VAT 102e

Value-Added Tax

Application for separate registration of Enterprise / Branch / Division

- 1. THIS APPLICATION WILL ONLY BE ACCEPTED IF APPLIED FOR IN PERSON BY THE INDIVIDUAL, PARTNER, REPRESENTATIVE VENDOR OR REGISTERED TAX PRACTITIONER
- 2. VAT REGISTRATION MAY ONLY BE APPLIED FOR IN RESPECT OF A TENDER, ONCE THE TENDER HAS BEEN AWARDED
- 3. VAT REGISTRATION MAY ONLY BE APPLIED FOR IN RESPECT OF A TENDER, ONCE THE TENDER HAS BEEN AWARDED
- 4. A LETTER OF AUTHORITY IS REQUIRED WHERE REPRESENTATIVE VENDOR WILL BE PERFORMING THE DUTIES OF A VENDOR.

FOR OFFICE USE	Office date stamp
Main enterprise VAT registration number 4 Branch 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)

1. Particulars of person applying / liable for registration PLEASE USE BLOCK LETTERS

A. Individual B. Partnership / Body of perso C. Company / CC / Shareblock	ns (Ε	. P	SS	ocia	tio	norit n no quid	ot fo	or ga	nicip ain	alit	y					Н.	Clu We Tru	lfare	e oi	gar	nisa	atio	n					
Initials (Only if nature of person	is in	idivid	ual))																												
Legal name (In the case of an individual, only the surname, and in the case of a partnership, company, etc. name of partnership, company, etc.)							<u> </u>																									
Trading or other name																																
Date of financial year end																												D	T		М	M
Preferred language																						Er	ngli	sh						aans		
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Registration number of Co-oper	•																	L						/		/		/				
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3.	Financial particulars
	Furnish the actual /expected total value of taxable supplies for a period of 12 months as follows:
	Standard rated supplies R
	Zero rated supplies (including goods and / or services exported to other countries) + R
	TOTAL VALUE OF TAXABLE SUPPLIES =R
	Total / expected total value of exempt supplies of goods and / or services
	Is the determination of the value of taxable supplies based on actual or expected financial information? (Indicate with a "x")
	State source of financial information used to determine the value of taxable supplies (This is mandatory)
	Is this a voluntary registration where the actual or expected turnover has or will exceed R50 000 Y / N
	Date on which the enterprise commenced / will commence
	Date on which the person became / will become liable for registration
	Tax Periods
	Mark 1 option with an "X":
	The tax periods of two months
	Monthly tax periods if total value of taxable supplies exceed R30 million
	• The tax periods of six months (only applicable to farming where taxable supplies for 12 months do not exceed R1,5 million)
	• Individual FEB AUG
	Company / CC financial year end
	JAN JULY FEB AUG MAR SEPT APR OCT MAY NOV JUNE DEC
	The tax periods of twelve months ending on financial year-end
	(Only Trusts and Companies deriving income solely from the activities of letting of fixed property, renting of movable goods or the administration or management of companies which are connected persons in relation to the vendor.)
	The tax periods of four months if taxable supplies for any 12 months do not exceed R1,5 million.
	For office use
	Accounting basis
	One of the following may be chosen namely:
	Invoice basis Payments basis The Payments basis may only be chosen by a:
	- Public Authority, Municipality or Association not for gain.
	- A natural person with total taxable supplies of less than R2.5 million per annum.
4.	Particulars of two partners / members / directors / shareholders / trustees
	Initials
	Surname / Company / Close Corporation name
	Income tax reference number Identity number
	Registration number of Company / CC / Trust / Fund
	Country of residence
	Passport number (non-resident) FOR OFFICE USE Reason code

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	Surname / Company / Close Corporation name						_	<u> </u>	_				<u> </u>										_	_				Ļ	ļ	\downarrow	\downarrow	\downarrow	+	Ļ	•
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	Passport number (non-resident)													•)								FC	DR	OF	FIC	ΕU	SE	R	eas	son	СО	de		•
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5.	Particulars of represent	ati	ve	VE	enc	dor	•																												
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5.

. Banking particulars (Mu	st be a registered bank in South Africa)			
Legal name of account holder (must correspond to part 1)				•
(must correspond to part 1)				•
Type of account		Current 1	Savings 2 Transmission 3	•
Bank branch number (at least s	six numbers)			•
Account number				•

8. Attachments required of person applying for registration (Please tick blocks for the relevant documents attached)

Note: Please refer to the Supporting Document list available on the SARS website (www.sars.gov.za)

9. Declaration by representative vendor

I declare that:

- (l) I am the representative vendor and that the information furnished herein is true and correct and that all required documents are attached and, (ii) I am fully aware of my duties and responsibilities as per the relevant Tax Acts.
- (iii) I will present myself in person to SARS / authorise my registered tax practitioner to present this application in person for validation of information.

Signature Capacity of Representative Vendor*

10. Notes

- Please read "Guide for Vendors: (VAT404) for more information regarding VAT and Guide for completion of VAT registration application. Available on 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.

^{*}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.