



No.PRA/Circulars.75/14  
**PUNJAB REVENUE AUTHORITY**  
**FINANCE DEPARTMENT**  
**GOVERNMENT OF THE PUNJAB**  
**5-B, DANEPUR ROAD, GOR-I,**  
**LAHORE**

Dated:09<sup>th</sup> September, 2014



**Circular No.03 of 2014**  
**(Punjab Sales Tax)**

Subject:- **SUBMISSION OF ANNUAL AUDITED ACCOUNTS UNDER SECTION 31(5) OF THE PUNJAB SALES TAX ON SERVICES ACT, 2012.**

The main provisions relating to maintenance and production of records for the purpose of Punjab sales tax are available under sections 31 and 32 of the Punjab Sales Tax on Services Act, 2012 readwith sections 56 and 57 thereof. Under sub-section (5) of section 31, the corporate sector registered persons (businesses) whose accounts are subjected to audit under the Companies Ordinance, 1984 are required to submit a copy of the annual audited accounts alongwith tax payments' propriety certificate from the auditors. This is a mandatory requirement without any exception.

2. A question has been raised as to whether or not such persons can be called for to furnish to PRA soft copies (computerized version or computer-generated version) of their annual audited accounts. PRA has examined the question and is of the view that under the Punjab Sales Tax on Services Act, 2012 and rules made thereunder, there is no restriction on the persons liable to Punjab sales tax to maintain their records in electronic form provided such records enable ready ascertainment of tax liabilities during the relevant tax periods. Companies usually maintain computerized records enabling themselves to handle their financial and accounting matters more conveniently and efficiently.

3. In view of the above, all corporate sector registered persons liable to Punjab sales tax are hereby required to invariably furnish to PRA their annual audited accounts in terms of the aforesaid section 31 (5) electronically regardless whether or not hard copy thereof has been or is furnished. Soft version may be furnished in downloadable scanned form or in any other suitable manner. In this regard, PRA has made necessary arrangements for electronic submission of audited accounts through existing authorized access (through their respective user ID and password) to the PRA portal available to registered persons. However, the audited accounts shall not be considered complete if they are filed without "notes to the accounts" and are not accompanied by a certificate by the auditors confirming the payment of the sales tax due and any deficiency in the sales tax paid by the registered person. However, the deficiencies, if any, can be made good by a registered person voluntarily as per law.

4. As far the time of submission of annual audited accounts, section 31(5) does not specify any time for this purpose. It is however, ordained that

