



ISO 9001:2015 CERTIFIED

APPENDIX 2A

KENYA REVENUE AUTHORITY DOMESTIC TAXES DEPARTMENT TAX DEDUCTION CARD YEAR 20

Employers Name

Employer's PIN

Employee's Main Name

Employee's PIN

Employee's Other Names

MONTH	Basic Salary	Benefits-NonCash	Value of Quarters	Total Gross Pay	Defined Contribution Retirement Scheme			Affordable Housing Levy (AHL)	Social Health Insurance Fund (SHIF)	Post Retirement Medical Fund (PRMF)	Owner-Occupied Interest	Total Deductions (Lower of E + F+G+H+I)	Chargeable Pay (D-J)	Tax Charged	Personal Relief	Insurance Relief	PAYE Tax (L- M-N)
	Kshs.	Kshs.	Kshs.	Kshs.	Kshs.		Kshs.	Kshs.	Kshs.	Kshs.	Kshs.		Kshs.	Kshs.	Kshs.	Kshs.	Kshs.
	A	B	C	D	E			F	G	H	I	J	K	L	M	N	O
					E1 30% of A	E2 Actual	E3 Fixed 30,000 p.m										
January																	
February																	
March																	
April																	
May																	
June																	
July																	
August																	
September																	
October																	
November																	
December																	
TOTAL																	

To be completed by Employer at end of year

TOTAL CHARGEABLE PAY (COL. K) Kshs.

TOTAL TAX (C)

IMPORTANT

1. Use P9A
 - (a) For all liable employees and where director/employee received Benefits in addition to cash emoluments
 - (b) Where an employee is eligible to deduction on owner occupier interest.
 - (c) Where an employee contributes to a post retirement medical fund
2. (a) Deductible interest in respect of any month prior to December 2024 must not exceed Kshs. 25,000/= and commencing December 2024 must not exceed 30,000/=
- (b) Deductible pension contribution in respect of any month prior to December 2024 must not exceed Kshs. 20,000/= and commencing December 2024 must not exceed 30,000/=
- (c) Deductible contribution to a post retirement medical fund in respect of any month is effective from December 2024, must not exceed Kshs.15,000/=
- (d) Deductible Contribution to the Social Health Insurance Fund (SHIF) and deductions made towards Affordable Housing Levy (AHL) are effective December 2024
- (e) Personal Relief is Kshs. 2400 per Month or 28,800 per year
- (f) Insurance Relief is 15% of the Premium up to a Maximum of Kshs. 5,000 per month or Kshs. 60,000 per year

c) Attach

(i) Photostat copy of interest certificate and statement of account from the Financial Institution

(ii) The DECLARATION duly signed by the employee.

P9A