

Form GST REG-13

[See rule 17(1)]

**Application/Form for grant of Unique Identity Number to UN Bodies /
Embassies / others**

State /Union Territory– District –
PART A

| | | |
|-------|--|--|
| (i) | Name of the Entity | |
| (ii) | Permanent Account Number of entity, if any (applicable in case of any other person notified) | |
| (iii) | Name of the Authorised Signatory | |
| (iv) | Permanent Account Number of Authorised Signatory | |
| (v) | Email Address of the Authorised Signatory | |
| (vi) | Mobile Number of the Authorised Signatory (+91) | |

PART B

| | | | | |
|----|--|-------------------------------|-------------------------------|------------------------------------|
| 1. | Type of Entity (Choose one) | UN Body <input type="radio"/> | Embassy <input type="radio"/> | Other Person <input type="radio"/> |
| 2. | Country | | | |
| 3. | Notification Details | Notification No. | Date | |
| 4. | Address of the entity in State | | | |
| | Building No./Flat No. | | Floor No. | |
| | Name of the Premises/Building | | Road/Street | |
| | City/Town/Village | | District | |
| | Block/Taluka | | | |
| | Latitude | | Longitude | |
| | State | | PIN Code | |
| | Contact Information | | | |
| | Email Address | | Telephone number | |
| | Fax Number | | Mobile Number | |
| 7. | Details of Authorised Signatory, if applicable | | | |
| | Particulars | First Name | Middle Name | Last name |
| | Name | | | |
| | Photo | | | |
| | Name of Father | | | |
| | Date of Birth | DD/MM/YYYY | Gender | <Male, Female, Other> |
| | Mobile Number | | Email address | |
| | Telephone No. | | | |

| | | | | |
|---------------------|--|----------|---|--|
| | Designation /Status | | Director Identification Number (if any) | |
| | Permanent Account Number | | Aadhaar Number | |
| | Are you a citizen of India? | Yes / No | Passport No. (in case of foreigners) | |
| Residential Address | | | | |
| | Building No/Flat No | | Floor No | |
| | Name of the Premises/Building | | Road/Street | |
| | Town/City/Village | | District | |
| | Block/Taluka | | | |
| | State | | PIN Code | |
| 8 | Bank Account Details (add more if required) | | | |
| | Account Number | | Type of Account | |
| | IFSC | | Bank Name | |
| | Branch Address | | | |
| 9. | <p>Documents Uploaded</p> <p><i>The authorised person who is in possession of the documentary evidence (<u>other than</u> UN Body/ Embassy etc.) shall upload the scanned copy of such documents including the copy of resolution / power of attorney, authorising the applicant to represent the entity.</i></p> <p>Or</p> <p><i>The proper officer who has collected the documentary evidence from the applicant (UN Body/ Embassy etc.) shall upload the scanned copy of such documents including the copy of resolution / power of attorney, authorising the applicant to represent the UN Body / Embassy etc. in India and link it along with the Unique Identity Number generated and allotted to respective UN Body/ Embassy etc.</i></p> | | | |
| 11. | <p>Verification</p> <p><i>I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.</i></p> | | | |

Place:

(Signature)

Date:

Name of Authorised Person:

Or

(Signature)

Place:

Name of Proper Officer:

Date:

Designation:

Jurisdiction:

Instructions for submission of application for registration for UN Bodies/ Embassies/others notified by the Government.

- Every person required to obtain a unique identity number shall submit the application electronically.
- Application shall be filed through common portal or registration can be granted suo-moto by proper officer.
- The application filed on the common portal is required to be signed electronically or through any other mode as specified by the Government.
- The details of the person authorised by the concerned entity to sign the refund application or otherwise, should be filled up against the “Authorised Signatory details” in the application.