



□	□	□	□	□	□
---	---	---	---	---	---

BUSINESS LICENCE RENEWAL FORM

Year of renewal

□

Surname/Company name	<input type="text"/>					
First Name	<input type="text"/>					
PO Box Number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Village	<input type="text"/>
Trading Name	<input type="text"/>					
Telephone Number	<input type="text"/>	Fax Number	<input type="text"/>			
eMail address	<input type="text"/>					

Business Type

- Sole Trader \$352
 Partnership \$352
 Commercial Travellers \$800
 Non-Profit Organisation \$352
 Company/Trust \$800

Business Activity (s)

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Do you prefer letters in: English Samoan

Declaration

Name of authorized person	<input type="text"/>
Designation/Title	<input type="text"/>

I declare that the above information given on this form is true and correct.

Signature	<input type="text"/>	Date	<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>
-----------	----------------------	------	----------------------	---	----------------------	---	----------------------

OFFICE ONLY	Any Outstanding Returns? Yes <input type="radio"/> No <input type="radio"/>	Any Outstanding Arrears? Yes <input type="radio"/> No <input type="radio"/>					
	If returns/arrears outstanding, TSD Officer to receipt Business Licence fee and withhold Certificate until CED advise approval to renew has been granted. Refer to CED to contact taxpayer and arrange full settlement, repayment by instalment arrangement, or immediate filing of returns.						
	CED Officer to make note of recovery action agreed with taxpayer in comments box below:						
	<input type="text"/>						
Approval Granted: ACEO TSD or CED	<input type="text"/>	Date:	<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>

Please send this form to:

Inland Revenue Services, PO Box 1877, Apia. Fax to +685 20414

If you need assistance completing this form, phone us in Apia on +685 20411 or Salelologa +685 51574