



GOVERNMENT OF TONGA
 PULE'ANGA 'O TONGA
 Ministry of Revenue and Customs
 Potungau Pa'anga Hu Mai & Tute

FORM 16- TAX CLEARANCE FORM - LICENSE TO EXPORT SANDALWOOD
 FOOMU 16- FOOMU FAKA'ATAA TUKUHAU - LAISENI KI HONO FAKATAU ATU 'O E AHI

This form is to be used by those persons who are requesting a tax clearance from the Ministry of Revenue & Customs for an employment or work visa.
 Ko e foomu ko 'eni ke ngaue'aki ia 'e he tokotaha kotoa pe 'oku nau kole faka'ata tukupau mei he Potungau Pa'anga Hu Mai & Tute ki ha ngaue pe visa ngaue.

Please/Kataki:

- complete the form /fakakakato 'a e foomu;
- attached herewith any documentation from Customs/fakapipiki ha fa'ahinga tohi mei he Kasitomu;
- Sandalwood harvest docket/toketi ki hono ta'aki 'o e Ahi
- Business licence from Ministry of Commerce & Labour/ Laiseni Pisinisi mei he Potungau Fefakatau'aki mo e Ngaue 'a e Kakai

Use of this form will speed up the process/Ngaue'aki 'a e foomu ko 'eni ke fakavave 'a e ngaue.

REASON TAX CLEARANCE BEING APPLIED FOR/'UHINGA 'O E KOLE KE FAKA'ATATUKUHAU:
<input type="checkbox"/> LICENCE TO EXPORT SANDALWOOD /LAISENI KI HONO FAKATAU ATU 'O E AH
YOUR FULL NAME/HINGOA KAKATO:
COMPANY NAME OR IF YOU HAVE ANOTHER NAME PLEASE PROVIDE IT HERE:/HINGOA 'O E KAUTAHA PE 'O KAPAU 'OKU 'I AI HAO TO E HINGOA KEHE PEA KE FAKAHA 'I HENI:
TRADING NAME (if any)/HINGOA FEFAKATAU'AKI (kapau 'oku 'i ai):
TIN (Taxpayer Identification Number) if issued /TIN (Fika Tukupau 'a e Taha Tukupau) kapau na'e foaki:

(before you can obtain a licence to operate a business, you must have a TIN. Please contact us to obtain one - you will need to complete Form 3A or 3B- Individual Application for TIN or Form 4 if a company or partnership or trust available from our office or from our website at www.revenue.gov.to) / (kimu'a pea ke ma'u ha laiseni ke fakalele ha pisinisi, kuo pau ke 'i ai ho'o Fika Tukupau. Kataki 'o fetu'utaki mai kiate kimautolu ke ma'u atu ho fika tukupau- 'e fiema'u keke fakakakato 'a e Foomu 3A pe 3B- Kole Fika Tukupau Taautaha pe Foomu 4 'o kapau ko ha kautaha pe ko ha kaunga pisinisi pe ko ha talasiti 'e ma'u atu ia mei he 'emau uepisaiti ko e www.revenue.gov.to)

YOUR ADDRESS /TU'ASILA:	
Specific Location/Street Address /Feitu'u Pau/Tu'asila 'o e Hala:	
Postal Address (if different)/Tu'asila : Fakameili (kapau 'oku kehe)	
Phone Number /Fika Telefoni :	
Fax Number /Fika Fekisimeili:	
Email Address /Tu'asila 'o e Meili:	
1	Are you the landholder of land where the sandalwood trees to be exported were grown?/Ko e tokotaha ma'u kelekele ko e 'o e kelekele na'e to ai 'a e ngaahi fu'u ahi ke fakatau atu? <input type="checkbox"/> Yes/ 'Io <input type="checkbox"/> No/ 'Ikai
	If not, please attach lease agreement as required by Regulation 8 of the Sandalwood Regulations 2014/ Kapau 'oku 'ikai, kataki 'o fakapipiki 'a e aleapau lisi'oku fakaha 'i he Tu'utu'uni 8 'o e Ngaahi Tu'utu'uni ki he Ahi 2014
2.	Location of Plantation /Feitu'u 'oku tu'u ai 'a e Ngoue'anga:
3.	Size of plantation (Number of Trees)/Lahi 'o e Ngoue'anga (Ngaahi fu'u 'akau 'e fiha):
4	Number of Sandalwood Tags/Lahi 'o e Ngaahi Faka'ilonga 'o e Ahi:
5.	Value of Sandalwood to be exported/Mahu'inga 'o e Ahi 'oku 'ai ke fakatau atu:
6	Weight of Sandalwood to be exported/Mamafa 'o e Ahi 'oku 'ai ke fakatau atu:
7.	Will you/ or do expect to be ober \$100,000 gross annual turnober?/Te ke pe 'oku ke faka'amu ke laka he \$100,000 'a e pa'anga hu mai fakakatoa fakata'u? <input type="checkbox"/> Yes/ 'Io <input type="checkbox"/> No/ 'Ikai
	If Yes, have you registered for Consumption Tax Kapau 'oku 'Io, na'e 'osi lesisita ki ha Tukupau Ngaue'aki? <input type="checkbox"/> Yes/ 'Io <input type="checkbox"/> No/ 'Ikai
	If No, why not?/Kapau 'oku 'ikai, koeha hono 'uhinga?
8.	Have you previously given you a tax clearance?/Na'a mau 'osi 'oatu hao tukuhau faka'ataa kimu'a? <input type="checkbox"/> Yes/ 'Io <input type="checkbox"/> No/ 'Ikai
	If Yes, please give date of tax clearance issued and the purpose of that tax clearance/Kapau 'oku 'Io, kataki 'o 'omai e 'aho na'e foaki ai e faka'ataa tukuhau mo e taumu'a 'o e faka'ataa tukuhau ko ia.
9	If yes, did you pay any tax on that previous clearance?/ Kapau 'oku 'Io, na'a ke totongi ha tukuhau 'i he faka'ataa koia kimu'a?
10	If Yes, please provide details as of how much and tax/Kapau 'oku 'Io, kataki 'o fakaikiiki mai pe ko e fiha mo e tukuhau.
11	Date of first year of operation/'Aho 'o e fuofu'a ta'u na'e kamata 'a e pisinisi.

YOUR COMPLIANCE HISTORY WITH MINISTRY OF REVENUE & CUSTOMS/HISITOLIA 'A HO'O FAIPAU KI HE POTUNGAUE PA'ANGA HU MAI & TUTE

1. Income Tax (IT) Details:/Ngaahi Fakaikiiki 'o e Tukupau Vahenga:	
Last Income Tax Lodged (Financial Year)FakamatalaTukupau Paanga Hu Mai na'e fakahu Fakamuimui Taha Na'e Fakahu (Ta'u Fakapa'anga):	
Financial Year(s) not yet lodged/Ta'u Fakapa'anga te'eki fakahu mai:	
Income Tax Arrear/Mo'ua Tukupau Pa'anga Hu Mai :	
Financial Years/Ngaahi Ta'u Fakapa'anga:	
Amount/ Tukupau	
Penalties/ Tautea	
Total/Fakakatoa:	

2. Consumption Tax (CT) Details/Ngaahi Fakaikiiki 'o e TukupauNgaue'aki:	
Last CT lodged (Month)Tukupau Ngaue'aki Fakamuimui Taha Na'e Fakahu(mahina):	
Month(s) not yet lodged:/Ngaahi Mahina te'eki ke fakahu mai hono Fakamatala Tukupau Ngaue'aki:	
CT Arrear/Mo'ua Tukupau Ngaue'aki :	
CT Period/Vaha'a Taimi Tukupau Ngaue'aki:	
Amount/Tukupau	
Penalties/ Tautea	
Total/Fakakatoa	
3 PAYE Details/Ngaahi Fakaikiiki 'o e TOTONGI	
Last PAYE lodged (month)/TOTONGI Fakamuimui Taha Na'e Fakahu(mahina):	
Month(s) not yet lodged/ Ngaahi Mahina te'eki fakahu:	
PAYE Arrear /Toenga TOTONGI	
PAYE Period/ Vaha'a Taimi TOTONGI:	
Amount/ Mahu'inga	
Penalties/Ngaahi Tautea	
Total/Fakakatoa	
4 PAYE Reconciliation Details/Ngaahi Fakaikiiki 'o e TOTONGI Fakafehoanaki	
PAYE Reconciliation /TOTONGI Fakafehoanaki Fakamuimui Taha Na'e Fakahu:	
Financial Year (s) not yet lodged/ Ta'u Fakapa'anga Totongi Te'eki ke fakahu:	
5 Customs Details/Ngaahi Fakaikiiki Tute	
1 Import Duty Arrear:/Mo'ua HeTute Hu Mai:	
2 Excise Duty Arrear:/ Mo'ua HeTute 'Ekisia:	

DECLARATION/FAKAPAPAU:

I declare the above information is true and complete. /Oku ou fakapapau ko e ngaahi fakamatala 'oku ha 'i 'olunga 'oku mo'oni mo kakato.

Name/Hingoa:

Date/'Aho:

Position/Tu'unga:

Signature
/Fakamo'oni:

NOTE: IT IS A SERIOUS OFFENCE TO MAKE A FALSE STATEMENT TO THE CHIEF EXECUTIVE OFFICER, MINISTRY OF REVENUE & CUSTOMS /FAKATOKANGA'I: KO E HIA MAMAFa IA KE FAKAHOKO HA FAKAMATALA 'OKU 'IKAI TOTONU KI HE 'OFISA PULE MA'OLUNGA, POTUNGAUE PA'ANGA HU MAI & TUTE

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Date of Receipt of Application/ 'Aho 'oku ma'u ai 'a e Kole: _____/_____/_____

Receiving Officer/ 'Ofisa 'oku ne ma'u ai: _____

Recommendation (including any Conditions that should be applied to issuing the Tax Clearance)/
Fokotu'u (kau ai 'a e Ngaahi Tu'unga 'a ia 'oku totonu ke ngaue'aki 'i hono foaki 'a e Tukahau Faka'atā:

Recommending Officer/ 'Ofisa 'oku ne fokotu'u atu: _____

Date of Recommendation/ 'Aho 'o e fokotu'u atu: _____/_____/_____

Approving Officer: Chief Executive Officer/ 'Ofisa Fakangofua: 'Ofisa Pule Ngaue:

Date/ 'Aho: _____

Date of Issue of Tax Clearance/ 'Aho na'e foaki ai 'a e Faka'atā Tukahau: _____/_____/_____