# HK-2.2: COMPUTATION OF TAXABLE GRATUITY

Name: TAN KOK MENG

File Number: SG 29838390 - 01 I/C No. 680505 - 14 - 5555

**Year of Assessment** 2004

**A.** Total gratuity RM 90,000

**B.** Date of payment 09 (Day) 04 (Month) 2004 (Year)

**C.** Length of continuous service 01 (Day) 01 (Month) 1990 (Year) to 31 (Day) 12 (Month) 2004 (Year) = 14 year(s) 11 month(s)

**D.** Basis of apportionment:

**1. Method 1**

Apportionment according to tme basis [ ] *

No. of complete days (D1) = 0 days

**2. Method 2**

Divided into 6 (six) years [ ] *

***( * Mark "X" in the relevant box )***

**3. Method 3**

Divided into 6 (six) years [X] *

| | |
|---|---|
| (a) Total gratuity ( amount from A ) | 90,000 |
| **(b) LESS:** Gratuity exempted RM6,000 x 14 complete years of service = | 84,000 |
| (c) Gratuity to tax [ (a) - (b) ] | 6,000 |

**E.** Apportionment of gratuity according to Year of Assessment

| | 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|
| | **Apportionment (year)** | **Period (days/years)** | **Computation** | **Amount RM** | **Year of Assessment** |
| **(i)** | 1999 | 1 | 1/6 x 6,000 | 1,000 | 2000(TBTS) |
| **(ii)** | 2000 | 1 | 1/6 x 6,000 | 1,000 | 2000(STTS) |
| **(iii)** | 2001 | 1 | 1/6 x 6,000 | 1,000 | 2001 |
| **(iv)** | 2002 | 1 | 1/6 x 6,000 | 1,000 | 2002 |
| **(v)** | 2003 | 1 | 1/6 x 6,000 | 1,000 | 2003 |
| **(vi)** | 2004 | 1 | 1/6 x 6,000 | 1,000 | 2004 |

**F.** ***Transfer the amount from items E4(i) to E4(v) above for the preceding years of assessment to Part G in the FormB/BE***

**G.** ***Transfer the amount from item E4(vi) above for the current year of assessment to item A2 in the Working Sheet HK-2***