



IR24S

SOLE TRADER BUSINESS APPLICATION FORM

(Business Licence Act 1998)

Taxpayer Identification Number [TIN]

DETAILS OF APPLICANT

Surname

First Name

Any Other Name Known By (e.g. Matai)

PO Box Number Date of Birth

Trading Name

Telephone Number Fax Number

eMail Address

Business Activity (s)	Location	Do you prefer Letters in:
<input type="text"/>	<input type="text"/>	English <input type="radio"/>
<input type="text"/>	<input type="text"/>	Samoan <input type="radio"/>
<input type="text"/>	<input type="text"/>	

a.) Is the applicant a citizen of Samoa? Yes No
(If you're not a citizen of Samoa, you are required to obtain a Foreign Investment Certificate (FIC) from the Ministry of Commerce Industry and Labour)

b.) FIC registration number

c.) Business financial year end? / / *(if other than 31 December, please ensure to apply for Commissioner's approval before first tax return is filed)*

d.) Amount of starting capital? \$ -

e.) Source of funding? *(Provide evidence of amount stated in part d.)*

f.) Bank A/c Number
 SCB ANZ BSP NBS

Declaration

Name of authorized person

Designation/Title

I solemnly declare that the information provided in this application are true; and I understand that any misleading or false information will result in ramifications under the Business Licence Act 1998.

Signature Date / /

Other information required:

- If you need to register for **VAGST** please complete a **VAGST Registration Form [IR31]**
- If you need to register for **Salary & Wages**, please complete a **Salary & Wage (PAYE) Registration Form [IR11]**

Have you attached:

All applications are to be made to the Commissioner of Inland Revenue. Please tick the following checklist of additional documents to be provided with this application form:

- Site map of business location;
- Legal form of identification with photo of applicant, shareholders or directors where applicable (e.g. passport/birth certificate/driver's licence);
- Evidence of capital or funding of business (bank statement, etc);
- Foreign Investment Certificate (if applicable);
- \$352.00 per activity for sole trader
- Health Compliance Certificate (for business that involves fast-food and related activities);
- Samoa Tourism Authority Confirmation (for tourist accommodations and related activities);
- Qualifications/Credentials (for specialized professions);
- MoF License to operate Petrol station (if applicable);

OFFICE USE ONLY	Submitted by CSO [Signature]		Date Submitted to ACEO	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Checked by ACEO [Signature]		Date Checked by ACEO	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Approved by CEO [Signature]		Date Approved by CEO	<input type="text"/>	<input type="text"/>	<input type="text"/>
			Date BL Certificate Issued	<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