Required Information Contained in the Invoices

ANNEX "B-1"

The following illustrations are intended solely to demonstrate compliance with the invoice-content requirements under RR No. 006-2026. They apply to invoices subsequently printed, registered, approved, configured, or generated after the effectivity of said Regulations and shall not affect the transitory treatment applicable to existing unused or unissued invoices.

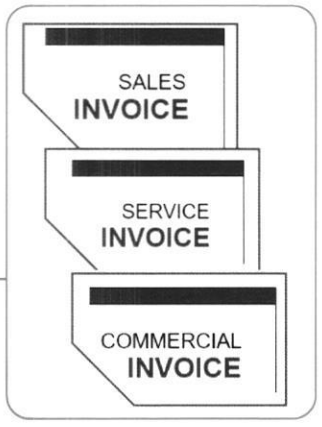


Illustration: VAT Invoice

SANDBOX

ANNYEONG SEYOH & CO
VAT REG TIN 123-456-789-00000
4TH FLOOR, BIR BLDG. SEN. MIRIAM P. DEFENSOR SANTIAGO AVE., PINYAHAN, QUEZON CITY 1000

INVOICE

Invoice No. 5000001

☐ CASH SALES
☐ CHARGE SALES

Date:

SOLD TO:
Registered Name :
TIN :
Business Address :

Item Description/ Nature of Service	Quantity	Unit Cost/ Price	Amount

VATable Sales	
VAT	
Zero-Rated Sales	
VAT-Exempt Sales	

Total Sales (VAT Inclusive)	
Less: VAT	
Amount: Net of VAT	
Less: Discount [SC/PWD/NAAC/MOV/SP]	
Add: VAT	
Less: Withholding Tax	
TOTAL AMOUNT DUE	

☐ Received the amount of

_____

SC/PWD/NAAC/MOV/ Solo Parent ID No.:

SC/PWD/NAAC/MOV/ Signature:

PERMIT TO USE LOOSE LEAF NO. LLSI0440224-00067
DATE ISSUED: 06-FEB-2024

BIR AUTHORITY TO PRINT NO. 3AU0000805822
DATE ISSUED: 23-FEB-2024
APPROVED SERIES: 5000001 - 5000500 10BKLTS (3X)

PTU No. / ACCN / PTI No.
SERIES RANGE
DATE ISSUED

ESP ACCREDITATION NO.
ESP ACCREDITATION VALIDITY PERIOD
PTI NO.
APPROVED SERIES RANGE

00000851

BUREAU OF INTERNAL REVENUE
RECORDS MANAGEMENT DIVISION
RECEIVED
OCT 22 2026
BY: ADMIN UNIT - 1 TIME: 2:02pm

1	Must have the word 'Invoice' printed. Any type of invoice description can be used, provided that the word 'Invoice' is bigger.
2	Seller's Logo (Optional)
3	Business Name/Trade Name (Optional)
4	Seller's information: a. Registered Name as shown in BIR COR b. VAT REG statement followed by TIN and branch code c. Registered Business Address
5	Serial number
6	Date of transaction
7	Space provided for Buyer's information: a. Buyer's Registered Name as shown in BIR COR/ Customer's Name if B2C. b. Buyer's TIN c. Buyer's Registered Business Address
8	Details of transaction: a. Description of goods or nature of service b. Quantity c. Unit price/cost d. Amount

8	Total amount of sale, VAT inclusive; Breakdown of VAT exemption and discount
9	VAT amount as separate item; Breakdown of VATable sales, VAT amount, Zero-rated sales and VAT-exempt sales.
10	Total amount of sale, VAT inclusive; Breakdown of VAT exemption and discount
11	Less: Withholding Tax; or Less: Creditable Withholding Tax; or Less: CWT
12	Senior Citizen (SC), PWD, National Athletes and Coaches, Solo Parent (SP), Medal of Valor (MOV) Awardee or his/her dependents details: a. ID No. or any government-issued ID No. b. Signature
13	Permit to Use an ATP Details: a. ATP No./OCN, date issued b. BIR Permit No. c. Approved inclusive serial nos. d. Accreditation No. e. Validity