

APPOINTMENT OF LOCAL AGENT:

Under Section 33(1) of the Goods and Services Tax Act, an overseas person must appoint a resident in Singapore as their substituted person to comply with their legal obligations for GST and account for any tax.

The Letter of Authorisation must be provided using your company letterhead according to the following format:

<Name of overseas trader> hereby appoints <name of company> or <Agent Name>, <UEN/NRIC>, <address>, as their agent under Section 33(1) of the GST Act. As their agent, <name of company> or <Agent Name> is to
1 comply with their legal obligations in connection with GST including accounting for their tax; and
1 submit GST returns and all other forms/documents on their behalf.

This appointment is to take effect from [DD/MM/YYYY].

Name of Overseas Trader: _____

Full Name of Signatory & Designation: _____

Signature _____

Date: _____

Agreed and accepted by:

Name of Local Agent: _____

Full Name of Signatory & Designation: _____

Signature: _____

Date: _____

