

**CHANDIGARH ADMINISTRATION**  
**Form VAT-5**  
**Application for Amendment in registration details**  
**Checklist of Supporting Documents**

Proof of Change in the Name of Business

Proof of change in principal / other place(s) of Business

Document evidencing acquisition of business or sale or disposal of business in part Proof of change of constitution Fresh  
Security in case of change in constitution Proof of death, where applicable Original Registration Certificate

**For Office Use Only**

VRN / TRN

Date of receipt:

Serial Number of the Acknowledgement Receipt:  Date of issue of Amended certificate

Amendments in Register

Date of Amendment

Reference No

Name of Receiving official  Designation

Office Code

Signature

## Instructions



1. Please do fill in your registration number
2. Please identify the particulars where there is a change in the details in column 3
3. Please fill in the amended details in column 4 only
4. In case of possible amendment in Registration Certificate, enclose original registration certificate issued under Punjab VAT Act, 2005 as extended to the Union Territory, Chandigarh.
5. Please note that following supporting, if applicable, have to be submitted along with the amendment application
  - a. proof of change in the name of business
  - b. proof of change in principal / other place(s) of business
  - c. document evidencing acquisition of business or sale or disposal of business in part
  - d. proof of change of constitution
  - e. fresh security in case of change in constitution
  - f. proof of death
- b. Please note that this Form is to be verified and signed by:
  - a. proprietor, in case of proprietorship concern
  - b. managing partner, in case of partnership firm and where there is no managing partner, by any other partner
  - c. managing director or authorized signatory, in case of a company
  - d. karta, in case of Hindu Undivided Family
  - e. Authorized signatory, in all other cases