

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

The GST Officer

[Department Name]
[Office Address]
[City, State, ZIP Code]

Subject: Application for GST Registration for Partnership Firm

Dear Sir/Madam,

We, the undersigned partners of [Partnership Firm Name], wish to apply for Goods and Services Tax (GST) registration under the provisions of the GST Act.

Details of our Partnership Firm are as follows:

1. ****Name of the Partnership Firm****: [Firm Name]
2. ****Partnership Registration Number****: [Registration Number]
3. ****Date of Registration****: [Date]
4. ****Principal Place of Business****: [Address]
5. ****Nature of Business****: [Description of Business Activities]
6. ****PAN of the Partnership Firm****: [PAN Number]
7. ****Names of Partners****:
 - Partner 1: [Name, PAN, and Address]
 - Partner 2: [Name, PAN, and Address]
 - [Add more partners if necessary]

We have attached the necessary documents for your reference:

1. Partnership Deed
2. PAN Card of the Partnership Firm
3. Identity and Address Proof of Partners
4. Proof of Business Address
5. Any other supporting documents

We request you to kindly process our application for GST registration at your earliest convenience. Please feel free to contact us for any further information or clarification.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Position in the Partnership]
[Partnership Firm Name]