



**TANZANIA REVENUE AUTHORITY
MAMLAKA YA MAPATO YA TANZANIA**

**APPLICATION FOR TAXPAYER IDENTIFICATION NUMBER (TIN)
MAOMBI YA NAMBA YA UTAMBULISHO WA MLIPA KODI**

(This form must be filled in Capital letters/ Fomu hii ijazwe kwa herufi kubwa)

(Please put a tick symbol ✓ in a box to indicate a selection/ Tafadhali weka alama ya ✓ kwenye kisanduku kuonyesha uchaguzi)

Taxpayer Preliminary Information / Taarifa ya awali ya mlipa kodi:

1.	<p>Is it first time TIN Registration?/ Je ni Usajili wa TIN kwa mara ya kwanza? Yes/Ndiyo <input type="checkbox"/> No/Hapana <input type="checkbox"/></p> <p>If already registered, indicate your TIN/ <input type="text"/> <input type="text"/></p> <p>Kama ulishasajiliwa na unayo TIN jaza Namba ya utambulisho wa mlipa kodi</p> <p style="text-align: right;">If already registered with Income Tax Dept. Indicate your Income Tax Account No./ <input type="text"/> <input type="text"/></p> <p style="text-align: right;">Kama ulishasajiliwa na Idara ya Kodi ya Mapato, jaza namba ya Akaunti ya Mlipa Kodi</p>								
2.	<p>Taxpayer Category/Aina ya mlipa Kodi:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">Government Agency/ Serikali <input type="checkbox"/></td> <td style="width: 15%;">Club/ Chama <input type="checkbox"/></td> <td style="width: 25%;">Cooperative Society or Association/ Ushirika <input type="checkbox"/></td> <td style="width: 35%;">Partnership/ Ubia <input type="checkbox"/></td> </tr> <tr> <td>Limited Company/ Kampuni yenye dhima ya kikomo <input type="checkbox"/></td> <td>Parastatal/ Shirika la Umma <input type="checkbox"/></td> <td>Sole Proprietor/ Binafsi <input type="checkbox"/></td> <td>Other/ Nyingine <input type="checkbox"/></td> </tr> </table>	Government Agency/ Serikali <input type="checkbox"/>	Club/ Chama <input type="checkbox"/>	Cooperative Society or Association/ Ushirika <input type="checkbox"/>	Partnership/ Ubia <input type="checkbox"/>	Limited Company/ Kampuni yenye dhima ya kikomo <input type="checkbox"/>	Parastatal/ Shirika la Umma <input type="checkbox"/>	Sole Proprietor/ Binafsi <input type="checkbox"/>	Other/ Nyingine <input type="checkbox"/>
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3.	<p>For Non-Individuals / Kwa watu wasio Binafsi:</p> <p>Taxpayer name / Jina la Mlipa Kodi <input style="width: 100%;" type="text"/></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 45%;">Incorporation / Registration Certificate Number / Namba ya Shahada ya Usajili <input style="width: 40%;" type="text"/></td> <td style="width: 10%;">Incorporation / Registration Day / Siku <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/></td> <td style="width: 10%;">Month/Mwezi <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/></td> <td style="width: 35%;">Year /Mwaka <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/></td> </tr> <tr> <td colspan="4">Number of directors / Partners Idadi ya Wakurugenzi / Wabia <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/></td> </tr> </table>	Incorporation / Registration Certificate Number / Namba ya Shahada ya Usajili <input style="width: 40%;" type="text"/>	Incorporation / Registration Day / Siku <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/>	Month/Mwezi <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/>	Year /Mwaka <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/>	Number of directors / Partners Idadi ya Wakurugenzi / Wabia <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/>			
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4.	<p>For individual Only /Kwa watu Binafsi tu:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Title: Mr / Bwana <input type="checkbox"/> Mrs/Bibi <input type="checkbox"/> Ms/Bi <input type="checkbox"/></td> <td style="width: 50%;">Tax payer PIN No. if any/ PIN ya mlipa kodi kama ipo <input style="width: 80%;" type="text"/></td> </tr> <tr> <td><input style="width: 20%;" type="text"/></td> <td><input style="width: 20%;" type="text"/></td> <td><input style="width: 60%;" type="text"/></td> </tr> <tr> <td>First Name / Jina la Kwanza</td> <td>Middle Name / Jina la Pili</td> <td>Surname / Jina la Ukoo</td> </tr> </table> <p>Date of Birth / Tarehe ya kuzaliwa: <input style="width: 10%;" type="text"/> <input style="width: 10%;" type="text"/></p> <p style="text-align: center;">Day/Siku Month/Mwezi Year/Mwaka</p> <p>Is Spouse doing business? Je Mume au Mke anafanya biashara? Yes/Ndiyo <input type="checkbox"/> No/Hapana <input type="checkbox"/></p> <p>If Yes, fill in the Taxpayer Spouse Information in section No. 22 / Kama Ndiyo, Jaza Taarifa za mume au Mke kwenye sehemu namba 22</p>	Title: Mr / Bwana <input type="checkbox"/> Mrs/Bibi <input type="checkbox"/> Ms/Bi <input type="checkbox"/>	Tax payer PIN No. if any/ PIN ya mlipa kodi kama ipo <input style="width: 80%;" type="text"/>	<input style="width: 20%;" type="text"/>	<input style="width: 20%;" type="text"/>	<input style="width: 60%;" type="text"/>	First Name / Jina la Kwanza	Middle Name / Jina la Pili	Surname / Jina la Ukoo
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First Name / Jina la Kwanza	Middle Name / Jina la Pili	Surname / Jina la Ukoo							
5.	<p>Trading Name / Jina la biashara <input style="width: 100%;" type="text"/></p>								

6.]

If the business is a Succession of an already existing Enterprise, Please state/
Kama biashara inaendeleza biashara nyingine iliyopo tayari, Tafadhali taja

Previous TIN number/
TIN namba ya zamani

Name of previous business/
Jina la biashara ya zamani

7.]

Postal Address/Anuani ya Posta:

P.O. Box / S.L.P.

Postal City / Jina la Mji

8.]

Physical Address / Anuani ya Sehemu ya Biashara

Plot number / Namba ya kiwanja

Block number/Numba ya Kitalu

Street or Location / Jina la mtaa au Eneo

Region or City / Mkoa au Jiji

District or Town/Wilaya au Mji

Is Business's premises rented? / Sehemu ya biashara imekodishwa? Yes/Ndiyo No/Hapana

If Yes, Please fill in the Taxpayer Landlord Information in section No. 23/
Kama Ndiyo jaza Taarifa za Mwenye Nyumba wa Mlipa Kodi kwenye Sehemu namba 23

9.]

Contact Numbers/Namba za mawasiliano:

Phone number / Namba ya Simu

Third Phone/Simu ya Tatu

E-mail address/
Anuani ya E-mail

10.]

Commencement / Accounting Dates / Tarehe ya kuanza biashara / Kufunga mahesabu:

Commencement Date/
Tarhe ya Kuanzia biashara

Day/Siku

Month/Mwezi

Year/Mwaka

Account Year End/
Mwisho wa mwaka
wa mahesabu

Day/Siku

Month/Mwezi

No of employees/
Idadi ya wafanyakazi

11.]

For subsidiary Company (ies) Kwa Kampuni tanzu, state/taja

Parent Company TIN/
TIN ya Kampuni Mama

Parent Company Income
Tax Account No./
Namba ya Akaunti ya kodi ya mapato ya kampuni Mama

Business Activity Information/Maelezo ya Shughuli za Biashara: Fill from Number 0698 for more than three business activities/
Jaza fomu Namba 0698 kwa shughuli za biashara zaidi ya Tatu

12.]

Describe your business activity (ies) / Eleza shughuli ya biashara yako/zako.

1.
2.
3.

Bank Account Information/Taarifa ya Akaunti ya Benki:Fill form Number 0298 for additional Bank Account Information/
Jaza fomu Namba 0298 kwa Taarifa ya Ziada ya Benki

13] Bank Name/ Jina la Benki Account Number/ Akaunti ya Benki

Branch Name/ Jina la Tawi

Account Type/Aina ya Akaunti:

Current Account/ Akaunti ya Amana Saving Account/ Akaunti ya Akiba Cumulative Account/ Akaunti ya Malimbikizo Fixed Deposit Account/ Akaunti ya Muda Maalum Other / Nyingine

Directors / Partners Information/Taarifa za Wakurugenzi Wabia:Fill form Number 0398 for each additional Director/Partner
Jaza fomu Namba 0398 kwa Mkurugenzi/Mbia zaidi ya mmoja

14] Type of Owner / Aina ya Mmiliki: Non-Individuals / Watu wasio Binafsi

Owner Name/ Jina la Mmiliki

15] Type of Owner / Aina ya Mmiliki: Individuals (Shareholder Directors/Partners) Watu Binafsi (Wakurugenzi wenye hisa / Wabia)

Title: Mr / Bwana Mrs/Bibi Ms/Bi Tax payer PIN No. if any/ PIN ya Mlipa Kodi kama ipo

First Name / Jina la Kwanza Middle Name / Jina la Pili Surname / Jina la Ukoo

16] For Owner / Kwa Mmiliki: (Individuals/Non-Individuals) Watu wasio Binafsi:

Owner TIN if any/ TIN ya Mmiliki kama ipo

Owner Income Tax Account No. If any / Namba ya Akaunti ya Kodi ya Mapato kama ipo

17] Postal Address / Anuani ya Posta: P.O.Box / S.L.P. Postal City / Jina la Mji

18] Physical Address / Anuani ya Makazi:

Plot number / Namba ya kiwanja Block number/Namba ya Kitalu

Street or Location / Jina la mtaa au Eneo

Region or City / Mkoa au Jiji District or Town/Wilaya au Mji

19] Contact Numbers/Namba za mawasiliano:

Phone number / Namba ya Simu Second Phone / Simu ya Pili

Third Phone / Simu ya tatu Fax number / Namba ya Fax

E-mail address/ Anuani ya E-mail

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Do you have access Yes / Ndiyo No/ Hapana
to the Bank Account?/
Je unayo ruhusa ya kuidhinisha
fedha kwenye Akaunti ya Benki?

Are you a Citizen?/Yes/Ndiyo No/Hapana
Je wewe ni raia wa Tanzania?

Non Resident?/Yes/Ndiyo No/Hapana
Sio mkazi wa Tanzania

Percentage of Shares / Asilimia ya Umiliki

If Non Resident, give Foreign Address/
Kama siyo Mkazi wa Tanzania andika
Anuani yako ya Nje ya Tanzania

21

Is this form accompanied with
Supplementary form(s)?/
Je fomu hii imeambatanishwa na
fomu zingine za taarifa za ziada

Yes / Ndiyo No/Hapana

Taxpayer Spouse Information / Taarifa ya Mke au Mume wa Mlipa Kodi:

22

For Individuals Only / Kwa Watu Binafsi
If married and spouse is doing business, state spouse Name/
Kama umeolewa na mume au mke anafanya biashara, Taja jina lake

Spouse TIN if any/
TIN No. ya Mume/
Mke kama ipo

First Name / Jina la Kwanza

Middle Name / Jina la Pili

Surname / Jina la Ukoo

Spouse Income Tax Account No. If any/
Namba ya Akaunti ya Mlipa kodi
Mume/Mke kama ipo

Spouse TIN No. if any/
TIN ya Mume/Mke
kama ipo

Taxpayer Landlord Information / Taarifa ya Mwenye Nyumba wa Mlipa kodi:

23

For Taxpayer Landlord/Mwenye Nyumba

If business's premises is rented, state Name of Landlord/
Kama sehemu ya biashara imekodishwa, Taja jina la Mwenye Nyumba

Landlord TIN, if any/
TIN ya Mwenye Nyumba kama ipo

Title: Mr / Bwana Mrs/Bibi Ms/Bi

Landlord PIN, if any/
PIN ya Mwenye Nyumba
kama ipo

First Name / Jina la Kwanza

Middle Name / Jina la Pili

Surname / Jina la Ukoo

Name if Non-Individual/
Jaza Jina kama ni Kampuni

Applicant's Declaration/Uthibitisho wa Mwombaji

24

I, the undersigned, do hereby declare that the particulars given above are correct and complete to the best of my knowledge/
Nathibitisha kwamba taarifa zilizopo hapo juu ni kamili na sahihi kwa kadri ya ufahamu wangu.

Title: Mr / Bwana Mrs/Bibi Ms/Bi

First Name / Jina la Kwanza

Middle Name / Jina la Pili

Surname / Jina la Ukoo

Position/
Wadhifa

Signature of the Applicant/
Saini ya Mwombaji

Date/
Tarehe

Day/Siku

Month/Mwezi

Year/Mwaka

Official use only / Kwa matumizi ya Ofisi tu:

Type of Tax

Type of Taxes		Tick the appropriate	Tax Start Date		
			Day	Month	Year
1.	INCOME TAX	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	VAT	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	CUSTOMS	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Business Activity Code 1. 2. 3.

TRA Officer:

26 Employee No.

Title: Mr / Bwana Mrs/Bibi Ms/Bi

First Name / Jina la Kwanza Middle Name / Jina la Pili Surname / Jina la Ukoo

Office Position

TRA Location Signature

For Data Entry:

27

Date of Receipt Day Month Year

Date of Entry Day Month Year

Employee No.