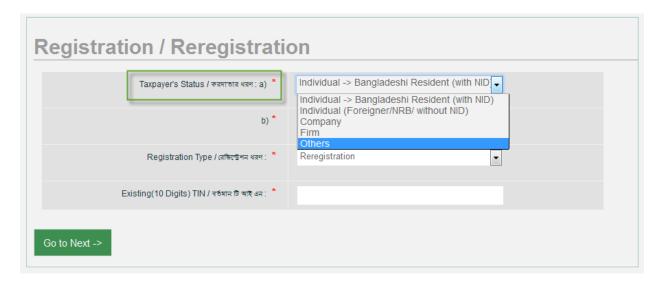# New Registration for Artificial Juridical Person

## Selection

### Taxpayer's Status:

**a)**: This option allows you to select your status. There are five options for Status Selection.



- **Others:** The taxpayers who are different from Individual Bangladeshi Resident, Individual Foreigner, Company, and Firm will select Others.

  b)This option allows you to select another status for others category such as Association of persons, Hindu Undivided Family, Local Authority, Artificial Juridical Person
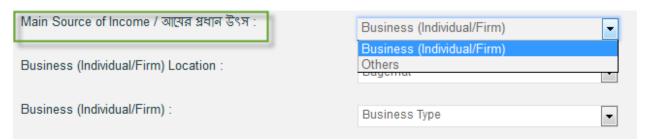
**Registration Type:** This option allows you to select your Registration Type. After *Status* selection the taxpayer will select his / her Registration Type. There are two types of registration will appear they are *New Registration* and *Re-Registration*.
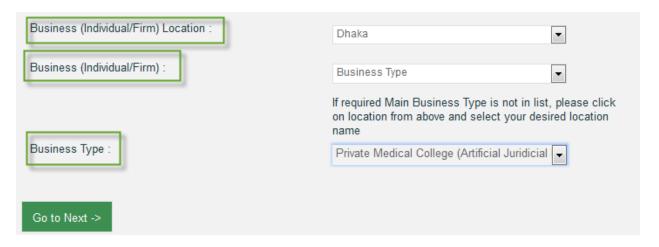


- **Re-Registration**: Re registration is the process to update the TIN number from 10-digits to 12-digits and also update the information of Taxpayer.

- **New Registration**: New Registration is the process to take new TIN number.

- Please select **New Registration** to take a new TIN number.

**Main Source of Income:** This option allows you to select your *Main Source of Income*. There are four selective options in the field of *Main Source of Income* for the status of Individual Bangladeshi.



- **Business (Individual/Firm)**: The Taxpayer whose main source of income is business he/she will select *Business*.

- **Others**: The Taxpayer whose Main source of Income is other than Service, Profession and Business such as house rent, Bank interest etc. They will select Others.

- Please select your *Main Source of Income* such as *Business (Individual/Firm)* from the list.



- **Business (Individual/Firm) Location**: This option allows you to select your *Location* such as District name from dropdown list.

- **Business (Individual/Firm)**: This option allows you to select *Business Type or Location* from dropdown list.

- **Business Type**: This option allows you to select your specific Business type from dropdown list.

- Click on **"Go to Next"** to continue your process.

# Basic Information

This option allows you to provide your Basic Information such as Taxpayer's name, Mobile number and Email address etc.
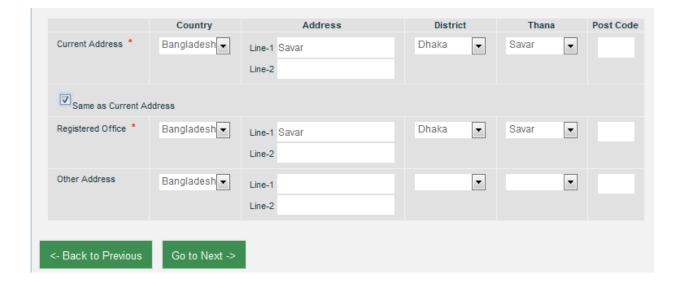
.



- Please provide Basic Information of Taxpayer. Such as Taxpayer's Name, Mobile Number.

# Address Information

This option allows you to provide your address Information such as your current address, permanent address and others address

- After providing general information the Taxpayer will provide his or her Address Information. Address information separated into three steps Current Address, Permanent Address and Others Address. If Current Address and Permanent Address are same then after p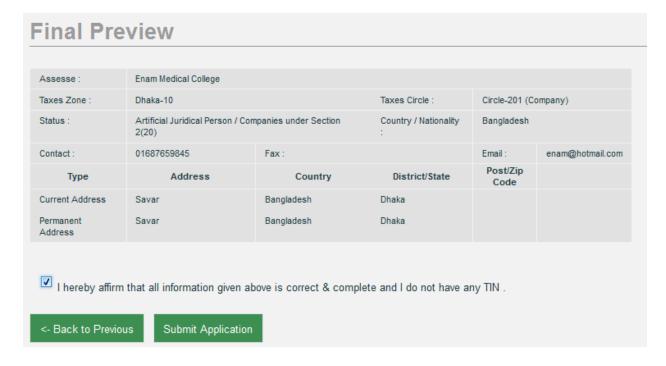roviding your Current Address just click on the check box ☑ Same as Current Address . If you want to give another address such as your official address, Business address you can provide on others information field.

- Click on the **"Go to Next "** button to continue your process.

# Final Preview
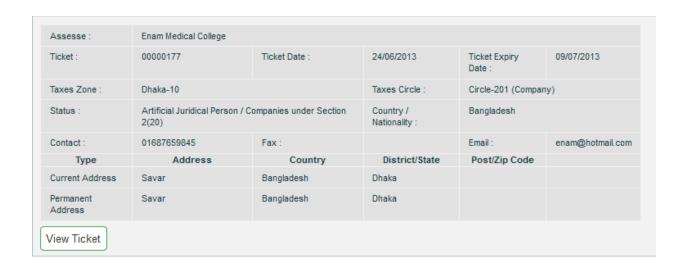
This Option will allow you the facility to check all the Information before submitting the application finally. If you found any mistake or wrong information you can edit the information once again before submitting.



- Click on the check box of ☑ I hereby affirm that all information given above is correct & complete if all the information is correct and actual.
- To submit your forms finally please click on the **"Submit Application"** button.

# View Details



- To view the Ticket click on "**View Ticket**" Your Ticket will appear on the screen.

# Ticket Information

This Option allows you to view Ticket.



- This is your Ticket Please remember or collect your Ticket number

- To get your TIN number and certificate contact with relevant circle officer's and follow the following instruction of the Ticket.

- To print the Ticket please clicks on the **"print Ticket"** button so a printing option will appear.

- Now select your printer and click on the **"Ok"** button.

| Print | | | x |
| --- | --- | --- | --- |

**Printer**

Name: EPSON TM-T81 ReceiptSA4 ▼   Properties...

Status: Offline; Not available; 0 documents waiting
Type: EPSON TM-T81 ReceiptSA4
Where: ESDPRT001
Comment: ☐ Print to file

**Print range**
◉ All
○ Pages   from: 1   to: 1
○ Selection

**Copies**
Number of copies: 1 ⇅

1¹ 2² 3³   ☐ Collate

OK   Cancel