



BIR Form No.
2316
September 2021 (ENC5)

Certificate of Compensation Payment/Tax Withheld



For Compensation Payment With or Without Tax Withheld

2316 9/21/ENC5

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

<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">1 For the Year (YYYY) 2 0 2 4</td> <td style="width:50%;">2 For the Period From (MM/DD) 0 1 0 1 To (MM/DD) 0 5 3 9</td> </tr> <tr> <td colspan="2" style="text-align: center;">Part I - Employee Information</td> </tr> <tr> <td colspan="2">3 TIN 0 0 0 0 - 0 0 0 0 - 0 0 0 0 - 0 0 0 0 0 0</td> </tr> <tr> <td colspan="2">4 Employee's Name (Last Name, First Name, Middle Name) Laurito, Rasmín Estopa 5 RDO Code 0 8 1</td> </tr> <tr> <td colspan="2">6 Registered Address Lubangon, Maslog, Danao City Cebu City 6A Zip Code 6 0 0 0</td> </tr> <tr> <td colspan="2">6B Local Home Address _____ 6C Zip Code _____</td> </tr> <tr> <td colspan="2">6D Foreign Address _____</td> </tr> <tr> <td>7 Date of Birth (MM/DD/YYYY) 0 1 9 1 9 9 8</td> <td>8 Contact Number _____</td> </tr> <tr> <td>9 Statutory Minimum Wage rate per day 0.00</td> <td>10 Statutory Minimum Wage rate per month 0.00</td> </tr> <tr> <td colspan="2">11 <input type="checkbox"/> Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax</td> </tr> <tr> <td colspan="2" style="text-align: center;">Part II - Employer Information (Present)</td> </tr> <tr> <td colspan="2">12 TIN 0 1 0 - 6 9 3 - 8 4 0 - 0 0 0 0 0 0</td> </tr> <tr> <td colspan="2">13 Employer's Name Foundever Business Services Corporation</td> </tr> <tr> <td colspan="2">14 Registered Address 6th FLOOR CYBERGATE GALLERIA CEBU COMMERCE ST, COR BENEDICTO ST, BRGY. 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I/We declare, under the penalties of perjury that this certificate has been made in good faith, verified by me/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 (R.A. No. 10173) for legitimate and lawful purposes.

53 Present Employer/Authorized Agent Signature Over Printed Name	Date Signed 0 7 1 9 2 0 2 4
54 Laurito, Rasmín Estopa Employee Signature Over Printed Name	Date Signed _____
CTC/Valid ID No. _____ Place of Issue _____	Date Issued _____ Amount Paid, if CTC _____

To be accomplished under substituted filing

I declare, under the penalties of perjury that the information herein stated are reported under BIR Form No. 1604-C which has been filed with the Bureau of Internal Revenue.	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 (as 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 had been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended.
55 _____ Present Employer/Authorized Agent Signature Over Printed Name (Head of Accounting/ Human Resource or Authorized Representative)	56 _____ Employee Signature Over Printed Name

*NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)