



CHARTERED INSTITUTE OF TAXATION, GHANA
P.O.BOX OS. 1558, OSU ACCRA, P.O.BOX LG. 1253, LEGON-ACCRA
TEL. (0303-93 48 46), Email: taxinstitute@taxghana.org

TAX PRACTISE FIRM REGISTRATION FORM

1. Name of Tax Practise Firm (In Full)
(IN BLOCK LETTERS)
2. Date of Incorporation:
3. TIN:
4. Type of Business:
5. Contact Details:
 - (a) Telephone:
 - (b) Address/Location of Tax Practise Firm:
.....
 - (c) Email Address:
6. No. of Tax Practitioners: Category:
7. Tax Partner(s) Details:
 - (a) Name: Membership No.:
Place of Work.....
Position.....
Postal Address.....
E-mail Address:
Tel:

Ghana Card No.:

Signature.....

Date:

(b) Name: Membership No.:

Place of Work.....

Position.....

Postal Address.....

E-mail Address:

Tel:

Ghana Card No.:

Signature.....

Date:

[Provide details of other Partners on a supplementary sheet if more than two (2)]

NB: Completed Registration Form should be forwarded to

The Registrar

Chartered Institute of Taxation, Ghana

Rev. J. J. Martey Block, 1st Floor

University of Professional Studies, Accra, (UPSA Campus)

P. O. Box OS. 1558

Osu-Accra

Together with the following: -

1. Photostat copies of entity registration certificate(s)
2. Profile of the Practise Firm and practitioner(s)
3. Evidence of Payment of Annual Practise Firm Registration Fee
4. Evidence of Payment of Annual Subscription by Tax Partners

5. Two recent passport photographs of the Managing Tax Partner (***note: photograph should not be more than six-month old***) with the name written at the back.
6. Remittances and the evidence of Payment (***Pay-In-Slip***) should be made to the following bank details in the name of ***Chartered Institute of Taxation, Ghana***;
 - a. Ecobank Ghana Head Office Branch, Account No. 1441001393034 and or
 - b. Standard Chartered Bank, Liberia Road Branch, Account No. 0100113743400
 - c. CITG Online Payment Platform: <http://merchant.paywithonline.com/?mc=citg>

We hereby agree, on admission as a member firm, to be bound by the regulations of the Chartered Institute of Taxation, Ghana (CITG) Act 916.

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Date

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Signature of Managing Partner

FOR OFFICE USE ONLY