



**UNIVERSITY OF MINES AND TECHNOLOGY (UMaT),
TARKWA
CLAIM FOR CONSULTANCY WORK**

Name of

Applicant/Consultant

Department

Faculty

Client (s)

Nature of Work

University facilities used

.....

Gross revenue from client

Percentage withholding tax deducted by client (w)

Gross Receipt from client

(a)

Number of receipt issued by University (attach copy of receipt)

Signature of applicant/consultant Date

APPROVED Date
(Vice Chancellor)

For Finance Office Date

Amount for University (b) = (10%/20%) of (a) =

Taxable income (c) = (a-b) =

Tax Payable (d) – (10% of c) – w =

Amount due to Faculty (e) = 10% of (b) =

Amount due to applicant/consultant (f) = a-b-d =