XX December 20XX

To

The Assistant Commissioner- Goods and Services Tax

Division-…., ………………

………………………………….

…………………

Subject :- Request to accept ‘Form GST RFD-01A’ for the month of mth 2017 of “name of firm” (**GSTIN)**

Sir,

I, ……………….., Prop/Partner/Director of “name of firm” kindly request you to please accept ‘From GST RFD-01A’ for the month of **month** 2017 of “name of firm”.

Kindly issue the refund as per your earlier convenience.

Thank You

Kind Regards

Name of partner

**Verification**

I/We ……………….., Prop/Partner/Director of “name of firm” hereby solemnly affirm and declare that the information given herein above and in attached application is true and correct to the best of my/our knowledge and belief and nothing has been concealed therefrom.

I/We declare that no refund on this account has been received by me/us earlier.

Place:

Date: Signature of Authorised Signatory

Name:

Designation/Status: