**Government of India / State Government Department of -------**

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# Form GST REG-07

*[See Rule ]*

**Application for Registration as Tax Deductor or Tax Collector at Source under Section of the Goods**

**and Service Tax Act, 20--**

**Part –A**

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| 1 | **Legal Name of the Tax Deductor/ Tax Collector( As mentioned in PAN/ TAN)** | | | | | | | | |  | |
| 2A | **PAN** (Enter PAN of the Business; PAN of Individual in case of Proprietorship concern) | | | | | | | | |  | |
| 2B | **TAN** (Enter TAN taken for place of business) | | | | | | | | |  | |
| 2C | **Email Address** | | | | | | | | |  | |
| 2D | **Mobile Number** | | | | | | | | |  | |
| ***Note* -** *Information submitted at Sr. No. 1 to 2D above is subject to online verification before proceeding to fill up Part-B.* | | | | | | | | | | | |
| ***Part –B*** | | | | | | | | | | | |
| 3 | **Trade Name** (optional) | |  | | | | | | | | |
| 4 | **Constitution of Business** (Please Select the Appropriate) | | | | | | | | | | |
| 5 | **Name of the State** | ⏏ | | | | District | | | | | ⏏ |
| 6 | **Sector, Circle, Ward, etc. as applicable** | ⏏ | | | | | | | | | |
| 7 | **Center Jurisdiction** | ⏏ | | | | | | | | | |
| 8 | **Type of registration** | | | | | | Tax Deductor  Tax Collector | | | | |
| 9 | **Type of Government (For Government departments only)** | | | | | | State  Center | | | | |
| 10 | **Address of Principal place of business** | | | | | |  | | | | |
| Building No./Flat No. | | | | | Floor No. | | | | | | |
| Name of the Premises/Building | | | | | Road/Street | | | | | | |
| Locality/Village | | | | | City/District | | | | | | |
| State | | | | | PIN Code | | | | | | |
| **Contact Information** | | | | | | | | | | | |
| Office Email Address | | | | Office Telephone number | | | | STD |  | | |





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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Mobile Number | | | | | Office Fax Number | | | | | STD | |  | | | | | | |
| 11 | **Nature of possession of premises** | | | | | | | | | | | | | | | | | |
| Own | | Leased | | Rented | | | | Consent | | | | | | Shared | | | | |
| 12 | **Have you obtained any other registrations under GST in the same State?** | | | | | | | | Yes No | | | | | | | | | |
|  | **If Yes, mention GSTIN** | | | | | | | |  | | | | | | | | | |
| 13 | **IEC (Importer Exporter Code), if applicable** | | | | | | | |  | | | | | | | | | |
| 14 | **Details of DDO (Drawing and Disbursing Officer) / Person responsible for deducting tax/collecting tax** | | | | | | | | | | | | | | | | | |
| **Particulars** | | | **First Name** | | | **Middle Name** | | | | **Surname** | | | | | | | | |
| Name | | |  | | |  | | | |  | | | | | | | | |
| Name of Father | | |  | | |  | | | |  | | | | | | | | |
| Date of Birth | | | DD/MM/YYYY | | | Gender | | | | <Male, Female, Other> | | | | | | | | |
| Mobile Number | | |  | | | Email address | | | |  | | | | | | | | |
| Telephone No. with STD | | |  | | | | | | | | | | | | | | | |
| Designation /Status | | |  | | | | Director Identification Number (if any) | | | |  | | | | | | | |
| PAN | | |  | | | | Aadhaar Number | | | |  | | | | | | | |
| Are you a citizen of India? | | | Yes / No | | | | Passport No. (in case of foreigners) | | | |  | | | | | | | |
| Residential Address | | | | | | | | | | | | | | | | | | |
| Building No/Flat No | | |  | | | | Floor No | | | |  | | | | | | | |
| Name of the Premises/Building | | |  | | | | Road/Street | | | |  | | | | | | | |
| Locality/Village | | |  | | | | City/District | | | |  | | | | | | | |
| State | | |  | | | | PIN Code | | | |  | |  | |  |  |  |  |
| 15. | **Consent**  *I on behalf of the holder of Aadhar number <pre-filled based on Aadhar number provided in the form> give consent to “Goods and Services Tax Network” to obtain my details from UIDAI for the purpose of*  *authentication. “Goods and Services Tax Network” has informed me that identity information would only* | | | | | | | | | | | | | | | | | |



|  |  |
| --- | --- |
|  | *be used for validating identity of the Aadhar holder and will be shared with Central Identities Data Repository only for the purpose of authentication.* |
| 16. | **Verification**  *I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed there from*  (Digital Signature/E-Sign)  Place Name of DDO/ Person responsible for deducting tax/collecting tax  Date Designation |

**List of documents to be uploaded as evidence are as follows:-**



# Instruction for filling Application for Registration as Tax Deductor/Tax Collector.

1. Enter Name of Tax Deductor/Tax Collector as recorded on TAN/ PAN of the Business. TAN/PAN shall be verified with Income Tax database.
2. Provide Email Id and Mobile Number of DDO (Drawing and Disbursing Officer) / Person responsible for deducting tax/collecting tax for verification and future communication which will be verified through One Time Passwords to be sent separately, before filling up of the application.
3. Person who is acting as DDO/ Person deducting/collecting tax can sign the application.
4. Application filed by undermentioned persons shall be signed digitally:-

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| --- | --- | --- |
| Sr. No | Type of Applicant | Digital Signature required |
| **1.** | Private Limited Company Public Limited Company Public Sector Undertaking UnlimitedCompany Limited Liability Partnership Foreign Company  Foreign Limited Liability Partnership | Digital Signature Certificate(DSC) |
| **2.** | Other than above | Digital Signature Certificate e-Signature  or  as may be notified |

1. All information related to PAN, Aadhaar, DIN, CIN shall be online validated by the system and Acknowledgment Receipt Number will be generated after successful validation of all the filled information.
2. Status of the online filed Application can be tracked on the Common Portal.
3. N- o fee is payable for filing application for registration.

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