



BIR Form No.

2316

January 2018 (ENCS)

Certificate of Compensation Payment/Tax Withheld

For Compensation Payment With or Without Tax Withheld



2316 01/18ENCS

Fill in all applicable spaces. Mark all appropriate boxes with an "X".

1 For the Year (YYYY) 2023		2 For the Period From (MM/DD) 01 01 To (MM/DD) 12 31	
Part I - Employee Information		Part IV-B Details of Compensation Income and Tax Withheld from Present Employer	
3 TIN 909 159 242 0000		A. NON-TAXABLE/EXEMPT COMPENSATION INCOME	
4 Employee's Name (Last Name, First Name, Middle Name) REYES, ARNEL SERENIO		5 RDO Code 043	
6 Registered Address 65A FARMER 1, TUMANA, MARIKINA CITY		6A Zip Code	
6B Local Home Address		6C Zip Code	
6D Foreign Address		6E Zip Code	
7 Date of Birth (MM/DD/YYYY) 06 05 1975		8 Telephone Number	
9 Statutory Minimum Wage rate per day 0.00		27 Basic Salary (including the exempt P250,000 & b of the Statutory Minimum Wage of the MWE)	
10 Statutory Minimum Wage rate per month 0.00		28 Holiday Pay (MWE)	
11 ☒ Minimum Wage Earner whose compensation is exempt from withholding tax and not subject to income tax		29 Overtime Pay (MWE)	
Part II - Employer Information (Present)		30 Night Shift Differential (MWE)	
12 Taxpayer 004 964 967 0000		31 Hazard Pay (MWE)	
13 Employer's Name LUVICAN PROPERTIES INC		32 13th Month Pay and Other Benefits (maximum of P90,000)	
14 Registered Address 19 BRIXTON KAPITOLYO PASIG METRO MANILA		33 De Minimis Benefits	
14A Zip Code 1603		34 SSS, GSIS, PHIC & Pag-ibig Contributions and Union Dues (Employee share only)	
15 Type of Employer ☐ Main Employer ☐ Secondary Employer		35 Salaries & Other Forms of Compensation	
Part III - Employer Information (Previous)		36 Total Non-Taxable/Exempt Compensation Income (Sum of Items 27 to 35)	
16 TIN		B. TAXABLE COMPENSATION INCOME REGULAR	
17 Employer's Name		37 Basic Salary	
18 Registered Address		38 Representation	
18A Zip Code		39 Transportation	
Part IVA - Summary		40 Cost of Living Allowance (COLA)	
19 Gross Compensation Income from Present Employer (Sum of Items 36 and 50) 191,927.72		41 Fixed Housing Allowance	
20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 36) 32,910.00		42 Others (Specify)	
21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 50) 159,017.72		42A 0.00	
22 Add: Taxable Compensation Income from Previous Employer, if applicable 0.00		42B	
23 Gross Taxable Compensation Income (Sum of Items 21 and 22) 159,017.72		SUPPLEMENTARY	
24 Tax Due 0.00		43 Commission	
25 Amount of Taxes Withheld		44 Profit Sharing	
25A Present Employer 0.00		45 Fees Including Directors Fees	
25B Previous Employer 0.00		46 Taxable 13th Month Pay/ Benefits	
26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) 0.00		47 Hazard Pay	
		48 Overtime Pay	
		49 Others (Specify)	
		49A	
		49B	
		50 Total Taxable Compensation Income (Sum of Items 37 and 49B) 159,017.72	
I/We declare, under the penalties of perjury, that this certificate has been made in good faith, verified by us, and to the best of my/our knowledge and belief, is true and correct pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I/we give my/our consent to the processing of my/our information as contemplated under the "Data Privacy Act of 2012" (RA No. 10173) for legitimate and lawful purposes.			
51 Present Employer/ Authorized Agent Signature Over Printed Name LUIS J. CANTADA		Date Signed	
CONFORME: ARNEL SERENIO REYES		Date Signed	
52 Employee Signature Over Printed Name		Date of Issue	
CTC/Valid ID No. of Employee		Place of Issue	
To be accomplished under substituted filing			
53 Present Employer/ Authorized Agent Signature Over Printed Name (Head of Accounting/ Human Resource or Authorized Representative) LUIS J. CANTADA		I declare, under the penalties of perjury that I am qualified under substituted filing of Income Tax Returns (BIR Form No. 1700), since I received purely compensation income from only one employer in the Philippines for the calendar year; that taxes have been correctly withheld by my employer (tax due equals tax withheld); that the BIR Form No. 1604-C filed by my employer to the BIR shall constitute as my income tax return; and that BIR Form No. 2316 shall serve the same purpose as if BIR Form No. 1700 has been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended.	
		54 Employee Signature Over Printed Name ARNEL SERENIO REYES	

