



ADAMAWA STATE BOARD OF INTERNAL REVENUE

Tax Consultancy Registration Form

(Regulate Under Section 13 (1a & I) of ADS Revenue Administration Law No 12 of 2020)

A. PERSONAL DATA

i. Tax Representative in the State

- a. Name.....
- b. Designation.....
- c. Email.....
- d. Phone.....
- e. Residence Office Location.....
- f. Value Identification Card.....

ii. Client / Directed Employer/Taxpayer/ High Networth Individual

- a. Name.....
- b. Trade/Business Line.....
- c. Nature of Tax Consulting.....
 - PAYE
 - CGT/Stamp Duty
 - Withholding Tax/Development Levy
 - Road Taxes
 - Other Taxes
- d. Mail.....
- e. Phone.....
- f. Address.....
.....
- g. TIN.....

iii. Client Engagement Letter (Attach photocopy)

iv. Client Introduction Letter to the Board as Representer/consultant (Attach photocopy)



B. TAX PRACTITIONERS' COMPLIANCE DOCUMENT

- i. CITN Membership Number.....(attach Certificate)
- ii. CITN Practicing License.....(attach Certificate)
- iii. Business Name.....
(attach CAC Registration Certificate)
- iv. Company Profile.....
(all compliance documents)
- v. Current Payroll of Employee (PAYE Scheme) resident in Adamawa State
- vi. Motor Vehicle Document of the License Consultant
- vii. Value TCC (Partners or Board of Directors)
- viii. Value Tax Remittance Certificate (consulting firm)

C. CLIENT TAX HISTORY (HIGH NETWORTH INDIVIDUAL INCLUSIVE)

- i. TCC (Photocopies of Current Surface)
- ii. TRC (Photocopies of Current Surface)

D. DECLARATION STATEMENT

I Hereby declared that the information submitted is the true position of my Firm.

.....
Authorized Signatory

.....
Name
Phone No.....

