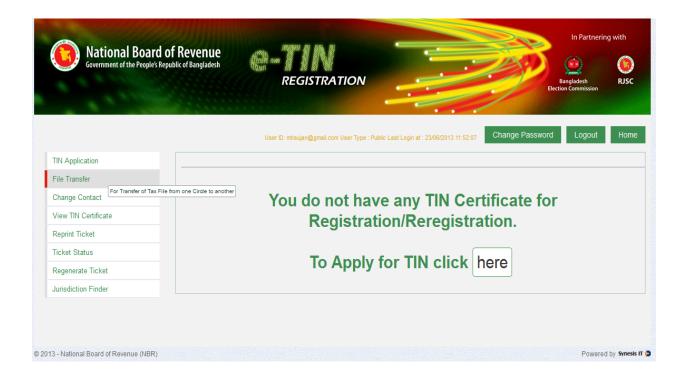
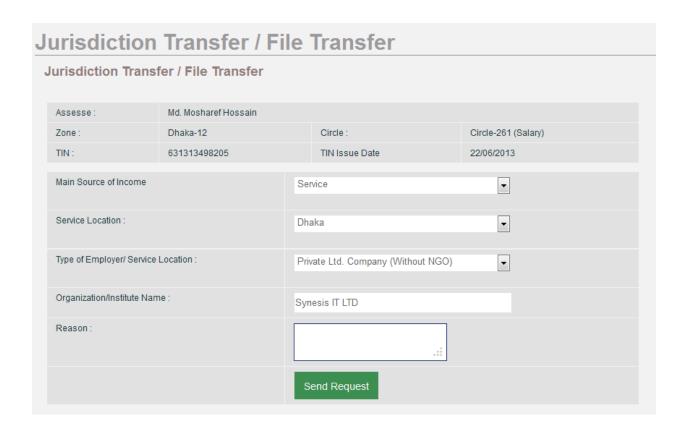
File Transfer Request

File transfer is the process to change jurisdiction of a Taxpayer and file transfer request is the first step of file transfer process.



First you need to request to transfer a file so selects the menu of *File Transfer* from the menu list. A New form will appear on the screen.



- To change the Main Source of Income of taxpayer please click on the field of Main Source of Income and change it from dropdown list.
- To change the Location of Service / Business / Profession / Others please click on the field of Location and change the location from dropdown list.
- After changing your information please clicks on the "Send Request" button.
- After complete your Request please contact with your Circle officer with NOC (No Objection Certificate).