**FORM VAT 3**

FOR OFFICE USE ONLY

MAURITIUS REVENUE AUTHORITY

# VALUE ADDED TAX

*(The Value Added Tax Act - section 22)*

Cross **only one** box ☒

Taxable period: Month Y Y M M [ ] [ ] [ ] [ ] or Quarter Y Y [ ] [ ] Q 1 2 3 4 [ ] [ ] [ ] [ ]

Return duly filled to be submitted to the Director-General, Mauritius Revenue Authority (MRA) so as to reach the MRA Office **not later than 20 days after the end of the taxable period**, together with a remittance of the amount of tax payable, if any, in accordance with the return.

Where supplies are neither made nor received, a **NIL** return should be submitted. ***Please read the notes before filling in this form***

**◆ IMPORTANT - Complete this section ◆**

Business Registration Number [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]    VAT Registration Number [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Name

Other Names

**Proportion of taxable supplies to total turnover (annual)** [ ] [ ] [ ] .00 %

| **OUTPUT** | | | **COLUMN A VALUE (Rs. only)** | **COLUMN B VAT (Rs. only)** |
|---|---|---|---|---|
| 1 | **Taxable supplies** | | | |
| 1.1 | Zero-rated supplies (Exports) ... ... ... | 1.1 | | |
| 1.2 | Zero-rated supplies other than exports ... ... | 1.2 | | |
| 1.3 | Taxable supplies made to exempt bodies or persons ... | 1.3 | | |
| 1.4 | Other taxable supplies ... ... ... | 1.4 | | |
| 2 | **Deferred VAT on importation** ... ... ... | 2 | | |
| 3 | **Exempt supplies** ... ... ... ... | 3 | | |
| 4 | **Penalty on excess amount overclaimed** ... ... | 4 | | |
| 5 | **Total** ... ... ... ... | 5 | | |
| **INPUT** | **Imports and Purchases** | | | |
| 6 | **Taxable input on which input tax is allowed as a credit** | | | |
| 6.1 | Capital goods imported ... ... ... | 6.1 | | |
| 6.2 | Zero-rated imports ... ... ... ... | 6.2 | | |
| 6.3 | Other imports ... ... ... ... | 6.3 | | |
| 6.4 | Capital goods purchased locally ... ... ... | 6.4 | | |
| 6.5 | Zero-rated goods and services purchased locally ... ... | 6.5 | | |
| 6.6 | Other goods and services purchased locally ... ... | 6.6 | | |
| 7 | **Taxable input on which no input tax is allowed as a credit** | 7 | | |
| 8 | **Exempt input** | | | |
| 8.1 | Imported goods ... ... ... ... | 8.1 | | |
| 8.2 | Goods and services purchased locally ... ... | 8.2 | | |
| 9 | **Total** ... ... ... ... | 9 | | |
| 10 | **Input tax deductible** ... ... ... | 10 | | |

## VAT ACCOUNT

| | | | |
|---|---|---|---|
| 11 | VAT due and payable / (Excess VAT) *(5B minus 10B)* ... ... | 11 | |
| 12 | Excess amount of VAT brought forward ... ... ... | 12 | |
| 13 | VAT adjustment: Increase / (Decrease) *(Please attach statement)* ... | 13 | |
| 14 | VAT due and payable / (Excess VAT) ... ... ... | 14 | |
| 15 | Claim for repayment of VAT – Proportion claimable ☐☐☐.00 % | | |
| 15.1 | On capital goods ... ... ... ... | 15.1 | |
| 15.2 | In respect of other goods and services ... ... | 15.2 | |
| 15.3 | Total repayment claimed ... ... ... ... | 15.3 | |
| 16 | (Excess VAT carried forward) ... ... ... ... | 16 | |
| 17 | Penalty for submission after due date ... ... ... | 17 | |
| 18 | Penalty and interest for payment of VAT after due date ... ... | 18 | |
| 19 | Total VAT / Penalties / Interests due and payable ... ... | 19 | |

## DECLARATION

I hereby declare that all the information in this form are true and complete.

Name

Signature

Date (D D M M Y Y)

Capacity in which acting

Daytime phone number

Email address

**PAYMENT OF TAX**

I hereby tender the sum of

Rs ☐☐☐,☐☐☐,☐☐☐.00

being the amount of VAT/Penalties/Interests due and payable in accordance with section 19 of this return.

**REPAYMENT OF TAX**

I hereby make a claim for a repayment of

Rs ☐☐☐,☐☐☐,☐☐☐.00

in accordance with section 15.3 of this return.

# NOTES FOR COMPLETION OF VALUE ADDED TAX RETURN (VAT 3)

**TAXABLE PERIOD -** Insert the month or cross the quarter for which the return is submitted as per examples below.

| Quarter | Period | Y | Y | | 1 | 2 | 3 | 4 |
|---|---|---|---|---|---|---|---|---|
| Q1 | 1 January to 31 March 2011 | 1 | 1 | Q | X | | | |
| Q2 | 1 April to 30 June 2012 | 1 | 2 | Q | | X | | |
| Q3 | 1 July to 30 September 2013 | 1 | 3 | Q | | | X | |
| Q4 | 1 October to 31 December 2014 | 1 | 4 | Q | | | | X |

**BUSINESS REGISTRATION NUMBER AND VAT REGISTRATION NUMBER -** Insert the Business Registration Number and VAT Registration Number of the registered person in the space provided.

## OUTPUT

### Proportion of taxable supplies to total turnover

The percentage inserted should be based on the actual figures for the previous accounting year.

In the case of a new business, the registered person should make an estimate to the best of his judgement and ability of the figures for the current accounting year and subsequently make an adjustment in the first VAT Return following the closing of annual accounts in respect of the overestimated or underestimated input tax. The value of taxable supplies should ***exclude*** the value of capital assets disposed of.

1. Taxable supplies

   1.1 Relate to export of goods and services, goods shipped, supplies to duty-free shops at port/airport or elsewhere for sale, supplies to licensees in the freeport zone for use therein, VAT free supplies to visitors by approved registered persons and supplies by management companies holding a licence under the Financial Services Development Act 2001 to holders of a Global Business Licence.

   1.2 Relate to zero-rated goods and services supplied on the local market.

   1.3 Enter value of taxable supplies made to bodies or persons exempted from payment of VAT.

   1.4 Relate to supplies of taxable goods and services, ***including*** the disposal of taxable capital goods of the registered person, supplies for private use, donation, gifts, supplies of services received from abroad (reverse charge) but ***excluding*** zero-rated supplies and supplies to exempt bodies or persons (1.1, 1.2 and 1.3).

   ***Remark:*** Value of supplies of liquified petroleum gas, bars of iron or steel and portland cement at the retail level should ***exclude*** the retail margin and that of motor spirits, gas oils, cigarettes and prepaid cards in respect of any services at the stage immediately before the retail stage should ***include*** the retail margin.

2. Enter amount of VAT deferred on imported capital goods under the VAT Deferred Payment Scheme.
3. Enter value of exempt goods and services supplied on the local market.
4. Relate to penalty of 20% on excess amount overclaimed deemed to be output tax in respect of previous period subject to a maximum of Rs 100,000.

## INPUT

Where goods and services are used for ***both*** business/profession and private purposes, the input should show only that part relating to the business/profession.

6. Taxable input on which input tax is ***allowed*** as a credit:

   6.1 Relate to importation of goods of a capital nature to the business including goods on which vat payment has been deferred.

   6.2 Relate to importation of zero-rated goods.

   6.3 Relate to importation of goods other than (i) goods of a capital nature (6.1) and (ii) zero-rated goods (6.2).

   6.4 Relate to goods of a capital nature to the business and purchased locally.

   6.5 Relate to zero-rated goods and services supplied to the business locally.

   6.6 Relate to local supplies made to the business other than (i) goods of a capital nature(6.4) and (ii) zero-rated supplies (6.5).

7. Taxable input on which ***no input tax is allowed*** as a credit

   Enter value of - (a) import and purchases of goods in respect of which no credit is allowed by virtue of section 21(2) of the Act and

   (b) purchases from non VAT registered persons.

   ***Remark:*** The value relating to (a) above should be inclusive of VAT.

**Failure to submit a return or pay any tax due renders the registered person liable to: (i) a penalty of Rs 2000 for every month or part of the month until the return is submitted, up to a maximum of Rs 20,000, however where the person is a small enterprise having an annual turnover not exceeding 10 million rupees, the maximum penalty is Rs 5,000; (ii) a penalty of 10 per cent of the tax unpaid, however where the person is a small enterprise having an annual turnover not exceeding 10 million rupees, the rate of penalty is 2 per cent; (iii) 1 per cent interest per month or part of the month until payment; (iv) prosecution under the Act and on conviction to a fine of treble the amount of tax involved and to imprisonment for a term not exceeding 8 years and (v) the closing down of his business for a period not exceeding 14 days.**

8. Exempt input

8.1 Enter value of exempt goods imported.

8.2 Enter value of exempt goods and services supplied to the business.

10. The proportion of the input tax allowable as deduction is the same as the proportion of taxable supplies to total turnover, as calculated above.

Calculate the input tax deductible by adding:-

(a) input tax allowable in respect of taxable inputs at 6.1 to 6.6 used to make only taxable supplies, and

(b) the amount arrived at by applying the proportion of credit allowable to the input tax allowable in respect of taxable inputs at 6.1 to 6.6 used to make both taxable and exempt supplies, unless an alternative method of apportionment has been approved by the Director-General.

VAT ACCOUNT

12. Enter the excess amount of VAT brought forward from the previous return.

13. (a) VAT adjustment having an increasing effect includes VAT in respect of:

(i) taxable supplies understated in previous periods,

(ii) bad debts written off and subsequently recovered,

(iii) clawback on buildings,

(iv) adjustment of credit found to have been over estimated following determination of proportion of taxable supplies to total annual turnover for the first accounting year of a new business,

(v) credit note from suppliers and

(vi) goods forming part of the assets of the business of a person who has ceased operation and on which VAT is payable.

(b) VAT adjustment having a decreasing effect includes VAT paid during the preceding 36 months and not claimed in previous VAT returns and that in respect of:

(i) bad debts written off,

(ii) credit note to customers,

(iii) adjustment of credit found to have been underestimated following determination of proportion of taxable supplies to total annual turnover for the first accounting year of a new business,

(iv) credit allowable on supplies of services received from abroad (input reverse charge) and

(v) credit allowable by virtue of section 21(9) of the Act.

A statement showing the details of the adjustment must be attached to the VAT Return and the net figure should be shown indicating clearly whether it is an increase or decrease. In case of credit under section 21(9) the certified inventory under section 21(10) is to be attached.

15. Note that there cannot be a claim for repayment if there is an amount at 14 which is positive or if the excess amount at 14 does not qualify for repayment. Calculate the percentage as follows [(1.1A + 1.2A) / (5A – 3A)] * 100.

16. Applicable to the excess amount of VAT at line 14 less any amount claimed as repayment at line 15.3.

17. Penalty for submission of the actual return after due date (Rs 2000 for every month or part of the month until the return is submitted, up to a maximum of Rs 20,000, however where the person is a small enterprise having an annual turnover not exceeding 10 million rupees, the maximum penalty is Rs 5,000).

18. Penalty and interest applicable to late payment of the amount of VAT due and payable at line 14 (10 per cent of the tax unpaid, however where the person is a small enterprise having an annual turnover not exceeding 10 million rupees, the rate of penalty is 2 per cent, plus one per cent interest for each month or part of the month during which the tax remains unpaid).

19. Enter total of VAT payable at line 14 and any penalties and interest at lines 17 and 18. In case of excess VAT at line 16, insert the total of line 17 without netting off the excess VAT.

Any person who makes an incorrect claim will be liable to a penalty representing 20 per cent of the amount overclaimed subject to a maximum of 200,000 rupees. In additional, he shall commit an offence and be liable to prosecution under the Act.

Forms VAT 3 and VAT 3 SL and a set of information leaflets are available on the website:

**https://www.mra.mu**