

## ROS Form 11

### Income Tax return form 2016

#### Part 38-01-04A

Document created July 2017

The 2016 ROS Form 11 has been available since 1 January 2017, in both the online and offline ROS facilities. An enhancement to the form was released on the 17 June 2017

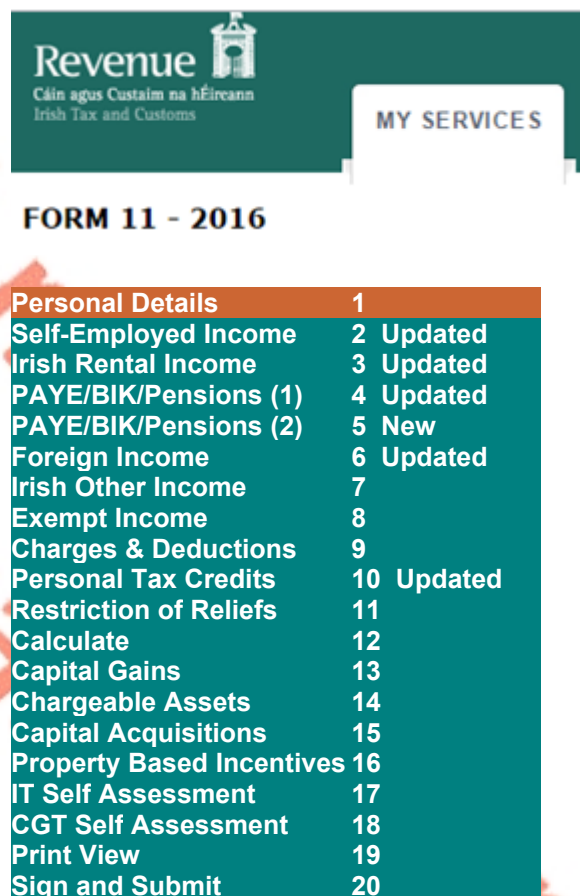
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## 1. ROS Form 11

The ROS Form 11 has 20 'panels'. The 2016 updates to the panels are summarised in this manual, and highlighted in Figure 1.



FORM 11 - 2016	
Personal Details	1
Self-Employed Income	2 Updated
Irish Rental Income	3 Updated
PAYE/BIK/Pensions (1)	4 Updated
PAYE/BIK/Pensions (2)	5 New
Foreign Income	6 Updated
Irish Other Income	7
Exempt Income	8
Charges & Deductions	9
Personal Tax Credits	10 Updated
Restriction of Reliefs	11
Calculate	12
Capital Gains	13
Chargeable Assets	14
Capital Acquisitions	15
Property Based Incentives	16
IT Self Assessment	17
CGT Self Assessment	18
Print View	19
Sign and Submit	20

Figure 1 Summary of ROS 'panels'

## 2. Self Employed Income

### 2.1 Review of previous year

As the facility to amend the return for the previous year is available through ROS, this section is no longer required in the ROS Form 11.

### 2.2 Income Averaging – deferral of tax

A new question has been added to the 'Farmers' section in the June enhancement:

*Tick the box if you wish to temporarily elect out of income averaging for this year in accordance with S 657(6A).*

Where the box is ticked and an election is made, the tax payable for 2016 will be based on the actual profits in the year and the balance of tax due will be deferred. The deferred amount will be due in four equal instalments, the first due on the 31 October 2018.

### 3. Rental Income

#### 3.1 Separation of income received

The rental income section in the 2016 Form 11 requires income and expenses to be returned separately for rents received for the following two categories:

- Residential Property
- Commercial Property, land and all other sources of Irish rental income

There has been no change to the remainder of this panel. Capital allowances, losses forward, etc. from each of these two categories of rents are added together and returned as a single figures. A number of questions on 'Aviation Services Facilities' have been added to the 'Specified Relief Capital allowances' sub-panel.

If you open a pre-populated Form 11, the 2015 figures will be populated into the *Commercial Property* section. If the only source of rental income is residential property, the ROS filer must complete the *Residential Property* section and clear the figures from the *Commercial Property* section.

### 4. PAYE/BIK/Pensions

This section has been split into two separate panels.

#### 4.1 PAYE/BIK/Pensions (1)

This panel is where income that has been subjected to PAYE is entered. Each employment/pension/etc. must be returned separately. Where there is more than one source of income that was subject to PAYE, you open a new screen by clicking on the **Next Employment** button.

##### Pre-population of Pay and Tax details

The 2016 P35L information on pay, tax and USC will be pre-populated into the main body of the return for up to the first 20 employments. For online ROS Form 11s for previous years, this information was in a table at the top of the panel and the ROS filer had to copy the information from the table into the correct box in the form. The change to the online ROS Form 11 2016 is that the information is included in the relevant pay, tax and USC fields.

In unusual situations where an employee has more than 20 employments, the first 20 screens will be populated in the form (employments 1 – 20). The pay and tax details for the remaining employments (in excess of 20) will appear in a table in the 'catch-all' panel. In that circumstance, which will arise in a limited number of cases, the information (for employments in excess of 20) will have to be copied from the table into the correct section of the form.

**Mandatory fields within this panel**

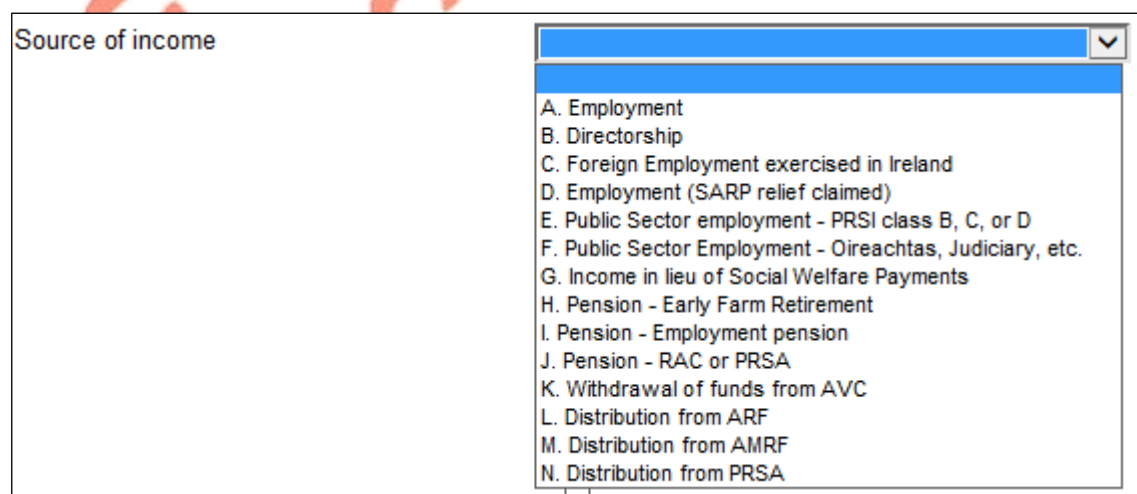
There are a number of mandatory fields within this panel. At a minimum the following must be completed:

- Self / Spouse indicator
- Employer's PAYE registered number
- Gross amount of taxable income for this employment/pension
- Source of income
- Net tax deducted/refunded in this employment
- Gross income for Universal Social Charge (USC) from this employment
- Net USC deducted/refunded in this employment
- Payment Frequency.

**Source of Income**

This must be selected from the drop down list provided.

It is important to select the correct source of income, as certain reliefs and deductions will only be displayed when the appropriate source is selected.



The image shows a screenshot of a software interface. On the left, there is a text label 'Source of income'. To its right is a dropdown menu with a blue header bar and a downward-pointing arrow on the right side. The menu is open, displaying a list of 14 options, each starting with a letter from A to N followed by a description of the income source. The options are: A. Employment, B. Directorship, C. Foreign Employment exercised in Ireland, D. Employment (SARP relief claimed), E. Public Sector employment - PRSI class B, C, or D, F. Public Sector Employment - Oireachtas, Judiciary, etc., G. Income in lieu of Social Welfare Payments, H. Pension - Early Farm Retirement, I. Pension - Employment pension, J. Pension - RAC or PRSA, K. Withdrawal of funds from AVC, L. Distribution from ARF, M. Distribution from AMRF, and N. Distribution from PRSA.

Figure 2 Source of income dropdown list



Further information on these separate categories, together with help on completing this panel can be found in the *Form Help* for this screen.

The screenshot shows a software interface for the period 01/01/2016 to 31/12/2016. The main heading is 'PAYE/BIK/Pensions (1)'. On the left, there is a vertical menu with 'tails', 'Income', and 'come'. A red arrow points to a 'Form Help' icon (an 'i' in a circle) located next to the 'Income' section. To the right of the icon, there is explanatory text: 'In this screen you enter details of all income that is apply to that income. Each employment/pension m... one employment/pension, click the "Next Employm...'

Figure 3 Form Help icon on screen

#### Net tax deducted/refunded and Net USC deducted/refunded

Net tax deducted /refunded in this employment	€	<input type="text"/>
Tick this box if the tax figure above was a refund		<input type="checkbox"/>
Gross income for Universal Social Charge (USC) from this employment available from your P60/P45	€	<input type="text"/>
Net USC deducted / refunded in this employment	€	<input type="text"/>
Tick this box if the USC figure above was a refund		<input type="checkbox"/>

Figure 4 Tax and USC deducted or refunded screen

As each employment is captured separately, the “tax deducted” and/or “USC deducted” for this employment may actually relate to a refund of an amount over-deducted by a previous employer in the year. Where the figure represents a refund, this is identified on the P60/P45 and the ‘refund’ box in the Form 11 must be ticked.

#### Foreign tax paid on employment income

Where foreign tax has been deducted on Irish employment income Double Taxation Relief (DTR) may be due. To determine the amount of DTR due, 2 new questions have been added to the Form 11:

*Amount of income included above, if any, that has been subjected to foreign tax in a treaty state*

*Amount of non-refundable foreign tax paid on this income*

DTR will be given at the lower of the Irish Effective Rate (IER) and the Foreign Effective Rate (FER).

#### Case with a large number of employments

The Form 11 can cater for 20 employments. If there are more than 20 employments, all remaining employments are presented in a similar manner to the way employment income was presented in Forms 11 in previous years. A “catch-all”

panel is only accessible after the screens for the first 20 employments have been completed.

## 4.2 PAYE/BIK/Pensions (2)

All remaining Schedule E income, (i.e. income that has not been subjected to PAYE) is captured in this panel. Additional information such as PAYE refunds made in the year (by Revenue), expenses, and directorships, is also captured here.

This panel follows the layout of the panel in previous years, which is to display separate columns for self and spouse. All amounts for a particular field should be added together and a single figure entered. There are no 'additional employment' screens for this panel.

Form 11 for period 01/01/2016 to 31/12/2016

### PAYE/BIK/Pensions (2)


<ul style="list-style-type: none"> <li>✓ Personal Details</li> <li>Self-Employed Income</li> <li>Irish Rental Income</li> <li>PAYE/BIK/Pensions (1)</li> <li style="background-color: #007060; color: white;">PAYE/BIK/Pensions (2)</li> <li>Foreign Income</li> <li>Irish Other Income</li> <li>Exempt Income</li> <li>Charges &amp; Deductions</li> <li>Personal Tax Credits</li> <li>Restriction of Reliefs</li> <li>Calculate</li> <li>Capital Gains</li> </ul>	<p><b>Form Help</b>  In this screen you enter details on income from employments/pensions, etc. that have not been subject to PAYE. In addition you also enter certain reliefs and transactions that are not linked to one specific employment.</p> <p><b>Please choose from the following links:</b></p> <ul style="list-style-type: none"> <li>- Allowable Deductions Incurred in Employment</li> <li>- Convertible Securities</li> <li>- Directorships</li> <li>- Election under S.128A(4A)</li> <li>- Employments</li> <li>- Foreign Earnings Deduction</li> <li>- Lump sum from Relevant Pension Arrangements</li> <li>- PAYE Tax deducted / refunded</li> <li>- Share Options</li> <li>- Social Welfare Payments/Benefits or Pensions received</li> <li>- Taxable Benefits</li> </ul> <p><b>USC/PAYE refunded during the year</b> <span style="float: right;">↑Top</span></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"></td> <td style="text-align: center;"><b>Self</b></td> <td style="width: 50%;"></td> <td style="text-align: center;"><b>Spouse</b></td> </tr> <tr> <td>PAYE Tax refunded for the income tax year 2016</td> <td style="text-align: center;">€ <input type="text"/></td> <td></td> <td style="text-align: center;">€ <input type="text"/></td> </tr> </table>		<b>Self</b>		<b>Spouse</b>	PAYE Tax refunded for the income tax year 2016	€ <input type="text"/>		€ <input type="text"/>
	<b>Self</b>		<b>Spouse</b>						
PAYE Tax refunded for the income tax year 2016	€ <input type="text"/>		€ <input type="text"/>						

Figure 5 PAYE/BIK/Pensions (2) as it appears in the ROS Form 11 2016

## 5. Foreign Income

### UK income

Certain UK income is requested separately from other foreign income:

- UK Deposit Interest
- UK "Other" interest
- Other UK Income

There is no change to the tax treatment of this income. However, as no Double Taxation Relief is due on this income there is no accompanying "Foreign Tax Deducted" field. If UK tax was deducted from this income the taxpayer may be able to claim a refund from the UK tax authorities (see **Tax and Duty Manual 35-01-02**).

## 6. Personal Tax Credits

### 6.1 Earned Income Credit

A new question is included for this credit. The credit for self and spouse/civil partner is calculated separately and must be claimed by each party. More information on this credit can be found in **Tax and Duty Manual 15-01-44**.

### 6.2 Health Expenses

#### Pre-population of 2016 Form 11 with Receipts (Health Expenses)

Where the Form 11 is opened in pre-population mode any health expenses held in Revenue's Receipts Tracker application will populate into the appropriate field in the form.

A more recent version of this manual is available.