Income tax return form 2021 ROS Form 11

Part 38-01-04F

Document last reviewed June 2025



The information in this document is provided as a guide only and is not professional advice, including legal advice. It should not be assumed that the guidance is comprehensive or that it provides a definitive answer in every case.

Summary

The 2021 ROS Form 11 is available since 1 January 2022, in both the online and offline ROS facilities. An updated version of the 2021 ROS Form 11 is available since July 2022.

This Manual includes updates and changes to the 2021 ROS Form 11, including the July updates.

The updates in previous year returns are referenced in the Tax and Duty Manuals (TDM):

Part <u>38-01-04E</u> for information on the 2020 ROS Form 11

Part <u>38-01-04D</u> for information on the 2019 ROS Form 11

Part <u>38-01-04C</u> for information on the 2018 ROS Form 11

Part <u>38-01-04B</u> for information on the 2017 ROS Form 11

General assistance about '<u>Filing your tax return</u>' is available on the Revenue website, including videos on the most frequently used panels or issues that give rise to most contacts.

The <u>Guide to Completing Pay & File Self-Assessment Returns</u> is published on the website; and has full information on all the panels and fields in the tax return.

Information on <u>State Aid Transparency Requirements: Publication of information regarding State</u> aid granted to individual taxpayers is published in TDM Part 37-00-39.

Table of Contents

2.1 New introductory screen	5
2.2 Deceased individual	7
2.3 Spouse's details required in joint assessed cases	8
3 Self Employed Income	9
3.1 Farm Details and sub-panel	9
3.2 Capital Allowances 2021 – farm safety equipment	11
3.3 Extracts From Accounts – Covid-19 supports: TWSS, CRSS, BRSS	12
3.4 Extracts From Accounts – messages re deductible trading expenses and 46G filing	13
4 Irish Rental Income	14
4.1 Non-residents renting property	14
4.2 Form 8-3 prompt	15
5 PAYE/BIK/Pensions (1)	15
5.1 Proprietary directors' bonuses/fees	15
5.2 S997A – credit for tax deducted for certain directors and employees	16
5.4 Debt warehousing for Schedule E liability for Preliminary Tax due by 31/10/21	17
6 PAYE/BIK/Pensions (2)	17
6.1 Allowable Deductions incurred in Employment	17
6.2 Social Welfare Payments	19
7 Foreign Income	20
7.1 Foreign Employments	20
7.2 US and Canadian Dividends	20
7.3 Foreign Bank Accounts, Life Policies, Funds, Other Offshore products	21
7.4 Investment Undertaking - Exchange Traded Funds	21
8 Charges & Deductions	22
8.1 Interest Relief on Certain Unsecured Home Loans	22
9 Personal Tax Credits	22
9.1 Earned Income tax credit	22
9.2 Dependent Relative tax credit	22
9.3 Widowed Parent Tax Credit	22
9.4 Stay and Spend credit	23
9.5 Sea-going Naval Personnel Credit	25
10. Calculation: changes and updates	20
10. Calculation. Changes and updates	26

10.2 Income Tax rates	26
11. Capital Gains	26
11.1 Calculation	26
11.2 Retirement relief	27
11.3 Gains / losses / net chargeable gains	27
11.4 CGT Self Assessment	28
12. IT Self-assessment	29
12.1 LPT surcharge – advisory message	29
13. Other	29
13.1 Information about 2021 employment and/or pension income	29
13.2 Form 1 Surcharge	30
Appendix 1 Extracts From Accounts - mandatory fields and calculation	32
Appendix 2 Summary of prefilled information	35

1 ROS Form 11

The ROS Form 11 has 20 'panels'. The updates to the panels for the year 2021 are summarised in this manual, as shown in Figure 1 below.

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

Figure 1: Summary of ROS panels updated in 2021 Form 11

2 Personal Details Panel

2.1 New introductory screen

An introductory screen is added in the Personal Details panel. The purpose is to:

- set out a chargeable person's obligations
- increase awareness about the requirement to file a form 11 including the applicable gross and net non-PAYE income thresholds, and
- advise filers how to update their Revenue record if their circumstances have changed and they are no longer chargeable persons.

At least one box must be ticked, in respect of either 'Self' or 'Spouse', before the taxpayer/agent can continue with the filing.

Tickbox option	Additional information
Trading income (no PAYE income)	Income from a business, trade, profession or vocation. PAYE income is from an employment or occupational pension where your employer or pension provider deducts Income Tax (IT), Pay Related Social Insurance (PRSI) and Universal Social Charge (USC), as applicable.
PAYE Income, and other non-PAYE income greater than €5,000 (net)	PAYE income is from an employment where your employer deducts Income Tax (IT), Pay Related Social Insurance (PRSI) and Universal Social Charge (USC). Non-PAYE income greater than €5,000 from all sources after deducting capital allowances, expenses and losses carried forward.
PAYE Income, and other non-PAYE income greater than €30,000 (gross)	PAYE income is from an employment were your employer deducts Income Tax (IT), Pay Related Social Insurance (PRSI) and Universal Social Charge (USC). Gross non-PAYE income greater than €30,000 from all sources is the total profits or gains for a year of assessment before deducting capital allowances and losses
Proprietary Director	A "proprietary director" is a director who is the beneficial owner of the company, or is able, either directly or indirectly, to control, more than 15% of its the ordinary share capital.
Opened a Foreign Bank account in the tax year	Where a person who is resident in the State opens a bank account outside the State, or causes a bank account to be opened when that person is beneficially entitled to the sums in the account, that person is a chargeable person for that year of assessment.
Share options granted	A share option is a right that your employer grants you to acquire shares in the company. You are considered a 'chargeable person' for the year in which you exercise, assign, or release a share option.
Foreign Income only	Foreign income chargeable to tax in the Republic of Ireland, i.e. a foreign pension.
Rental Income only	Income from renting out a property, or from another source that qualifies as rental income. This includes but is not limited to the renting out of a house, flat, apartment, office, business premises or farmland.
Other non-PAYE income only (dividends, deposit interest, etc)	Other non-PAYE Income not covered above including dividends, deposit interest, settlements, covenants, estate income, maintenance payments, investment undertakings, Irish Real Estate Funds and untaxed income.
None of the above but you wish to file a Form 11	Please note that you may no longer be a chargeable person for self-assessment and may be able to cease your Income Tax registration.

	Personal Details		
🗸 Personal Details	Holp Section		
Self-Employed Income	Help Section		
Irish Rental Income PAYE/BIK/Pensions (1)	* An asterisk (*) indicates a required field. You will not be able to move out of this screen until all of these questions are answered.		
PAYE/BIK/Pensions (2) Foreign Income	A 'chargeable person' for self-assessment purposes is a person who is chargeable to tax on that person's own account or on another person's account in respect of a chargeable period.		
Irish Other Income Exempt Income	All chargeable persons are required to file a Form 11 and pay the liabilities arising for the tax years for which they are a 'chargeable person'.		
Charges & Deductions /Personal Tax Credits	Please confirm the reason why you are a chargeable person and filing a Form 11 or are filing on behalf of a chargeable person.		
Restriction of Reliefs		C-IKIC	
Calculate Capital Gains	* Tick all that apply	Self/Spouse/Civil Partner	
Capital Gains Chargeable Assets	Trading income (no PAYE income)		
Capital Acquisitions	PAYE income, and other non-PAYE income over €5,000(net)	0	
Property Based Incentives IT Self Assessment	PAYE income, and other non-PAYE income over €30,000(gross.)	0	
CGT Self Assessment	Proprietary Director		
Print View Sign and Submit	Opened a Foreign Bank account in the tax year		
	Share options granted		
	Foreign Income only		
	Rental Income only		
	Other non-PAYE income only (dividends, deposit interest etc)		
	None of the above but you wish to file a Form 11		
	If you are no longer a chargeable person for self-assessment you n registration. This can be done using Manage Tax Registrations und ceased for Income Tax you can still file returns and claim tax relief i available on ROS and My Account.	er the 'Other Services' Panel on ROS. Once	

Figure 2: Screen setting out chargeable persons obligations, reason for filing and advisory message

2.2 Deceased individual

Updated presentation of information about the personal representative (with separate name and address fields). Both these fields are mandatory when a date of death is entered. If any one of these three fields is completed, all three must be completed.

Deceased individual	
Note: in the case of a married person/civil partner, only complete this section where the deceased was the assessable spouse/nominated civil partner in the period to which this return refers.	
If you are completing this return on behalf of a deceased individual enter:	
Date of death	
Name of the personal representative (i.e. executor, administrator, etc)	
Address of the personal representative	
Date grant of probate or letter of administration was obtained.	

Figure 3: Updated questions, mandatory if a date of death is entered

2.3 Spouse's details required in joint assessed cases

Filers claiming married credit on the return are required to complete the spouse's details. It is critically important that the spouse's PPSN which is input on the return is verified and accurate. Filers, particularly tax agents, should note that the information input will result in the records of both spouses being linked on Revenue's record; as Revenue is acting on the basis of the information submitted in the tax return.

Where spouses' records are linked, both spouses have access to the information on those records for the tax periods noted. If an incorrect PPSN in input, it will result in an incorrect link between cases and will give rise to a risk of data being disclosed incorrectly. Spouse records that are linked on Revenue's systems on a joint assessed basis are treated as a 'single taxpayer' and data is accessible by and available to such linked cases.

Details (Spouse)

Figure 4: Mandatory spouse details where Joint Assessment is selected as the basis of assessment

The following material is either exempt from or not required to be published under the Freedom of Information Act 2014.

[...]

3 Self Employed Income

3.1 Farm Details and sub-panel

The figures in the Farm Details section are filled in automatically when the taxpayer applies for income averaging and a share of succession tax credit in the sub-panel. The Farm Details sub-panel is accessed when the 'Add Details' button is clicked. The sub-panel is updated with

- additional questions under Farm Partnerships under S.667C to enable a filer provide information on tax relief claims for the three year period. If there is an entry in the 2021 field, there must be an entry in the 2020 and 2019 fields, and
- an advisory message (circled in green in Figure 5 below) to explain the cumulative limit of €20,000 on the maximum value of claims for relief. There is validation on each of the fields, as the amounts input cannot be greater than €20,000 in one year or in total across all 3 years.

To comply with EU State Aid regulations, relief under S.667C TCA 1977 must be accumulated with relief under S. 81D of the Stamp Duties Consolidation Act 1999; with the total cumulative amount of tax relief granted subject to a limit of €20,000 in a three year rolling period. Furthermore, to comply with the S. 667C TCA 1997, there is validation on each of the fields (circled in red in Figure 5 below), as the amount of relief under S.667C alone cannot be greater than €15,000 in any one year, or in total in a three year rolling period.

Further information on the application of EU State Aid rules to S.667C and S.81D is set out in the Stamp Duty Manual <u>Section 81D: Relief for leases of farmland.</u>

The Form 11 2021 has been updated with prefilled information on the amount of S667C relief claimed on the Form 11 2020. The relevant field – **Relief for partner in Registered Farm Partnerships under S. 667C used in 2020** - is highlighted in purple in Figure 5 overleaf.

Farmers	
To comply with EU State aid rules, the total amount of tax relief granted under Consolidation Act 1997, section 667D of the Taxes Consolidation Act 1997 and Consolidation Act 1999 combined is subject to a lifetime limit of €70,000.	
Relief for qualifying farmer under S. 667B used in 2021	€
Relief for qualifying farmer under S. 667B used in prior years	€
To comply with EU State aid rules, the total amount of tax relief granted under Consolidation Act 1997 and section 81D of the Stamp Duties Consolidation Act limit of €20,000 in a three year rolling period.	
Tick the box if you are a partner in a Registered Farm Partnership as defined by S $\rm 667C$	
Relief for partner in Registered Farm Partnerships under S. 667C used in 2021	€ 25000
	You cannot claim more than €20,000 over a three-year period.
Relief for partner in Registered Farm Partnerships under S. 667C used in 2020	€ 0
Relief for partner in Registered Farm Partnerships under S. 667C used in 2019	€ 0

Figure 5: Updated questions for claims for relief under S667C, including the advisory message about the cumulative value of the relief claim

The following material is either exempt from or not required to be published under the Freedom of Information Act 2014.

[...]

3.2 Capital Allowances 2021 – farm safety equipment

The form is updated to provide for the claiming of capital allowances under section 285D, in respect of farm safety equipment. Guidance on section 285D is included in Part 9 of the <u>Notes for</u> <u>Guidance Finance Act 2021 edition</u>, including the requirement for the expenditure to be certified by the Department of Agriculture, Food and the Marine.

Capital Allowances for the year 2021		† l op
Where a claim to tax relief on property based incentive schemes is included below, tick the box and give details on the property based incentives panel		
Machinery and Plant	€	
If any amount entered above refers to 'energy-efficient equipment' under Section 285A TCA 1997 enter that amount here	€	
If any amount entered above refers to 'childcare and fitness centre equipment' under section 285B enter that amount here	€	
If any amount entered above refers to 'gas vehicles and refuelling and equipment' under section 285C enter that amount here	€	
If any amount entered above refers to 'farm safety equipment' under S285D enter that amount here and provide the following	€	
The qualifying certificate number issued by the Department of Agriculture, Food and the Marine		
Amount claimed from this certificate	€	
Please click the 'Add Details' button to enter details of additional Certificates You may add up to a maximum of 5 Certificates.	Add Details	

Figure 6: additional questions for claims under S285D, including the qualifying certificate information

3.3 Extracts From Accounts – Covid-19 supports: TWSS, CRSS, BRSS

(i) TWSS

Temporary Wage Subsidy Scheme (TWSS) payments to employees (made via their employer) do not need to be included in the Extracts from Account. Subsection (5)(i) of the TWSS legislation prevents an employer taking a CT/IT tax deduction for subsidies paid to employees under the TWSS. Although TWSS payments were paid to employers, they were required to be passed on to employees and are fully chargeable to income tax and USC at employee level.

(ii) CRSS

Guidance on the Covid Restriction Support Scheme (CRSS) is set out in the <u>Guidelines on the</u> <u>operation of the Covid Restrictions Support Scheme</u>. Relevant information is included in paragraph 10 "How is the ACTE treated for tax purposes?", and filers must review the CRSS material before completing the Form 11.

Information on CRSS receipts can be found under the 'eRepayment Claims' link in 'Other Services' in ROS. To see previous claims, click on 'Manage your Claims'. This shows a claimant's Claims History, which is presented by Type, Submission date, Claimed Amount and Status (as per Figure 5). Clicking on 'View' on any specific claim returns the detail of that specific claim (including the period of the claim).

(iii) BRSS

Guidance on the Business Resumption Support Scheme (BRSS) is set out in the <u>Guidelines on the</u> <u>operation of the Business Resumption Support Scheme</u>.

Other Services						
MyEnquiries Receipts Tracker Manage Tax Cleara Verify Tax Clearand		Manag	& Passengers with Disat e Professional Services W yment Claims		Mobile Access Download Pre-popul Secure Upload/Down	
	eRepa	yment Claims				
← Back to ROS	Welco	ome to eRepay	ment Claims			
	This servi for Miner (SSDT), S Support	n ew claim ce allows you to make a ral Oil Tax, Sugar Swee tamp Duty (S83D), Co Scheme (CRSS) and ts for unregistered perso	tened Drinks Tax ovid Restrictions d specific VAT	claim(s) and view be used in certair	e status of your pre the details here. Th circumstances to e formation if request	is option can a dit your claim a
← Back		ows you to view and edit yo I claims decision details can		elected.		
	Display 10 👻	records per page		Search		
	0 Type	 Submission Date 	Claimed Amount	0 Status	Action	_
	Form CRSS	14/05/2021	€1,000.00	Approved	View	
	Form CRSS	14/05/2021	€1,000.00	Approved	View	
	Form CRSS	14/05/2021	€4,000.00	Approved	View	
	Form CRSS	14/05/2021	€1,000.00	Approved	View	

Figure 7: eRepayment Claims link in ROS – Other Services, select 'Manage your claims, select 'View' for detail.

3.4 Extracts From Accounts – messages re deductible trading expenses and 46G filing

Advisory messages are included in the Extract from Accounts to remind filers to

- (i) reduce the amount of deductible trading expenses by CRSS and BRSS payments received in 2021, and
- (ii) complete a Form 46G where a payment for services to any one person/entity exceeded €6,000.

Please include the total CRSS and BRSS payments which were received as an accelerated claim for trading expenses in 2021, this figure will reduce the amount of trading expenses that are deductible in computing the taxable income of a business.

If you have made any payment(s) in the course of this trade or profession for services, where the total amount paid to any one person was greater than €6,000, you may have to complete a Form 46G. You can access this form from the My Services page or from the ROS Offline Application.

Figure 8: eRepayment Claims link in ROS – Other Services, select 'Manage your claims, select 'View' for detail.

4 Irish Rental Income

4.1 Non-residents renting property

As per the 2020 Form 11, where the filer has indicated in the Personal Details panel that he or she is non-resident, confirmation is sought whether the form is being completed by a collection agent, or the tax was withheld by the tenant.

To comply with the requirements of section 1041, a non-resident landlord has two options:

- to engage the services of a collection agent. A collection agent is an Irish resident who collects the rent and files the income tax return for the rental income on the landlord's behalf, or
- the tenant withholds 20% of the rent due and submits the deducted amount to Revenue's Collector General's Office with a copy of the Form R185. The tenant pays the remaining 80% to the non-resident landlord with the completed Form R185 (which shows how much tax was paid to Revenue). The non-resident landlord can claim this amount as a tax credit on the annual tax return, once all the obligations are met and the tax was actually deducted and remitted to Revenue by the tenant or housing authority or local authority.

In the exceptional circumstance where a return is being completed by or for a non-resident landlord who does not have a collection agent acting on his or her behalf and no tax was withheld by the tenant, the filer should

- (i) in advance of filing the 2021 Form 11, contact Revenue via MyEnquiries to notify that he or she or the non-resident landlord is
 - (a) aware of the obligation, and
 - (b) has put, or is putting, in place arrangements to be in compliance with section 1041 of the TCA 1997,
- (ii) tick the second box even though the tenant did not withhold any tax, **and**
- (iii) make no entry in the field "Amount of Irish Tax Withheld". If the filer attempts to make an entry in the 'Amount of Irish Tax Withheld' field, including an entry of 0, he or she will be required to input a PPS number.

This guidance is a suggested workaround to enable the filing of the 2021 Form 11. However, this is contingent on the non-resident landlord having put in place an arrangement to be in compliance with section 1041. That is either the engagement of a collection agent or the deduction by the tenant the 20% of the rent (and paying it to the Collector General).

More detailed guidance on the question is in TDM <u>Part 38-01-04E</u> re the Income Tax Return 2020 ROS Form 11, and in TDM <u>Part 45-01-04</u>, including the obligations.

4.2 Form 8-3 prompt

Letting agents and managers of premises, including internet intermediaries, must file a Form 8-3. If a Form 8-3 was filed on behalf of the taxpayer in the previous year, a message will be shown as a reminder to declare the rental income. The message will read,

"You are in receipt of rental income from a property managed by a letting agent (and returned on a Form 8-3).

Letting agents and managers, including internet intermediaries, of premises must file a Form 8-3 return to Revenue. This contains details of payments relating to managed premises."

5 PAYE/BIK/Pensions (1)

5.1 Proprietary directors' bonuses/fees

As set out in TDMs Part 38-01-04D and Part 38-01-04E proprietary directors, in accordance with sections 112 and 997 of the Taxes Consolidation Act, should include the amount of credit for income tax and USC deducted from the bonuses/fees, against the amount of tax chargeable in the assessment. This amount may differ from any tax or USC amounts pre-populated from payroll data.

The credit taken in the 2021 Form 11 for tax and USC must be a true estimate of the actual taxes deducted from the bonus/fee. The amount of tax credited must not exceed 40% of the taxable income and the amount of USC credited must not exceed 8% of the taxable income. Details of such calculations must be available if requested by Revenue. There may be situations where a proprietary director has received a partial/full refund of tax and USC on the bonus/fee payment in the current year 2022. Any amounts refunded will reduce the amount of credit available to the taxpayer for inclusion in the 2021 Form 11.

Where the source of income is 'directorship', additional questions are to be completed to enable filers to report bonuses paid in 2021 but returned on the 2020 Form 11, and bonuses paid in 2022 which relate to the 2021 tax year.

Director Renumeration			
Note: In respect of Proprietary Directorships, only tax remitted to Revenue should be entered here.			
In arriving at the "Gross amount of taxable income for this employment/pension" and the "Net tax dee state:	ducted/refunded"		
The amount of taxable income paid in 2021 which was earned in the year 2020 and was brought back to that year	€		
The amount of tax paid in respect of that amount of income brought back to 2020	€		
The amount of gross income for USC purposes paid in 2021 which was earned in the year 2020 and was brought back to that year	€		
The amount of USC paid in respect of that amount of income brought back to 2020	€		
The amount of income paid in the year 2022 which was earned in the year 2021 and has been brought back to 2021 and included in the Gross amount of taxable income above	€		
The amount of tax paid in respect of that amount of income brought back to 2021	€		
The amount of gross income for USC purposes paid in the year 2022 which was earned in the year 2021 and has been brought back to 2021 and included in the Gross income for Universal Social Charge USC from this employment above	€		
The amount of USC paid in respect of that amount of income brought back to 2021	€		
Figure 9: Additional questions to enable filers to report bonuses/fees paid for the 2021 tax year			

The following material is either exempt from or not required to be published under the Freedom of Information Act 2014.

[...]

5.2 S997A – credit for tax deducted for certain directors and employees

Detailed guidance on section 997A is set out in TDM Part 42-04-59 (Credit in respect of tax deducted from emoluments of certain directors and employees). Paragraph 6 of that manual provides guidance about the operation of section 997A and debt warehousing, which is repeated below.

If an employer is availing of debt warehousing for PAYE (Employer) liabilities, a director or employee with a material interest in the company cannot claim credit for PAYE deducted if it has been warehoused and not paid. However, if the director or employee is

eligible for income tax warehousing (because they are also subject to self-assessment), she or he can warehouse all liabilities including any Schedule E liabilities.

Filers are reminded that section 997A provides that no credit for tax deducted is given to a director or employee who has a material interest in the company that pays emoluments to that director or employee unless there is documentary evidence to show that the tax deducted has been remitted by the company to the Collector-General. A Form 11 is processed on the basis of the self-assessment declared. However, the detail of the credit claimed for tax deducted is checked subsequently. Where a subsequent check shows a balance of tax owed to Revenue (by an employer), a Revenue caseworker will follow-up with the filer to request the evidence to show that the tax has been remitted. It may arise that Revenue may amend an assessment to limit the credit for tax deducted to the amount remitted to the Collector-General.

The following material is either exempt from or not required to be published under the Freedom of Information Act 2014.

[...]

5.4 Debt warehousing for Schedule E liability for Preliminary Tax due by 31/10/21

As set out in paragraph 3.2 of the <u>Information Booklet on Warehousing of Tax Debts associated</u> <u>with Covid-19</u>; the Debt Warehousing facility allowed self-assessed income taxpayers with employment income and a material interest in their employer company to warehouse tax liabilities relating to their Schedule E income (only) from that company. The Preliminary Tax payment was due to be paid by 31 October 2021 (or the ROS deadline of 19 November 2021).

The qualifying conditions for this are set out in the legislation and summarised in paragraph 3.2 of the above link. Note: the non-Schedule E liability must have been paid when filing the 2020 income tax return.

6 PAYE/BIK/Pensions (2)

6.1 Allowable Deductions incurred in Employment

Additional questions are included to assist filers in calculating claims for expenses due in respect of remote working, including a requirement for filers to input the number of days worked from home. Detailed guidance about the conditions to qualify, the calculation, the requirement to retain relevant documentation relating to a claim, etc. is set out in the TDM on <u>Remote Working</u> <u>Relief</u>.

Where a taxpayer has uploaded receipts in the Receipts Tracker, the information will be prefilled to a table in this section. To make a claim, a filer should input 10% of the gross 'Utility' amount and/or 30% of the Broadband cost, and the number of days worked remotely. Clicking 'Calculate' will result in the Remote Working (eWorking) expenses field being populated with the calculation.

To claim an allowable e-working expense, the employee must have incurred the cost and it is the responsibility of the employee to retain proof of payment. If an expense is shared between two or more people, the cost can be apportioned based on the amount paid by each individual. Any reimbursement of expenses by the employer, for example the allowance referenced in paragraph 4.1 of the TDM on <u>Remote Working Relief</u>, should be deducted from the claim.

Allowable Deductions Incurred in Employment		
Nature of employment(s)		
	\bigcirc	
	· · · · · · · · · · · · · · · · · · ·	
Flat rate expenses	€	
Expenses, other than Flat Rate Ex exclusively and necessarily in the p employment or office.	xpenses, paid by the claimant wholly, performance of the duties of the	
Utility allowed (10% of gross amount)	€	
Broadband allowed (30% of gross amount)	€	
Days worked remotely	€	
	Calculate	
Remote Working (eWorking) expenses	€	
All other expenses	€	
Capital Allowances	€	
	Calculate	
Total	€	
Amount referring to Proprietary Directorship income/salary	€	
Amount referring to Employment income/salary	€	

Figure 10: Additional questions to assist filers claim Remote Working (eWorking) expenses

The following material is either exempt from or not required to be published under the Freedom of Information Act 2014.

[...]

6.2 Social Welfare Payments

The annual social welfare payment figure will be pre-populated to the Social Welfare Payments section, compared to weekly figures presented in previous Forms 11. Where a filer opens a prefilled return, the details of social welfare payments received will be included in the summary table presented. Note that the detail in the table may include cents however the DSP fields require that whole number amounts are entered.

Social Welfare Payments, Benefits or Pensions Received				
Carer's Allowance paid by Dept. of Social Protection	€			
Jobseeker's Benefit (self- employed) - Self.	€ 100.50 Invalid Format. Whole Number must be entered			

Figure 11: Social welfare payments require whole number inputs to be entered

7 Foreign Income

7.1 Foreign Employments

An additional question is included in the Foreign Employments sub-panel, to enable a filer declare income from foreign employments and whether foreign tax was or was not deducted.

Foreign Employments	
Gross income from Foreign Employments attributable to the performance outside the state of such employments - on which Transborder Relief is not claimed and on which no foreign tax was deducted	€
Gross income from Foreign Employments attributable to the performance outside the state of such employments - on which Transborder Relief is not claimed and on which foreign tax was deducted	€
Amount of foreign tax deducted	€

Figure 12: Additional question to enable filer to declare if foreign tax was deducted or not

7.2 US and Canadian Dividends

Updated text is included in both sub-panels. Filers are reminded that credit for US and Canadian withholding tax of 15% will be given, automatically, limited by the level of the Irish effective rate.

US Dividends
US Dividends - Enter gross amount, before credit for withholding tax €
Credit for US withholding tax of 15% will be automatically given, subject to level of Irish Effective Rate (Enter the amount of Irish tax deducted, if any, on encashment of these dividends in the appropriate section below)
Canadian Dividends
Canadian Dividends which suffered Irish tax on encashment - Enter gross amount, before credit for withholding tax
Credit for Canadian withholding tax of 15% will be automatically given, subject to level of Irish Effective Rate (Enter the amount of Irish tax deducted, if any, on encashment of these dividends in the appropriate section below)
Canadian Dividends which did not suffer Irish tax on encashment - Enter gross amount, before credit for withholding tax
Credit for Canadian withholding tax of 15% will be automatically given, subject to level of Irish Effective Rate

Figure 13: Updated text for both US and Canadian Dividend sub-panels

7.3 Foreign Bank Accounts, Life Policies, Funds, Other Offshore products

A filer can enter details of 20 foreign bank accounts, foreign life policies, offshore funds and other offshore products.

Where a filer has opened more than 20 foreign bank accounts or invested in more than 20 foreign life policies, offshore funds or other offshore products; an additional question is presented after the 20th entry to ask the filer to enter the total amount of money deposited in the remaining bank accounts/foreign life policies/offshore funds or other offshore products. There is an example of the Foreign Bank Account presentation in Figure 14 below. There is a similar presentation in the other sub-panels (for foreign life policies, offshore funds or other offshore products).

Foreign Bank Accounts †Top)
Foreign Bank Accounts (S.895) Give the following details for each foreign bank account opened in 2021 of which you or your spouse/civil partne were the beneficial owner of the deposits held	r
20.	
Name & address of deposit holder (bank etc.)	
Date account was opened (DD/MM/YYYY)	
Amount of money deposited on opening the account €	
Name & address of intermediary through whom account was opened	
If you open more than twenty foreign bank accounts, enter the total amount of money deposited on opening those remaining accounts	

Figure 14: Additional question to enable filer to enter cumulative details where more than 20 foreign bank accounts

7.4 Investment Undertaking - Exchange Traded Funds

Detailed guidance on exchange traded funds is set out in TDMs Part <u>27-01A-02</u> and Part <u>27-01A-03</u>. Filers should ensure that this specific guidance is reviewed in advance of filing. Clarification is provided that where an investment undertaking has elected not to deduct exit tax on a deemed disposal and has so notified the taxpayer, the income is liable to income tax only; it is not liable to PRSI or USC. The filer should complete the relevant questions in the Irish Other Income panel under 'Investment Undertakings'.

Investmen	t IIndorta	linge
THAEPTINEL	i unuerta	NIII Y

9	
ain on deemed disposal (S	.739E(1)(bii))
axable at 41%	€
ain on deemed disposal (S	739E(1)(ba))
axable at 60%	€
ame and address of Investr ndertaking (S.739E(2A)(b))	
	~
	Add Investment Undertaking

Figure 15: Investment Undertakings screen

8 Charges & Deductions

8.1 Interest Relief on Certain Unsecured Home Loans

Interest Relief on Certain Unsecured Home Loans ended on 31/12/2020, as set out in TDM Part <u>08-03-08</u> (paragraph 5.9).

The following material is either exempt from or not required to be published under the Freedom of Information Act 2014.

[...]

9 Personal Tax Credits

9.1 Earned Income tax credit

The maximum value of this credit has been increased from €1,500 to €1,650.

9.2 Dependent Relative tax credit

The maximum value of this credit has been increased from €70 to €245.

9.3 Widowed Parent Tax Credit

The Widowed Parent Tax Credit is shown in the Personal Tax Credits panel. Where a taxpayer has a status of 'widowed/surviving civil partner' and has dependant children, the Widowed Parent Tax Credit is claimable. The credit was previously claimed in the Personal Details panel, however it is moved to the Personal Tax Credits panel in the 2021 Form 11.



Figure 16: Widowed Parent Tax Credit in Personal Tax Credits panel

9.4 Stay and Spend credit

Further information about Stay and Spend clams is available on the <u>website</u>. Note: a copy of the receipt for any qualifying expenditure incurred must be submitted in support of any claim. The easiest way to submit receipts is using the <u>Revenue Receipts Tracker</u> in ROS and myAccount.

	Persona	al Tax Credits	
	(Claim for tax credits, allowa	nces, reliefs and health expenses)	
Personal Details	- Home Renovation Incentive (H	RI) - Start-un CapitaLIncentive (SCI)	
Self-Employed Income	- Incapacitated Child Tax Credit	- Stay and Spend Tax Credit	
Irish Rental Income	- Medical Insurance Relief	- runion rees View of Magican (Deviatorities of a	
PAYE/BIK/Pensions (1)		- Year of Marriage/Registration of a	
PAYE/BIK/Pensions (2)	Stay and Spend Tax Credit	,	↑Top
Foreign Income			1.5.5
Irish Other Income		s below in order to claim this credit:	
Exempt Income	Self		
Charges & Deductions	Restaurant or Business Name		
Personal Tax Credits	Date of Expense		
Restriction of Reliefs			
Calculate	Net Amount	€	
Capital Gains		Add Delete	
Chargeable Assets			
Capital Acquisitions			
Property Based Incentives	Total Amount of Claim	€	
🗸 IT Self Assessment		e	
CGT Self Assessment			

Figure 17: Stay and Spend Tax Credit claim screen

Filers are required to complete the three fields requested for **each** expenditure claim.

Restaurant or Business Name

Date of Expense

Net Amount

When the first item is entered, click Add and it will appear in a table as per Figure 19.

Where a filer has uploaded details of Stay and Spend receipts on the Receipts Tracker, the information is prefilled into the table in this section.

Agents can access the Receipts Tracker in ROS, as per paragraph 7 of the TDM <u>Part 38-06-06</u>. If the filer has not or cannot use the Receipts Tracker, the receipts should be submitted via MyEnquiries (using 'Income Tax' and 'Income Tax Return Query' in the dropdown menus).

Stay and Spend Tax Credit	-		↑Top
Please input the required details below in o	rder to claim this credit:		
Self			
Restaurant or Business Name			
Date of Expense			
Net Amount €			
Add	Delete		
Restaurant or Business Name	Date of Expense	Net Amount	
restaruant	02/12/20	150	
Restaurant 2	05/12/20	100	

Figure 18: Stay and Spend Tax Credit view screen

If an error is made, a filer can select the item in the table by clicking on the tick box in the column to the right, and select 'delete'. This will remove the row and the correct details can be re-entered.

To make the claim a filer must complete the "Total Amount of Claim" box. If the 'Total Amount' entered exceeds the expenditure listed in the table, the filer will receive an error message.

Restaurant or Business Name		Date of Expense	Net Amount	
restaruant		02/12/20	150	
Restaurant 2		05/12/20	100	
Total Amount of Claim	€ 300			
This amount cannot be greater than the sum of the individual expense amounts input in the table				



The following material is either exempt from or not required to be published under the Freedom of Information Act 2014.

[...]

L

9.5 Sea-going Naval Personnel Credit

The Sea-going Naval Personnel Credit is increased from $\leq 1,270$ to $\leq 1,500$. Additional information is set out in the TDM Part 15-01-48.

Note 1: the credit is not due where fewer than 80 days are spent at sea. Where the number of days entered is less than 80, no credit is given. When the filer progresses to the 'Calculate' panel, a warning message is presented in the validation screen before the Calculations are carried out.

Warnings
The following warnings exist on this return. Click Proceed to ignore these warnings or else go back to the form to correct these warnings.
Personal Tax Credits
Warning: As you have spent less than 80 days at sea on board an Irish naval vessel the sea-going naval personnel credit is not due.
Proceed

Figure 20: Warnings screen (for Sea-going Naval Personnel Credit)

The filer can continue and submit the Form 11, but the Sea-going Naval Personnel credit will not be granted.

Note 2: A claim cannot be made for both this credit and the Seafarer's Allowance. Where both are claimed the following error message will appear.

Sea Going Naval Personnel	credit	
To claim this credit, you must be a permanent member of the Irish Naval Service and have spent at least 80 days at sea in 2019 on board an Irish Naval vessel		
Number of days spent at sea on	10	
board of an Irish naval vessel	A claim cannot be made for both this credit and the Seafarers Allowance.	

Figure 21: Warnings screen (for Sea-going Naval Personnel Credit)

A filer cannot claim both the Seafarer's Allowance and the Sea-going Naval Personnel Credit, and cannot proceed beyond this screen until one of the claims is removed.

The following material is either exempt from or not required to be published under the Freedom of Information Act 2014.

[...]

10. Calculation: changes and updates

10.1 USC rates

The 2% rate band is updated for 2021. The table below shows the 2020 value and the updated 2021 value in bold font:

2020		2021	
Income up to 12,012	0.5%	Income up to 12,012	0.5%
Income from 12,012.01 to 20,484	2%	Income from 12,012.01 to 20,687	2%
Income from 20,484.01 to 70,044	4.5%	Income from 20, 687.01 to 70,044	4.5%
Income above 70,044	8%	Income above 70,044	8%

The reduced rates for individuals aged 70 or over (or, if under 70 holding a full medical card) and whose income is €60,000 or less remains unchanged. The 2020 and 2021 figures are:

Income up to 12,012	0.5%
Income above 12,012	2%

The surcharge on non-PAYE income over €100,000 remains at 3%. The surcharge on property reliefs used remains unchanged at 5%.

10.2 Income Tax rates

The rates and bands are unchanged.

Personal circumstances	2020	2021
Single, widowed or a surviving civil partner without qualifying children	€35,300 @ 20%, balance @ 40%	€35,300 @ 20%, balance @ 40%
Single, widowed or a surviving civil partner qualifying for Single Person Child Carer Credit	€39,300 @ 20%, balance @ 40%	€39,300 @ 20%, balance @ 40%
Married or in a civil partnership (one spouse or civil partner with income)	€44,300 @ 20%, balance @ 40%	€44,300 @ 20%, balance @ 40%
INISTRIAD OF IN S CIVIL DEPTROPENIN (NOTH CHOILEAG	€44,300 @ 20% (with an increase of €26,300 max), balance @ 40%	€44,300 @ 20% (with an increase of €26,300 max), balance @ 40%

11. Capital Gains

11.1 Calculation

There is information on the <u>website</u> to assist filers in the calculation of CGT.

Where CGT is due and has been paid to the Collector-General (on **CGT Payslip A or B**) that payments information will, in most cases, be pre-filled on the return to assist filers. The presentation of the pre-filled CGT payments information is a prompt to remind filers to complete the 'Capital Gains' panel with the necessary, relevant detailed information about the asset disposal and gain, which gave rise to the CGT liability that has been paid (to the Collector-General).

A return for capital gains must be filed in the year **after** the date of disposal. Filers must do this even if no tax is due because of reliefs or allowable losses.

Some of the misunderstandings that arise in completing the Capital Gains calculation panel include

- the need to apply losses before using the annual personal exemption, or
- restricting the amount of the loss entered to match the gain. Where losses exceed gains filers should not enter the full loss but should use only enough to reduce the gain to zero, or
- failing to use the annual personal exemption (€1,270 per spouse which is non-transferable).

11.2 Retirement relief

The questions on retirement relief are updated to reference the relevant legislative reference; either section 599 or section 598.

Claim to Reliefs - Self	
Disposal of Principal Private Residence: enter amount of consideration	€
Retirement Relief under Sec. 599 - enter consideration on disposal of qualifying assets	€
Retirement Relief under Sec. 598 - enter consideration on disposal of qualifying assets	€
Disposal of site to a child - enter amount of consideration	€
Relief under Section 604B (farm restructuring)	Add Details
Other Amount of Consideration	€

Figure 22: Updated text in Retirement Relief questions

11.3 Gains / losses / net chargeable gains

Additional questions are included in relation to the 'unused losses carry forward' question to enable a filer to show losses carried forward from the current year (2021) and losses from years prior to 2021.

Q1 – "Current Year Loss(es) from prior year(s) for carry forward to 2022"

Q2 - "Unused Loss(es) from prior year(s) for carry forward to 2022"



Figure 23: Additional questions about unused losses carried forward

11.4 CGT Self Assessment

CGT Self Assessment				
	onal Details ployed Income	Help Section		
	ental Income IK/Pensions(1)	Self Assessment - Capital Gains Tax 2021		
	IK/Pensions (2) ign Income	Under Chapter 4 of Part 41A TCA 1997, every return prepared and delivery years may include a Self Assessment by the chargeable person to whom You should make this CGT assessment even if you have already paid CO	m the return relates.	
	Other Income	This payment will, where available, be shown below	si, ioi example by using the paysilps A and B.	
Person	s & Deductions al Tax Credits	Self Assessment made under Chapter 4 of Part 41	A TCA 1997 Self-Assessment Column	
C	tion of Reliefs	(i) Amount of chargeable gains arising for this period	€	
Charg	pital Gains leable Assets	(ii) Amount of tax chargeable for this period (iii) Amount of tax payable for this period	€	
Property	I Acquisitions Based Incentives	The amount of tax payable is the amount of tax due after Retirement Re from tax chargeable. If neither relief was claimed the amount of tax paya	lief or Credit for Foreign Tax paid has been deducted	
CGT Se	f Assessment elf Assessment rint View	 (iv) A mount of any surcharge due under S. 1084 TCA 1997 because of late filing of this return, or 		
		non-compliance with your LPT requirements	€	
		(v) Amount of tax paid directly to the Collector General for this period	€	
		(vi)(a) Balance of Tax Payable for this period	€	
		(vi)(b) Balance of Tax Overpaid for this period	€	
		I declare the above to be my Self Assessment to Capital Gains Tax for th year 2021	he 🗌	

Figure 24: CGT Self Assessment panel

Filers should be aware that line

'(iii) Amount of tax payable for this period' is the amount of the CGT liability calculated, **even where that was paid to the Collector General already**. The capital gains information filed on the Form 11 return provides the necessary detail to explain the calculation on the CGT payslip (generally paid the previous year when the asset was disposed). Some filers mistakenly enter a 'zero' in this field because they have already paid the CGT, as it was due in advance of the return filing date. However, filers should enter the amount of the CGT liability calculated (even if already paid).

'(v) Amount of tax paid directly to the Collector General for this period' is prefilled from the CGT Payslip A or B information, where available.

Line items (vi)(a) or (vi)(b) reflect any Balance of CGT due or overpaid. In most cases, where CGT was correctly calculated and paid on time to the Collector General when the asset was disposed of, there is a zero balance. Where no additional CGT is due, line (vi)(a) should be 'zero'.

12. IT Self-assessment

12.1 LPT surcharge – advisory message

An advisory message will be shown when a return is opened if an LPT surcharge is likely to be raised on the return. As per TDM LPT Part 07-02 an 'LPT surcharge' is triggered when the Form 11 tax return is filed, if an LPT return or any LPT payment for any previous year is outstanding. If a filer intends to address an LPT compliance issue, this should be done **before** the Form 11 is filed as otherwise the surcharge is generated if there is LPT non-compliance at the time of filing the Form 11.

The 2021 Form 11 has been updated and includes the LPT compliance check and advisory message to filers.

The message will advise filers:

"An LPT-generated surcharge will be triggered when this tax return is filed unless any LPT noncompliance issues are sorted before the tax return is submitted to Revenue. Any missing LPT returns or payments, irrespective of the year to which they relate, will result in the LPT surcharge being triggered. If you want to check LPT compliance, you need the LPT Property ID and PIN. An agent filing a tax return on a client's behalf needs to have written confirmation from the liable person/entity that the agent is to represent them for specific properties."

13. Other

13.1 Information about 2021 employment and/or pension income

A new letter is sent to customers that file paper Form 11s. The letter gives details of any employment and private pension information (Pay, Tax, USC) and/or DSP payment information for the customer or his/her spouse.

The purpose of the letter is to assist paper filers to have the information to hand when they are completing their Form 11 and to avoid unnecessary contacts with Revenue requesting this information. The letters are issued after the paper Form 11 issues.

The information in the letter is the same as that available on the *Employment Details Summary* in myAccount.

Information about 2021 employment and / or pension income (Please retain to aid you in completing your tax return - Form 11 or Form 11S)						
Dear (firstname),						
l would like to provide som easiest way possible.	ne information	to you to help) you deal with yo	our tax affairs fo	or 2021 in the	quickest and
l can see from our records 11 each year.	: that you are (currently regis	tered for Incorne	Tax and are re	equired to ∞r	nplete a Form
Listed below is information pension you/yourspouse			me (pension and	employment) a	and the amou	int of State
PAYE Income: Employer / Pension Provider Name	Gross Pay	Pay for Income Tax	Income Tax Paid	Taxable Benefits	Pay for USC	USC Paid
State Payments: Self € de	Spouse					
The above information will		 you in ∞mplet	ting Panel D of th	e 2021 Form 1	i 1 or Form 11	S. A paper
Form 11 for 2021 recently 2022. We recommend that						31 October
There are additional benef August 2022 are that	fits if you file y	our Form 11 e	early. The ben efit	s of filing your	return before	the end of
 Revenue will con any replayment of your return will be 	fta⊳due to yo	ou will be proc	essed speedily		or late filing.	
A guide to self-assessmer our website www.revenue requiring the completion a through myEnquiries or ph	.ie. If you requ nd sub missior	uire any addition n of an Income	onal information o e Tax Return (For	or are unsure if rm 11 or Form	fyouistill mee 11S), you cai	t the conditions
Yours faithfully,						

Figure 25: Sample Letter

13.2 Form 1 Surcharge

The 2021 Form 1 included a bug that caused surcharges to be raised incorrectly. This issue has been fixed and an updated version of the Form 1 was released in ROS Offline. Caseworkers should be aware that if a taxpayer/filer makes contact in relation to this issue that they advise the taxpayer/filer to ensure that the latest version of the Form1 Offline has been downloaded.

The following material is either exempt from or not required to be published under the Freedom of Information Act 2014.

[...]

Appendix 1 Extracts From Accounts - mandatory fields and calculation

Income		
* Sales / Receipts / Turnover	All fields must be completed	
* Receipts from Government Agencies		
* Other Trading Income incl. exempt income	No change from previous form 11s	
Trading Account Items		
Purchases	No change from previous form 11s	Materials or purchases for resale purchased during the accounting period.
Expenses and Deductions		
* Salaries / Wages		This includes staff remuneration (taxed and untaxed), redundancy payments, employer PRSI, pensions etc. The owner's wages should not be included but should be input at 'drawings' below.
* Additional Staff Costs		This includes other staff costs/expenses that are not included in salaries/wages or motor, travel & subsistence e.g. staff training, seasonal parties, or other inclusive events etc. The owner's wages should not be included but should be input at 'drawings' below.
Sub-Contractors Relevant Contracts Tax	Change to name of field (only)	This relates to building, meat-processing and forestry businesses. Sub-contractors are those defined by \$531.
Sub- Contractors (Other)		Other sub-contractors that are not defined by \$531 e.g. locums.
Consultancy, Professional Fees		Including audit and accountancy, legal, architect, auctioneer, surveyor, etc.
* Motor, Travel and Subsistence	No change from previous form 11s	

Repairs / Renewals		Costs incurred in maintenance and upkeep of the business property and the running, maintenance and upkeep of the business equipment and machinery. Enhancements or improvements to property are not maintenance, and as capital should be added back in the adjusted profit computation.
Rental Expenses		Rental expenses specifically relating to property.
Depreciation Goodwill / Capital write-off		Depreciation of business assets provided for during the accounting period. It should be added back in the adjusted profit computation. Goodwill/Capital write-off relates to any write -off of the value of assets during the accounting period. It should also be added back in the adjusted profit computation.
Provisions including bad debts – positive		Not including provision for depreciation. A decrease in provision should be entered
Provisions including bad debts – negative		in the positive box and an increase should be entered in the negative box.
Other Expenses	Change to name of field (only)	This is the total of all other expenses included in your profit and loss account and not listed above.
Other Expenses – negative/credit entries		This include credit entries that effectively reduce expenses e.g. gains due to currency exchange rates.
Extracts from Adjusted Net Profit/Loss Com	putation	
Net Profit per Accounts		en, the Form calculates the Net Trade Profit/Loss by adjusting Gross Trading
Net Loss per Accounts	Profit/Loss for expenses and deductions entered. You cannot enter your own figure in this box.	
Adjustments made to Net Profit/Loss per A	ccounts	
Mandatory Check Box	There are no adjustments required to the profit / loss per accounts. Tick if no entries	An error message is presented if the filer attempts to navigate out of the section and, the box has not been ticked or there are no entries populated in the Adjustments made to Profit/Loss per Accounts fields.

Motor Expenses		Private element
Donations (Political and Charitable)/Entertainment		Donations, political and charitable, and entertainment expenses are not allowable and must be added back here.
Light, Heat and Phone		Private element
Net gain on sale of fixed / chargeable assets		A profit on the sale of assets included in the P&L account can be deducted in the adjusted profit computation.
Net loss on sale of fixed / chargeable assets		A loss on the sale of assets included in the P&L account should be added back in the adjusted profit computation.
Deduction for stock relief under S 666		Guidance is in TDM Part 23-02-02
Deduction for stock relief under S 667B		Guidance is in TDM Part 23-02-01
Deduction for increase in carbon tax under section 664A		Guidance is in TDM Part 23-01-36
Other Addbacks		Total of all other addbacks that are not listed above e.g. Depreciation Goodwill / Capital write-off.
Other Deductions		This is the total of all other deductions that are not listed above.
Calculated Net Profit/Loss		
Calculated Adjusted Net Profit /Net Loss for Accounting Period	The Form calculates the Adjusted Net Profit or Loss. You cannot enter your own figure in this box.	The calculated adjusted Net Profit/Loss must agree with the amount entered in the Profit assessable section. An error message is presented if the field is blank or the amount does not agree the figure input.
Capital Account and Balance Sheet Items		
Validation message for turnover in excess of €200,000		count and Balance Sheet Items with no values. If this is correct press Proceed. If this self-Employed Income screen and enter the correct values."

* Mandatory fields in Form 11 for cases with Turnover less than €20,000.

Appendix 2 Summary of prefilled informationFilers can choose to complete a pre-populated return in ROS online or offline options. The information provided on a pre-populated return is a prompt to assist filers, but the actual values input in the relevant fields on a return must be confirmed or validated by the filer. This is the basis of self-assessment. Each panel which contains pre-populated data is identified with a yellow tick in the left-hand tab. The tick changes to white when that panel is updated, and all panels with a yellow tick must be updated before a filer can Sign and Submit the return

Revenue Cain agus Custaim na hÉireann Irish Tax and Customs	MY SERVICES REVENUE RECORD PROFILE WORK IN PROGRESS ADMIN SERVICES
FORM 11 - 2020	MR CUSTOMER 1234567T
	Pre-populated Form 11
✓Personal Details Self-Employed Income Irish Rental Income ✓PAYE/BIK/Pensions (1)	You are opening a return that has been pre-populated from Revenue records and on details from your previous return where available. You must visit each panel of the return that has been pre-populated and ensure the values
PAYE/BIK/Pensions (2) Foreign Income	are correct. You will be unable to submit this return until you have visited these panels. Pre-populated panels are denoted with a yellow tick, illustrated below.
Irish Other Income	Personal Details
Exempt Income Charges & Deductions Versonal Tax Credits Restriction of Reliefs	Certain information, for example PAYE details, Social Welfare payments, Relevant Contracts Tax payments, for this year will be provided in the relevant section of the return. These details will assist you in completing this return.
Calculate	Please note, the Form 11 return is a self-assessed return, therefore you must validate all values on the form to ensure your return is accurate.
Capital Gains Chargeable Assets Capital Acquisitions Property Based Incentives	lf you do not wish to use the pre-populated return, you can press the "Discard" button below. Otherwise press "Proceed" to open the pre-populated return.
IT Self Assessment	
CGT Self Assessment	
Print View Sign and Submit	
	Discard

Figure 26:	Option to	select a	pre-populated	Form 11
	• • • • • • • •	00.0000	pre populatea	

Panel	Details prefilled
All panels	Where a filer has submitted a return in the previous year, some of the detail from that previous year's return is included in the panels marked with a 'yellow' tick.
Personal Details	Information from a previous year's return or from Revenue's customer records in respect of date of birth; where the information is on record. Spouse details and Basis of Assessment will be pre-populated from Revenue's records where possible. Date of marriage is pre-populated from a previously filed Form 11.

Panel	Details prefilled
Self Employed Income	Details of certain payments are presented in a table at the start of the panel. These include income from the Department of Agriculture and Food and information from eRCT payment notification filings (Gross payment and period)
	Note: the table does not form part of the return, but information provided can be input to the relevant fields of the Self Employed Income panel (as income or capital) or to the Exempt Income panel (if relevant).
Irish Rental Income	The rental income panel may be pre-populated with information
	(i) if the taxpayer is registered with the Residential Tenancies Board,
	(ii) payments received under the Housing Assistance Programme (HAP).
	These payments are presented in a table at the start of the Rental Income panel. The details of payments included in the table do not form part of the return, and the payments information must be input in the relevant field in the panel.
	Letting agents and managers, including internet intermediaries, of premises must file a Form 8-3. If a Form 8-3 was filed on your behalf in the previous year a message will appear as a reminder to declare your rental income.
PAYE/BIK/Pensions (1)	The 2021 pay, tax and USC amounts will be pre-populated into the fields of the return (no manual entering required) on the PAYE/BIK/Pensions (1) tab,
	from the payroll information submitted by employers/pension providers.
	Remote Worker Relief – where the information has been uploaded on the Revenue Receipts Tracker.
PAYE/BIK/Pensions (2)	Social Welfare Payments, Benefits or Pensions Received – where the information has been received from the Department of Social Protection.
Personal Tax Credits	HRI credit – carried forward if still applicable (and claims are on HRI online).
	Stay and Spend – where the information has been uploaded on the Revenue Receipts Tracker
	Health Expenses – where the information has been uploaded on the Revenue Receipts Tracker
Capital Gains	The CGT panel will show details of CGT payments made to the Collector General's office (CGT Payslip A or B information), in a table at the start of the panel. The presentation of the CGT payments information is a prompt to remind filers to complete the Capital Gains panel with the necessary, relevant detailed information about the asset disposal, which gave rise to the CGT liability that has been paid to the Collector General's office.
CGT Self Assessment	As per the Capital Gains panel, the 'Amount of tax paid directly to the Collector General for this period' is prefilled from the CGT Payslip A or B

Panel	Details prefilled
	information.
Statement of Net Liability (Pay and File) screen	The amount of RCT credit available for offset against the customer's Preliminary Tax is displayed for information purposes. The amount of RCT credit will be automatically offset against a preliminary tax declaration, and any remaining credit will be offset against any outstanding Income Tax liability.

The following material is either exempt from or not required to be published under the
Freedom of Information Act 2014.

[...]