

Value Added Tax (VAT) **Process**

Sole Trader

- 1) Complete Application Form "A"
- 2) Submit with all supporting documents.

Partnership

- 1) Complete Application Form "B" signed by a partner.
- 2) Complete Application Form "C" with the names, home addresses and signatures of all partners.
- 3) Submit with all supporting documents.

Limited Liability Company

- 1) Complete VAT 1 Application Form signed by a Director.
- 2) Complete VAT 2 Application Form, with the names, home addresses and signatures of all Directors.
- 3) Submit with all supporting documents.

Investor completes the VAT registration form according to the type of business and submits with all supporting documents to the Inland Revenue Division, Registration Unit, Victoria Courts Queen Street, Port of Spain

**VAT
Registration
Number
Issued**