



PorSor 01-05

Excise Department, Ministry of Finance
Application for obtaining the duplicate excise registration
Application for notifying the relocation/dissolution/transfer of
business, industrial plant or service place
under Section 29, 30, 31 of the Excise Tax Act B.E. 2527

For official use
Registration No.....
DD/MM/YY .....
Official name .....

To [ ] Director General [ ] Area Excise Office .....

Industrial operator's name/Service operator's name .....
Industrial plant's name/Service place's name .....
Tax payer ID. No. [ ] Excise registration No. [ ]
House Code Number .....
Address/Office Number ..... Building name..... Room No. .... Floor No. ....
Moo..... Lane/alley..... Road..... Sub-district ..... District.....
Province..... Postal code ..... Tel..... E-mail address.....

With the intention of:
[ ] Obtaining the duplicate excise registration
[ ] The excise registration has been substantially damaged
[ ] The excise registration has been lost
[ ] Notifying the relocation of industrial plant/service place to the address No. .... Building name..... Room No.. Floor No.....
Moo..... Lane/alley..... Road..... Sub-district ..... District.....
Province..... Postal code..... Tel..... E-mail address.....

On the.....date of (month)..... B.E. (year).....
[ ] Notifying the dissolution of business on the..... date of (month)..... B.E. ....
[ ] Notifying the transfer of business to (assignee).....
Tax payer ID. No. [ ]
[ ] Ordinary person: ID. Card No..... date of birth..... issued at district/area office.....
[ ] Juristic person: Corporate registration No..... dated.....

House Code Number.....
Address/Office Number ..... Building name..... Room No..... Floor No.....
Moo..... Lane/alley..... Road..... Sub-district ..... District.....
Province..... Postal code..... Tel..... E-mail address.....
On the..... date of (month)..... B.E. ....

On the date of dissolution or transfer of business, there are:
1. The excise tax liabilities according to the attached ..... Baht
2. The taxed excisable commodities in the industrial plant according to the attached ..... Baht
3. The untaxed excisable commodities according to the attached ..... Baht
4. The commodities in bonded warehouse according to the attached ..... Baht

The Attachment

- 1. The damaged excise registration or a police notice evidenced a report filing (for obtaining the duplicate excise registration) Quantity ..... Pages
2. A power of attorney letter and a copy of proxy's identity card Quantity ..... Pages
3. A copy of certificate of corporation issued by Ministry of Commerce (issued not more than 6 months ago) Quantity ..... Pages
4. Balance inventory for raw materials, during manufacturing and finished goods and tax payable (for notifying the relocation/dissolution/transfer of business) Quantity ..... Pages
5. A copy of assignee's identity card Quantity ..... Pages

I hereby certify that the information given above is accurate.
Signature ..... Industrial operator's name/Service operator's name
(.....)
Date.....

### General Instructions

1. Submission of application and due date: The industrial or service operator who wishes to obtain the duplicate excise registration shall lodge the application with Director General or Area Excise Office where the previous registration was issued within 30 days. In case of relocation, dissolution or transfer of business, the notification shall be made before the date of relocation, dissolution or transfer of business, not less than 15 days, by submitting 4 copies of the application.
2. Filling in the application: The applicant shall tick / in the box  in front of the check list for either obtaining the duplicate excise registration or notifying the relocation, dissolution or transfer of business and fill in the required information.
3. Cancellation of the excise registration: In case of relocation of business, the applicant who registered and obtained the excise registration for the new industrial plant or service place shall cancel the previous registration at the Excise Office where the new premise was registered. In case of dissolution or transfer of business, the excise registration shall be cancelled at the Excise Office where the notification was made within 15 days from the ending date of operation.

Note: The industrial or service operator who fails to notify the relocation, dissolution or transfer of business and does not submit the excise registration application form within a specified period of time shall be guilty under section 148, 151 of the Excise Tax Act B.E. 2527, as the case may be.