**Name & Address of the Person who request a certificate under TIEP Scheme**

Type on a letter head

Date:

Commissioner

Simplified VAT Unit

SVAT No:- ……………………………….

TIN No:- ……………………………………

**Application for a certificate to be issued to the Director General of Customs**

**Under TIEP Scheme**

Please be good enough to issue a certificate to be submitted to the Director General of Customs confirming our SVAT registration. In that regard, the following information is submitted.

1. I have submitted all previous SVAT forms as required, and the last submission was made on ……………………………in respect of the calendar month ending on ……………..
2. VAT Returns in respect of all previous taxable periods have been furnished, and the last return was furnished on ………….. …….. In respect of taxable period……………………………
3. SVAT forms in respect of all previous calendar months have been sent by e-mail, and the last submission was made on …………….. In respect of the calendar month ending on…………………….
4. Tax clearance certificate issued by ……………………………. (Unit/Branch) on ………………………. is attached herewith.
5. Tax clearance certificate is not attached since a certificate obtained within 3 months has already been submitted to SVAT Branch on …………
6. All requested pdf / scanned documents have been sent, and last submission for the calendar month ……………………….. Was made …………………………….
7. Ware-house report issued by the Director General of customs is annexed.

 ….….……..…….………………………

 Signature of Authorized Person

 Name & Address of the Purchaser

Type on a letter head

Date:

Commissioner,

…..……………………….

Dear Sir/Madam

**TIN :- ……………………………………**

**SVAT No:- ……………………………….**

**Request for a Tax Clearance Certificate**

Please be good enough to issue a tax clearance certificate to the bearer, authorized person for SVAT matters, Mr./Ms……………………………….. (NIC No………………………….) addressed to the Commissioner SVAT Branch in order to obtain a clearance certificate to be submitted to the Director General of Customs.

Thank You.

…………………………………

Authorized Person

Date:

Commissioner

SVAT Branch

**TIN :- ……………………………………………… SVAT No :- ……………………………….**

**Name of the Company ……………………………………………………………………**

**TAX CLEARENCE FOR ISSUING a Certificate under TIEP Scheme**

As requested by the above person, the following details are given.

|  |  |
| --- | --- |
| Total Outstanding Tax as at ……………………………… | Rs……………………………………… |
| Less: Tax held over | Rs……………………………………… |
| **Net collectible tax**  |  |

Remarks:

1. ………………………………………………………………………………………………….
2. Following arrangements have been made by the Assesse to settle the above collectible tax.

…………………………………………………………………………….…………………………………………………………………………………………………………….……………………………………………………………………………………………………………

Commissioner Assistant Commissioner:……………………

Unit………………………………..

Prepared by:…………………………

**SVAT No :-………………………..**

**TIN:- ……………………………….**

**E-mail checking and note of the P.M.A/ITA who is administering e- repots.**

1. SVAT forms have been received by mail up to …………………………………
2. All requested pdf / scanned documents have been sent, and last submission for the calendar month ……………………….. Was made on …………………………….

**Recommendation of the Assistant Commissioner (SVAT -Branch)**

1. Above declaration is correct/Incorrect.
2. SVAT schedules have been received only up to ……………………………………
3. Complaints received/not received from RISs with regard to non-submission of credit vouchers in time.

I recommend to issue ………….. Clearance certificate to be submitted to the Director General of Customs under TIEP Scheme.

……………………………………..

Assistant Commissioner (SVAT -Branch)