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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE
Quezon City

April 1, 2015

REVENUE MEMORANDUM CIRCULAR NO 16-2015

SUBJECT : Alternative Modes of Obtaining Offline eBIRForms Package and Other Concerns

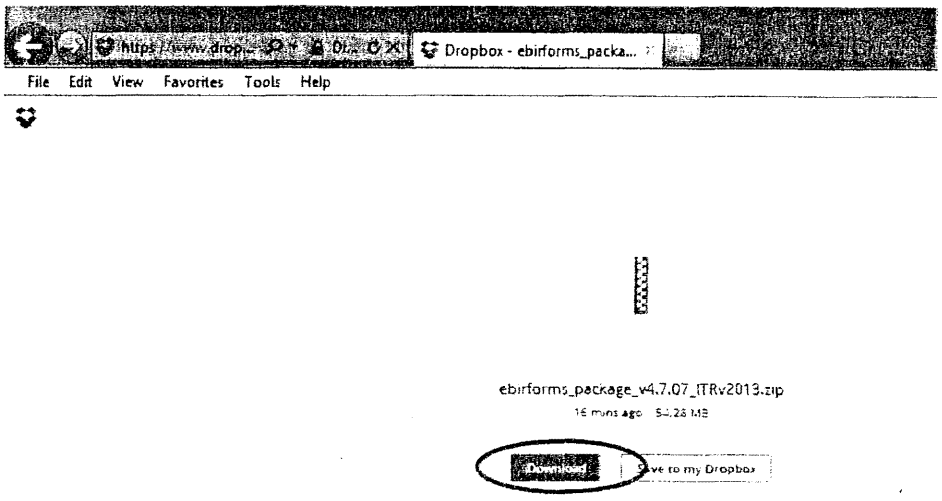
To : All Internal Revenue Officials, Employees and Others Concerned

Numerous taxpayers are accessing the BIR website to download, enroll and submit online their tax returns in order to comply with the implementation of the Electronic Platform in Filing Tax Returns under eFPS or eBIRForms. To provide alternative modes of obtaining **Offline eBIRForms Package**, taxpayers have the following options:

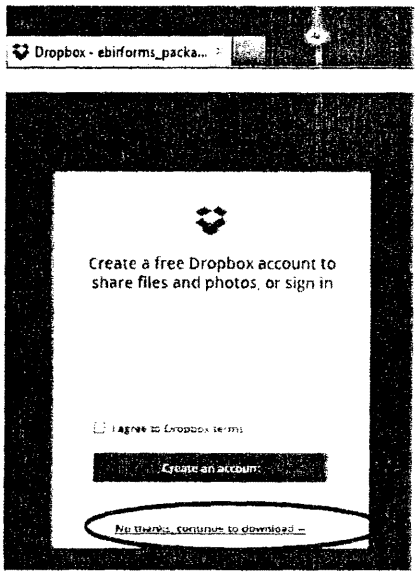
1. Download from any of the following:
   - 1.1. www.knowyourtaxes.ph;
   - 1.2. http://www.dof.gov.ph/?page_id=11827
   - 1.3. Dropbox using this link: http://bit.ly/1ImuMLj
   - 1.4. Direct link using: http://ftp.pregi.net/bir/ebirforms_package_v4.7.07_ITRv2013.zip
2. Copy through taxpayer's USB flash drive from the RDO e-Lounge;

To download/install the eBIRForms Offline Package from Dropbox, please follow the procedures below:

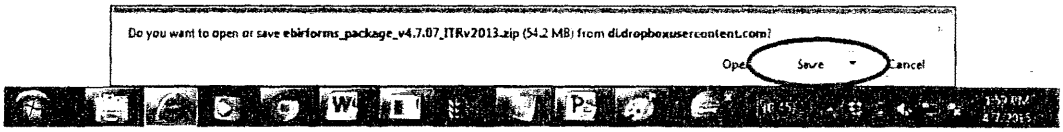
a. Open your browser (example: Internet Explorer)
b. Type the link in your url: http://bit.ly/1ImuMLj
c. The screen will be displayed. Click the **"Download"** button



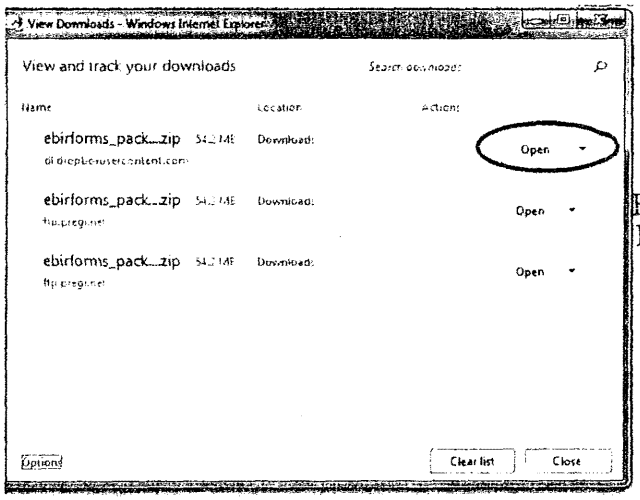
d. The screen will be displayed. Click the **"No thanks, continue to download"**



e. Click the **"Save"** button



f. Look the downloaded file in the **C Drive** of your PC (please ensure that "WinZip" is installed on your PC)
g. Wait for the file to be completely downloaded until the filename appeared **"ebirforms_package_ver4.7.07.zip"**
h. Click "Open" of the **"ebirforms_package_ver4.7.07.zip"**



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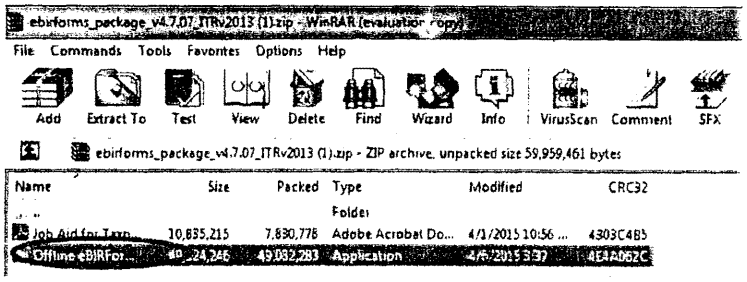
i. The WinZip screen will be displayed to install the Offline eBIRForms Package



j. Install the Offline eBIRForms Package following the procedures on Annexes B or C on Step No. 2 of RMC No. 14-2015.
k. Follow the procedures in Annexes B or C starting on Step No. 3 of RMC No. 14-2015 to fill up and submit the particular Income Tax Return (ITR)

Taxpayers using the **Offline eBIRForms Version 4.7.07** can easily submit the **2014 ITR via email,** and subsequently enroll after eFiling. Thus, email submission of 2014 ITR is allowed whether enrolled or not to eBIRForms System.

All concerned are hereby enjoined to give this Circular as wide a publicity as possible.

KIM S. JACINTO-HENARES
Commissioner of Internal Revenue

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