

Tax Alert 7 of 2020

3 easy steps to apply for COVID-19 Wage Subsidy

ELIGIBILITY	Check your business eligibility to apply for wage subsidy: http://www.burs.org.bw/images/img/BURS%20COVID%2019%20WAGE%20SUBSIDY%20GUIDELINES%20-%20FINAL%202020.pdf	
1	Complete the “BURS COVID-19 wage subsidy online application form”.	 Our tip Use this link: https://eservices.burs.org.bw/burs-etax/user/covid19/register Information you'll need at hand: company details, no. of employees, bank details, etc.
2	Download and complete “BURS COVID19 wage subsidy claim form” as prescribed in BURS e-services.	 Our tip Use this link: http://www.burs.org.bw/images/img/BURS%20COVID-19%20WAGE%20SUBSIDY%20CLAIM%20FORM.csv Information you'll need at hand: company details, employee name & gender, employee ID number, employee mobile number, employee account number, employee salary details from December 2019 to date.
3	Upload and submit the “BURS COVID19 wage subsidy claim form”.	 Our tip Use this link: https://eservices.burs.org.bw/burs-etax/covid19/apply_for_subsidy
REPEAT	Wage subsidy is valid for the months of April, May and June 2020. For May and June 2020, follow the same procedure when submitting wage subsidy claims.	
TIMELINE	Deadline to submit the BURS COVID-19 wage subsidy form is on or before the 15th of each month. BURS will pay the wage subsidy by the 25th of the same month. (For April 2020, the deadline to file is 20 April, payment will be received by 28 April).	
FAQs	Access BURS's FAQs document: http://www.burs.org.bw/images/img/COVID19%20WAGE%20SUBSIDY%20FAQs%20FINAL%20(14%20APRIL%202020).pdf For any queries or assistance, please contact our tax experts: Rajesh Narasimhan on (+267) 76 205 478 / rajesh.narasimhan@bw.gt.com Rebecca Sanchez on (+267) 77 032 407 / rebecca.sanchez@bw.gt.com	



Visit the COIVID-19 page on our website for insight on how to manage the impact of COVID-19 on your business: <https://www.grantthornton.co.bw/campaign/manage-the-impact-of-COVID-19/>