

UPDATE ON REQUIREMENTS FOR TAX EXEMPTION

Dear member churches and affiliated institutions,

Please be informed that, of late, we have experienced from the Tanzania Revenue Authority (TRA) Customs department that requirements for processing tax exemption for imported goods include the following:

1. A letter of introduction from your Ward Executive Officer confirming the existence of a project (and your involvement) to which the imported goods are meant for.
2. A letter of introduction from your District Commissioner confirming the existence (and your involvement) of a project to which the imported goods are meant for.
3. A letter from your Board of Trustees to the Commissioner of Custom and Excise duty (which describe the goods or services to be imported in accordance with your procurement plan).
4. Tax clearance certificate from the TRA office in your region.
5. Utilization report of the goods that you previously imported and obtained tax exemption should be submitted to the commissioner one month after expiration of government finance year.
6. Annual Procurement plan approved by the head of organization at the time of submission.
7. An application letter for tax exemption to commissioner of customs and excise duty

NB: You can always contact us for clarification and ask for a sample of any of the documents mentioned above from our Operations Manager via email<operations@wama-cct.org>