

# VAT Registration for Business with a Premise in Bangkok



## Procedures and Operating Duration

01

Submit the Request



02

Processing the Request



03

Approval Process



## List of Documents



27 working days



- P. P. 01 form and P. P.01.1 form (If any)
- Property lease agreement with name and address or consent letter for using the property as a place of business
- Passport or Alien Identification Card
- Business License (In case of Alien)
- Certificate of establishment of ordinary partnership, Fund, non - juristic Foundation, or non - juristic private organization
- Letter of authorization certified by the embassy or consulate
- Joint venture documents (If any)
- Map of the place of business with photo
- Power of attorney (stamp duty affixed) with authorized person's Identification Card and photocopy of grantor's Identification Card
- Certificate of condominium juristic person manager, in case of the place of business located in the condominium

## Complaint/Suggestion Channels

- The Revenue Department  
90 Soi Phaholyothin 7, Phaholyothin Road,  
Phayathai, Phayathai, Bangkok 10400  
☎ 0 2272 8288
- Large Business Tax Administration Division/Regional Revenue Office/  
Area Revenue Office/Area Revenue Branch Office
- [www.rd.go.th](http://www.rd.go.th)

## Service Channels

- Large Business Tax Administration Division  
(In case of business under the supervision of the Large Business Tax Administration Division)
- Area Revenue Office or Area Revenue Branch Office where the place of business is located.
- Service Hours : Monday - Friday (Closed on public holidays)  
8:30 - 16:30 Hrs. (with lunch break)



nsuasswangs  
THE REVENUE DEPARTMENT

RD Intelligence Center 1161

