Date: Click or tap to enter a date.

**To: Federal Tax Authority**

**Subject: Declaration Letter**

In reference to above mentioned subject, kindly note that **"Type Business/Person Name Here"** has the below mentioned turnover (sales) and expenses for the following years:

| **Year** | **Sales Subject to The Standard Rate Tax (5%)** | **Sales Subject to the Zero Rate Tax (0%)** | **Sales Out of Scope of Tax** | **Expenses Subject to the Standard Rate Tax (5%)** |
| --- | --- | --- | --- | --- |
| Amount in AED | Amount in AED | Amount in AED | Amount in AED |
| **2017** |  |  |  |  |
| **2018** |  |  |  |  |
| **2019** |  |  |  |  |
| **2020** |  |  |  |  |
| **2021** |  |  |  |  |
| **2022** |  |  |  |  |

We started making taxable supplies on **"Type Month and Year Here"** and we reached the registration threshold *(Mandatory AED 375,000/Voluntary AED 187,500)* on **" Type Month and Year Here ".**

I hereby declare that the information related to this disclosure is complete and best to my knowledge and none of above information is false or misrepresented and it is supported by documentary proof such as invoices/LPOs/contracts/title deed/tenancy contracts, etc.

| **Year 2017** | **Sales Subject to The Standard Rate Tax (5%)** | **Sales Subject to the Zero Rate Tax (0%)** | **Sales Out of Scope of Tax** | **Expenses Subject to the Standard Rate Tax (5%)** |
| --- | --- | --- | --- | --- |
| Amount in AED | Amount in AED | Amount in AED | Amount in AED |
| **January** |  |  |  |  |
| **February** |  |  |  |  |
| **March** |  |  |  |  |
| **April** |  |  |  |  |
| **May** |  |  |  |  |
| **June** |  |  |  |  |
| **July** |  |  |  |  |
| **August** |  |  |  |  |
| **September** |  |  |  |  |
| **October** |  |  |  |  |
| **November** |  |  |  |  |
| **December** |  |  |  |  |

| **Year 2018** | **Sales Subject to The Standard Rate Tax (5%)** | **Sales Subject to the Zero Rate Tax (0%)** | **Sales Out of Scope of Tax** | **Expenses Subject to the Standard Rate Tax (5%)** |
| --- | --- | --- | --- | --- |
| Amount in AED | Amount in AED | Amount in AED | Amount in AED |
| **January** |  |  |  |  |
| **February** |  |  |  |  |
| **March** |  |  |  |  |
| **April** |  |  |  |  |
| **May** |  |  |  |  |
| **June** |  |  |  |  |
| **July** |  |  |  |  |
| **August** |  |  |  |  |
| **September** |  |  |  |  |
| **October** |  |  |  |  |
| **November** |  |  |  |  |
| **December** |  |  |  |  |

| **Year 2019** | **Sales Subject to The Standard Rate Tax (5%)** | **Sales Subject to the Zero Rate Tax (0%)** | **Sales Out of Scope of Tax** | **Expenses Subject to the Standard Rate Tax (5%)** |
| --- | --- | --- | --- | --- |
| Amount in AED | Amount in AED | Amount in AED | Amount in AED |
| **January** |  |  |  |  |
| **February** |  |  |  |  |
| **March** |  |  |  |  |
| **April** |  |  |  |  |
| **May** |  |  |  |  |
| **June** |  |  |  |  |
| **July** |  |  |  |  |
| **August** |  |  |  |  |
| **September** |  |  |  |  |
| **October** |  |  |  |  |
| **November** |  |  |  |  |
| **December** |  |  |  |  |

| **Year 2020** | **Sales Subject to The Standard Rate Tax (5%)** | **Sales Subject to the Zero Rate Tax (0%)** | **Sales Out of Scope of Tax** | **Expenses Subject to the Standard Rate Tax (5%)** |
| --- | --- | --- | --- | --- |
| Amount in AED | Amount in AED | Amount in AED | Amount in AED |
| **January** |  |  |  |  |
| **February** |  |  |  |  |
| **March** |  |  |  |  |
| **April** |  |  |  |  |
| **May** |  |  |  |  |
| **June** |  |  |  |  |
| **July** |  |  |  |  |
| **August** |  |  |  |  |
| **September** |  |  |  |  |
| **October** |  |  |  |  |
| **November** |  |  |  |  |
| **December** |  |  |  |  |

| **Year 2021** | **Sales Subject to The Standard Rate Tax (5%)** | **Sales Subject to the Zero Rate Tax (0%)** | **Sales Out of Scope of Tax** | **Expenses Subject to the Standard Rate Tax (5%)** |
| --- | --- | --- | --- | --- |
| Amount in AED | Amount in AED | Amount in AED | Amount in AED |
| **January** |  |  |  |  |
| **February** |  |  |  |  |
| **March** |  |  |  |  |
| **April** |  |  |  |  |
| **May** |  |  |  |  |
| **June** |  |  |  |  |
| **July** |  |  |  |  |
| **August** |  |  |  |  |
| **September** |  |  |  |  |
| **October** |  |  |  |  |
| **November** |  |  |  |  |
| **December** |  |  |  |  |

| **Year 2022** | **Sales Subject to The Standard Rate Tax (5%)** | **Sales Subject to the Zero Rate Tax (0%)** | **Sales Out of Scope of Tax** | **Expenses Subject to the Standard Rate Tax (5%)** |
| --- | --- | --- | --- | --- |
| Amount in AED | Amount in AED | Amount in AED | Amount in AED |
| **January** |  |  |  |  |
| **February** |  |  |  |  |
| **March** |  |  |  |  |
| **April** |  |  |  |  |
| **May** |  |  |  |  |
| **June** |  |  |  |  |
| **July** |  |  |  |  |
| **August** |  |  |  |  |
| **September** |  |  |  |  |
| **October** |  |  |  |  |
| **November** |  |  |  |  |
| **December** |  |  |  |  |