

GST F9
Application For Cancellation Of GST Registration

1) IMPORTANT NOTES

1.1 You should submit all outstanding GST returns and remit payment for outstanding taxes, if any, immediately. A “Nil” GST return is necessary even if there were no business done during the period. If you fail to submit the return(s) and/or make payment by the due date, you will be liable for penalties.

1.2

After your application for de-registration is approved, you will have to complete and submit the GST Final Return (GST F8). If the value of assets (including stocks, non-residential properties owned by you for which input tax has been allowed previously and goods imported using your MES status) on hand exceeds S\$10,000.00, you are required to account for the deemed output tax in the GST F8.

1.3 Notwithstanding your de-registration from GST, in the event that an incorrect return is detected, you may be liable for penalties/prosecution action under the GST Act. The amount of penalty can be up to 3 times the amount of tax undercharged. Depending on the circumstances of the case, composition may at times be offered as a settlement of the case.

2 HOW TO COMPLETE GST F9?

In general, there are 4 situations where a GST Registered trader may apply for De-registration and they can be illustrated as follows:-

2.1 SITUATION A: Stopped making taxable supplies because business ceased / liquidated

Company A ceased its business on 15/07/00. It sold off its remaining assets and stock on 14/07/00.

Under Part A Reason(s) for Cancellation, the boxes that Company A has to complete are:-

1. I stopped making taxable supplies on – 14/07/00.

2. For companies only :

(i) My business ceased on – 15/07/00.

In addition, Company A is required to furnish the details under 3.1 on page 3 of the explanatory notes.

2.2 SITUATION B: Transfer of whole business as a going concern

XYZ Partnership was converted to XYZ Pte Ltd on 01/07/00. The partnership stopped making taxable supplies on 30/06/00 and ceased business on the same day. There are no other partnerships with the same composition of partners.

Under Part A Reason(s) for Cancellation, the boxes that XYZ Partnership has to complete are:-

1. I stopped making taxable supplies on – 30/06/00.

2. For partnership only :

(i) My partnership business ceased on – 30/06/00.

(ii) I confirm that **all** my partnerships with the same composition of partners have ceased

Yes No

(iv) I transferred * part / whole of my business as a going concern on - 01/07/00.

(Please give particulars of the new owner in Part B).

In addition, XYZ Partnership is required to furnish the details under 3.1 and 3.2 on page 3 of the explanatory notes.

2.3 SITUATION C: Transfer of part of a business as a going concern

WXY Partnership has 5 outlets in Singapore. It decided to sell off 2 of its outlets to another company on 01/06/00. There is another partnership business, ABC Partnership, with the same composition of partners as WXY Partnership. ABC Partnership is also registered for GST. The total taxable turnover of WXY Partnership and ABC Partnership will not exceed S\$1 million in the next 12 months. Both WXY Partnership and ABC Partnership wish to cancel their GST registration.

Under Part A Reason(s) for Cancellation, the boxes that WXY Partnership has to complete are:-

1. My taxable turnover in the next 12 months will not exceed S\$1 million.

2. For partnership only :

(iii) I confirm that the **total** taxable turnover of all my partnership businesses with the same composition of partners in the next 12 months will be less than S\$1 million.

Yes No

(iv) I transferred * part / whole of my business as a going concern on - 01/07/00.

(Please give particulars of the new owner in Part B).

In addition, WXY Partnership is required to furnish the details under 3.2 on page 3 of the explanatory notes.

ABC Partnership is also required to submit another GST F9. Under Part A Reason(s) for Cancellation, the boxes that ABC Partnership has to complete are:-

1. My taxable turnover in the next 12 months will not exceed S\$1 million.

2. For partnership only :

(iii) I confirm that the **total** taxable turnover of all my partnership businesses with the same composition of partners in the next 12 months will be less than S\$1 million.

Yes No

2.4 SITUATION D: Taxable turnover in the next 12 months will not exceed \$1 million

Mr A, a sole-proprietor, expects his taxable turnover in the next 12 months to fall by 50% because he lost a major customer. Mr A owns only one sole-proprietorship business.

Under Part A Reason(s) for Cancellation, the boxes that Mr A has to complete are :-

1. My taxable turnover in the next 12 months will not exceed S\$1 million.

2. For sole-proprietorship only :

(ii) I confirm that the **total** taxable turnover of all my sole-proprietorship businesses in the next 12 months will be less than S\$1 million.

Yes No

3 DETAILS TO BE SUBMITTED WITH GST F9

You are required to furnish the following details in a separate attachment together with your application for cancellation of GST Registration:-

3.1 Business ceased / liquidated / stopped making taxable supplies

a) A copy of the latest ACRA Business Profile or other supporting document(s) showing that all your business(es) has/have ceased operation.

b) If your business is/will be *dormant indefinitely*, you are required to confirm that you have no intention to re-activate the business.

c) For liquidation cases, the GST F9 has to be **submitted by the liquidator** together with the supporting documents, e.g. electronic extract of the Notice of Appointment to ACRA.

3.2 Transfer of business as a going concern

a) Effective date of transfer and details of the transferee (new owner).

b) Type or nature of the transfer (i.e. whether it is a full or partial transfer, merger, conversion etc).

c) Confirm that the assets transferred are used by the transferee in carrying out the same kind of business activity.

d) Confirm whether GST has been charged on the assets & stock transferred.

