



Package F

TIN Application Form – Non-Resident Owner of Timor-Leste Business



*(Note: Individuals are non-residents if they are not citizens of Timor-Leste.
Companies are non-residents if they were not incorporated in Timor-Leste.
Only companies that are not operating in Timor-Leste should use this form.)*

Section 1 – General Information

1. Do you already have a Timor-Leste TIN?	2. The TIN is being requested for:
<input type="checkbox"/> Yes → <i>enter your current TIN:</i> _____ <input type="checkbox"/> No	<input type="checkbox"/> A Non-Resident Individual → <i>go to Question 3</i> <input type="checkbox"/> A Non-Resident Company → <i>go to Question 4</i>

Section 2 – Taxpayer Information

3. Information about the Owner who is a Non-Resident Individual (natural person)				
3a. Family Name	3b. First Name	3c. Country of Passport		
4 Information about the Owner which is a Non-Resident Company				
4a. Business Name	4b. Country of Headquarters	4c. TIN in the Country of Headquarters		
5. Contact Information (for both individuals and companies that are owners)				
5a. Email Address	5b. Phone Number	5c. Other Phone Number	5d. Fax Number	
5e. Street No.	5f. Street Name/PO Box	5g. Door/Apartment No.	5h. City/Village	
5i. Sub-District	5j. District	5k. Postal Code	5l. Country	
6. For official correspondence, do you prefer using the Email Address you provided or the physical Mailing Address?				
<input type="checkbox"/> Email Address		<input type="checkbox"/> Physical Address		
7. Preferred Language of Correspondence <i>(check only one box)</i>	<input type="checkbox"/> Tetun	<input type="checkbox"/> English	<input type="checkbox"/> Indonesian	
<input type="checkbox"/> Portuguese				

Section 3 - Supporting Documents

8. Have you included all supporting documents? Check all appropriate boxes.															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Document Type</th> <th style="width: 50%;">Number</th> </tr> <tr> <th colspan="2" style="text-align: center;"><i>(indicate number as it appears on the document)</i></th> </tr> </thead> <tbody> <tr> <td colspan="2" style="padding: 5px;">For Non-Resident Individual Owner:</td> </tr> <tr> <td style="padding: 5px;"><input type="checkbox"/> Copy of Passport</td> <td style="width: 50%;"></td> </tr> <tr> <td colspan="2" style="padding: 5px;">For Non-Resident Company Owner:</td> </tr> <tr> <td style="padding: 5px;"><input type="checkbox"/> Copy of Passport of Representative of Company is attached; AND</td> <td></td> </tr> <tr> <td style="padding: 5px;"><input type="checkbox"/> Copy of proof of registration in the country of incorporation</td> <td></td> </tr> </tbody> </table>	Document Type	Number	<i>(indicate number as it appears on the document)</i>		For Non-Resident Individual Owner:		<input type="checkbox"/> Copy of Passport		For Non-Resident Company Owner:		<input type="checkbox"/> Copy of Passport of Representative of Company is attached; AND		<input type="checkbox"/> Copy of proof of registration in the country of incorporation		
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Section 4 - Taxpayer Certification

I, _____ (name of applicant individual or the applicant company's representative) certify that all of the information provided by me is true and accurate. I am aware that providing false information is punishable by Law.

Signature of applicant individual or applicant company's official representative:

Date:

Please contact the National Directorate of Domestic Revenue if you have any Questions about this application form, tax matters or tax obligations.

You are responsible to know the tax laws of Timor-Leste as they apply to you. The tax laws and explanations are available on the Ministry of Finance website: www.mof.gov.tl, tab 'Taxation'. If you need more assistance, contact the nearest office of the National Directorate of Domestic Revenue, as appropriate.

FOR OFFICIAL USE ONLY

Approved → TIN Registered: _____

Rejected → Reason: _____

Tax Centre Assigned to (check only one):

Dili

Baucau

Maliana

Name of Determining Official:

Signature:

Date: