



RETURN FOR VALUE ADDED TAX

ALWAYS MENTION THIS FILE IDENTIFICATION NUMBER IN YOUR CORRESPONDENCE AND AT INTERVIEWS

OFFICE OF REGISTRATION →

Two empty rectangular boxes for office registration details.

(ONLY COMPLETE BLOCKS IN INK WHERE PARTICULARS ARE MISSING OR HAVE CHANGED. USE CAPITAL LETTERS, AND WHERE APPLICABLE, MARK WITH AN "X")

BUSINESS/PERSONAL PARTICULARS

REGISTERED/ TAXPAYER NAME	<input type="text"/>	1	<input type="text"/>
TRADE NAME	<input type="text"/>	2	<input type="text"/>
IDENTITY NO.	<input type="text"/>	3	<input type="text"/>
POSTAL ADDRESS	<input type="text"/>	4	<input type="text"/>

VAT PAYABLE

I CERTIFY THAT THE PARTICULARS PROVIDED ARE CORRECT

NAME: _____ CAPACITY: _____

SIGNATURE: _____ DATE: _____

CONTACT DETAILS

EMAIL ADDRESS: _____ CELLPHONE NO.: _____ TELEPHONE NO.: _____

TAX PERIOD YEAR: MONTH:

TOTAL OUTPUT TAX DUE 5

LESS INPUT TAX CLAIMED 6

AMOUNT DUE/ REPAYABLE 7

THIS RETURN MUST BE RENDERED EVEN IF THERE IS NO TAX PAYABLE.

DO NOT DETACH

RECEIPT VALUE ADDED TAX

FILE IDENTIFICATION NUMBER:

TAX PERIOD YEAR: MONTH:

REGISTERED/
TAXPAYER NAME:

TRADE NAME:

POSTAL ADDRESS:

AMOUNT DUE/ REPAYABLE 7

THIS RECEIPT IS NOT VALID UNLESS CASH REGISTER FIGURES ARE PRINTED HEREON

DO NOT DETACH

RECEIPT VALUE ADDED TAX

FILE IDENTIFICATION NUMBER:

TAX PERIOD YEAR: MONTH:

REGISTERED/
TAXPAYER NAME:

TRADE NAME:

POSTAL ADDRESS:

AMOUNT DUE/ REPAYABLE 7

THIS RECEIPT IS NOT VALID UNLESS CASH REGISTER FIGURES ARE PRINTED HEREON

REGISTERED/TAXPAYER NAME		FILE IDENTIFICATION NUMBER		YEAR	MONTH
				TAX PERIOD	

VAT DECLARED (Outputs)	Tax Categories <small>(Namibian Dollars only - ignore cents)</small>			Total Output Tax Due	
	Exempt N\$	Zero-rated N\$	15% N\$	N\$	c
Sales Figures <small>(excluding VAT)</small>					
Trading: Sales/fees, etc. 8					
Capital goods sold 9					
Output adjustments 10					
TOTALS 11					

12 (To block 5) ↓

VAT CLAIMED (Inputs)	Tax Categories <small>(Namibian Dollars only - ignore cents)</small>			Total Input Tax Claimed	
	Exempt N\$	Zero-rated N\$	15% N\$	N\$	c
Purchase Figures <small>(excluding VAT)</small>					
Local Purchases 13					
Capital goods purchased locally 14					
Imported purchases 15					
Imported capital goods 16					
Input adjustments 17					
TOTALS 18					

19 (To block 6) ↓

TAXPAYER'S BANKING DETAILS

BANK	<input style="width:100%;" type="text"/>	BRANCH CODE	<input style="width:100%;" type="text"/>
ACCOUNT NO.	<input style="width:100%;" type="text"/>	TYPE OF ACCOUNT	SAVINGS <input type="checkbox"/>
ACCOUNT HOLDER	<input style="width:100%;" type="text"/>	CURRENT	<input type="checkbox"/> TRANSMISSION <input type="checkbox"/>

PLEASE PROVIDE BANKING DETAILS AS REFUNDS ARE TRANSFERRED ELECTRONICALLY TO THE TAXPAYER'S BANK ACCOUNT

PLEASE USE THE FOLLOWING BANK DETAILS WHEN PAYING BY BANK TRANSFER OR DIRECT DEPOSIT.

PLEASE NOTE BANKING DETAILS HAVE CHANGED

INLAND REVENUE BANKING DETAILS			
BANK	BANK OF NAMIBIA	BRANCH CODE	980-172
ACCOUNT NAME	MINISTRY OF FINANCE DEDICATED VAT ACCOUNT	TYPE OF ACCOUNT	CURRENT
ACCOUNT NO.	165 060	REFERENCE NO.	<input style="width:100%;" type="text"/>

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THIS REFERENCE NUMBER SHOULD BE CLEARLY STATED ON THE BANK TRANSFER OR DIRECT DEPOSIT SLIP.

NOTES

Block No.

- 1 - 4 Complete these blocks only in the event particulars have changed.
- 5 Insert total amount of output tax on your sales (from block 12).
- 6 Insert amount of input tax credit on your imports and purchases (from block 19).
- 7 Insert difference between blocks 5 and 6. If block 6 exceeds block 5, delete DUE.
- 8 - 9 Total value of goods and services supplied (excluding VAT) at each rate of VAT for the period and total output tax due.
- 10 Insert any adjustments on outputs (excluding VAT) or output tax (e.g. VAT previously underpaid).
- 11 Insert totals of each column.
- 12 Total output tax (copy to block 5).
- 13 - 14 Total purchases value (excluding VAT) at each rate of VAT for the period and total input tax actually charged.
- 15 - 16 Value of imported purchases and capital goods (excluding VAT) and VAT actually paid.
- 17 Insert any adjustments on inputs (excluding VAT) or input tax (e.g. VAT previously overclaimed).
- 18 Insert totals of each column.
- 19 Total input tax (copy to block 6).

REGIONAL OFFICES

<p>WINDHOEK Receiver of Revenue, Molke St., Private Bag 13185, Windhoek Tel.: (061) 209 2644/5 Fax: (061) 209 2001</p>	<p>OSHAKATI Receiver of Revenue, Dr. Agostino Neto St., Private Bag 5548, Oshakati Tel.: (065) 229 728/9 Fax: (065) 221 190</p>	<p>KEETMANSHOOP Receiver of Revenue, Hampe Plichta Ave., Private Bag 22151, Keetmanshoop Tel.: (063) 220 1000 Fax: (063) 244 863/222 041</p>	<p>WALVIS BAY Receiver of Revenue, Cnr. Sam Nujoma Ave. & 14th Rd., Private Bag 5027, Walvis Bay Tel.: (064) 208 6073/4/5 Fax: (064) 208 6100</p>	<p>OTJIWARONGO Receiver of Revenue, Cnr. Dr. Libertine Amathila Ave. & Frans Indongo St. P.O. Box 2127, Otjiwarongo Tel.: (067) 300 400 Fax: (067) 300 401</p>	<p>RUNDU Receiver of Revenue, Markus Siwarongo St., Private Bag 2117, Rundu Tel.: (066) 265 030 Fax: (066) 256 546</p>	<p>KATIMA MULILO Receiver of Revenue, Ngoma Rd., Boma, Private Bag 1029, Ngweze Tel.: (066) 252735/53 Fax: (066) 252777</p>
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