

Dear Valued Customer,

Please find attached a copy of your **2020 Renewal of Business Licence Application Form.**

If you are an active business owner, please complete the attached form, and return the application to the Inland Revenue Department with the supporting documents as requested.

As the Inland Revenue Department prepares to implement a new and more efficient and effective Information Technology system, we are undertaking an initiative to bring business licence information up to date. Therefore, we may request additional documents from all business owners, or authorized persons to complete the renewal of their business.

All forms should be submitted and accompanied by the owner or an authorized representative of the establishment or business. The owner or representative will be required to meet with an officer within the Taxpayer Services Unit to further discuss and update details of your business.

Please be advised that information pertinent to the establishment or business will only be provided to the owner or any authorized persons of the establishment or business.

If your business is no longer in operation, you will be required to complete an Application of Closure Form. Once submitted, we will review all accounts associated with the business before closure and notify you of any outstanding filings or arrears to be settled prior to final approval.

As a courtesy to our customers, we accept payment by Cash, Cheque, Visa or Master Debit and Credit Cards.

The Department asks that customers are compliant and patient with the officers of the Inland Revenue Department during the business licence renewal process. We also ask our customers to remember that these changes to modernize the system will ultimately aim towards making the service the department provides better and more convenient.

If you have any questions or concerns, please do not hesitate to contact the Inland Revenue Department at (264) 497-8334 or e-mail us at inlandrevenue@gov.ai.

Thank you for your usual cooperation and best wishes for a prosperous New Year.

Regards,



Kiel Connor (Mr.)
Comptroller, Inland Revenue Department