



TAX SERVICES



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Invest in Poland 2021

Societies and taxes
(with amendments from 01 March 2021)



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AND ACCOUNTING NETWORK**



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FIRST-CLASS PERFORMANCE FOR FULL SERVICE FINANCE & ACCOUNTING SOLUTIONS

Many companies are confronted with the need to reduce accounting costs and to comply with the required financial reporting standards. Compounding this problem is the requirement that they must address these requirements, with resource constraints on their capital budget and staffing. These compliance standards have also added complexities to many of the financial processes.

getsix® has set itself the aim to support companies and entrepreneurs in Poland in addressing these challenges. **getsix®** in Poland offers a variety of outstanding professional and complementary services in the following areas:

- Business Services & Consulting
- Accounting & Payroll
- Tax & Legal
- Data Analysis & Cloud Accounting

The customer base of **getsix®** includes Polish clients, but also a variety of international companies with Polish subsidiaries and/or branches, especially from German speaking areas. In order to facilitate our mutual co-operation with our clients, we operate at their disposal a **getsix®** English Desk with a fluent English speaking team of dedicated specialists. As well as offering our services in the English language, we also offer in German and Polish.

We have **130** dedicated staff members who have many years of experience in their different areas of expertise, who will gladly assist you with your business activities in Poland. The range of services we offer can be individually tailored and structured in line with the needs of your company.

A dedicated staff member will always take responsibility for clients service, as a permanent contact person for advice and support.

Since 2014 **getsix®** continues to develop and grow within our **HLB** membership, where we have a leading network of independent advisors and accounting firms. Combining the history of innovation, collaboration and dedication to help clients grow across borders. Through the power of **32,839** professionals across **159** countries, linking local expertise and global capabilities to service your needs. **HLB Poland** was established for the Polish alliance of member firms who are well reputable firms in Poland. This allows us to be even stronger, and more flexible for clients with a collective staff over **220**. We cover all areas of accounting, auditing, payroll, HR, along with advisory, tax and financial services, complimented with a fully developed and sophisticated range of technical IT solutions.

The main advantages for clients stemming from the fact that **getsix®** belongs to **HLB**:

- an established quality network,
- local knowledge, with global expertise,
- partner-run service which guarantees loyalty of cooperation,
- a range of value added services.

If you have any questions or queries, or just have a question to ask - please do not hesitate to contact us.

getsix® is at your service.

INVESTMENT BASICS

Currency - Polish Złoty (PLN)

Accounting principles / financial statements - Polish GAAP or, in some cases, IFRS. Financial statements must be prepared annually. Special rules apply to stock listed companies.

Foreign exchange control - None (generally) for transactions with EU, EEA, OECD and certain other countries. Permission may be required for certain transactions with other jurisdictions and to conduct certain transactions in a foreign currency.

Principal business entities - These are the limited company (Sp. z o.o.), joint stock company (SA), limited joint-stock partnership, limited partnership, sole proprietorship and branch of a foreign corporation.

TAX SYSTEM IN POLAND CONSISTS OF 16 TYPES OF TAXES

Direct taxes:

- Corporate income tax (CIT)
- Personal income tax (PIT)
- Social security
- Inheritance and Gift tax
- Civil law transactions tax (PCC)
- Stamp duty
- Market fees
- Visitor's tax
- Tax on certain financial institutions (so-called bank tax)
- Hydrocarbon tax
- RTV subscription

Indirect taxes:

- Value Added Tax (VAT)
- Excise duty
- Lottery tax

Local taxes:

- Real property tax
- Transport vehicle tax
- Agricultural & Forest tax
- Dog ownership fee
- Tourist tax



ADMINISTRATION & COMPLIANCE

Tax year	The personal income tax year is the same as the calendar year. In the case of taxpayers subject to corporate income tax, the tax year is the calendar year, unless the taxpayer decides otherwise and notifies the applicable head of the tax office.
Taxation procedure	<p>Taxpayers must self-assess and pay advance income tax during the year and may use a simplified method based on previous years' results. The final calculation and reconciliation of the tax due should be made within three months stemming end of the tax year.</p> <p>In contrast to other European countries where a general assessment is used by the tax authorities, Poland uses the principle of reverse charge by taxpayers.</p> <p>The taxpayer must calculate the tax himself, to issue a tax return and to pay the amount due on time.</p>
Penalties	Persons responsible for the tax reconciliation, as well as members of the management board in certain cases, are subject to penalties for non-compliance. In certain cases, corporate entities may be subject to penalties.
Criminal Tax Law	<ul style="list-style-type: none"> • Penalty for tax evasion - fine and/or imprisonment, • Penalty for non-submission (failing to send) or untimely submission (sending) of the Standard Audit File for Tax (SAF-T) - Fine, • As a general rule, administrative procedures.
Limitation period:	<p>In principle tax debts become time-barred after 5 years.</p> <p>Once the limitation period expires, the tax liability along with accrued default interest ceases to exist.</p>
Registration and licensing	<p>Polish law protects intellectual property, and the licensing of foreign brand names and products is accepted practice. Licensing is prevalent in high-tech industries, pharmaceuticals and retail franchises. Licensed products produced in Poland may be exempt from import tariffs and excise duty and may also benefit from being classified as a Polish product.</p> <p>The granting of licences is not subject to official restrictions or approval. A licensor may not sublicense.</p>

FOREIGNERS' STARTING UP A BUSINESS IN POLAND

Legal basis

According to the Act on Principles of Participation of Foreign Entrepreneurs and Other Foreign Persons in Economic Turnover on the Territory of the Republic of Poland, a foreign person is:

- a natural person holding no Polish citizenship,
- a legal person with the headquarter abroad,
- an organisational entity which has no legal personality and is furnished with legal capacity, possessing its headquarter abroad.

A. Foreigners from:

- member states of the European Union,
- member states of the European Free Trade Agreement (EFTA) - parties to the agreement on the European Economic Area,
- states that are not parties to the agreement on the European Economic Area and that enjoy freedom established under agreements concluded by those states with the European Community and its member states - may establish and conduct economic activity based on the same terms as the Polish citizens.

B. The above rule also applies to foreigners who are not citizens of the states indicated in point A and who:

- have received a permit to settle in Poland,
- have received a permit to stay in Poland under the status of a long-term resident of the European Community,
- have received a residence permit in Poland for a specified period of time due to circumstances referred to in the Foreigners Act of 13 June, 2003,
- have a refugee status in Poland or enjoy supplementary protection,
- have received a permit for tolerated residence,
- have received a residence permit in Poland for a specified period of time and have been married to a Polish citizen residing in Poland,
- enjoy temporary protection in Poland,
- have a valid Pole's Card,
- are family members of citizens of states indicated in point A above and join or stay with them in Poland.

C. Business activity forms:

Unless international agreements state otherwise. Foreigners other than those indicated above in points A and B have the right to establish and conduct business activity (including joining below-mentioned partnerships/companies and acquiring their shares) only in the form of:

- a limited partnership,
- a limited joint-stock partnership,
- a limited liability company, and,
- a joint-stock company.

Moreover, foreign entrepreneurs, i.e. a foreign person conducting economic activity abroad and a Polish citizen conducting economic activity abroad, may conduct business activity in the form of a branch office or they may establish a representative office in Poland.

BUSINESS REGULATIONS

Limited liability company (Sp. z o.o.)

A limited liability company is the most popular and flexible form of conducting business activity in Poland. It is the Polish equivalent of the private limited liability company in the UK, of a société à responsabilité limitée (sarl in France), or of a Gesellschaft mit beschränkter Haftung (GmbH) in Germany. Limited liability companies may be established for any purpose allowed by law. They are often used as special purpose vehicles, holding companies and as national companies controlled by international corporations. The personal structure of the limited liability company may be, in general, changed without affecting the legal structure of the limited liability company, which is normally not the case with a partnership. A limited liability company may also be run by a single founder/shareholder. However, a single-shareholder limited liability company cannot incorporate another single-shareholder limited liability company. Although a limited liability company is a capital company, it still preserves some personal elements, such as the possibility to limit the disposal of the company's shares or establish the shareholder's right of individual control of the limited liability company. The shares of a limited liability company do not take the form of a document and cannot be listed on the stock exchange.



BUSINESS REGULATIONS *CONTINUATION*

Joint-stock company (S.A.)

A joint-stock company is the Polish equivalent of the public liability company in the UK, société anonyme (SA) in France and the German Aktiengesellschaft (AG). Joint-stock companies are rather expensive to run and are primarily used for large-scale business activities, in particular, if public is to be considered as a way of obtaining capital.

Formally it is more structured than the limited liability company.

The shares of joint-stock companies may be publicly traded (listed on the Stock Exchange). The Polish law provides stricter and more complex rules with respect to public joint-stock companies regarding their capitalisation, composition of the governing bodies, compliance and reporting duties.

Simple joint-stock company

A simple joint-stock company will most likely appear in the Polish legal system from **July 1, 2021** onwards. The frame of a simple joint-stock company covers the simplification of some procedures and mechanisms, up to now reserved for classic joint-stock companies. To begin with it was decided to lower the minimum share capital to the amount of **1.00 PLN**. Moreover, the aim of the new regulation is to enable entrepreneurs to freely shape their property structure. A simple joint-stock company will therefore also issue shares without face value, and the founder-shareholders will be able to contribute their capital injection through know-how, work and services, without the need to prepare any valuations of their capital-in-kind contributions.

Detailed requirements for a limited liability company (Sp. z o.o.) and a joint-stock company (S.A.)

Capital

Sp. z o.o.: The minimum capital required to establish a limited-liability company is **5,000.00 PLN**. A limited-liability company may have a single shareholder. **S.A.:** The minimum start-up capital for a joint-stock company is **100,000.00 PLN** of which **25%** must be paid up before registration. A joint-stock company can be established by one or more founding members, who must sign an articles of association agreement.

Taxation of capital companies (CIT)

Capital companies are separate taxpayers to CIT. In principal, the companies are subject to taxation on their global income. With regards a management board, taxation on their global income applies only if they have a Polish certificate of residence. Taxable income consists of all revenues earned in a tax year (financial and operational), net of deductible costs. This income is subject to CIT at the rate of **19%**. Capital companies are payers of VAT and other taxes in an ordinary fashion

Reserve for supplementary capital

Sp. z o.o.: None. **S.A.:** **8%** of annual net profits, until the capital reserve reaches one-third of share capital.

BUSINESS REGULATIONS *CONTINUATION*

Detail requirements for a limited liability company (Sp. z o.o.) and a joint-stock company (S.A.)

Founders / shareholders

Sp. z o.o.: There are no restrictions on nationality or residence of shareholders.
S.A.: The company must be founded by at least one natural or legal person. Once the company has been established, one shareholder may buy out others. There are no residence or nationality requirements.

Supervisory board

Sp. z o.o.: If share capital exceeds **500,000.00 PLN** and there are more than 25 shareholders, the company must have a supervisory board with at least three persons. **S.A.:** a supervisory board with at least three members, each appointed for a term of up to **5 years**, is required. **Both:** No residence or nationality requirements, but the chairman of the board for banks registered in Poland must have a confirmed by a hearing in front of the banking supervisory authority working knowledge of Polish.

Management

There are no residency requirements. Management can be different from structure of shareholders for either joint-stock or limited-liability companies. **Sp. z o.o.:** The term of office is not defined. **S.A.:** The management board may be appointed for an initial term of up to **2 years**, with subsequent terms of up to **3 years** each.

Labour

Employees have no influence over the management of private-sector firms unless they are shareholders. Employees appoint one-third of the supervisory board of firms undergoing privatisation, but this right expires once **51%** of shares are sold. Employees are entitled to form trade unions.

Disclosure

Both types of companies are required to prepare annual balance sheets and profit and loss accounts, which must be filed with the local court in file format JPK_SF.

Sole proprietorship

A sole proprietor is an individual who conducts business activity in his/her own name and on his/her own behalf. There are no legal requirements regarding the amount of the initial capital to undertake business activity as a sole proprietor in Poland. Also, no new legal entity is established as a result of such undertaking. The business of the sole proprietor may be transformed into a capital company, i.e. a limited-liability company or a joint-stock company.

BUSINESS REGULATIONS *CONTINUATION*

Civil law partnership

Two or more sole proprietors as well as other legal entities, i.e. partnerships and capital companies, may decide to establish a civil law partnership. A civil law partnership is not a separate legal entity and does not possess legal personality. It also cannot acquire rights or incur obligations in its own name and on its own behalf, it can not sue or be sued. Contributions and assets established during the business operations of the civil law partnership are owned by partners as joint co-ownership.

Civil law partnerships may be transformed into registered partnerships based on a unanimous decision of the partners.

Professional partnership

Professional partnerships may be established by specific professionals as defined and listed in the Polish Commercial Companies' Code (lawyers, architects, tax advisers, accountants, doctors, dentists, and others). The professional partnership may be formed for the purpose of pursuing more than one profession, unless the law prohibits this specifically. As in the case of registered partnerships, professional partnerships do not have legal personality, but have legal capacity and capacity to perform legal actions (they may acquire rights, including ownership of a real estate, and incur obligations in their own name, as well as sue and be sued).

Limited partnership

A limited partnership is usually preferred when investors seek a way to differentiate their involvement in the partnership entity and consequently their liability for the transactions performed by partnership. The distinctive feature of this partnership is that the legal positions of partners are not equal - general partner(s) and limited partner(s) - which results in significantly different levels of rights and liabilities.

Discussed in detail in **"Taxation of limited partnerships" on page 29.**

Limited joint- stock partnership

A limited joint-stock partnership is the most complex type of partnership, as its structure combines the elements of both the registered partnership and the joint-stock company. Like other partnerships, the limited joint-stock partnership has no legal personality, but it has legal capacity, which means that it may acquire rights, and incur obligations in its own name. The limited joint-stock partnership may also sue and be sued. Limited joint-stock partnerships are established by at least one general partner and one shareholder. Participation of shareholders is a consequence of a capital-focused character of the limited joint-stock company.

BRANCH OF A FOREIGN COMPANY

Basis

According to the Polish law, foreign entrepreneurs may set up branch offices to carry out business activity in the Polish territory. An entrepreneur from a foreign country is allowed to establish a branch on condition that a Polish entrepreneur enjoys equivalent rights in the country of origin of the foreign entrepreneur (reciprocity rule), unless the international agreements ratified by Poland state otherwise. The above does not concern entrepreneurs from EU and EEA countries as well as from countries that are parties to association agreements with the EU in the area of the freedom of establishment. Such entrepreneur's may freely set up branch offices in the Polish territory.

A branch does not possess legal personality, it constitutes an integral part of the foreign enterprise and cannot acquire rights or incur obligations in its own name, cannot sue or be sued. However, branches have significant independence with respect to employment matters. The scope of business activity of the branch may not go beyond the foreign entrepreneur's scope of activity. Some special regulations (both in Poland and European Union) regarding opening a branch may be applicable to specific industries, e.g. when opening a branch of a foreign bank, insurance company or investment company. In such cases, the opening of a branch should be seen in light of those specific regulations (which may differ from the general rules).

REPRESENTATIVE OFFICE

Basis

Foreign entrepreneurs may set up their representative offices in Poland. The representative office does not constitute a separate legal entity and is treated as part of a foreign enterprise's organisational and functional structure.

It cannot acquire rights or incur obligations, sue or be sued. The representative office may be established by the foreign entrepreneur only to advertise and promote the business of the entrepreneur in Poland.

FORMING OF COMPANIES IN POLAND

	POLISH TERM	ENTRY INTO COMPANY REGISTRY / LEGAL PERSONALITY	MINIMUM CAPITAL	SINGLE-MEMBER COMPANY
Limited Liability Company (Ltd.)	Spółka z ograniczoną odpowiedzialnością	Yes / Yes	5,000.00 PLN Minimum face value 50.00 PLN	Yes
Joint-stock Company (JSC)	Spółka Akcyjna	Yes / Yes	100,000.00 PLN Minimum face value 0.01 PLN	Yes
Co-operative (Co-op.)	Spółdzielnia	Yes / Yes	No	No at least 10 members (5 in an agricultural co-operative). Does not apply if at least 3 members are legal persons.
General Partnership	Spółka jawna	Yes / No	No	No
Limited Partnership	Spółka komandytowa	Yes / No	No	No
Limited joint- stockpartnership	Spółka komandytowo- -akcyjna	Yes / No	50,000.00 PLN	No
Partnership under the Civil Code	Spółka cywilna	No / No	No	No
Branch	Oddział	Yes / No	No	
Permanent tax establishment	Zakład	No / No	No	

	START-UP DUTY	WRITING / NOTARIAL	TRANSPARENCY	REGISTRATION WITH THE TAX AUTHORITIES	STATUTORY AUDIT: TURNOVER ≥ 5,000,000.00 EUR; BALANCE SHEET TOTAL ≥ 2,500,000.00 EUR; EMPLOYEES ≥ 50
Limited Liability Company (Ltd.)	0.5% tax on the articles of association / Entry in the Commercial Register	Yes / Yes	No	Yes	Provided that at least 2 of those requirements are met
Joint-stock Company (JSC)	0.5% tax on the articles of association / Entry in the Commercial Register	Yes / Yes	No	Yes	Compulsory
Co-operative (Co-op.)	No / Entry in the Commercial Register	Yes / No	No	Yes	Mandatory
General Partnership	0.5% tax on the articles of association / Entry in the Commercial Register	Yes / No	Yes*	Yes	Provided that at least 2 of those requirements are met
Limited Partnership	0.5% tax on the articles of association (Yes for the Limited Partnership having a Limited Liability Company as general partner) / Entry in the Commercial Register	Yes / No	No	Yes	Provided that at least 2 of those requirements are met
Limited joint-stockpartnership	0.5% tax on the articles of association / Entry in the Commercial Register	Yes / Yes	No	Yes	Provided that at least 2 of those requirements are met
Partnership under the Civil Code	0.5% tax on the articles of association / Entry into the CEIDG free of charge	Yes / No	Yes	Yes	Provided that at least 2 of those requirements are met
Branch	As a rule no / Entry in the Commercial Register	-	-	Yes	In the context of any audit of the parent company
Permanent tax establishment	-	-	-	Yes	In the context of any audit of the parent company

* if he meets certain conditions

CORPORATE INCOME TAX (CIT)

Legal basis	Act of 15 February, 1992 , on corporation tax with all amendments
Basic information	<p>Sources of revenues:</p> <ul style="list-style-type: none"> • from capital gains, • from business activity and from special departments of agricultural production. <p>The consequence of this amendment is the separate calculation of the amount of income from these two sources and the lack of possibility to compensate losses from investments with income from other business activity. The exceptions apply only to banks (their revenues will be allocated to one source).</p> <p>Subject of taxation</p> <p>The subject of CIT taxation is income constituting the sum of income from both sources: capital gains and other economic activity. This means that if both of these sources generate a profit, it will be subject to a joint taxation at the rate of 19% (9%).</p> <p>As a rule, also revenues from capital gains will be created on an accrual basis (due revenues). The exception in this respect is to be related to revenues of a typically cash nature, i.e. from 2021 including division of profits in a limited partnership.</p> <p>Residents are taxed on worldwide income; non-residents are taxed on Polish-source income only. Foreign-source income derived by residents is generally subject to corporation tax in the same way as Polish-source income, usually with a foreign tax credit available, unless a tax treaty provides otherwise. Branches are generally taxed the same as subsidiaries.</p>
Tax rate (CIT)	<p>There have been two corporate tax rates:</p> <ul style="list-style-type: none"> • 19% - corporate income tax rate for unlimited and limited taxable corporations, however, no minimum corporate income tax, • 9% - corporate income tax rates for: <ul style="list-style-type: none"> » so-called 'small taxpayers'. These are all taxpayers whose income in the previous tax year does not exceed 2,000,000.00 PLN, including value added tax, » people starting a business (in the tax year of commencement of the business) - there are limitations in using the 9% rate for some corporations which were transformed.

CORPORATE INCOME TAX (CIT) *CONTINUATION*

Payment method

Monthly advance payments amounting to the difference between the tax due from the beginning of the year and the total sum of already made advance payments are paid into an individual tax account. Where applicable, advance payments may be paid in a simplified form.

The obligation to pay advance payments does not apply to taxpayers who have had a tax loss.

Advance payments do not have to be paid by those PIT and CIT taxpayers, whose advance payment for a given month did not exceed **1,000.00 PLN**. These are cases in which the tax due on income earned from the beginning of the year less the amount of advance payments paid since the beginning of the year does not exceed **1,000.00 PLN**. If the tax due on income earned from the beginning of the year, less the amount of advance payments paid since the beginning of the year, exceeds **1,000.00 PLN**, then the current advance payment must be paid. After exceeding the advance payment amount in the given period, the amount of **1,000.00 PLN** is in fact also paid for months not previously covered by such an obligation, in which the taxpayer has used the possibility of not paying the advance payment.

This method is applicable both to taxpayers paying advance payments monthly and quarterly. In addition, in the case of PIT taxpayers, such a rule applies to taxpayers who generate revenues from lease subject to taxation according to the general rules.

The CIT and PIT taxpayers who use a simplified method of advance payments are not exempt from the obligation to make advance payments.

Tax loss settlement

Tax loss can be settled within **5 years**. In each year no more than **50%** of the loss may be deducted (and the remainder in subsequent years), alternatively it is allowed to make a one-off reduction of income in one of the next consecutive tax years by the amount not exceeding **5,000,000.00 PLN**. The amount not deducted is subject to the settlement in the remaining years of the five-year period, provided that the amount of the reduction in any of these years may not exceed **50%** of the tax loss amount.

CORPORATE INCOME TAX (CIT) *CONTINUATION*

Tax liability

- unlimited: corporations with their executive board or headquarters in Poland,
- limited: corporations having no executive board or headquarters in Poland - tax liability on the revenue generated in Poland.

In addition to income from business activities in the territory of Poland and real estate located in Poland, claims are also included on the income obtained in Poland, which is paid by corporations with their registered office or address in Poland, irrespective of the place of conclusion of the contract and the provision of services. The income generated in Poland also includes income from securities and the derivatives authorised for stock exchange listing in Poland, as well as through the direct or indirect transfer of company shares and investment fund units. As of **2021**, the concept of a real estate company has been defined in Poland. These are entities that meet certain criteria for the value of assets constituting real estate or rights to such real estate, or for holding shares (units) in companies that are real estate companies, including funds that invest in real estate.

As of **2021**, the sale of shares by a non-resident in a real estate company, representing at least **5%** of such share rights/units, obliges the real estate company as payer to collect tax on the income from such a sale.

Dividends, interest and other claims subject to withholding tax and paid by a Polish corporation are considered to be in Poland.

The catalogue is open and does not exclude the possibility that other categories of revenue can be considered as income generated in Poland. Also, noteworthy are the double tax treaties recognised by Poland, which in practice could, however, ensure that certain revenues are not taxed in Poland.

Affiliated companies

According to the OECD convention (OECD-MA), an affiliated entity exists whenever:

- a company is involved directly or indirectly in the management, control or capital of the other company (subsidiary), or
- the same persons participate directly or indirectly in the management, control or capital of both companies (sister company).

Estimating the value of the service provision transactions	<p>If the value expressed in the price specified in the contract significantly differs from the market value of such goods, rights or services, the tax authority requests the parties to the contract to change that value or indicate the reasons justifying the disclosure of the price significantly deviating from the market value. If no answer is given, no change in value is made or no reasons justifying the indication of a price significantly deviating from the market value are provided, the tax authority calculates the value taking into account the expert's opinion. If the value so determined deviates by at least 33% from the value expressed in price, the costs of the expert's opinion are borne by the seller or services provider.</p>
Deductible operating expenses	<p>Tax deductible expenses are expenditures that have been incurred to achieve revenues from a source of revenues or to maintain or secure a source of revenues, with the exception of costs listed in Article 16(1) of the CIT Act. See the part: “Non-tax-deductible expenses” on page 20.</p>



CORPORATE INCOME TAX (CIT) *CONTINUATION*

Taxation of non-monetary contributions

The revenue from a non-cash contribution is not the nominal value of the shares acquired in exchange for a contribution in kind, but the value of the subject of the contribution, as specified in the statute, articles of association or other document.

If the value of the contribution differs from its market value, the proceeds are determined in the amount of the market value of the contribution.

This amendment removes the controversies regarding the taxation of assets in kind. At the same time, however, it can make intra-group restructuring more difficult.

Transfer prices

The taxpayer is required to prepare local transfer pricing documentation for a controlled transaction of a homogeneous nature whose value, less value added tax, exceeds the following documentation thresholds in the financial year:

- **10,000,000.00 PLN** - in the case of a commodity transaction,
- **10,000,000.00 PLN** - in the case of a financial transaction,
- **2,000,000.00 PLN** - in the case of a service transaction,
- **100,000.00 PLN** - in case of a controlled transaction with an entity having its registered office, management or residence in the so-called tax haven - irrespective of the type of transaction,
- **500,000.00 PLN** - as of 2021 preparing local documentation will also be obligatory in case of performing a controlled transaction or a transaction other than controlled, if the actual owner of receivables from such transactions has its registered office, management or residence in the so-called tax haven. It shall be presumed that the owner has the residence, registered office or management in the so-called tax haven, on the basis of the fact that one of the parties to the transaction makes settlements with such an entity,
- **2,000,000.00 PLN** - in the case of a transaction other than the ones specified in the point above.

Documentation thresholds will be established separately for:

- any controlled transaction of a homogeneous nature irrespective of the allocation of the controlled transaction to commodity, financial, service or other transactions,
- cost and revenue side.

Transfer pricing is verified using the most appropriate method in the circumstances, selected from the following methods:

- a comparable uncontrolled price,
- a resale price,
- plus cost,
- net transaction margin,
- division of profits.

In determining the amount of income (loss), the tax authority shall apply the method adopted by an affiliate, unless the application of a method other than that adopted by the affiliate is more appropriate under the circumstances.

The taxpayer is obliged to submit a TP-R declaration by the end of the ninth month after the end of the tax year.

CORPORATE INCOME TAX (CIT) CONTINUATION

Transfer prices <i>cont.</i>	<p>In the catalogue of exemptions from the obligation to prepare local documentation, the most important is the exemption from the obligation to prepare local documentation for transactions concluded exclusively by affiliates having their residence, registered office or management in the Republic of Poland in the tax year in which each of these affiliates meets certain conditions, in particular none of them suffered a tax loss.</p> <p>If the consolidated income of the capital group in the previous tax year exceeded the limit of 200,000,000.00 PLN, the capital group is obliged to submit the Master File documentation.</p>
Interests of credit/externally financed stakeholdings	Generally deductible.
Thin capitalisation rules	<p>Insufficient capitalisation - debt financing</p> <p>The Corporate Income Tax Act introduced a limitation on the possibility of recognising interest on bank and non-bank loans in costs.</p> <p>Taxpayers are required to exclude the costs of debt financing from the tax deductible expenses in the part in which the excess of debt financing costs exceeds 30% of the amount corresponding to the surplus of revenues from all revenue sources less interest income over the sum of tax deductible expenses less the amounts of depreciation and amortisation expenses counted as tax deductible expenses, as well as costs of debt financing not recognised in the initial value of a fixed asset or an intangible asset.</p>
Ways of depreciation	<p>Depreciation methods: straight-line, declining, balance method only allowed for special machinery, equipment and means of transport. An immediate write-off is possible for low-value assets with an acquisition value up to 10,000.00 PLN (net)</p> <p>Depreciation rates:</p> <ul style="list-style-type: none"> • Residential buildings: 1.5% • Non-residential buildings: 2.5% • Other buildings and structures: 4.5% • Machinery and equipment: 7% - 25% • Cars and lorries: 20% • Computers: 30% <p>If technically verifiable or in case of used assets, other rates are permitted.</p> <p>Taxpayers may use authorisation premium. Using such a solution, the taxpayer may make a one-off depreciation and amortisation write-off up to 100,000.00 PLN and include it in costs in the year in which he commissioned the brand new fixed asset for use.</p>
Provisions	Balance Legal Provisions are not recognised for tax purposes in general (a few very restrictive exceptions nevertheless exist)

CORPORATE INCOME TAX (CIT) *CONTINUATION*

Non-tax-deductible expenses

Examples of non-deductible costs (detailed list in Article 16, Paragraph 1 of the Tax Act)

- Expenses for the purchase of land plots in ownership or the purchase of beneficial interests (usufruct rights) for a specified in advance limited period in time except the fees and commissions related to the purchase of beneficial interests,
- Write-offs for the wear and tear of a passenger car in the portion determined on the basis of the value of the car exceeding the amount of:
 - » **225,000.00 PLN** - in the case of a passenger car being an electric vehicle within the meaning of Article 2(12) of the Act of 11 January 2018 on Electromobility and Alternative Fuels,
 - » **150,000.00 PLN** - in the case of other passenger cars,
- Interest, bank charges and exchange rate differences of loans, which increase the investment costs in the acquisition stage,
- Charged but unpaid interests or interests waived, payable for debts including loans,
- Most of the accruals set up on the balance sheet,
- Expenses for the acquisition or purchase of shares,
- Entertainment expenses,
- Consulting services, market research, advertising, data processing, management and control, insurance costs, guarantees and sureties, and services for transferring the debtor's insolvency risk due to non-bank loans and co-operative savings and credit unions, including derivative financial instrument contracts and similar benefits - if they meet the conditions indicated in the „Special Regulations for Intangible Services“ section.

Special regulations for intangible services

Taxpayers are obliged to exclude the following expenses from the tax deductible costs:

- services purchased from related entities or tax havens directly or indirectly,
- however, it does not apply to the costs of services, licenses and fees paid to unrelated entities,
- the limitation concerns the amount over **3,000,000.00 PLN** a year,
 - » if the taxpayer's tax year is longer or shorter than **12 months**, the threshold amount of **3,000,000.00 PLN** is calculated by multiplying the amount of **250,000.00 PLN** by the number of the months in the tax year, which have commenced,
 - » the amount of costs not deducted in the tax year can be settled in the next 5 tax years, on principles and within limits applicable in a given year.

CORPORATE INCOME TAX (CIT) CONTINUATION

Commercial real estate properties tax

The so-called 'minimum income tax' was introduced in relation to taxpayers who own commercial and service properties as well as buildings classified as office (Article 24b, Article 24c of the Corporate Income Tax Act) - commonly referred to as 'commercial property tax'.

This tax is a tax on revenues from ownership of a fixed asset being a commercial and service building, which initial value exceeds **10,000,000.00 PLN**. Properties must be properly classified in accordance with the Classification of Fixed Assets.

The solution is covering to the following commercial properties:

- commercial and service buildings classified as: shopping centres, department stores, independent shops and boutiques, other commercial and service buildings,
- office buildings included in the Classification as office buildings.

What is the tax rate?

- **0.035%** monthly,

Withholding tax

Interest, royalties and others

Interest and royalties paid to a non-resident and fees for certain intangible assets and legal services (e.g. consulting, accounting, legal and technical services, advertising, data processing, market research, recruitment, management, inspection services and guarantees, etc.) are subject to **20%** withholding tax, provided that the rate is not reduced under the agreement on the avoidance of double taxation, or the EU Directive on a common system of taxation applicable to interest and royalty payments made between associated companies of different Member States.

According to the expected changes to come into force as of **1 July 2021**, if the payments for the same taxpayer exceed the amount of **2,000,000.00 PLN**, the payer will be obliged to collect the full amount of tax (**19%** or **20%**) at the rate resulting from the Polish regulations, notwithstanding whether it is possible to apply a reduced rate.

The tax charged in this way will be refunded on the request of:

- taxpayer, or,
- withholding agent - where the taxable person has paid the tax from his own resources and has borne the economic burden of that tax.

The application shall be made in electronic form and the provisions shall specify the information to be included in it and the list of attachments to be attached to it.

CORPORATE INCOME TAX (CIT) *CONTINUATION*

Withholding tax *cont.*

Requirements for exemption from withholding tax on interest and royalties

The condition for exemption from the withholding tax, in the case of interest and royalties arising between affiliated companies, is that the recipient of the claims is the actual beneficial owner of these claims.

For the exemption to be applied, the Polish taxpayer must obtain a certificate which, in addition to the previous elements, contains a statement that the company or the foreign enterprise, which is the recipient of the creditor claims, is the actual economic owner.

Flight tickets

The obligation to collect withholding tax on the purchase of flight tickets (in the amount of **10%**) was abolished, if the purchase of such flight ticket concerns a scheduled passenger flight.

Dividends

The taxation of dividends runs up to **19%** respectively the particular double taxation treaty rate or the application and adherence of the EU-Parent-Subsidiary Directive for the taxation of parent and affiliated companies.

Domestic corporations:

Exemption from withholding tax for payments done by a Poland resident corporation towards another Poland resident corporation.

Condition:

The entitled party to the dividends must dispose of minimum **10%** of the shares of the liable to pay dividends corporation for an uninterrupted period of **2 years**. The beneficiary of the dividends shall not make use of a tax exemption with respect to his whole income independent from the source of its realisation (declaration of the beneficiary of the dividends required).

If you have questions related to particular tax topics, please contact us at your earliest convenience.



CORPORATE INCOME TAX (CIT) *CONTINUATION*

Dividends paid by a Polish company

International:

Dividends paid by a company established in Poland.

Dividends received by a Polish resident company (with certain exceptions in the case of limited joint-stock partnerships) from another Polish company or an EU/EEA or a Swiss company are exempt from taxation if certain holding and participation requirements are met. If the exemption does not apply, dividends received are subject to taxation. On the other hand, any deduction of withholding tax from the amount of due tax in Poland should be preceded by the verification of the existence and records of the relevant double taxation conventions.

European Union (EU), European Economic Area (EEA):

Exemptions from withholding tax for dividends, paid by a corporation resident in Poland towards a corporation resident in a country of the EU or the EEA.

Condition:

The entitled to the dividends must dispose of minimum **10%** of the shares of the liable to pay dividends corporation for an uninterrupted period of **2 years**.

The beneficiary of the dividends shall not make use of a tax exemption with respect to his whole income independent from the source of its realisation (declaration of the beneficiary of the dividends required).

Switzerland:

Exemption from withholding tax for dividends, paid by a corporation resident in Poland towards a corporation resident in Switzerland.

Condition:

The entitled to the dividends must dispose of minimum **25%** of the shares of the liable to pay dividends corporation for an uninterrupted period of **2 years**.

The beneficiary of the dividends shall not make use of a tax exemption with respect to his whole income independent from the source of its realisation (declaration of the beneficiary of the dividends required).

CORPORATE INCOME TAX (CIT) CONTINUATION

Dividends a Polish corporation receives from:

European Union (EU), European Economic Area (EEA)

Tax exemptions for dividends which a corporation resident in Poland receives from a corporation being resident in one of the European Union (EU) or European Economic Area (EEA) countries.

Condition:

The Polish corporation must dispose of minimum **10%** of the shares of the liable to pay dividends corporation for an uninterrupted period of **2 years**.

The beneficiary of the dividends shall not make use of a tax exemption with respect to his whole income independent from the source of its realisation (declaration of the beneficiary of the dividends required).

Switzerland

Tax exemptions for dividends which a corporation resident in Poland receives from a corporation being resident in Switzerland.

Condition:

The Polish corporation must dispose of minimum **25%** of the shares of the liable to pay dividends corporation for an uninterrupted period of **2 years**.

The beneficiary of the dividends shall not make use of a tax exemption with respect to his whole income independent from the source of its realisation (declaration of the beneficiary of the dividends required).

Other countries with Double Taxation Treaties

Set-off of already paid withholding tax and pro-rata corporate income tax for Polish corporations, which dispose for an uninterrupted period of **2 years**, at least **75%** of shares of the liable to pay dividends corporation with its registered headquarters in another country with which Poland concluded a double taxation treaty.

Other countries (without double taxation treaties)

Set-off of already paid withholding tax for Polish corporations, which dispose of shares of the liable to pay dividends corporation with its registered headquarters in another country with which Poland did not conclude a double taxation treaty.

Directive for the taxation of the parent and affiliated company

Exemption from withholding tax of capital gains distributions provided that:

- Holding period **2 years**,
- Minimum shareholding: **10%**.

Payments for interest and royalty to non-residents

Tax exemption applies to:

- Only for interest and royalty payments made between associated companies (parent-subsidiary relationship, or sister-sister-company),
- Thereby, the beneficiary of the payment must maintain a capital shareholding of minimum **25%**.

CORPORATE INCOME TAX (CIT) *CONTINUATION*

Choice of the settlement method of accounting of exchange differences

Corporation and Income taxpayers (CIT and PIT) that are obliged to produce financial reports have the right to choose the accounting method to calculate the exchange differences mentioned in Article 9b, Paragraph 1, Point 2 (CIT) or Article 14b, Paragraph 2 (PIT).

The competent tax office should be notified of the accounting method chosen in a tax return filed to the end of the third month of the following year by means of electronic communication in accordance with the provisions of the Tax Ordinance Act.

In addition, during the period of applying a specific accounting method to calculate exchange rate differences, the annual financial statements of taxpayers must be audited by state-authorized public accountants. In this case the reported and audited exchange rate differences are tax deductible. The introduction of statutory audits aims to confirm the accuracy of the calculated exchange rate differences.

The period of applying the accounting method cannot be less than **3 years**.

If you select the balance method of calculating exchange rate differences, taxpayers on the first day of the fiscal year from which this method was chosen, include income or deductible expenses accrued, exchange rate differences, determined on the basis of the accounting regulations on the last day of the previous fiscal year. From the first day of the tax year for which you have chosen this method, apply the principles of the Accounting Act for calculating the differences

Capital gains

Capital gains are taxed as ordinary income at the standard corporation tax rate **19%**.

Foreign tax credit

Foreign tax paid may be credited against Polish tax on the same profits, but the credit is limited to the amount of Polish tax payable on the foreign income.

Research and development relief

Tax on qualified income earned by the taxpayer from qualified intellectual property rights will amount to **5%** of the taxation basis;

The following rights are deemed eligible intellectual property rights:

- patent,
- utility model protection right,
- registered design right,
- topographical and integrated circuit registration right,
- additional protection right for a patent for a medicinal product or plants protection product,
- the right of registration of a medicinal product and a veterinary medicinal product,
- the exclusive right referred to in the Act on the Legal Protection of Plant Varieties,
- copyright to a computer program.

CORPORATE INCOME TAX (CIT) *CONTINUATION*

Explanation - IP Box relief

IP Box is a preferential taxation of income from sales of products or services based on intellectual property rights. The solution should increase attractiveness of conducting research and development activity in Poland. It is supposed to encourage entrepreneurs to more courageously search for business potential in intellectual property rights. In 2020, entrepreneurs can take advantage of the IP Box tax relief, which gives them the right to account for income earned in 2019. The IP Box preference is an arrangement that a taxpayer can take advantage of after the end of the tax year on their annual return.

Taxpayers who, as part of their business activities, produce and then commercialize computer programs, may tax (after meeting statutory conditions) the income obtained from the transfer of exclusive rights or the granting of licenses at a preferential 5% income tax rate.

Subject of the IP BOX tax relief is the income from the commercialisation of a qualified intellectual property right (granting of a licence or sale of copyrights to a computer program). Remuneration for other technical activities not directly related to the creation of qualified IP does not constitute qualified income taxed at 5% rate (e.g. implementation of the program at the client's site, preparation of technical documentation, technical assistance, training etc.).

A taxpayer who wants to take advantage of the IP BOX income preference must keep detailed accounting records allowing for the link between a specific qualified intellectual property right and the income generated as a result of research and development works. It is worth pointing out that there is no set pattern for keeping such records. What is important is the ability to link revenues and costs with a specific software program.

CORPORATE INCOME TAX (CIT) *CONTINUATION*

Incentives	Expenses incurred for acquiring technological knowledge may reduce the taxable base in certain cases. A one-time depreciation write-off up to 50,000.00 EUR also may be available for small and start-up taxpayers.
Merger and division of companies	<p>The transactions of merger and division of companies must have economic justification. If they do not have such justification, and the tax authorities conclude that the main objective was the tax advantage, the acquiring company will have to pay a penalty tax on the income (no possibility to deduct tax deductible costs).</p> <p>In addition, the tax authorities may impose a tax on shareholders. In total, the authorities may require payment of tax as many as three times: twice from the company (if another company is taken over and its subsequent sale) and from shareholders.</p>
Amortisation of enterprise value (goodwill)	<ul style="list-style-type: none"> • Possible for an asset deal, but only performing the purchase of the whole company respectively a separable part of the business operations, • Not possible in case of a share deal.
Taxation of taxable groups of companies	<p>All the following conditions must be met:</p> <ul style="list-style-type: none"> • The parent company must have at least 75% of shares in the equity of other companies in the group, • These other companies within the group must have a minimum equity of 500,000.00 PLN, • To be able to generate income of at least 2% of the gross income in each tax year, • Part of a capital group should be a limited liability company, joint stock companies or simple joint stock companies. <p>Companies operating within tax capital groups cannot count donations to tax deductible expenses.</p>

CORPORATE INCOME TAX (CIT) CONTINUATION

Taxation of limited partnerships

As of **2021** limited partnerships having their registered office in the territory of the Republic of Poland have become taxpayers of corporate income tax.

Subject to taxation will be the current activity of the company and profits distributed to partners of such companies, similarly as in the case of limited companies and joint stock companies based on a 19-per cent flat-rate tax.

As of **1 January 2021**, limited partnerships become CIT taxpayers, however, there is a possibility to postpone it until **1 May 2021**, if the company so decides.

Rules for taxation of partners of a limited partnership on income from shares in the profit of this partnership:

The taxation of the profits of the limited partnership's partners will take place according to principles analogous to those applied to distributions in limited companies or joint-stock companies, however different rules of deduction have been adopted depending on the status of the partner:

1. Limited partner.

An exemption is provided for **50%** of the income from share in the profit of the limited partnership, but not more than **60,000.00 PLN**.

This exemption applies to each company in which this entity is a limited partner.

The exemption does not apply if the limited partner

- holds, directly or indirectly, at least **5%** of the shares in a company having legal personality or a capital company which is the general partner of that limited partnership,
- is a member of the management board of the company which is the general partner,
- is an entity related to a member of the management board or a partner in the company being the general partner

2. General partner

A general partner of a limited partnership will be entitled to deduct from the revenue from profits in that partnership, tax from operations in the proportion in which he holds the right to share in the profit.

The amount of such deduction may not, however, exceed the amount of tax based on a **19%** flat-rate tax on the profit attributable to the general partner.

CORPORATE INCOME TAX (CIT) CONTINUATION

Tax collection dates and deadlines	<ul style="list-style-type: none"> Annual tax declaration: filing until the 31st March of the following year, having a deviating tax year until the last day of the third month following the closing date of the tax year, Prepayments for CIT must be settled by 20th of the following month.
Residence	A corporation or a limited joint-stock partnership, limited partnership (with some temporary exceptions) is tax resident in Poland if its registered headquarter or management is located in Poland.
The consequences of settlement of liabilities by type of transferring (Corporate Income Tax CIT, VAT & Private Income Tax PIT)	<p>The settlement of liabilities through non-cash contributions generates taxable income by the debtor. The taxable income is defined as the amount of debts, which shall be settled through non-cash contributions. If the market value of the non-cash contribution exceeds the nominal amount of the debt, this may be applied with the restriction that in these cases the market value of the non-cash contribution is taxable. Such settlement also applies to the distribution of the assets of the liquidated company, settled with the partners in a non-monetary form.</p> <p>If payables are settled through non-cash contributions, the amount of the claim is tax deductible, but reduced by:</p> <ul style="list-style-type: none"> the VAT payable for the non-cash contribution, as well as, the sum of the depreciation carried out. <p>A provision will be added, according to which the value of the received non-cash contribution is the same amount as the repaid loan (credit), will not be considered as taxable income.</p> <p>Another regulation added, which states that the purchase value of properties, as well as the intangible and tangible assets, which have been received as non-cash contributions for the settlement of payables, are defined by the value of the settled debt.</p>

CORPORATE INCOME TAX (CIT) CONTINUATION

Taxation of Foreign Controlled Entity Income (CFC)

In the CIT and PIT acts there are regulations providing for taxation of foreign income of Controlled Foreign Corporations (CFCs).

A controlled foreign corporation is, as a general rule, a company that meets jointly the following criteria regarding:

- the scope of control, i.e. the taxpayer holds continuously for a period of at least **30 days** at least **50%** of shares in the capital or **50%** of voting rights in control bodies or in state bodies or **50%** of the share in profits of a foreign company,
- the nature of the revenue generated, i.e. at least **33%** of the revenue the foreign company generates is a so-called "passive income", i.e. revenue of a financial nature: dividends, shares, receivables and copyrights,
- the income tax actually paid by the company is lower than the tax it would have paid in the State of its residence or the permanent establishment of its management board namely in Poland (For the calculation of the difference the permanent establishment of the foreign controlled entity is not taken into account, provided that the foreign controlled entity does not stay subject to taxation or is exempt from taxation in the country of its residence).

In some cases, a CFC is exempt from taxation (this is due to statutory requirements, among other things, it can depend on the country of residence of the foreign company, the nature of its business and the amount of income received).

The taxable amount of a CFC shall be the income according to CIT-/PIT-Law, but only for income attributable to the Polish taxpayers and the corresponding period of ownership in the company profits.

The Polish taxpayer will have the opportunity to deduct the dividend received from the CFC and the amount realised from the sale of shares in the CFC from the income mentioned above.

The taxpayers will be required to:

- perform the registration of the CFC,
- guarantee independent management of the accounting, event recording, which will have influence on the income of the CFC, as well as,
- process notification of the profit of the CFC.

The registration and the recording will not be necessary, if the CFC's entire income is subject to taxation in a country within the EU or the EEA and it also exerts its actual business in this country.

Currently, whether the entity should be recognised as a foreign company is determined by what share in such entity the Polish taxpayer has, both individually and jointly with other related entities. It is about having shares directly or indirectly.

CORPORATE INCOME TAX (CIT) *CONTINUATION*

Income taxes of Controlled Foreign Companies (CFC)

cont.

For the purposes of the above clarification in the provisions of income tax acts, in Article 24a of the CIT Act and Article 30f of the PIT Act, a definition of what constitutes a related party is included. By this definition, the related entity means:

- a) a legal entity or an organisational unit without legal personality in which the taxpayer holds at least **25%** of equity or at least **25%** of voting rights in control or constituting bodies, or at least **25%** of shares related to the right to participate in profits,
- b) a natural person, a legal entity or an organisational unit without legal personality which holds in the taxpayer at least **25%** of equity or at least **25%** of voting rights in control or decision-making bodies, or at least **25%** of shares related to the right to participate in profits, [in the PIT Act - the taxpayer's spouse, as well as his relatives up to the second degree],
- c) a legal entity or an organisational unit without legal personality in which the entity indicated in b) holds at least **25%** of equity or at least **25%** of voting rights in control or decision-making bodies, or at least **25%** of shares related to the right to participate in profits (Article 24a (2)(4) of the CIT Act).

The scope of activities to be performed by a foreign company was significantly changed so that its income would be covered by Polish income tax under the CFC regulations. The threshold of obtained passive revenues was reduced from **50%** to **33%**, while the catalogue of such revenues was broadened.

This category includes revenues from:

- dividends and other revenues from shares in profits of legal entities,
- the sale of shares,
- receivables,
- interest and benefits from all types of loans,
- the interest part of the leasing instalment,
- sureties and warranties,
- copyrights or industrial property rights, including the sale of these rights,
- the sale and exercise of rights from financial instruments,
- insurance, banking or other financial activity,
- transactions with related entities if the company does not economically generate an added value in relation to these transactions or such value is negligible (Article 24a (3)(3b) of the CIT Act, Article 30f (3)(3b) of the PIT Act).

CORPORATE INCOME TAX (CIT) CONTINUATION

Income taxes of Controlled Foreign Companies (CFC)

cont.

For the same category of companies, the requirement for the tax rate applicable in the country of residence of the company was changed. The legislator departed from the principle of comparing income tax rates for the sake of a fixed amount of tax. As a consequence, a comparison of the actual (effective) taxation of a given CFC was made. Thanks to this, an actual reference of tax amounts and verification of mutual relations is to be made. This means that a simulation is necessary in which effective taxation in the country of the company's registered headquarter is compared to the hypothetical taxation of the Polish CIT. The condition for the controlled company is met if the difference between the tax actually paid in the country of residence and the company's hypothetical Polish tax (i.e. which the company would pay if it were a Polish resident) is higher than the tax actually paid by the company (the actually paid tax is one that is not subject to return or deduction in any form). However, when calculating such a difference, the foreign permanent establishment of the controlled company is not taken into account, the tax from such permanent establishment is not paid in the country of residence of the company.

There is an obligation imposed on taxpayers covering controlled companies to include in the register of foreign companies also foreign controlled companies set up in other member states of the EU or EOG, even if they provide genuine economic activity, unless that is not a significant genuine economic activity. Previously the legislator did not demand the requirement of significance. Simultaneously the precision was taken for the evaluation, whether the genuine economic activity is of significance, to take into account in particularity the ratio of income generated by the foreign controlled entity from its' genuine economic activity to its' general achieved turnover (article 24 a clause 18 of the CIT tax act, article 30f clause 20a of the PIT tax act).

In the current legal status, the CFC provisions also apply to fixed permanent establishments of foreign taxpayers located in Poland.

The taxation of transformed companies with profits that have been transferred to other types of capital than share capital

In the case of converting a company, that is an income taxpayer, into a company that is not such a taxpayer, the taxable income from shared profits and non-distributed profits will be increased by profits that are transferred into other types of capital stock.

CORPORATE INCOME TAX (CIT) *CONTINUATION*

So-called equity loans

The corporate income tax act excludes the application of exemption from taxation for the recipient of dividends (article 20 clause 16) as well as other income from shares in profits of legal entities paid between affiliated companies in that part, by which in the country of the company paying the dividends or other shares in profits paid these expenses are subject in whatever form to accreditation to costs of generation of income, deduction from revenue, reduction of the basis of taxation or taxation of the paying company.

Regulations regarding the validity of Certificates of Residence (CoR)

The presentation of a valid certificate of residency allows in the case of payment for services rendered to foreign recipients (for example on dividends or royalties) to make use of the principle of avoidance of double taxation. In case of lack of a valid certificate of residence, in the moment of payment of determined amounts in favor of the foreign recipient, the Polish entrepreneur stays obliged to collect the monies hereunder upfront and to channel the tax at source in the name of the foreign recipient who is subject to taxation as per the rate stipulated in the tax act to the Polish Inland Revenue Office, hereby not taking into account any relief, nor even exemptions applicable for the regulation of tax at source.

A certificate of tax residency which does not command an expiry date, expires automatically after **12 months** from the date of its' issuance.

In exceptional cases it is possible to make use of a copy of a certificate of residency.

A declaration on the actual beneficiary

In line with the law which came into force on **13th of October 2019** Poland operates the public and accessible for everybody Central Register of Ultimate Beneficiary Owners (UBO). In line with the creation of the central register of UBO, companies are legally obliged to pass on the information on their beneficiary owners (private persons exercising the final control on the legal entities) within **7** days from first registration of the legal entity or any actualization in the Polish Corporate Register (KRS).

The issuance value of shares

The issue price of participation units (shares) determines the price for which the participation units (shares) are subscribed, laid down in the articles of association or the statutes, and in case of lack of such source documents - in any other document of similar character, not lower than the market value of these participation units (shares) (article 4a point 16 of the act on corporate income tax on legal entities).

Such a definition was introduced for the sake of regulations standardizing the challenges related to restructuring operations for the definition of the size of income related to restructuring events (mergers, splits).

CORPORATE INCOME TAX (CIT) CONTINUATION

The issuance value of shares *cont.*

The legislator now refers to the nominal value of shares and as a consequence, the revenue of the divided company's shareholder is the issuance value of shares in the acquiring company or newly-established company, if the assets taken over as a result of division, and for the division by separation - the assets acquired as a result of the division or remaining in the company, are not an organised part of the enterprise.

Similarly, the tax-deductible expense from the sale of shares of the company taking over the assets of the company being divided or the newly-established company is the value previously representing the revenue of the divided company's shareholder, i.e. the issuance value of the shares received.

The obligation to submit financial statements to tax offices in an electronic form

There is no obligation to submit financial statements to tax offices or tax authorities. The company's financials filed with the KRS repository is automatically transferred to the tax authorities.

Exception: the obligation to submit a copy of the resolution approving the financial statements by entities entered in the National Court Register raises interpretation doubts. Therefore, for your safety, resolutions approving financial statements should be submitted separately to the relevant tax office.

Obligation to publish the tax strategy

The biggest taxpayers (with revenues above **50,000,000.00 EUR**) and companies that are members of a tax capital group and, from 2021, also real estate companies have to accept that the Minister of Finance will make public in the Public Information Bulletin information on them included in their tax statements. As of **2021**, the biggest taxpayers and companies that are members of a tax capital group will be required to draw up and publish on their websites information on the tax strategy pursued, including:

- processes and procedures regarding the performance of tax obligations and their implementation broken down by individual taxes,
- information on MDR,
- planned and undertaken restructuring activities affecting the amount of tax liabilities, as well as other information indicated in the regulations

The introduction of a limit for cash transactions

The threshold for the amount of transactions that - in relations between entrepreneurs - may be paid in cash is **15,000.00 PLN**.

In the event of a cash payment in excess of this amount, these expenses do not constitute a tax deductible cost in CIT.

CORPORATE INCOME TAX (CIT) *CONTINUATION*

„Estonian“ Corporate income tax

Since **2021** Poland opens the Estonian CIT principle to entrepreneurs, further named in the tax act as lump sum on income of capital companies. It is a modern way of taxation that promotes investments and minimizes formalities when settling taxes.

This solution is addressed to:

- micro, small and medium-sized capital companies (only limited liability and joint stock companies) with revenues not exceeding PLN 100 million,
- companies in which the shareholders are exclusively natural persons.

The Estonian Corporate income tax will be available to companies:

- which do not have shares in other entities,
- which employ at least 3 persons, excluding shareholders (facilitations for small and start-up taxpayers are envisaged),
- whose passive income does not exceed the income from operating activities,
- which have capital expenditures (facilitations for small taxpayers, taxpayers commencing their activities and taxpayers who will choose the new system in 2021).

All of these criteria must be met at the same time.



OTHER TAX ON CORPORATIONS

Real estate property tax	<p>Tax is generally levied on the owner of real estate (land, buildings and construction) at rates imposed by the local authorities.</p> <p>Tax rates are determined by a resolution of the Municipal Council, and now they cannot exceed:</p> <table><tr><th>Property type</th><th>Tax rate</th></tr><tr><td>Land designated for the conduct of business</td><td>0.99 PLN/m²</td></tr><tr><td>Residential buildings</td><td>0.85 PLN/m²</td></tr><tr><td>Buildings designated for the conduct of business</td><td>24.84 PLN/m²</td></tr><tr><td>Structures</td><td>2% of the property value (entered as the basis for depreciation)</td></tr></table>	Property type	Tax rate	Land designated for the conduct of business	0.99 PLN/m ²	Residential buildings	0.85 PLN/m ²	Buildings designated for the conduct of business	24.84 PLN/m ²	Structures	2% of the property value (entered as the basis for depreciation)
Property type	Tax rate										
Land designated for the conduct of business	0.99 PLN/m ²										
Residential buildings	0.85 PLN/m ²										
Buildings designated for the conduct of business	24.84 PLN/m ²										
Structures	2% of the property value (entered as the basis for depreciation)										
Social security	<p>Employers and employees must make social security contributions in an amount that is approximately 35% of an employee's remuneration (with certain caps).</p>										
Stamp duty	<p>Stamp duty is levied, for example, when filling a power of attorney and when the (central or local) authorities are requested to perform activities such as issuing certificates, grant permission, etc. The applicable rates or fixed amounts are specified in the stamp duty law.</p>										
Other	<ul style="list-style-type: none">• Excise tax is charged on turnover of selected goods,• Shipping companies may opt to pay tonnage tax on certain types of income,• A special tax is imposed on the excavation of silver and copper.										

ANTI-AVOIDANCE RULES

Transfer pricing	Discussed in detail in the section “Transfer prices” on page 18.
Standard Audit File (Jednolity Plik Kontrolny)	<p>There is an obligation for taxpayers who keep tax books using computer programs to submit these documents in total or in part along with accounting evidence documents, to tax authorities for a certain settlement period, in the form of a strictly defined electronic format (i.e. “structures”).</p> <p>The concept of the standard audit file is based on the recommendations of the OECD for the Standard Audit File - Tax 2.0 and was introduced in many European countries, among others, Austria, the Netherlands, France, Slovenia, Luxembourg, Portugal and the Czech Republic.</p> <p>Currently, the following reporting structures are in operation:</p> <ul style="list-style-type: none"> • Structure 1 - Accounting - JPK_KR, • Structure 2 - Account Statements - JPK_WB, • Structure 3 - Stock - JPK_MAG, • Structure 4 - VAT register for purchases and sales - JPK_V7M, JPK_V7K, • Structure 5 - Invoices for VAT purposes - JPK_FA, • Structure 6 - Tax Revenue and Expense Ledgers - JPK_PKPIR, • Structure 7 - Revenue Ledger - JPK_EWI. <p>The obligation to transfer the data to the tax authorities in the form of the standard audit file can be divided into two areas:</p> <ul style="list-style-type: none"> • At the request of the tax authorities (JPK_KR, JPK_EWI, JPK_PKPIR, JPK_FA, JPK_MAG, JPK_WB, JPK_V7M, JPK_V7K), • Without the request of the tax authorities (only JPK_V7M, JPK_V7K). <p>In 2021 the record and the declarations for the needs of VAT are correlated.</p> <p>In 2021 obliges the record and simultaneously the declarations:</p> <ul style="list-style-type: none"> • JPK_V7M - for tax payers settling their dues monthly • JPK_V7K - for taxpayers settling their dues on a quarterly basis. <p>the filing of the declarations takes place either monthly or quarterly depending on how the taxpayer agreed this with his Inland Revenue Office in writing.</p>
Clause for circumventing the law on the exchange of shares:	<p>The amendment to the Act on Corporate Income Tax (CIT) provides that the postponement of taxation in the case of exchange transactions involving shares, does not apply if one of the principal interests of the exchange transaction of shares is the avoidance or circumvention of taxation. This situation always applies true if the exchange of shares is not based on justified economic aspects.</p> <p>In addition:</p> <p>Individual interpretations issued before the clause came into force on tax evasion do not protect the taxpayer if tax advantages are challenged on the basis of this clause, after 01 January, 2017.</p>

ANTI-AVOIDANCE RULES *CONTINUATION*

Disclosure Requirements

Certain transactions must be reported to the tax authorities and/or National Bank of Poland.

MDR

There is an obligation to provide the Head of the National Tax Administration with information on Mandatory Disclosure Rules (MDR).

MDR is a solution developed on the basis of knowledge of tax law provisions and its practical application.

Reporting of national MDR is limited to relevant ones only:

- subjectively: revenues, costs or assets of the beneficiary or its affiliate's exceed the equivalent of **10,000,000.00 EUR**, or,
- objectively: the agreement refers to an asset or right with its value exceeding **2,500,000.00 EUR**.

The entities obliged to report MDR are:

- promoters, i.e. entities that develop, offer, make available or implement the agreement or manage the implementation of the agreement,
- supporting entities, i.e. entities which, with due diligence generally required in the performed activities, taking into account the professional nature of the activity, the area of specialisation and the subject matter of the performed activities, undertook, directly or indirectly through other persons, to provide assistance, support or advice concerning developing, marketing, organising, making available for implementation or supervising the implementation of the agreement,
- beneficiaries, namely. entities to which an arrangement is being made available or implemented, or which are prepared or have taken action to implement the arrangement (taxpayers in principle).

Exit Tax

Taxation of unrealised gains by a taxpayer on income is subject to the transfer by the taxpayer assets to another country, including assets forming part of a foreign permanent establishment or from a change of tax residence.

Thus, by its nature, exit tax does not apply to any transfer of assets, but only to that with which the country loses its right to tax the income effectively generated before the transfer.

In the CIT Act, the rate is **19%** of the tax base.

PRIVATE INCOME TAX (PIT)

Legal basis	Law dated 26th July, 1991 , on Income Tax with all amendments
NIP Registration <i>For tax purposes, if PESEL is not applicable</i>	Needs to be performed in the relevant tax office before the date when first PIT advance is due.
Tax period	For natural persons: Calendar year
Tax rates <i>(provided that no flat rate taxation scheduled)</i>	<p>The amount reducing the tax depends on the amount of income:</p> <ul style="list-style-type: none"> • 1,360.00 PLN - based on the tax calculation up to 8,000.00 PLN, • 1,360.00 PLN - (834.88 PLN x (taxable basis - 8,000.00 PLN) ÷ 5,000.00 PLN). For tax bases exceeding 8,000.00 PLN up to 13,000.00 PLN, • 525.12 PLN - for the tax base exceeding 13,000.00 PLN up to 85,528.00 PLN. <p>525.12 PLN - (525.12 PLN x (taxable basis - 85,528.00 PLN) ÷ 41,472.00 PLN) for amounts exceeding 85,528.00 PLN up to 127,000.00 PLN.</p> <p>From the amount exceeding 127,000.00 PLN there is no amount which reduces the tax.</p>
Tax-free income <i>(income tax allowance)</i>	8,000.00 PLN
Tax period	For natural persons: calendar year.
Tax liability	<ul style="list-style-type: none"> • unlimited tax liability on worldwide income (unless a Double Taxation Treaty does confine the taxation obligation), • limited tax liability on certain domestic income.
Revenue streams	<p>Different revenues from:</p> <ol style="list-style-type: none"> 1. Special areas in agriculture 2. Economic activity 3. Self-employed (personally performed) activity 4. Employed activity 5. Capital investment and property rights 6. Rent & leasing 7. Capital gains from transfers 8. Activities carried out by a foreign controlled entity 9. Unrealised gains 10. Other income
PIT progressive rates	17% and 32% for the excess over 85,528.00 PLN (ca. 21,000.00 EUR) (applicable e.g. to employment income or income on dependent services).

PRIVATE INCOME TAX (PIT) *CONTINUATION*

PIT flat rate	<p>20% (applicable to board members, being non-Polish tax residents after having completed certain requirements and income generated by the liberal professions)</p> <p>19% (e.g. interest, capital gains, the sale of virtual currencies, income from employment capital schemes, etc.).</p>
5% IP Box	Described in detail in “Research and development relief” on page 26.
The exit tax amounts to (Exit Tax)	<p>The exit tax amounts to:</p> <ul style="list-style-type: none"> • 19% of tax base - if the tax value of an asset is established • 3% of tax base - if the tax value of an asset is not established.
Lease subject to lump-sum taxation	<ul style="list-style-type: none"> • 8.5% up to 100,000.00 PLN • 12.5% over 100,000.00 PLN
Monthly tax compliance	<p>PIT advances for a given month to be paid by 20th day of the following month</p> <p>Advance payments do not have to be paid by those PIT and CIT taxpayers, whose advance payment for a given month did not exceed 1,000.00 PLN. These are cases in which the tax due on income earned from the beginning of the year less the amount of advance payments paid since the beginning of the year does not exceed 1,000.00 PLN.</p>
Annual tax compliance	An annual tax return for a certain year must be filed from 15th February to 30th April in the year following the tax year.
Jurisdiction of the tax authorities	Both registrations as well as payments of amounts due on personal income tax and the annual PIT settlement for non-residents posted to work in Poland should be made at the tax office competent for non-resident taxpayers in the area in which the foreigner resides or III Tax Office Warszawa-Śródmieście, if the work is rendered in more than one region.
Tax residency	<p>Foreign individuals arriving to Poland may become Polish tax residents if their centre of vital (economic or personal) interest moves to Poland, or if they spend in Poland more than 183 days in a tax year.</p> <p>Foreign individuals having their domicile in Poland (i.e. having status of Polish tax residents) are subject to unlimited tax liability in Poland, i.e. they are subject to taxation in Poland on their worldwide income, while individuals not domiciled in Poland (i.e. having status of non-Polish tax residents) possess limited tax liability status in Poland, i.e. they are subject to taxation in Poland only with respect to income earned on the territory of Poland.</p> <p>It should be noted that in order to determine the tax residency status, the regulations of the relevant Double Tax Treaty concluded by Poland should be also taken into consideration.</p>

PRIVATE INCOME TAX (PIT) *CONTINUATION*

Legal basis for rendering work in Poland

Employment contract with the Polish entity

Regardless of the tax residency of the foreign individuals, income received by them under the employment contract concluded with the Polish entity is always subject to the Polish PIT according to the progressive rates of **17%** and **32%**. The Polish employer is obliged to pay monthly PIT advances on the described above income calculated according to the progressive PIT rates. Foreign individuals are obliged to calculate their final annual tax liability for the given year as well as submit the annual PIT return until **30th April** of the following year.

Foreign employment contract and secondment to Poland

a) non-Polish tax residents

The foreign individuals are personally responsible for all PIT compliance activities required by Polish PIT law, i.e. neither foreign employer nor host entity have any obligations in this respect. Please note that the taxable income for Polish PIT purposes includes all income obtained in connection with work in Poland, including remuneration, bonuses of all kind and benefits-in-kind. Thus, most benefits provided by the employer or host entity along with or in place of salary are taxable as regular employment income. Income earned by the foreign individuals in Poland may not be subject to PIT in Poland starting from the first day of his or her stay in Poland, only if the following conditions defined in the relevant Double Tax Treaty are simultaneously met:

- The stay in Poland lasts less than 183 days in the given tax year, within uninterrupted 12 successive consecutive months (dependent on the respective double taxation treaty in place), and
- the remuneration is paid by, or on behalf of, an employer who is not a resident of Poland (it should be however noted that appropriate analysis of economic employer concept should be performed to assess if this condition is met), and
- the remuneration is not borne by a permanent establishment of the employer in Poland.

PRIVATE INCOME TAX (PIT) CONTINUATION

Legal basis for rendering work in Poland *cont.*

If one of the above conditions is not met remuneration from the foreign employment contract is subject to progressive PIT taxation in Poland, as of the first day of the employee's stay in Poland. PIT advances on income received from foreign employment contract should be paid on a monthly basis for the months, in which the described on the previous page income was received. Advance payments for PIT for a given month are to be paid up to the **20th** day of the next month, applying the **17%** PIT rate (the **32%** rate may also be applied after exceeding the tax threshold). Natural persons employed under an employment contract until the age of 26 are exempt from income tax. However, this does not apply, as opposed to residents, to relationships based on a contract of mandate. Foreign individuals are obliged to calculate their final annual tax liability applying progressive PIT rates. Foreign individuals are also obliged to submit the annual PIT return until **30th April** of the following year. Only income related to work performed in Poland is reported for Polish PIT purposes.

b) Polish tax residents

Generally, the same rules applicable to non-Polish tax residents as mentioned in point a) above should be also applied in case of foreigners being Polish tax residents. As a consequence, the foreign individuals are personally responsible for all PIT compliance activities required by Polish PIT law, i.e. neither foreign employer nor host entity have any obligations in this respect. Please also note that the taxable income for Polish PIT purposes includes all income obtained in connection with work in Poland, including remuneration, bonuses of all kind. As well as the total world income accounted for in accordance with the provisions of agreements on the avoidance of double taxation.

PRIVATE INCOME TAX (PIT) CONTINUATION

Board members

a) non-Polish tax residents

Income obtained by foreigners from, for example, Germany as natural persons being non-Polish resident taxpayers who were appointed as members of a management board of a Polish entity on the basis of a relevant shareholder's resolution, may be subject to **20%** flat-rate taxation in Poland. All obligations related to PIT relating to this system are performed by a Polish entity in which such a person is a member of a management board.

b) Polish tax residents

If a foreigner, as an individual who is a member of the management board of a Polish entity, becomes a Polish tax resident, the tax obtained on the basis of membership in the management board pursuant to a relevant shareholders' resolution will be subject to progressive PIT taxation in Poland. In such a case, the Polish entity would be obliged to pay monthly PIT advances. Foreigners as natural persons are also obliged to submit their annual PIT return to the Polish Tax Office by **30th April** of the following year.

Tax deductible expenses:

(in the case of income from the employment relationship)

From the employment contract (the place of permanent or temporary residence is the same town or city as the workplace)	monthly	250.00 PLN
	yearly	3,000.00 PLN
From several employment contracts (the place of permanent or temporary residence is the same town or city as the workplace)	monthly	250.00 PLN
	max. yearly	4,500.00 PLN
From the employment contract (the place of permanent or temporary residence is a different town or city than the workplace)	monthly	300.00 PLN
	yearly	3,600.00 PLN
From several employment contracts (the place of permanent or temporary residence is a different town or city than the workplace)	monthly	300.00 PLN
	max. yearly	5,400.00 PLN

PRIVATE INCOME TAX (PIT) *CONTINUATION*

The revenues of authors

- **50%** of the taxpayer's expenses for income generation may not exceed **85,528.00 PLN**.
- Creative costs applicable to business revenues pursuant to Article 22(9b) of the PIT Act, from the following activities:
 - » creative in the field of architecture, interior architecture, landscape architecture, construction engineering, urban planning, literature, visual arts, industrial design, music, photography, audio-visual creation, computer programs, computer games, theatre, costume design, set design, resignation, choreography, artistic violin-making, folk art and journalism,
 - » artistic in the field of acting, stage, dance and circular art and in the field of conducting, vocalism and instrumentalism,
 - » audio and audio video production,
 - » journalism,
 - » museum in the fields of exhibition, science, popularisation, education and publishing,
 - » conservation,
 - » a related right described in Art. 2 (2) of the Copyrights Act of 4 February 1994 to an adaptation of a third party's work in translation,
 - » development and research, educational and scientific and teaching at universities.

Amortisation of intangible assets and tax costs

The following items are not considered as tax deductible expenses: amortisation write-offs from the initial value of intangible assets, referred to in Article 22b(1)(4-7), if these rights or assets were previously acquired or created and then sold by a taxpayer or a company that is not a legal entity of which the taxpayer is a partner - in the part exceeding the revenue obtained by the taxpayer from their prior sale.

Loss in receivables and tax costs

The expense is determined only up to the amount of the previously obtained due revenue.

In the PIT Act, the legislator clearly indicated that the revenue from the sale of receivables, also in the form of a contribution, corresponds to its sales price.

PRIVATE INCOME TAX (PIT) *CONTINUATION*

Income from economic activity

In particular income from trade or business which include the income of self-employed among others:

- Manufacturing, construction economics, trading/providing services employment,
- Work related to mining,
- Employment in connection with the use of intangible assets.

This type of income also covers acquisition revenue from the sale of operating assets, unless it is property for residential purpose.

Option opportunity for income from economic activity:

Since **January 2004** those revenues can be taxed with a linear tax rate of **19%** deviating from the regular taxation (on application of the taxpayer until the **20th January** each year rendered to his proper inland revenue office).

But: by choosing so, deductions from the taxable base and joint assessment with the spouse can not be applied.

According to the paragraph 7 added to Article 8 of the PIT Act, in the case of spouses earning lease revenue, a declaration on the taxation of all revenues by one of them, and a notification of the resignation from this method of settling lease revenues may be submitted using the model declaration/notification specified by the minister responsible for public finances.

Taxation of so-called 'cashbacks' received from banks, co-operatives or other financial institutions are subject to a 19% flat tax rate

Cashbacks received from banks, cooperatives or other financial institutions and finance institutions within the meaning of separate provisions, in connection with promotions offered by these entities, are subject to **19%** flat rate income tax. This tax is collected by banks, cooperatives (e.g. SKOK) and financial institutions as taxpayers.

PRIVATE INCOME TAX (PIT) *CONTINUATION*

Private use of company cars

The value of private use of a company car with an engine of up to **1600cm³** cylinder capacity has been determined as a benefit of **250.00 PLN** per month, from which social security insurance charges and tax are deducted.

In the case of company cars with an engine over **1600cm³** cylinder capacity, the value of their private use has been determined at **400.00 PLN** per month, from which social security insurance charges and tax are deducted.

In the case of using a company car for private purposes for a part of the month, the value of the benefit is determined for each day of using the car in the amount of **1/30** of the above-mentioned amounts.

Group transport of employees organized by the employer to the workplace does not constitute a non cash benefit for the employee and subsequently does not fall under taxation. Precondition for this approach nevertheless to use a means of transport designated from its' whole vehicle body to the transport of more than 9 persons, herein the driver.



PRIVATE INCOME TAX (PIT) *CONTINUATION*

Income of non-residents

The Income Tax Act specifies the mandatory list of sources of income of non-residents, which are considered to be in the territory of Poland. The amendment also introduces new types of income.

Income is considered to be achieved in the territory of Poland if:

- from securities, including from financial derivatives admitted to trading on the Stock Exchange, as well as from their sale or execution,
- the transfer of ownership of company shares, inter alia. From companies and investment funds in which real estate in Poland represents a direct or indirect asset of at least **50%**, in the case of disposal of **5%** or more of the shares in a real estate company, the tax is collected by that company/fund,
- from claims which are subject to a flat-rate tax which is regulated by Article 29 and which are carried out by Polish taxpayers, irrespective of the place of conclusion of the contract and the provision of services.

Exclusions from tax deductible expenses

The following are not considered as tax deductible expenses:

- all kinds of fees and charges for the use or right to use the rights and assets referred to in Article 22b(1)(4-7), acquired or created and then sold by a taxpayer or a company that is not a legal entity of which the taxpayer is a partner - in the part exceeding the revenue obtained by the taxpayer from their previous sale,
- the tax referred to in Article 30g (tax on the ownership of commercial properties).

Manner of implementation of capital in kind transactions

The manner of calculation of the income covering transactions of commitment of shares in a company/contributions in a cooperative received in exchange for a non-financial recompense looks as follows: in the case that the value determined in the statutes or the articles of association will not be valued, or will be valued in a way not answering the market value, the income will be established on the level of market value based on general principles. With respect to the Polish Limited Partnership on Shares (and their foreign legal counterparties which are subject to corporate income taxation), those principles are applicable exclusively with reference to the capital in kind contribution, whose subjects are rights or items.

PRIVATE INCOME TAX (PIT) *CONTINUATION*

The catalogue of revenues (income) classified as the “income (revenue) from the share in profits of legal entities” has been expanded

Such revenues, in addition to those previously allocated to them, include:

- revenues from the decrease in the value of shares - this is a supplement to the item where income (currently revenue) from redemption of shares has been indicated for a long time,
- revenues from a participatory loan, i.e. the one where the payment of interest depends on whether the company made a profit or whether it made a profit in the assumed amount,
- revenues from payment in cash, in the case of exchange of shares.

Incentive schemes

Taxation of income earned on the disposal of shares acquired under incentive schemes.

Taxable income arises when the shares are disposed of. The concept of the incentive scheme and the parent company was also defined.

The provisions of paragraphs 11-11b apply to income earned by persons entitled by means of acquisition or purchase of shares in joint-stock companies whose registered headquarter or management board is in the territory of a state with which the Republic of Poland has concluded an agreement of avoidance of double taxation.

Revenue from incentive schemes is allocated to the source to which the scheme is linked. Therefore, if the incentive scheme is related to work, it will be taxed as income from the employment relationship and stays subject to **17% and 32% tax**.



PRIVATE INCOME TAX (PIT) *CONTINUATION*

Changes related to bonus depreciation	<p>The taxpayer may make a one-off depreciation and amortisation write-off up to 100,000.00 PLN and include it in costs in the year in which he adopted the brand new fixed asset for use.</p> <ul style="list-style-type: none"> • This regulation applies only to acquired fixed assets (it does not apply to manufactured fixed assets). • Depreciation can only be applied to brand new fixed assets in groups CFA 3-6 and 8. This means that all means of transport have been excluded (group 7), not just passenger cars. • The minimum value of a fixed asset which could be depreciated or subject to amortisation in this manner must be at least 10,000.00 PLN. • The regulations allow to include as tax costs also advance payments for the acquisition of new fixed assets, which are included in CFA 3-6 and 8, whose delivery will take place in the next reporting periods. • The limit of 100,000.00 PLN per year will cover jointly the depreciation write-off and the amount of payment made for the delivery of a fixed asset. • The limit of 100,000.00 PLN is available to every entrepreneur, and in the case of partnerships, this limit applies to all partners of the company. <p>Taxpayers may choose the moment of making a one-off depreciation write-off from the following variants, already in force:</p> <ul style="list-style-type: none"> • a write-off may be made at the earliest in the month in which the fixed assets were entered in the register of fixed assets and intangible assets, • a write-off may be made in one of the ways specified in Article 16h(4) of the CIT Act or Article 22h(4) of the PIT Act, i.e. in equal instalments every month, in equal instalments every quarter or once at the end of the tax year.
One-off amortisation	<p>10,000,00 PLN is the limit of fixed assets or intangible assets allowing for a one-off crediting of expenditure for the acquisition of these assets as tax deductible costs.</p>
Withholding tax - flight tickets	<p>Flight tickets</p> <p>The obligation to collect withholding tax on the purchase of flight tickets (in the amount of 10%) was abolished, if the purchase of such flight ticket concerns a scheduled passenger flight.</p>
Research and development relief (Innovation Box)	<p>Discussed in detail in “Research and development relief” on page 26.</p>
Deduction of donation for blood donation purposes	<p>The legislator refrained from differentiating the amount of taxable deduction whether blood or components of blood are donated. By this the same deduction can be applied whilst donating blood or blood plasma (130.00 PLN per one liter).</p>

PRIVATE INCOME TAX (PIT) *CONTINUATION*

Deduction of expenses for the travel of the disabled persons	<p>Deduction of expenses for the travel of the disabled persons to necessary medical and rehabilitation treatment applies to all disabled people, notwithstanding their disability class.</p> <p>Nonetheless, the deduction is still limited by an annual amount of 2,280.00 PLN. 10,080.00 PLN is a limit on the income of a disabled person who is the taxpayer's dependant, while the taxpayer settles the rehabilitation allowance for the disabled person supported by this taxpayer. In addition, it is stipulated that child support is not be taken into account when calculating this income.</p>
Deduction of Expenses for Maintaining a Service Dog	<p>The limit of expenses deducted for maintaining a service dog is 2,280.00 PLN.</p>
Write-offs for the use of passenger cars	<p>Write-offs for the use of a passenger car are not considered as deductible costs, as discussed in detail in the section "Non-tax-deductible expenses" on page 20.</p>
Deductible expenses	<p>Deductible expenses - the paid disposal of virtual currency</p> <p>Pursuant to Article 22(14) of the PIT Act, tax deductible expenses of paid disposal of virtual currency are documented expenses directly incurred for the acquisition of virtual currency and costs related to the disposal of virtual currency, including documented expenses incurred for the benefit of the entities referred to in Article 2 paragraph 1 (12) of the Act on Counteracting Money Laundering and Terrorist Financing.</p>
Deduction of a donation	<p>Donations made for the purposes of vocational training to the public schools providing such training, referred to in Article 4 point 28a of the Educational Law 14 December 2016, as well as donations to the public facilities and centres described in Article 2 item 4 of this act.</p>
Thermal modernisation relief	<p>A taxable person who owns or is a co-owner of a single family residential building is entitled to deduct from the tax basis as calculated under Article 26 paragraph 1 or Article 30c paragraph 2, the expenditures incurred in the tax year on construction materials, equipment and services related to the execution of thermal modernisation in this building, as described in the regulations issued on the basis of paragraph 10, which will be completed in the period of 3 consecutive years, counting from the end of the tax year in which the first expense was incurred.</p> <p>The deduction amount cannot exceed 53,000.00 PLN with regard to all executed thermal modernisation activities in certain buildings, owned or co-owned by the taxable person.</p>

VALUE ADDED TAX (VAT)

Legal basis	Act of 11 March, 2004 , on the taxation of goods and services with all amendments
Tax rates	<ul style="list-style-type: none"> • Standard Tax Rate 23%, • Reduced Tax Rate 8%: (e.g. some foods, plants, associated with health goods, catering and hotel services, transportation services, public housing), • Reduced tax rate 5%: (Especially food, specialist books and journals), • Reduced tax rate 0%: (Export of goods, Intra-Community supplies of goods).
General	<ul style="list-style-type: none"> • Value Added Tax on goods and services is a broad-based tax levied on the supply of goods and services in Poland, • Polish regulations are based on EU directives.
Registration	<p>A Polish legal entity is subject to the VAT registration obligation if the value of the sales in the previous tax year exceeded 200,000.00 PLN.</p> <p>Foreign entrepreneurs must register for VAT in Poland before they start any VAT-able activity in Poland (except for limited and expressly listed cases). Based on the Polish Fiscal Penal Code if an entity obliged to register for VAT purposes fails to fulfil this obligation, it will be liable to pecuniary penalty for fiscal offence in an amount determined individually in each case (multiples of the lowest monthly salary).</p>
Refusal to register a taxpayer	<p>The premises for the refusal to register an entity as a VAT payer and to delete the taxpayer from the register of VAT payers:</p> <ul style="list-style-type: none"> • refusal of registration is possible where verification shows that the data given in the registration application is false, the entity does not exist or, despite attempts to do so, it cannot be contacted, or it does not appear and its representative does not appear on the summons of the head of the tax office.
Deletion of a taxpayer	<p>A taxpayer is deleted if:</p> <ul style="list-style-type: none"> • the taxpayer does not exist, • despite documented attempts, it is not possible to contact the taxpayer or its representative, • data provided in VAT-R registration form is false, • the taxpayer or its representative does not react on the summons of the head of the tax office, of the director of the tax administration chamber or the head of the national tax administration, • the taxpayer suspended the performance of business activity on the basis of provisions concerning suspension of business activity for a period of at least 6 consecutive months, • a taxpayer who was obliged to submit VAT declarations failed to submit such declarations for 6 consecutive months or 2 consecutive quarters, • the taxpayer submitted VAT declarations for 3 consecutive months or 1 consecutive quarter in which he did not report the sale or acquisition of goods or services with any amounts of tax for deduction.

VALUE ADDED TAX (VAT) CONTINUATION

Compliance

(a) Invoicing

Transactions between VAT taxpayers must be documented with invoices. The Polish VAT law strictly regulates the elements that should be included in invoices. In general, an invoice should contain at least the following obligatory data:

- name and surname or business name of the seller and its address,
- name and surname or business name of the purchaser and its address,
- Polish tax identification numbers of the purchaser and the seller,
- sequential number of the invoice that identifies the invoice,
- date of issuance,
- date of supply - if such date is determined and differs from the invoice issuance date (in the case of continuous supplies the taxpayer can indicate the month and year of the supply),
- name (kind) of goods or services,
- unit of measure and quantity of the goods sold or scope of the services rendered,
- unit price of the goods or services without VAT (Net unit price),
- value of the potential discounts, including those for the earlier payment, if they were not included in the net unit price.

Simplified invoices may be used if the total amount of due amounts on the invoice does not exceed **450.00 PLN** or **100.00 EUR** (if the invoice is issued in EUR).

Simplified invoices may not include elements of the invoice that are marked with " provided that the invoice includes information enabling to determine the value of VAT in relation to particular VAT rates. If a VAT invoice is to be issued on the basis of a fiscal receipt, this receipt must contain the tax identification number (NIP) of the purchaser.

(b) EU VAT tax

Polish VAT regulations comply with Directive 2006/112/EC.

(c) Filing

Registered VAT taxpayers are required to submit monthly or quarterly returns to the competent tax office and keep registers of purchases and sales subject to VAT.

Only small taxpayers are entitled to file quarterly VAT declarations provided that:

- Already **12** months lapsed counted from the month they have been registered as an active VAT payer by the Polish Inland Revenue Office
- In the reporting quarter or in the 4 preceding reporting quarters the taxpayers did not accomplish a delivery of goods which are in detail enumerated in the enclosure number 13 of the VAT tax act (unless the aggregated value of those goods without VAT did not exceed, in any month of those mentioned periods, the amount of **50,000.00 PLN**).

Additionally, registered VAT EU taxpayers performing intra-community acquisitions of goods into Poland and intra-community sales of goods and services from Poland are also required to submit every month the summary information.

VALUE ADDED TAX (VAT) *CONTINUATION*

Compliance *(cont.)*

(d) Payment/refunds

The tax due to the tax authorities is calculated as the output VAT minus the input VAT on purchase invoices.

As a rule, the surplus of output VAT over input VAT must be paid within **25 days** following the month in which the VAT obligation arose (for small taxpayers, the VAT due must be paid within **25 days** following the quarter in which the VAT obligation arose). If the input VAT exceeds the output VAT, a VAT refund is generally available.

(e) Penalties

In general, if the obligations committing Polish VAT taxpayers are not fulfilled, the tax authorities may impose the penalties provided for in the provisions of the Polish Fiscal Penal Code on them. Additionally, if any VAT liability arises, taxpayers are obliged to pay the reckoned outstanding VAT amount due along with imposed penalty interest.

White list of VAT registered entities

It is a public available list of VAT payers containing information on the status of the company. It was created to make it easier for entrepreneurs and authorities to verify whether a given entrepreneur is an active VAT taxpayer and to confirm his bank account number. The legislator has provided for sanctions for payments to bank accounts not registered in the white list.

PIT and CIT taxpayers at the moment of payment to an account other than the one indicated in the white list of taxpayers for a transaction exceeding **15,000.00 PLN** gross cannot account the above mentioned expenditure in the tax deductible expenses (unless within **7 days** they notify the head of the tax office applicable for the invoice issuer).

VAT taxpayers are jointly and severally liable for the amount of VAT at the moment of payment to an account other than the one indicated in the white list of taxpayers (for a transaction exceeding **15,000.00 PLN** gross) (unless within **7 days** they notify the head of the tax office applicable for the invoice issuer or make a split payment).

VALUE ADDED TAX (VAT) *CONTINUATION*

Application to non-residents	The entities without the status of Polish residents (i.e. headquartered outside Poland) performing transactions taxable in Poland according to the Polish VAT provisions (e.g. intra-community acquisitions of goods in the territory of Poland) are obliged to register for VAT purposes in Poland, and as a consequence, fulfil the obligations imposed under Polish VAT law on registered VAT taxpayers.
Deliveries	<p>The tax applies to the supply of goods against payment, which also includes the delivery of goods and services free of charge.</p> <p>The taxpayer has the right to deduct input tax paid on goods and services, provided that they are used for taxable activities.</p>
Gratuitous transfers	Free transfer of low value goods considered to be gifts as well as samples are not subject to taxation, as long as it is linked with business goals. Propagation of advertising materials and printed information brochures as per today stays not exempt from taxation. New definitions of samples have been introduced into the tax code.
Place of supply of goods (cross-border transactions)	<ul style="list-style-type: none"> Place of supply for dispatched goods or transported by the forwarder himself, their purchaser or by a third party is the place where the goods are warehoused in the moment of the commencement of their dispatch or transport to the buyer; Place of supply for goods neither dispatched nor transported is the place where the goods are stored in the moment of their delivery, for example land plots, buildings, construction sites.
Services	As a general rule all services which are not to be treated as delivery of goods. The tax base comprises all items which are subject to payment for the rendered services.



VALUE ADDED TAX (VAT) *CONTINUATION*

Place of performance **Rule:**

- Place of service in favour of a taxpayer (businessman) is the location of its registered office (or fixed place of management or permanent residence),
- Place of service in favour of a subject being a private person/consumer, is the country of his headquarter (or fixed place of management or fixed place of residence).

Exeptions:

- Services performed by intermediaries for end users - the place where the transaction takes place.
- Real estate services - location of real estate property,
- Transportation services:
 - » Transport of persons - the place of transport, taking into account the distances covered,
 - » Transport of goods in favor of consumers - the place of transport, taking into account the distances covered,
 - » Transport of goods in favour of consumers, the beginning and the end of the movement on the territory of two different member states take place - the place of commencement of the transport.
- Auxiliary services to transportation services: place of service delivery.
- Services in the field of art, culture and of educational, recreational, scientific and sporty character:
 - » In favor of an entrepreneur: applicable stays the general rule (place of headquarter of the entrepreneur),
 - » In favor of a consumer: the place of service delivery,
 - » Entrance to an event (entrepreneur and consumer): the localization of the event.
- Restaurant and catering services: place of service delivery.
- Short term rental of means of transportation: place where the transportation means are in fact made available to the client.

VALUE ADDED TAX (VAT) CONTINUATION

Place of performance

(cont.)

- Electronic services:
 - » In favor of entrepreneurs: the general rule applies (localization of the headquarter of the entrepreneur),
 - » In favor of final consumers.
- Possessing the headquarter or status of place of residence outside of the European Union or possessing the status of a resident in the European Union, where the services are rendered from a third country by service providers having residency status: localization of the headquarter/place of living of the service provider.
- Possessing the headquarter or status of residency in the European Union, where the services are rendered from a country of the European Union by service providers being residents: place of headquarter (or permanent establishment of performing business activity or permanent place of living) of the service provider.
- On intangible and legal services (for example sale of rights, advertising, legal, bank, financial and insurance services, employment agency) in principle the general rule applies, an exception affects only consumers who have their headquarter/place of living in a third country - headquarter/place of living of the service provider.
- Telecommunication, radio and television services - exemption from taxation, provided that the services are rendered in favor of the end consumers, with the difference of delivery in the place of living/headquarter of provider and recipient of the services.
- Services linked to tourism -localization (or permanent establishment of business performance or place of living) of the service provider.

New special procedure for the VAT rules on telecommunications, radio and television, as well as on electronic services

Notwithstanding the status or the headquarter of business activity of the service provider, in the case of rendering of telecommunication, electronic and broadcasting services in favor of persons/consumers not being taxpayers, place of service delivery stays always the place where such a person/consumer has his headquarter, permanent place of living or the simple residency stay permission (article 28k of the VAT act). This does also apply to foreign entities (entities not having neither their headquarter nor their place of business activity performance on the territory of the European Union).

VALUE ADDED TAX (VAT) *CONTINUATION*

Reverse Charge “Reversal of the tax liability”	<p>The reverse charge as a general rule finds application in the situation where the supplier/service provider is a foreign entity (and thus does neither have in Poland his headquarter nor a permanent establishment for running a business activity), and the purchaser is a Polish VAT payer. Invoices issued without VAT require the information on transfer of the tax obligation, the identification numbers of the entrepreneurs, supplier as well as purchaser.</p> <p>The foreign entrepreneur stays obliged to settle the tax:</p> <ul style="list-style-type: none"> • Provided that he performs services linked to real estate and he is registered for VAT purposes in Poland; in case of other services, it is required to assure the control of the Polish purchasers. • In case of trade in goods the foreign supplier is obliged to settle his VAT, provided that he is registered for the purpose of VAT in Poland. <p>For the supply of goods and services, whose catalogue has been in-depth itemized in the enclosure number 15 to the VAT act, the application of split payment mechanism in VAT obliges by law.</p> <p>The purchaser of goods or services explicitly mentioned in the enclosure number 15 stays obliged to transact the payments divided into net amounts to the supplier whereas for the part of VAT tax specified on the invoice on a dedicated VAT account, which services for the tax administration for collection of payments in the context of split payment.</p>
Real estate	<p>VAT settlement obligations stays with the buyer or application of exemption from taxation of the delivery of the real estate after fulfillment of detailed terms and conditions.</p>
Rental	<p>Subject to taxation VAT in any case.</p>
Sale	<p>Subject to VAT taxation or tax on civil transactions, which is payable in the case of VAT exemption or in case none of the parties is a registered VAT payer.</p>
0% Tax Rate (ZW)	<p>Amongst others (after fulfillment of specified terms and conditions):</p> <ul style="list-style-type: none"> • Inner European delivery of goods, • Export of goods, • In detail itemized costs directly linked with the export of goods and linked with them services, • International forwarding freight services, • Services related to processing and finishing of goods.

VALUE ADDED TAX (VAT) *CONTINUATION*

VAT exemption **inter alia**

- delivery of used goods utilized solely for the purpose of nontaxable business operations,
- financial services (granting of loans, maintenance of bank accounts, foreign exchange) with the exception of leasing, factoring or advisory services without:
 - » Services forming an element of financial services, which are themselves considered a separated entirety even if they are adequate and required for the performance of the financial services,
 - » Services constituting an element of brokerage in financial services,
- insurance and reinsurance services,
- some medical services,
- some educational services,
- services in the field of social care,
- services in the field of social security insurance,
- some services in the field of culture and sport.



VALUE ADDED TAX (VAT) *CONTINUATION*

VAT deduction on expenses related to the use of passenger cars

The amount of VAT subject to deduction depends on the purpose for which the car is used. Provided that the car is used for different purposes, that means as well as for business operations as well as for private ones, the right to deduct tax is limited to 50%. But in case the taxpayer uses the car exclusively for business operations, he stays entitled to the deduction of the full amount of VAT tax. The full right to deduction applies also in the case where the car from its' construction features is dedicated to the transport of minimum 10 person including the driver (this fact should form part of the road documents of the car).

Limited possibilities of deduction - not only VAT on purchase

Provided that the car of a maximum allowed weight not exceeding 3,5 tons is used for business operations as well as for private ones, the taxpayer is entitled to 50% deduction in VAT, applicable not only for VAT on purchase, Inner European purchase of goods (WNT) or the import of cars (as it was in the past), but also on the VAT applicable on repairs, exploitation and the purchase of spare parts.

Unlimited possibilities of deduction - obligations referring to the evidencing

The taxpayer will have the right to 100% of VAT deduction under the condition that the car is used exclusively for the purpose of business activity of the taxpayer. Simultaneously the following requirements must be fulfilled:

- The taxpayer must determine the principles of use of the car confirming that it can be used exclusively for the purpose of business activity of the taxpayer

The logbook evidence of the car must comprise: registration number of the car, commencement and end of the evidencing, reading of the meter of the driven kilometers. The logbook must be maintained from the day onwards from which the car is used exclusively for the purpose of business activity of the taxpayer. In case the taxpayer does not comply with the mentioned before information requirements on time, his car will be accredited as company car used exclusively for the purpose of business activity of the taxpayer following the day, on which the missing information have been replenished.

VALUE ADDED TAX (VAT) *CONTINUATION*

Input tax reduction

(cont.)

Information filing deadlines

Taxpayers who are going to use cars exclusively for business purposes, for which a logbook will be kept, will be obliged to notify the head of competent tax office of the vehicles used exclusively for business purposes (VAT-26 form). The VAT-26 information should be filed within statutory deadlines.

Liability for breach of the information obligation

A taxpayer who fails to file the VAT-26 information on time or who provides false information, and deducts **100%** of VAT at the same time, is subject to penal and fiscal liability (fine of up to 720 so-called daily rates, where such daily rates range from **93.30 PLN** to as much as **37,777.33 PLN**).



VALUE ADDED TAX (VAT) *CONTINUATION*

Accelerated refund of VAT

- General refund period - **60 days** from the date of filing the tax return, shortening to 25 days possible (assuming all reported in the tax return amounts should have been settled at the time of filing the tax return),
- **180 days** - if in a given settlement period no taxable transactions were made.

An accelerated 25-day refund period for VAT is still possible, although the use of this advantage is subject to a number of requirements which must be met. The VAT refund within this shorter deadline is possible if:

- the input tax (VAT connected with purchases), shown in the tax return, with the exception of the tax credits on purchases rolled over from previous settlement periods results from:
 - » invoices documenting liabilities paid in full through a bank account of the taxpayer in a bank headquartered in Poland or an account of the taxpayer in a co-operative bank which he is a member; registered with the Polish Inland Revenue Office, which is laid down in other law directives.
 - » other invoices documenting liabilities provide that the amount total of those payments due does not exceed **15,000.00 PLN**,
 - » customs clearing documents, import declarations or other decisions, which article 33 clauses 2 and 3 and article 34 talk about, have been paid by the taxpayer.
 - » the import of goods settled in accordance with Article 33a, Intra-Community purchase of goods, provision of services for which the taxpayer is the service recipient, or the delivery of goods, for which the taxpayer fulfills the role of purchaser, provided that in the respective tax declaration a tax payable is reported from these transactions.
- the input tax or tax surplus not settled having been rolled over from previous settlement periods and shown in the declaration does not exceed **3,000.00 PLN**.
- the taxpayer presents to the Inland Revenue Office documents confirming the payment of the VAT tax where the payment of the tax must have been made from a bank account of the taxpayer having been previously notified to the Polish Inland Revenue Office.
- the taxpayer for the consecutive 12 months preceding the tax period in which he applies for a refund of VAT within the shortened period of **25 days**,
 - » was registered as an active VAT taxpayer,
 - » submitted a VAT declaration for each VAT period.

VALUE ADDED TAX (VAT) CONTINUATION

Re-imbbursement of input tax for foreign companies	<p>How does it work:</p> <ul style="list-style-type: none"> • Application in Polish language for entrepreneurs from the European Union - in electronic format only • Competent tax office: II Urząd Skarbowy Warszawa - Śródmiejskie • The application may encompass a period of minimum 3 months but not longer than 1 year • The application should be rendered by the 30-th of September of the following year as the deadline • The decision on the amount of recognized VAT eligible for return will be issued within 4 months counted from the moment the application has been rendered to the competent tax office • The refund will be processed within 10 working days from the moment the decision on the amount of recognized VAT eligible for refund has been taken by the competent tax office
Intra-Community supply (to registered entrepreneurs)	<p>Provided that the following conditions are fulfilled, a tax rate of 0% in Poland will be applied:</p> <ul style="list-style-type: none"> • The supply was carried out towards an entrepreneur registered for VAT-purposes in another membership country of the European Union, and • The goods have left Poland and the supplier has appropriate evidence, and • The supplier has mentioned the correct tax identification number on the invoice.
To end users	<p>The taxation on supplies of goods to consumers (private individuals) in another membership country of the European Union takes place in Poland.</p> <p>Exceptions:</p> <ul style="list-style-type: none"> • Means of transport, inter alia passenger cars, are always taxed in that country to which the consumer ships the new means of transport, • Mail order business (The goods are handed over in the name of the supplier to the final consumer, provided that the value of the goods sold exceeds a certain turnover limit on the side of the supplier).
Reporting requirements	<ul style="list-style-type: none"> • Summing up reports (UE VAT) are to be delivered in general on a monthly basis • To be captured: <ul style="list-style-type: none"> » Intra-community deliveries of merchandise, » Intra-community purchases, » Deliveries under the so-called intra-Community supply triangle, » Services to foreign companies (from EU Member States), in which the tax liability passes over to the purchaser of the goods or services.
When the tax changes become chargeable	<p>The tax obligation arises at the moment of delivery of goods or service.</p>

VALUE ADDED TAX (VAT) *CONTINUATION*

Definitions of the tax base	<p>As a rule, the modifications of the rules is the direct implementation of the definition contained in the VAT directive. The new tax base includes all payments, which have a direct impact on the price of goods and services rendered by the taxpayer. The new VAT regulation explicitly mentioned what is included in the tax base, like additional costs (commissions, packing and transportation costs, as well as insurance costs). In case of free deliveries or services the values or comparable prices of the goods and services concerned will build the new tax base. If there are no comparable prices the tax base includes all costs incurred at the tax point.</p>
Time restrictions on the deduction of input tax	<p>The right of deduction arises in the period in which the seller's tax liability, in relation to the goods or services supplied become chargeable, but should not be earlier than in the tax return for the period in which the buyer received the invoice or customs documentation. Therefore, it is very important, that you are certain when the tax liability has arisen by keeping proper documentation, for example the sales invoice.</p> <p>The regulations give you the right to deduct intra-Community acquisitions of goods in the VAT from the receipt of the seller's invoice.</p> <p>Pursuant to the VAT Act, a taxpayer may reduce output tax by input tax on intra-Community acquisitions of goods referred to in Article 9 of the VAT Act if:</p> <ul style="list-style-type: none"> • he includes the amount of output tax on intra-Community acquisition of goods in the tax declaration in which he is obliged to account for this tax, • he shall do so not later than within three months from the end of the month in which the tax obligation arose with respect to the acquired goods. <p>The correction of the reduced input tax deduction is possible in the period in which the taxpayer receives the invoice. Although the above regulations have been deemed incompatible with Directive 2006/112/EC - at this point in time only an amendment to the VAT Act is planned.</p>
Invoicing requirements	<p>A taxpayer can issue invoices by the 15 day of the month following the month of delivery of goods/service and it may issue an invoice up to 30 days before the delivery of goods/service.</p>
Prefactor	<p>The pre-factor relates to the deduction of VAT on expenses dedicated as well as to the business activity as well as to activity having other character, which cannot be assigned exclusively to one of the both mentioned before categories of activities. The approach to calculate the pre-factor is chosen by the taxpayer, taking into account that the VAT act introduces a catalogue of exemplary data which can be taken into consideration:</p> <ul style="list-style-type: none"> • Payroll data, • Surface data, • Turnover data, • Time data.

VALUE ADDED TAX (VAT) *CONTINUATION*

Prefactor *(cont.)*

The choice of the method of calculation the value of the pre-factor stays discretionary, but within this discretion the pre-factor must always stay representative and must answer to the specifics of the carried out by the taxpayer business activity.

Sanctions

As results directly from article 110a clause 1 of the VAT act, the taxpayer must reckon with the possibility of imposition of sanctions issued by the head of the inland revenue office (or the proper body of the tax inspection) in the case that the taxpayer reported in the rendered tax declaration

- A tax liability being lower than the one due in reality
 - » A tax return in the tax difference or tax return calculated higher from the one due in reality
 - » An amount in the difference of input tax to be deducted for the periods to come higher than the one due in reality
 - » a difference amount in tax for refund or the refund amount of the output vat or the difference amount derived from the deduction of input vat for the periods to come, although he should have reported a tax liability amount subject to payment to the Polish Inland Revenue Office
- did not file the tax declaration and did not pay the VAT due to the Polish Inland Revenue Office

Then in those reported cases the head of the responsible tax office/tax organ properly determines the amount of tax to be paid in the correct size and determines the additional tax obligations amounting to 30% of the amount of the non-eligible reduced tax obligation or 30% of the amount of the non-eligible overstatement in tax difference refund, refund of output vat or the difference in input tax to be reduced for the periods to come.

Register of active VAT taxpayers introduced

The Head of the National Revenue Administration is maintain an electronic register of active VAT taxpayers.

The register of active VAT taxpayers are made available in the Public Information Bulletin on the respective website of the office servicing the minister in charge of public finance, in a way that allows checking the data contained in the register.

The register of active VAT taxpayers are updated on business days, once a day.

Data on taxpayers deleted from the register as active VAT taxpayers are kept for a period of **5 years** counted from the end of the calendar year in which the taxpayer was deleted from the register.

VALUE ADDED TAX (VAT) *CONTINUATION*

Obligation to use the split payment method

Some products and services are subject to the obligation to apply the split payment method, which results from art. 108a of the VAT Act, appendix no. 15. When making payments for goods or services listed in this appendix, documented by an invoice in which the total sum of receivables amounts to **15,000.00 PLN**, taxpayers are obliged to apply the split payment mechanism. On the other hand, a taxpayer who is obliged to issue an invoice, is obliged to accept payment of the amount of receivables resulting from that invoice using the split payment mechanism. Invoices should be marked "split payment mechanism" under pain of additional tax liability. Lack of such a mark will result in a sanction amounting to **30%** of the VAT amount indicated in the invoice, unless the receivable was paid using the split payment mechanism.

The application of the split payment mechanism will be based on the following:

- the payment of the amount corresponding to all or part of the tax amount resulting from the invoice received is made to the VAT account,
- the payment of all or part of the amount corresponding to the net sales value resulting from the invoice received is made to a bank account or an account in a co-operative savings and credit union for which a VAT account is kept or is otherwise settled.

The split payment mechanism for goods other than those listed in Annex 15 to the Act is still not mandatory, but the legislator has provided for a number of incentives for these transactions to convince taxpayers to use this form of settlement. These incentives are as follows:

- abandoning the principle of joint and several liability,
- abandoning the imposition of additional tax liability,
- no use of increased interest from the VAT tax debts (up to **150%** of the standard rate),
- accelerated refund of excess input VAT.

Deposits and withdrawals

The VAT account will allow to deposit only cash from:

- the payment corresponding to the amount of VAT paid to the supplier of goods or the service provider using a dedicated transfer message,
- VAT amount refund:
 - » in the case of issuing a corrective invoice, using a dedicated transfer message,
 - » by the tax office.

VALUE ADDED TAX (VAT) CONTINUATION

The white list of taxpayers from 1.09.2019, sanctions from 1.01.2020.

Regulations introducing the so-called white list of taxpayers are in force. The white list replaced the lists of VAT taxpayers in force until now.

The list of VAT taxpayers contains information not only about the current status of a given entity, but also about how it looked on a selected date in the 5 years preceding the year in which the taxpayer is checked.

The white list contains data on taxpayers such as: REGON, PESEL, business address, residence and most importantly the taxpayer's bank account.

The consequences of a taxpayer making a payment to an account other than the one on the white list are as follows:

Limitation of the right to deduct tax deductible expenses (KUP)

In case of payment to a bank account other than the one from the whitelist of an amount exceeding **15,000.00 PLN** gross, a taxpayer will not be able to recognize this amount as a tax deductible cost (amended Article 22p(1) of the PIT Act / Article 15d(1) of the CIT Act). If the taxpayer recognizes this expense as a tax deductible cost, he/she will be obliged to

- decrease tax deductible costs, or, if this is not possible
- increase the income - by the amount incorrectly classified as tax deductible costs in the month in which the payment was made or the transfer was ordered, respectively.

However, the limitation related to the payment to an account which was indicated on the white list will not apply if the taxpayer submits an appropriate notice to the head of the tax office competent for the seller within seven days (during the pandemic period - 14 days) from the date of ordering the transfer or settles the payment using the split payment mechanism (from **01.07.2020**).

Joint and several liability with the contractor

If the buyer makes a payment to an account other than the one indicated on the white list and the seller does not pay VAT on this transaction, the buyer will be jointly and severally liable with the seller up to the amount of the tax liability on the transaction. However, the taxpayer may protect himself from the above sanction in two ways:

- by submitting, at the latest within **7** days (during the pandemic - **14** days) from making the payment, an appropriate statement to the head of the tax office of the seller, or
- making the payment using the split payment mechanism.

VALUE ADDED TAX (VAT) *CONTINUATION*

Vouchers

Regulations provide for two types of vouchers, within the meaning of instruments subject to the obligation of their acceptance as remuneration for delivery of goods or rendered services, namely:

- a single-purpose voucher (SPV) - for which the place of supply of the goods or services to which the voucher relates and the amount of due tax, value added tax or similar tax arising from the supply of such goods or services are known at the time of issuance of voucher,
- a multi-purpose voucher - a voucher other than a single purpose voucher.

A single-purpose voucher entitles the holder to receive certain goods or services where the level of taxation (in particular the VAT rate), the identification of the supplier and the Member State in which the supply of the goods or services linked to a certain voucher can be determined definitively from the outset. VAT is charged on the sale of the voucher.

With regard to a multi-purpose voucher, the tax is charged at the actual supply of goods or services in exchange for the voucher accepted by the supplier. In other words, in this case, VAT should be charged when the goods or services to which it relates are supplied.

Bad debt relief

Bad debt relief is the possibility for the creditor to correct the tax in case the debtor fails to pay the invoice. Lack of payment for the sales invoice within **90 days** from the due date results in the obligation of correction on the part of the buyer. On the part of the creditor, meaning the supplier to whom payment is due, this is a privilege which he/she may but does not necessarily have to use.

If you have questions related to particular tax topics, please contact us at your earliest convenience.



VALUE ADDED TAX (VAT) *CONTINUATION*

Consequences of delay by failure to meet the deadlines and dates

Delay penalties: currently **8%** per annum

Penalties for late payment: only for VAT - up to **30%** of the tax liability

Since the new year, the Directors of the Tax Office or the Tax Inspectorate have been able to impose on taxpayers additional obligations of **30%** of the amount by which the tax credit has been increased, or **30%** of the amount by which the tax difference or the tax difference to be deducted from the tax liability for the next tax periods. A correction of the error can reduce the rate from **30%** to **20%**.

Additional obligations arise when the inland revenue office confirms that the taxpayer reported in his tax declaration :

- a tax amount lower than the tax liability in reality,
- shows a tax differential to be reimbursed or a pre-tax offset which is higher than the tax credit due in reality,
- a tax difference to be deducted from the tax liability for the next tax periods which is higher than the amount due to him in reality,
- a difference amount in tax for refund or the refund amount of the output vat or the difference amount derived from the deduction of input vat for the periods to come, although he should have reported a tax liability amount subject to payment to the Polish Inland Revenue Office.

Furthermore, **30%** of the penalties also apply to taxpayers who do not submit tax returns and do not settle the tax liabilities with the tax authorities.

In the current legal environment when the Polish tax authorities discover the lack of tax declaration filings or missing VAT payments when having fallen due, increased penalty interest will be inflicted on the delinquent taxpayers.

100% of the VAT on false invoices

The percentage of additional liability increases to **100%** of the input tax that results from the invoices if it is established that the invoices with increased deductible VAT:

- have been issued by a non-existent legal entity,
- are related to activities which have not been carried out (as regards the part relating to those activities),
- relate to amounts which do not correspond with reality (with regard to the items for which amounts are not true),
- support the activities in which Article 58 of Civil Law applies (as regards the part relating to those activities).

TAXES ON CIVIL AGREEMENTS (PCC)

Transfer tax

Tax is imposed at a rate of **0.5%-2%** on certain types of transactions (e.g. sales, exchanges of rights, loans) that are not generally covered by VAT. As a rule, transactions exempt from VAT are exempt from transfer tax (except for real estate and shares).

Purchase of real estate:	2,0%
Articles of association:	0,5%
Loans:	
- partner in a private company	0,5%
- shareholder in corporations	not applicable
Proprietor/Shareholder-loans:	0,5%

TAX AUDIT AND LEGAL RECOURSE IN POLAND

Purpose	To verify compliance with tax law obligations.
Scope of the audit	Determined in the notification of initiation of a tax audit (in certain cases the audit may be initiated without prior notice).
Audit of the Tax Office	Target: determination of the subject and the amount of the tax liability. The Inland Revenue Office prepares a protocol, which can be used as evidence in a tax proceeding.
Control method	It is determined whether the taxes were paid on time. If default interest accrues, the tax authority shall issue a tax assessment in the amount of tax due and default interest are fixed.
Tax audit performed by the finance control group	It is checked whether the taxpayer has declared his tax liabilities on the merits and the amount properly. If a tax liability determined, a separate tax bill enacted. Tax payers can draw on in Poland in fiscal matters on the following rights: <ul style="list-style-type: none"> • Appeal against a decision, • Complaint to the Provincial Administrative Court, • Nullification suit with the Supreme Administrative Court, • Legal action with the European Court of Justice.

TAX ORDINANCE ACT

Verification of the contractor

Taxpayers may obtain from the tax offices a certificate regarding the following information about their contractors conducting business activity:

- confirmation that the contractor has (or has not) submitted a tax return or other document he was obliged to submit pursuant to the provisions of tax acts,
- confirmation that the contractor has (or has not) included in the tax return or other document the events he was required to include pursuant to the provisions of tax acts,
- confirmation that the contractor is (or is not) in arrears with taxes resulting from a tax return or other document submitted pursuant to the provisions of tax acts.

Evidence in tax proceedings

The open catalogue of evidence in tax proceedings may include documents gathered during the analysis performed by the National Tax Administration.



INTEREST

Interest on tax arrears	Interest on tax arrears amount to the double basic NBP Lombard loan interest rate and 2% , however not less than 8% .
Statutory interest	<ul style="list-style-type: none">• 5% (statutory interest),• 10% (maximum interest).
Statutory interest for delay	<ul style="list-style-type: none">• 7% (interest for delay),• 14% (maximum interest for delay).
Interest for delay in commercial transactions	The interest rate for delay in commercial transactions will therefore be 9.5% .
Reduced rates	<p>Reduced interest on tax arrears at 50% of the interest rate on tax arrears applies if the following conditions are fulfilled simultaneously:</p> <ul style="list-style-type: none">• a legally binding correction of tax return is submitted no later than within 6 months from the date of the expiry of the time limit for submitting the tax return,• the confirmed tax arrears are paid within 7 days from the date of submitting the correction of tax return.
Leniency	<p>The Information of the authorities by the taxpayer on an action forbidden by law excludes the punishable character of this action provided that</p> <ul style="list-style-type: none">• It takes place before the competent tax organ identifies this action and• Together with the filing of the information the taxpayer remedies the announced breaches and transgressions.
Increased rate	<p>The increased interest rate of 150% of the base rate (currently 12%) will apply to tax refunds on goods and services, as well as to back-up excise duties and customs duties.</p> <p>This rate shall be applied if the tax authority detects in the course of its tax procedures (verification activities, tax audit or tax proceedings) an understatement of tax liabilities (overestimation of overpayment or tax refund) in the amount exceeding 25% of the amount due and higher than the amount of 5 times minimum salary, or the lack of the tax return and tax payment.</p>

TAX LIMITS IN 2021

In 2021, current income limits concerning inter alia status of small-business enterprises

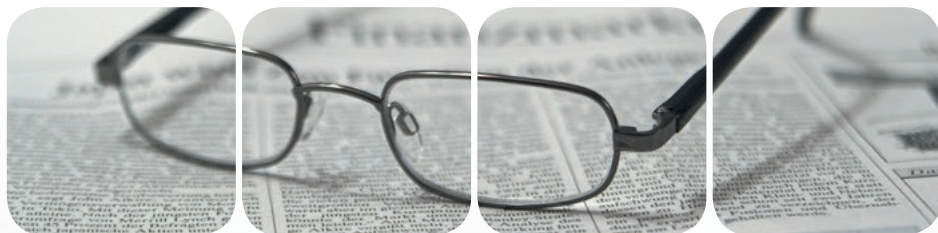
Small-business enterprises (mały podatnik) for PIT / CIT: **9,031,000.00 PLN.**

Small-business enterprises (mały podatnik) for VAT: **5,418,000.00 PLN.**

Income limit that entitles lump-sum of taxation of recognised income will increase in 2021 to **2,000,000.00 EUR**, which corresponds to **9,030,600.00 PLN** in 2021.

The amount of net income that requires to maintain full accounting ledger accounts by individuals, partnerships of individuals, partnerships of individuals, partnerships and social co-operatives - **9,030,600.00 PLN.**

Maximum total amount of depreciation in a year, as part of one-off depreciation - **266,000.00 PLN.**



DOUBLE TAXATION AGREEMENT (DTA)

Double Taxation Agreement (DTA):

Poland concluded Double Taxation Agreements (DTA's) with 90 countries, 86 of which have entered into force. These agreements are based on the OECD Model Convention.

Governance of the right for taxation looks differently in the case of share disposals in real estate companies. Following the OECD Model Convention, for those Double Taxation Agreements (DTA's) marked with 'yes', the country of location of the real estate possesses the right for taxation vis-a-vis share deals, and not the country of residence/domicile of the seller.

Tax rates mentioned in the Double Taxation Agreements (DTA's) can be applied only then, when the tax payer possesses and provides a certificate of residence issued by the Inland Revenue office of the applicable country.

COUNTRY	ENTRY INTO FORCE	PROPERTY CLAUSE	DIVIDENDS IN% (-)	INTERESTS IN%	LICENSES IN%
Albania	27.06.94	no	5/10	10	5
Armenia	27.02.05	yes	10	5	10
Australia	04.03.92	yes	15	10	10
Austria	01.04.05	yes	5/15	0/5	5
Azerbaijan	20.01.05	yes	10	10	10
Bangladesh	28.01.99	no	10/5	10	10
Belarus	30.07.93	no	10/15	0/10	0
Belgium	29.04.04	yes	10	0/5	0/5
Bosnia & Herzegovina	07.03.16	yes	5/15	10	10
Bulgaria	10.05.95	no	10	0/10	5
Canada	08.12.12	yes	0/5/15	10	5/10
Chile	30.12.03	no	5/15	15	5/15
China	07.01.89	no	10	0/10	10
Croatia	11.02.96	yes	5/10	0/10	10
Cyprus	Protocol - 09.11.12	no	0/5	0/5	5
Czech Republic	13.06.12	no	5	0/5	10
Denmark	31.12.02	yes	0/5/15	0/5	5
Egypt	16.07.01	yes	12	12	12

(-) Exemption from withholding tax pursuant to the directive on rulers and controlled companies (Parent-Subsidiary-Directive)

(-) The agreements do not include agreements relating to dividends, interest and licenses.

DOUBLE TAXATION AGREEMENT (DTA) *CONTINUATION*

CONTINUATION

COUNTRY	ENTRY INTO FORCE	PROPERTY CLAUSE	DIVIDENDS IN% (*)	INTERESTS IN%	LICENSES IN%
Estonia	09.12.94	no	5/15	0/10	10
Ethiopia	14.02.18	yes	10	10	10
Finland	11.03.10	no	0/5/15	5	5
France	12.09.76	yes	5/15	0	0/10
Georgia	31.08.06	no	10	8	8
Germany	19.12.04	yes	5/15	0/5	5
Greece	28.09.91	no	19	10	10
Guernsey	01.10.14	no	-	-	-
Hungary	10.09.95	no	10	0/10	10
Iceland	Protocol - 08.12.12	yes	5/15	0/10	10
India	26.10.89	yes	10	10	15
Indonesia	25.08.93	yes	10/15	0/10	15
Iran	01.12.06	no	7	10	10
Ireland	22.12.95	yes	0/15	0/10	0/10
Isle of Man	28.10.11	no	-	-	-
Israel	30.12.91	yes	5/15	5	5/10
Italy	26.09.89	no	10	0/10	10
Japan	23.12.82	yes	10	0/10	0/10
Jersey	01.12.12	no	-	-	-
Jordan	22.04.99	no	10	10	10
Kazakhstan	13.05.95	yes	10/15	0/10	10
Korea	21.02.92	no	5/15	0/10	5
Kuwait	25.04.00	no	0/5	0/5	15
Kyrgyzstan	22.06.04	no	10	10	10
Latvia	30.11.94	yes	5/15	0/10	10
Lebanon	07.11.03	no	5	5	5
Lithuania	19.07.94	yes	5/15	0/10	10
Luxemburg	Protocol - 11.12.12	yes	0/15	0/5	5
Malaysia	05.12.78	no	0	0/15	0/15

(*) Exemption from withholding tax pursuant to the directive on rulers and controlled companies (Parent-Subsidiary-Directive)

(-) The agreements do not include agreements relating to dividends, interest and licenses.

DOUBLE TAXATION AGREEMENT (DTA) *CONTINUATION*

COUNTRY	ENTRY INTO FORCE	PROPERTY CLAUSE	DIVIDENDS IN% (*)	INTERESTS IN%	LICENSES IN%
Malta	22.11.11	yes	0/10	0/10	0/5
Mexico	06.09.02	no	5/15	5/15	10
Moldova	27.10.95	no	5/15	10	10
Mongolia	21.07.01	no	10	10	5
Montenegro	17.06.98	no	5/15	10	10
Morocco	23.08.96	no	7/15	10	10
Netherlands	18.03.03	no	5/15	0/5	5
New Zealand	16.08.06	yes	15	10	10
Norway	29.01.13	yes	0/15	5	5
Pakistan	24.11.75	no	15	0	15/20
Philippines	07.04.97	yes	10/15	0/10	15
Portugal	04.02.98	yes	10/15	0/10	10
Qatar	28.12.09	no	5	5	5
Romania	15.09.95	no	5/15	0/10	10
Russia	22.02.93	yes	10	0/10	10
Saudi Arabia	01.06.12	yes	5	0/5	10
Serbia	17.06.98	yes	5/15	10	10
Singapore	06.02.14	yes	0/5/10	0/5	2/5
Slovakia	21.12.95	yes	0/5	5	5
Slovenia	10.03.98	yes	5/15	0/10	10
SOUTH AFRICA	05.12.95	no	5/15	0/10	10
Spain	06.05.82	yes	5/15	0	0/10
Sri Lanka	14.06.19	no	10	10	10
Sweden	15.10.05	yes	5/15	0	5
Switzerland	Protocol - 17.10.11	no	0/15	0/5	0/5
Syria	23.12.03	no	10	10	18
Taiwan	Act - 30.12.16	no	10	10	3/10
Tajikistan	24.06.04	no	5/15	10	10
Thailand	13.05.83	no	20	0/10	5/15

(*) Exemption from withholding tax pursuant to the directive on rulers and controlled companies (Parent-Subsidiary-Directive)

(-) The agreements do not include agreements relating to dividends, interest and licenses.

LEASING

Leasing possibilities

In their everyday work entrepreneurs deal with two kinds of leasing: operational and financial. These two definitions also result from the tax regulations. Choosing the form exclusively depends on the taxpayer using the lease contract which can be subject to the needs of settling the tax costs and the term of predicted usage of the subject of the leasing.

The Operational Leasing

With this form of the contract the subject of the leasing is recognised as assets of the leasing party (for instance, a leasing company). Thus, it is the leasing party who is obliged to make the depreciation and amortisation expenses. However, the leasing instalments constitute the tax deductible expenses on the side of the lessee; VAT and an initial charge are added to these instalments. The sum of the instalments set in the contract reduced by the due VAT has to correspond to at least the initial value of the tangible fixed assets. Following the expiration of the lease, the lessee stays entitled to repurchase the subject of the lease.

The Financial Leasing

Choosing this kind of the lease contract the taxpayer has to know that the subject of the contract is to be recognised as the asset of the Leaseholder; thus, unlike the operational leasing, it is the leaseholder who is obliged to make the depreciation and amortisation expenses. Additionally, the lessee may only recognise the interest part of the leasing instalment as the tax deductible expenses. VAT shall be paid in full in advance together with the first instalment, immediately after commissioning the subject of the contract. It is worth mentioning, that the lessee becomes the owner of the subject of subject of the lease automatically after the last instalment is paid.

LEASING *CONTINUATION*

Key Differences:

	The Operational Leasing	The Financial Leasing
Depreciation and amortisation	Duty of the lessor.	Duty of the lessee.
Term	Longer than 40% of the depreciation and amortisation time of the subject (real property - at least 10 years).	Over 12 months .
Tax deductible expenses	The lessee recognises the net instalments and the initial charge as the expenses.	The lessee recognises the interest part of the leasing instalments and the depreciation and amortisation as the expenses.
VAT	Added to the leasing instalments.	Paid in advance together with the first instalment.
Redemption/repurchase	Depending on the depreciation and amortisation rate and the redemption term.	After paying the last instalment the subject becomes the ownership of the lessee.

The key factor when choosing the form of leasing are definitely the initial costs which are significantly lower in case of the operational leasing due to the lower involvement of equity. The majority of contracts concluded on the Polish market are the operational lease contracts; one of the reasons of such situation may be the fact that in case of the financial leasing VAT has to be paid in full in advance.

Choosing the operational leasing is also recommended in case the planned term of using the subject is relatively short. For this reason it is possible to increase the current operational costs which means reducing the tax base.

SOCIAL SECURITY CONTRIBUTIONS

Employer's obligations concerning ZUS

Polish employers have the obligation to incur the costs of social security insurance to the Social Insurance Institution and are payers of contributions to the Social Insurance Institution and the National Health Fund.

The contributions for social insurance for employees and employers are calculated on the basis of the employee's gross income.

The employer is responsible for withholding and remitting the full amount of social security contributions (employee's share and employer's share) to the relevant authorities. The rates of social security contributions are:

Insurance	Employer	Employee
Retirement Pension	9.76%	9.76%
Disability	6.5%	1.5%
Sickness	Not applicable	2.45%
Work Accident	Between 0.65% and 3.33%	Not applicable
Health	Not applicable	9.00%
Labour Fund (LF)	2.45%	Not applicable
Fund of Guaranteed Employee Benefits (FGEB)	0.10%	Not applicable

The contribution calculation basis for the retirement and social security insurance in 2021 cannot exceed 157,770.00 PLN.

Social security in Poland

The social insurance system in Poland is universal and compulsory. Social insurance covers people who are, among others, employees, persons working on the basis of contracts of mandate or run a business activity.

NOTE:

Social security in Poland covers the EU citizens on the same basis as Polish citizens.

PENSION INSURANCE

Pension insurance

The retirement and social security insurance aims to provide:

- payment of retirement benefits for persons who have reached the retirement age (retirement pension),
- payment of benefits in the event of inability to work due to sickness (disability pension).

The employer is the payer of due contributions to the Social Insurance Institution.

Pension is granted to women who are at least 60, and men who are at least 65. There is no minimum insurance period required for granting the pension.

Decisions about granting pensions are made by the Social Insurance Company's bodies which are of proper jurisdiction due to the place of living of the person who is applying for the benefit. The proceedings for granting pensions start after submitting the application by an applicant.



DISABILITY INSURANCE

Disability insurance

Disability insurance guarantees cash benefits in case of losing income connected with the risk of disability (inability to work) or death of a breadwinner in a family. In such a situation persons who pay disability insurance premiums are granted disability pension for incapacity for work, which is a substitution for remuneration or income, and in the case of death of an insured breadwinner in a family, the members of their family are granted family pension.

The premium for disability insurance is **8%** of the basis of the assessment of the amount of premium, where **6.5%** is from the funds of the employer, and **1.5%** from the funds of the employee.

1. Disability pension for incapacity for work

Disability pension for incapacity for work can be granted to an insured person who fulfils all of the following conditions:

- Is considered a person who is partially or entirely unable to work,
- Has proven contributory and non-contributory periods,
- Inability to work started in the periods strictly set out in the Act.

A person who is entirely unable to work is a person who has lost the ability to perform any job.

A person who is partially unable to work is a person who to a considerable degree lost her ability to perform a job which is consistent with the level of that person's qualifications.

Inability to work and its level is certified by a board certified occupational medicine physician from the Social Insurance Company as the first certifying instance. An applicant has the right to raise an appeal to the physician's opinion to the Social Insurance Company Medical Board - as the second certifying instance.

2. Family pension

Family pension is granted to entitled family members of the person who at the time of death:

- Had a fixed right to a pension, or fulfilled the conditions for obtaining it,
- Had an established right to a bridging pension,
- Had an established right to an inability to work pension, or fulfilled the conditions to receive it,
- They were on pre-retirement allowance,
- They were on pre-retirement benefit,
- They were receiving a teacher's compensation payment.

SOCIAL SECURITY FOR INDUSTRIAL ACCIDENTS AND OCCUPATIONAL DISEASES

Social security for industrial accidents and occupational diseases

Security for industrial accidents and occupational diseases covers, inter alia, employees, persons who work on the basis of contracts of mandate, and persons carrying out business activity.

Benefits in respect of accidents at work and occupational diseases may be granted to the insured person. They are:

- **Sickness benefit from accident insurance** - for the insured person, whose inability to work arose as a result of an accident at work or occupational disease,
- **Rehabilitation benefit** - is paid after the sickness benefit has finished, if the insured person is still unable to work, and further treatment or rehabilitation give them a chance to regain ability to work,
- **One-time compensation** - for an insured person whose health was damaged permanently or for a long period of time, or for the members of the family of a deceased insured person or a person who collected disability pension,
- **Disability pension for an industrial accident or occupational disease** - for an insured person who has become unable to work due to an industrial accident or an occupational disease,
- **Training allowance** - is granted to a person with reference to whom retraining was stated as appropriate due to the inability to work in a current profession because of an industrial accident or occupational disease,
- **Family pension** - for the family members of a deceased insured person or a person entitled to disability pension for an industrial accident or occupational disease and allowance to family pension - for an orphan.

The amount of the accident security premium varies from **0.67%** to **3.33%** of the basis of premium assessment. The accident security premium is entirely covered by the employer.

SOCIAL SECURITY FOR SICKNESS AND MATERNITY

Social security for sickness and maternity

Persons who are obligatorily insured for sickness and maternity are mainly employees. Persons covered by obligatory pension and disability pensions insurance, who, inter alia: work on the basis of an agency agreement or contract of mandate, carry out non-agricultural activity can also be insured, voluntarily, for sickness and maternity.

The amount of the sickness contribution is **2.45%** of the sum for the basis of contributions. The contribution is covered from the funds of the insured person.

The following benefits are paid due to insurance in case of sickness and maternity:

Sickness benefit

Sickness benefit / sick pay is granted to the insured person who became sick during the period of sickness insurance. The right to sickness benefit is due after the expiry of the so-called waiting period. A person who is obligatorily covered by sickness insurance is entitled to sickness benefit after **30 days** of continuous sickness insurance. A person who is covered by this insurance voluntarily, acquires the right to sickness benefit after the period of **90 days** of continuous sickness insurance.

The sickness benefit is granted to an insured person in the amount of **80%** of the basis of assessment, and for the period of being hospitalised - in the amount of **70%** of the basis of assessment.

If the inability to work which was caused due to an accident on the way to or from work, at work, started during pregnancy or concerns tissue, cell or organ donors, then the sickness benefit is paid in the amount of **100%** of the basis of assessment.

Rehabilitation benefit

The rehabilitation benefit is granted to an insured person who can no longer be given the sickness benefit but still is unable to work, and further treatment or rehabilitation give them a chance to be able to work again. The benefit is granted for the period necessary to give them a chance to regain ability to work but not longer than for the period of **12 months**.

SOCIAL SECURITY FOR SICKNESS AND MATERNITY *CONTINUATION*

Social security for sickness and maternity *(cont.)*

Maternity allowance

Maternity allowance is granted to an insured woman who at the time of sickness security or at the time of a child care leave:

- gives birth to a child,
- takes a child up to 7 years of age for upbringing, and in the case of a child with regard to whom there was a decision about an adjournment of compulsory education - up to 10 years of age, and who started legal proceedings for adoption in the Guardianship Court,
- takes for upbringing, as surrogate parents, except for professional surrogate parents not related to the child, a child up to 7 years of age, and in the case of a child with regard to whom there was a decision about an adjournment of compulsory education - up to 10 years of age.

Maternity allowance is paid during maternity leave - for **20 weeks** in the case of the birth of one child. In the case of the birth of more than one child between **31-37 weeks**.

Parental leave is granted immediately after maternity leave.

Maternity allowance for the period specified in the Labour Code provisions as a period of parental leave is granted for up to:

- **32 weeks** - in the case of the birth of one child and for the adoption for upbringing and to apply to the guardianship court for instituting proceedings for adoption or acceptance of upbringing as a foster family with the exception of a professional foster family of one child up to the age of seven, and in the case of a child towards whom it was decided to postpone the compulsory schooling up to the age of ten,
- **34 weeks** - in the case of the birth during one delivery of two or more children and in the case of a simultaneous adoption for upbringing of two or more children.

The maternity allowance for the period corresponding to the period of parental leave can also be used by both parents at the same time, however, the total period of the leave enjoyed by both parents must not exceed **32 or 34 weeks**.

Attendance allowance

Attendance allowance is granted for the period of a special leave, when it is necessary to take care of a healthy child who is under 8, a sick child who is under 14 or other sick member of the family.

Attendance allowance is granted for not more than **60 days** in a calendar year if a person takes care of a healthy child who is under 8 or a sick child who is under 14. If a person takes care of a sick child who is over 14 or other sick member of a family, the allowance is granted for not more than **14 days**. The allowance is paid in the amount of **80%** of the basis of allowance assessment.

EMPLOYEE CAPITAL PLANS (PPK)

Employee Capital Plans (PPK)

Employee Capital Plans (PPK) are a private system of long-term savings based on the co-operation between employees, employers and the state. PPK will apply to every person registered for mandatory pension insurance, i.e. all persons employed under employment contracts, civil law contributions, members of supervisory boards receiving remuneration - this also applies to foreigners.

The Handling of the Employee Capital Plans Programme (PPK) Takes Place on the Following Basis:

Age of the employee	Rules for the Application of PPK
Under 18 years of age	Are excluded
18 to 55 years of age	Mandatory participation in the program, there is a part you can withdraw from
55 to 70 years of age	Can voluntarily join the program
Over 70 years of age	Are excluded

The funds collected in PPK's account are private assets of the employee and are invested in securities (shares, bonds) of a defined date.

The contributions structure looks as follows:

- **Employee's contribution:** the obligatory contribution amounts to **2%** of the gross salary, or **0.5%-2%** of the salary when the employee earns less than **120%** of the minimum salary. Additionally, an employee may declare a voluntary contribution of up to **2%** of his or her salary.
- **State subsidies:** The Labour Fund finances a welcome payment of **PLN 250.00** and an annual subsidy of **PLN 240.00**. The welcome payment will be credited on the PPK participant's account after **3** full months of participation in the PPK, if the payments have been made for those months. The annual allowance will be paid to the employee's account no later than the 15th April of the following year. The condition for receiving the allowance is that the amount of basic contributions calculated for a period of 6 months from the minimum wage. If the participant of the PPK receives a wage lower than **120%** of the minimum wage the annual subsidy will be **25%** of the indicated amount.
- **Employer's contributions:** the obligatory contribution amounts to **1.5%** of the employee's gross salary, while the additional voluntary contribution can be set up to **2.5%**. The additional payment may vary from the employer depending on the length of the employment period (management contract), or on the basis of the salary regulations.



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getsix® continues to establish itself in Poland and beyond, while maintaining and developing our standardised processes. Giving our clients a one-stop-shop or full-service solutions we believe empowers them to realise their vision through our tireless pursuit of first-class and innovative services and solutions.

In this Invest in Poland 2021 booklet we have tried to encompass all that you might require to know, and also what we feel is important, in a handy sized booklet. We are unable to provide all tax and legal laws and regulations, but hope we have helped to bring the 'main' points together for a quick and simple reference.

Our team of experts and specialists will maintain our commitment to serving your business beyond your expectations.

***Take care of your core business,
getsix® will do the rest.***

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