

Schedule of Dividend Payment and Tax Remittance Form

Company Information

Company Name	
Company Registration Number	
Financial Year Ended	
Address	

Dividend Payment Details

Date of Declaration	
Date of Payment	
Total Dividend Declared	

Dividend Recipients Schedule

No	Shareholder Name	Shareholder ID/Tax No.	No. of Shares	Gross Dividend (₦)	Withholding Tax (%)	Tax Amount Withheld (₦)	Net Dividend Paid (₦)
1							
2							
TOTAL							

Tax Remittance Details

Bank Name	
Remittance Reference/Receipt No.	
Date of Remittance	
Total Tax Withheld Remitted	

Authorized Signature & Company Stamp

Date

Important Notes

- All dividend and tax information must be accurate and supported by documentation.
- This form should be submitted to the relevant tax authority promptly after dividend payment.
- Ensure all shareholders' tax IDs are provided for proper withholding and remittance.
- Retain copies of receipts, bank proof of payment, and this schedule for company records.
- Any errors or omissions may result in penalties by regulatory authorities.