

Inter-American Development Bank

**TAX REIMBURSEMENT ON PENSIONS SETTLEMENT
FOR **NON-US** TAX FILERS**

SUBMISSION - CALENDAR YEAR _____

MEMORANDUM AND DECLARATION

MAIL TO: Deloitte Tax LLP
1750 Tysons Boulevard, Room 7056
McLean, VA 22102

EMAIL TO: IDBtax@ame1mail.deloitteonline.com
FAX TO: +1-703-738-1517

Name:		Retiree No:	
Email:		Telephone:	

In accordance with the policies and procedures established under the provisions of Section 338A of the Inter-American Development Bank (the "Bank") Personnel Policies, I am enclosing full copies of my National and Local tax returns with the required supporting schedules and forms, which I have filed or intend to file for Calendar Year (Fiscal Year).

I understand that:

- a. all enclosed copies of tax returns, schedules and forms are subject to use by the Bank and by Deloitte Tax LLP under contract to the Bank for the purposes of calculating the appropriate settlement amount for calendar year;
- b. you will provide me with a letter explaining and accompanying the tax reimbursement pension settlement calculation;
- c. you will treat my tax returns, schedules, and forms in strict confidence and will use such tax returns, schedules, and forms only as necessary to calculate and verify my tax reimbursement;
- d. you will not be responsible (1) for the mathematical accuracy of my tax returns, (2) for my compliance with tax laws or regulations or, (3) for the content or preparation of my returns;
- e. penalties and interest that may be assessed by any taxing authorities with respect to my tax returns are my sole responsibility except where the error is made on the part of the Bank or the error results from specific written instructions from the Bank or from the application of IDB's reimbursement procedures; and
- f. this form including the declaration on the following pages will be forwarded to Deloitte.

DECLARATION

I affirm that my estimated tax payments, if any, due for calendar year have been paid to the appropriate taxing authorities and that to the best of my knowledge I have calculated my taxes for calendar year using all exemptions and deductions to which I am entitled and under the most economical legal filing status to minimize my tax liability.

A) My basic data

a. Marital status (*Single, Married, Head of Household, Widowed, Divorced*)

I am married, and **filed a joint** tax return along with my spouse (*Yes/No*)

- I confirm that I have completed section B below (*Yes or N/A*)
- My spouse and myself are both IDB employee/retirees (*Yes or N/A*)
- I confirm I filed a **Married Filing Separate** tax return (*Yes*)

*** For Canadian taxpayers who as Married Filing Separate and have claimed a portion of IDB pension income on your spouse individual income tax return please submit a copy of this return along with a copy of your tax return.**

b. Status changes

My mailing address or email address has changed since my last settlement was prepared; or since my retirement as this is my first year of settlement (*Yes/No*)

There have been other changes in my circumstances that may affect my settlement calculation *e.g. employment, relocation, death of spouse* (*Yes/No*)

Details of all relevant changes are provided in the space below:

c. I confirm that I have **no tax filing requirement** in the United States (check)

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- If you did file US tax returns, please request contact us via email to taxconsultants@iadb.org or by phone to 202 623-2766 so that we may provide you with Form 7R for US taxpayers

d. Extensions requested

I have requested/will request an extension of time to file my tax return/s (*Yes/No*)

Extended due date by which I intend to file (*Date: mm/dd/yyyy*)

B) My Retirement Income from the IDB

I confirm that the income I received and reported on my Income Tax Return(s) from the IDB Staff Retirement Plan is:

- 1) 201X Gross Retirement Benefits*
- 2) 201X Taxable Retirement Benefits*

*Per Letter/Certificate received from IDB

***Per tax return in local currency after exchange rate has been applied.**

C) Optional election to stop quarterly tax advances for this upcoming year

By initialing this line, I request the Bank to stop/discontinue all future tax advances. I understand I will pay all taxes arising from IDB pension income using personal funds. I understand that after the settlement calculation is prepared, I will receive full reimbursement of the taxes arisen by my pension in one installment. **DO NOT INITIAL IF YOU WISH TO CONTINUE RECEIVING QUARTERLY TAX ADVANCES.**

D) Confirmation of complete data provision

I understand that I should submit copies of any amendments to my tax return(s) or copies of adjustments to the return(s) by the taxing authorities within 60 days after such filing or notification.

I understand that this form must be submitted along with full copies of all pages of my income tax return(s) by **specified due date**, unless the due date is a later date or if the filing of my return(s) has been extended beyond to a later date.

I agree that either my handwritten signature or my typed name in the box below is valid as my signature.

Signature:		Date:	
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