APPLICATION FOR UTILIZATION OF VAT RELIEF GRANTED TO DIPLOMATIC MISSIONS ON LOCAL SUPPLIES

*Delete which is not applicable:

1. NAME OF MISSIONS/CONSULATE/INTERNATIONAL ORGANISATION

2. PARTICULARS OF THE PURCHASING OFFICER
   (a) Name of the Officer ..................................................................................................
   (b) Title of the Officer and Identity Card Number .........................................................

3. DESCRIPTION OF GOODS:

<table>
<thead>
<tr>
<th>NO.</th>
<th>TYPE OF GOODS</th>
<th>QUANTITY</th>
<th>VALUE IN T.SHS.</th>
<th>INTENDED USE</th>
</tr>
</thead>
</table>

   Signature of the Purchasing Officer ........................................................................

   Date: ........................................

4. CONFIRMATION BY THE MISSION:

   I hereby confirm that the above described goods are for official use of
   .............................................................................................................................
   .............................................................................................................................

   HEAD OF MISSION

   Date

5. APPROVAL BY FOREIGN AFFAIRS
   (a) Reference No.: .............................................
   (b) Request is APPROVED/NOT APPROVED*

   .............................................................................................................................

   PERMANENT SECRETARY
   Date
6. FOR OFFICIAL USE

VAT Head Office:

Request is APPROVED/NOT APPROVED

..............................................................................................  ........................................................
COMMISSIONER FOR DRD/LTD  Date

Distribution:  
Original - Commissioner for DRD/LTD 
Duplicate - Permanent Secretary, Ministry of Foreign Affairs and International Co-operation. 
Triplicate - Supplier of goods 
Quadruplicate - Applicant.