

**Guideline on VAT Registration, filing and payment due dates, & penalties and interest.**

1. VAT Registration threshold is \$100,000.00 sales.
2. Taxpayer's obligation to register at Tax office Or Tax office could register the business for VAT as soon as it finds out that such business has reached the registration threshold. The registration could be dated back to the date when such business reached \$100,000.00.
3. Tax office do the registration for VAT in RMS and issuing a VAT Certificate.
4. A VAT registered business must display its VAT Certificate for customers' information.
5. To charge VAT on taxable supplies at the rate of 12.5% but not to charge VAT on exempted goods and services nor zero rated supplies (see list of exempted & zero- rated supplies)
6. To submit a VAT return to the Tax office within 15 days after end of each quarter.
7. A completed VAT return to be filed at Tax office must be signed by the Owner.
8. VAT payable must be paid to the Tax office within 15 days after the end of each quarter.
9. Late filers and non-filers must be penalized a late filing fee of \$30 a month.
10. A taxpayer must be penalised with a 15% late payment penalty on the amount that not paid on the required due date.
11. A taxpayer must be penalized as well with the 15% interest which run on a yearly basis on the unpaid tax.