpayer :

Date: _____, _____
(Signature)

| | | | | | |
|---|--------------|--|--|--|---|
| VI Additional dispatched documents | | | | | |
| 1. Do you submit an application form for flat tax rate of foreign employee? | | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 2. Details of previous company | Company Name | | Previous Total Wage & Salary | | The Receipt Attached? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | Tax Reg. No | | Previous Final Tax Liability | | |
| 3. Submission of statement of income deduction · tax credit for pension · savings O("Yes") <input type="checkbox"/> X("No") <input type="checkbox"/> | | | Submission () * If you apply for income deduction · tax credit for pension accounts, house-purchasing savings, etc. you should submit the corresponding statement. | | |
| 4. Submission of statement of income deduction · tax credit for monthly rent · payment of principle and interest of home rental loans borrowed from individuals O("Yes") <input type="checkbox"/> X("No") <input type="checkbox"/> | | | Submission () * If you apply for income deduction · tax credit for monthly rent · payment of principle and interest of home rental loans borrowed from individuals, you should submit the corresponding statement. | | |
| 5. Other documents | | | ① Details of medical expenses(), ② Statement of donation (), ③ Other documentary evidence for deduction · tax credit () | | |

Note

- The taxpayer should file the final return of global income tax unless he or she included the wage & salary from the previous company in the year-end tax settlement. Otherwise, the taxpayer will be subject to penalty taxes.
- The taxpayer him-/herself does not have to directly enter the pension premium, national health insurance, employment insurance of the current company on the form.
- The Deduction Amount section does not have to be filled by the employee when he/she submits this form to the withholding agent.

Statement of Income Deduction·Tax Credit for Pension · Savings, etc.

| | | | | | |
|---|------------------------------|---------------------------------|-----------------------------|--------------------------------------|-------------------|
| 1. Individual Information | ① Company Name | | ② Business Registration No. | | |
| | ③ Name | | ④ Resident Registration No. | | |
| | ⑤ Address | (Tel. :) | | | |
| | ⑥ Address of Business place | (Tel. :) | | | |
| 2. Income Deduction for Pension Accounts | | | | | |
| 1) Retirement Pension Accounts * Details of your Retirement Pension Accounts. | | | | | |
| Retirement Pension Category | Financial institutions, etc. | Account number | Payment due | Tax Credit amount | |
| | | | | | |
| | | | | | |
| 2) Pension Savings Accounts * Details of your Pension Savings Accounts. | | | | | |
| Retirement Pension Category | Financial institutions, etc. | Account number | Payment due | Income deduction · Tax Credit amount | |
| | | | | | |
| | | | | | |
| 3. House-purchasing Savings Deduction * Details of House-purchasing Savings deduction | | | | | |
| Retirement Pension Category | Financial institutions, etc. | Account number | Payment due | Deductible amount | |
| | | | | | |
| | | | | | |
| 4. Long Deduction Collective Investment Securities Savings Deduction * Details of Long Deduction Collective Investment Securities Savings Deduction | | | | | |
| | Financial institutions, etc. | Account number | Payment due | Deductible amount | |
| | | | | | |
| | | | | | |
| 5. Income deduction on contributions to a small and medium business start-up investment fund * Fill out a statement on income deduction on contributions to a small and medium business start-up investment fund, etc. | | | | | |
| Invested year | Classification of investment | Name of fund (company) or trust | Account number | Payment due | Deductible amount |
| | | | | | |
| | | | | | |

Instructions

1. Taxpayers receiving pension account savings tax credit, house-purchase savings deduction, long-term collective investment securities savings deduction, and income deduction on contributions to a small and medium business start-up investment fund should fill out a statement on the relevant income deduction and tax credit. Write down the amount deposited in each account and the amount of income deduction and tax credit. Do not fill out if the amount of deduction is zero (0).
2. Retirement pension deduction: In the Retirement Pension Category section, specify whether it is a retirement pension(DC, IRP) or Korea Scientists & Engineers Mutual-aid Association.
3. Pension Savings Accounts : In the Pension Savings Category section, specify whether it is an individual pension saving or a pension saving.
4. House-purchasing Savings Deduction : In the Saving Category section, specify whether it is a saving for subscription, a Housing Total subscription saving, or a worker's house-purchasing saving.
5. In 'Classification of investment' in 'Income deduction on contributions to a small and medium business start-up investment fund', enter either 'Venture, etc.' (Article 16 (1) 3, 4, 6 of the Restriction of Special Taxation Act) or 'Associations, etc.' (Article 16 (1) 1, 2, 5).
6. The 'Deductible amount' box may not be filled out by a wage & salary income earner.