

Checklist for VAT Registration (Offline)

This checklist is for prepared to assess the requirements of the client.

SL. No	Documents
1	Company Trade License
2	Taxpayer Identification Number (TIN) of (Chairman/Managing director/Proprietor)
3	Taxpayer Identification Number (TIN) of (Company)
4	2 Copy Passport size Photo of (Chairman/Managing Director/Proprietor)
5	For Limited company- Certificate of incorporation, MOA/AOA
6	Previous Registration Number
7	NID (National ID Card) (Chairman/Director/Proprietor)
8	Bank solvency certificate

The image displays two forms related to VAT registration. The top form is the 'Application Form for Registration/Re-registration' (Form 49) from the Government of Bangladesh. It includes sections for:

- Applicant details (Name, TIN, Address)
- Business information (Type of business, Nature of business, etc.)
- Declaration by the applicant.

 The bottom form is titled 'For Official Use Only' and is to be filled at the issuing office. It includes:

- Status of Application (New, Change, Renewal, etc.)
- Registration details (Activity Code, Application Category, etc.)
- Official stamps and signatures of the authorized officer.

Note : ** Application form must be filled in capital letters.

**** Registration Number (BIN #) cannot be allotted unless this application form is Properly filled in.**

**** All Documents will be attested by (1st Graduate officer or word councilor)**

Form Download from here;

<http://nbr.gov.bd/uploads/form/49.pdf>

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