

### When should I lodge my VAT return?

Businesses that are registered on a voluntary basis lodge their VAT returns on a quarterly basis (every three months).

### Can I cancel my VAT registration?

Yes, as a business which is registered on a voluntary basis, you can cancel your VAT registration if:

- ☑ You no longer make taxable supplies (you must notify us within 7 days of no longer making taxable supplies); OR
- ☑ You realize you no longer want to be VAT registered. However, you will only be able to cancel after 12 months of being a VAT registered business.

Once deregistered, you will no longer be able to:

- ☑ Charge VAT on your sales
- ☑ Claim credit on your input tax
- ☑ Claim VAT refund.

## Seychelles Revenue Commission Information Brochure on Value Added Tax

This brochure is not intended as an exhaustive explanation of the law. If you require detailed information about your tax obligations you should visit the SRC or write to us.

### For more information:

#### Visit:

Seychelles Revenue Commission  
Third Floor  
Maison Collet  
Victoria, Mahe

#### Write to:

PO Box 50  
Victoria, Mahe

#### Phone:

4293737

**E-mail: [commissioner@src.gov.sc](mailto:commissioner@src.gov.sc)**

#### E-mail / Web

[advisory.center@src.gov.sc](mailto:advisory.center@src.gov.sc)

[www.src.gov.sc](http://www.src.gov.sc)



## Voluntary VAT Registration



An explanation about VAT

### What is voluntary VAT registration?

Voluntary registration applies to those businesses making taxable supplies and whose annual sales turnover is below the VAT threshold of SR 2 million, but choose to register for VAT on a voluntary basis. Those businesses are not obligated under the Value Added Tax Act 2010 to register for VAT.

### What are the criteria for voluntary VAT registration?

In order to be considered for voluntary registration, your business needs to meet the following criteria:

- Makes or will make taxable supplies (sale of goods or services)
- Has a fixed place of establishment in Seychelles
- Keeps or will keep proper records
- Has a good compliance history with the SRC.

### How do I apply for VAT registration?

Businesses can visit any of the SRC Offices on Mahé, Praslin and La Digue to obtain a copy of the VAT registration form. Alternatively, the form can be downloaded from the SRC website ([www.src.gov.sc](http://www.src.gov.sc)). Once you receive the form, you need to complete, sign and send it back to any of the SRC offices.

If you are a new business with an expected annual sales turnover of less than SR 2 million, SRC will enquire whether you wish for your business to be considered to be registered for VAT on a voluntary basis when you come to register with SRC as a new business.

### How will I know whether my application has been approved?

All applicants will be informed in writing about the status of their application. If SRC is satisfied that your business meets the criteria for voluntary registration, a letter of registration and a VAT certificate will be issued to you.

If your application is not approved, SRC will explain the reasons in writing as to why you have not been registered. If you are not satisfied with the decision made by SRC, you may object and appeal if necessary.

### What happens if after having registered on a voluntary basis I realize that I should be compulsorily registered?

If after having registered on a voluntary basis you realize that your business should be registered on a compulsory basis, you will need to inform the SRC, either at the:

- Beginning of any tax year if you expect to exceed the VAT threshold; **or**
- End of or during any tax year if you have exceeded the VAT threshold.

SRC will then change your VAT registration status from being a voluntary VAT registered business to being a compulsory VAT registered business.