

**RESPONSE TO APPLICATION TO CANCEL VAT REGISTRATION**

Date    Month    Year

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01. Tax Office Address:

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02	TIN																			
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03. Name :

\_\_\_\_\_

Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Receipt of your application for cancellation of registration dated \_\_\_\_\_ is acknowledged. Your application has been accepted and your registration is proposed to be cancelled from \_\_\_\_\_, you must charge and account VAT up to that date. **After that date you must not charge VAT or issue any tax invoices.**

You must complete the enclosed VAT return, Form VAT 200C for the tax period \_\_\_\_\_, and on that return account for VAT on stock and assets on hand at \_\_\_\_\_ on which you have received credit for input tax. You must file this return and pay the tax not later than \_\_\_\_\_.

\* It is noted that you have arrears of VAT unpaid of \_\_\_\_\_. Payment of this amount must be made with your final return.

You should return your VAT Certificate of Registration with the final return. On receipt and acceptance of this final return, tax payment and Certificate of Registration, you will be notified of the final cancellation of your registration.

**COMMERCIAL TAX OFFICER,  
VAT REGISTERING AUTHORITY,  
\_\_\_\_\_ CIRCLE.**

\* Strike off which is not applicable.