

Approved form for: Application for a Tax Clearance Certificate
(as set out in Section 51 of the Tax Administration Act No.37 of 2018)

Applicant details

Name of person or entity for which clearance is requested	
Tax Identification Number (TIN) or CT number	
Address	
Contact phone number/s	
Email address	

Reason for application (tick ✓ one)

<input type="checkbox"/>	Tender	For the purposes of approval of a tender by the Central Tenders Board	The tender description and number is:
<input type="checkbox"/>	Tax Agent	For the purposes of Tax Agent registration or renewal of registration	
<input type="checkbox"/>	Customs Broker	For the purposes of an application for a Customs Broker License (under Section 205 of Customs Act)	
<input type="checkbox"/>	Other	Please advise reason:	

Name of applicant	
Signed:	
Date:	

Notes for applicants:

The Director of Customs and Inland Revenue will issue a tax clearance certificate if satisfied that:

- An applicant has no outstanding tax liability; or
- If there is an outstanding tax liability, the applicant:
 - has entered into a satisfactory payment arrangement and
 - Is substantially compliant with their obligation to file tax returns

An application will be considered within 14 days of it being filed. That consideration will result in either a Tax Clearance Certificate being issued or a notice refusing to issue one. A Tax Clearance Certificate will be valid for 12 months from the date of issue but can be revoked if the applicant fails to meet their tax filing and paying obligations.

Department of Customs and Inland Revenue
Rue Carnot, PMB 9012, Port Vila, Vanuatu
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Email: irtps@vanuatu.gov.vu
Website: <https://customsinlandrevenue.gov.vu>



V A N U A T U
CUSTOMS & INLAND REVENUE
SERVICE DE LA DOUANE ET DES
CONTRIBUTIONS INDIRECTES

Office Use:

Registered for:			
Return filing status			
Payment status			
Other matters outstanding			
Comment and recommendation			
Checks completed by:	Officer name	Signed	Date
Clearance Approved by:	Officer name	Signed	Date
Certificate issued by:	Officer name	Signed	Date