**VAT 101e** 

## **Value-Added Tax**

Application for registration

- 1. THIS APPLICATION MUST BE SUBMITTED IN PERSON BY THE INDIVIDUAL, PARTNER, REPRESENTATIVE VENDOR OR REGISTERED TAX PRACTITIONER
- 2. PLEASE NOTE THAT IF POSTED OR DROPPED INTO SARS MAILBOXES AT BRANCHES, THE REGISTRATION PROCESS MAY TAKE LONGER
- 3. VAT REGISTRATION MAY ONLY BE APPLIED FOR IN RESPECT OF A TENDER, ONCE THE TENDER HAS BEEN AWARDED

FOR OFFICE USE	Office date stamp
VAT registration number 4 • Area code • Magisterial district •	



Please use the Quick Reference Guide for the Registration of VAT Vendors to assist you to complete this application. (Your registration may be delayed if you do not complete this application fully)

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Representative vendors must ensure that they are familiar with the provisions of the VAT Act.

**Accounting basis** 

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7. Particulars of external auditor / bookkeeper / accountant / tax practitioner (Where applicable)

## \*Can only be one of the following persons of the legal entity - individual owner, partner, public officer, trustee, curator, liquidator, executor, administrator, treasurer and accounting officer for municipality or public authority. No Power of Attorney will be accepted for signature purposes.

## 11. Notes

- 1. Please read "Guide for Vendors: (VAT404) for more information regarding VAT and Guide (AS-VAT-08) for completion of VAT registration application. Available on the SARS website: www.sars.gov.za
- 2. Registration for VAT is area restricted and therefore you will be required to present yourself in person to the Branch office where the business is situated for validation of information. Only applications which is presented in person by the individual / legal representative vendor / authorised registered tax practitioner will be accepted. All other applications will be rejected.
- 3. A VAT 103 Registration Certificate confirming the VAT number will only be issued upon successful verification and validation of the application.