

**Application to obtain access to Sri Lanka Customs Web Based
VAT Database**

Name of the Exporter/Importer :

VAT No of the Exporter/Importer :

Name of
the Representative :

NIC of
the Representative :

**Signature of the Director/Partner/Proprietor
- of the Enterprise**

Date:

Stamp of the Enterprise

A.S.C,

Grant the above Exporter/Importer's representative a suitable level of access.

Date

D.D.C (Exports)/A.D.C (Exports) / C.E.O

DDC /ADC /SC (ADP),

Web access granted to the representative under the username

Date

A.S.C

**Declaration of the Exporter/Importer's representative obtaining the access, to the
Customs Web Based VAT Database**

I obtained the access rights to the Customs Web Based VAT Database -
- under the username

Further,

1. I undertake to secure the confidentiality of my password.
2. I undertake the total responsibility for the use of my username.

Date

Signature of the Representative of the Exporter/Importer

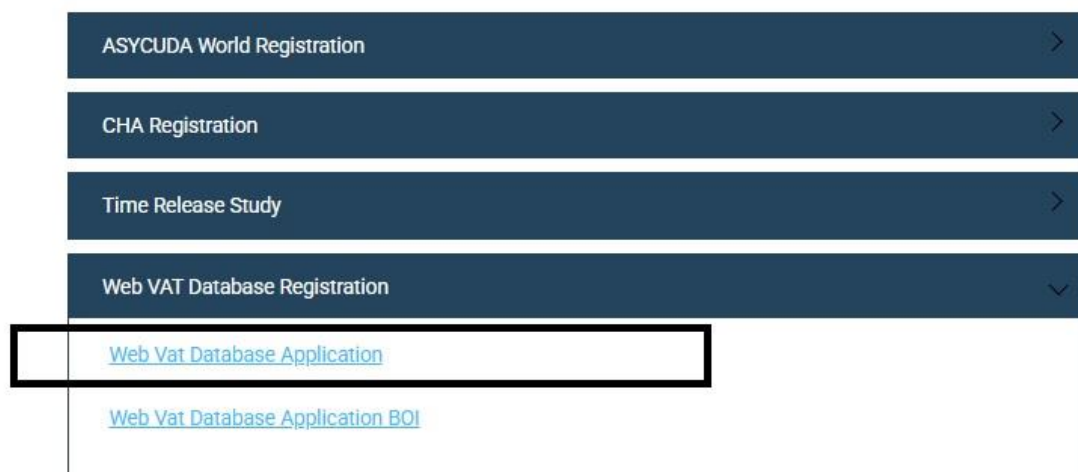
DOCUMENTS REQUIRED FOR THE IMPORT AND EXPORT DATA/ VAT DATABASE REGISTRATION

1. Duly filled VAT Database application form. (Can be downloaded from Sri Lanka Customs Website)



REGISTRATION GUIDE

[Sri Lanka Customs](#) > [Business](#) > Registration Guide



2. Request letter with the details of the Authorized Person.
3. No objection letter from the **Director Board**. (Allowing Authorized representative to get the User Name and Password to the Portal)
4. Certified copies of following Documents **along with the Originals**.
 - Business Registration.
 - TIN Certificate
 - VAT Certificate
 - Form 48/ Form 20 (If the Directors have been Changed)
 - NIC Copies of the Directors of the Company.
 - NIC Copy of the Authorized representative

❖ ***All the Copies should be certified by a JP or AAL***