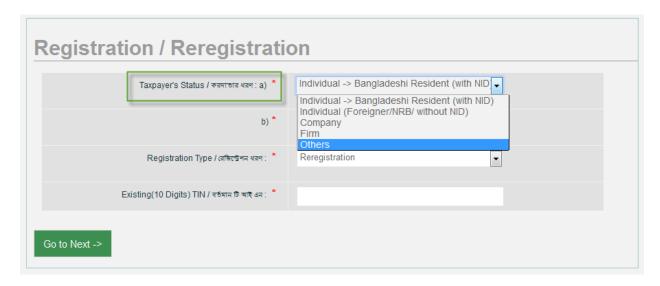
New Registration for Hindu Undivided family

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*.



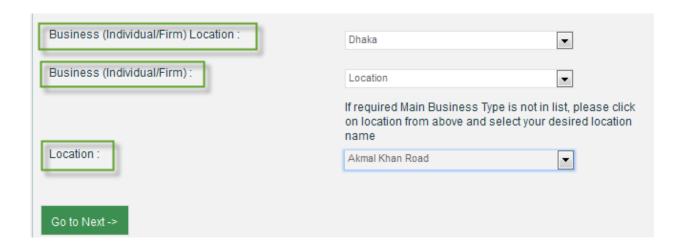
- **Re-registration**: Re registration is the process to update the TIN number from 10-digits to 12-digits and also update the information of Taxpayer.
- **New Registration**: New Registration is the process to take new TIN number.
- Please select New Registration to take a new TIN number.

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 Hindu Undivided Family.



- **Business**: 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) from the list.



- Business (Individual) Location: This option allows you to select your Business
 Location (District) from dropdown list.
- Business (Individual/Firm): This option allows you to select *Business Type or Location* from dropdown list.
- **Location**: This option allows you to provide exact location of business. If taxpayers main type of business isn't exist in the list of Business Type, he/she must select business location.
- After complete the jurisdiction selection please click on the "Go to Next" button to continue your process.

Basic Information

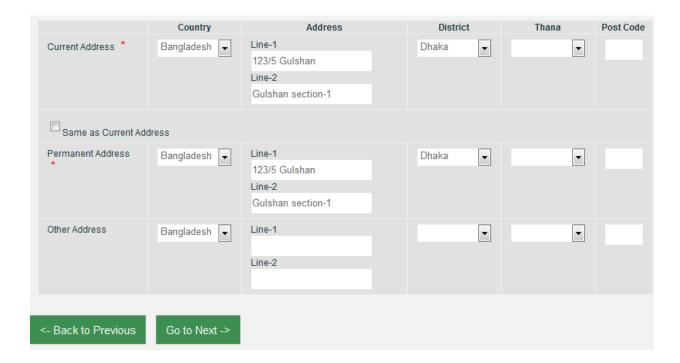
This option allows you to provide taxpayer's Basic Information such as Taxpayer's name, Authorized Persons Name and TIN.



- Please provide Taxpayer's name.
- Provide Authorized Person's information and the information must be providing as per TIN Certificate of Authorized Person's.

Address Information

This option allows you to provide taxpayer's address Information such as current address, permanent address and others address.



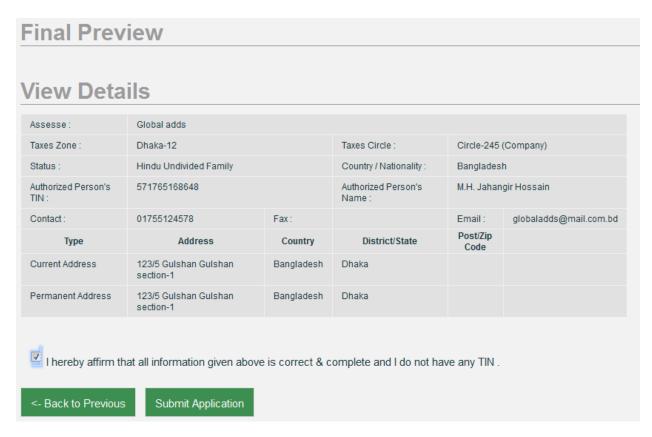
- After providing general information the Taxpayer will provide his or her Address Information. Address information separated into three steps Current Address, Permanent Address and Others Address. If Current Address and Permanent Address are same then after providing your Current Address just click 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 the "**View Ticket**" button so ticket information will appear on the screen.

Ticket Information

This Option allows you to view and print the ticket.

Ticket Information

Ticket Number: 00000150 Date: 19/06/2013

Purpose: TIN Registration

Name: Global adds

Status: Hindu Undivided Family

Nationality: Bangladesh

Zone: Dhaka-12 Circle: Circle-245 (Company)

Please contact with the following Authority within 15(fifteen) days:

Deputy Commissioner of Taxes

Taxes Circle-245 (Company) Taxes Zone Dhaka-12

Address: Modina Tower, 3/4, Purana Paltan, Dhaka.

Contact: 7115024

Please bring the following documents at the time of visit:

Print 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 click on the **"print Ticket"** button so a printing option will appear.
- Now select your printer and click on the "Ok" button.

