|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  | **FORM A-4** |  |  |  |  |
|  |  |  |  | **[Refer condition at S. No. 3 (III)(c)]** |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **Application for claiming refund of service tax paid on specified services used for authorised operations in SEZ under notification No.12/2013- Service Tax dated 1st July, 2013** |
|  |  |  |  |  |  |  |  |  |  |  |
| To |  |  |  |  |  |  |  |  |  |  |
| The Assistant/Deputy Commissioner of Central Excise/Service Tax |
| \_\_\_\_\_\_\_\_\_\_\_ Division, \_\_\_\_\_\_\_ Commissionerate |
|  |  |  |  |  |  |  |  |  |  |  |
| Sir, |  |  |  |  |  |  |  |  |  |  |
| I /We having details as below,- |  |  |  |  |  |  |  |
| (i) Name of the SEZ Unit/Developer: |  |  |  |  |  |
| (ii) Address of the SEZ Unit/Developer with telephone and email: |  |  |  |  |  |
| (iii) Address of the registered/Head Office with telephone and email: |  |  |  |  |  |
| (iv) Permanent Account Number (PAN) of the SEZ Unit/Developer: |  |  |  |  |  |
| (v) Import and Export Code Number: |  |  |  |  |  |
| (vi) Jurisdictional Central Excise/Service Tax Division: |  |  |  |  |  |
| (vii) Service Tax Registration Number/Service Tax Code / Central Excise registration number: |  |  |  |  |  |
| (viii) Information regarding Bank Account (Bank, address of branch, account number) in which refund amount should be credited/to be deposited: |
| (ix) Details regarding service tax refund claimed: |  |  |  |  |  |
| claim refund of Rs.................. (Rupees in words) as per the details furnished in the Table I and Table II below for the period from\_\_\_\_\_\_\_\_\_\_\_\_ to\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
|  |  |  |  |  |  |  |  |  |  |  |
| (A) Refund of service tax in respect of service tax paid on specified services exclusively used for the authorised operations in SEZ, as approved by the Approval Committee of the \_\_\_\_\_\_\_\_\_ SEZ [ Rupees\_\_\_\_\_\_\_\_\_\_\_\_] as per the details below |
|  |  |  |  |  |  |  |  |  |  |  |
| Table-I |
|  |  |  |  |  |  |  |  |  |  |  |
| S. No. | Description of taxable service | Name andaddress of service provider | STC No. of service provider (Indicate “ self” if reverse charge applies to the specified service) | Invoice\* No | Date | Value of service | Service tax +cesses paid |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |
|   |   |   |   |   |   |   |   |
|   | Total amount claimed as refund |   |   |   |
| \*Certified copies of documents are enclosed. |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| (B) Refund on respect of service tax paid on specified services other than the services used exclusively for authorised operation (used partially for the authorised operations of SEZ Unit/Developer), as approved by the Approval Committee of the \_\_\_\_\_\_\_\_\_ SEZ [Rupees \_\_\_\_\_\_\_\_\_\_\_\_]. |
|  |  |  |  |  |  |  |  |  |  |  |
| Table-II |
| S. No. | Description of taxable service | Name and address of service provider | STC No. of service provider | Invoice\*No. | Date | Value of service | Service tax + cess Amt | Amount distributed to the SEZ Unit/Devel -oper out of the amount mentioned at column No. (8) | Document\* under which amount mentioned at column (9) was distributed to the SEZ Unit/Developer |
|   |   |   |   |   |   |   |   | (Claimed asrefund) | No.  | Date |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) | (11) |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   | Total Amount |   |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| \*Certified copies of documents are enclosed |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| 2. (i) The turnover of the authorised operation of the SEZ Unit/Developer in the previous financial year:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; |
| (ii) Turnover of the DTA operations in the previous financial year:\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |  |  |  |  |  |  |
| 3. I/We Declare that-(i) information given in this application for refund is true, correct and complete in every respect and that I am authorised to sign this application for refund of service tax;(ii) the specified services, as approved by the Approval Committee of SEZ, on which exemption/refund is claimed are actually used for the authorised operations in SEZ;(iii) we have paid the service tax amount along with the cesses, being claimed as refund vide this application, to the service provider;(iv) refund of service tax has not been claimed or received earlier, on the basis of above documents/information;(v) we have not taken any CENVAT credit under the CENVAT Credit Rules, 2004 of the amount being claimed as refund;(vi) proper account of receipt and use of the specified services on which exemption/refund is claimed, for the authorised operations in the SEZ, is maintained and the same shall be produced to the officer sanctioning refund, on demand. |
|  |  |  |  |  |  |  |  |  |  |  |
| Signature and name (of proprietor/managing partner/ person authorised by managing director of the SEZ Unit/Developer) with complete address, telephone and e-mail. |
|  |  |  |  |  |  |  |  |  |  |  |
| Date: Place:  |