

**Department of --------------**

Form GST REG-03

*[See Rule ---]*

# Notice for Seeking Additional Information / Clarification / Documents relating to Application for

**<<Registration/Amendment/Cancellation >>**

**Reference Number :** << Date– DD/MM/YYYY>>

# To

Name of the Applicant/ Taxpayer Address of the Applicant/Taxpayer GSTIN\*

Application Reference No. (ARN): Dated-– DD/MM/YYYY

This is with reference to your <<registration>> application referred above, filed under Section ---- of the Goods and Services Tax Act, 20--. The Department has examined your application and is not satisfied with it for the following reasons:

1.

2.

3.

…

¢ You are directed to submit your reply by (DD/MM/YYYY)

¢ \*You are hereby directed to appear before the undersigned authority on ……… (DD/MM/YYYY) at ……. (HH:MM)

If no response is received by the stipulated date and time as stated above, your application is liable for rejection. Please note that no further notice / reminder will be issued in this matter.

Digital Signature Name of the Proper Officer

Designation

# \* (Not applicable for Application for New Registration)

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