

## Checklist for **VAT Registration (Offline)**

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

<b>Sl.</b>	<b>Documents</b>
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

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>

