

****GST Cancellation Application Format for Service Providers****

****To,****

The GST Officer,

[Name of the GST Department]

[Office Address]

[City, State, PIN Code]

****Date:**** [DD/MM/YYYY]

****Subject:**** Application for Cancellation of GST Registration

****GSTIN:**** [Your GST Identification Number]

****Name of the Business:**** [Your Business Name]

****Address of the Business:**** [Your Business Address]

****Dear Sir/Madam,****

I, [Your Name], am writing to request the cancellation of my GST registration for the following reasons:

1. [Reason 1 for cancellation]
2. [Reason 2 for cancellation]
3. [Any other relevant reason]

****Details of the Business:****

- ****Registered Address:**** [Registered Address]

- ****Nature of Business:**** [Nature of Services Provided]

- ****Date of GST Registration:**** [Date of Registration]

I have ensured that all the outstanding returns have been filed, and no pending dues are present against my GST registration.

Please process my application for cancellation of GST registration and provide confirmation of the cancellation at your earliest convenience.

Thanking you.

****Yours sincerely,****

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Designation, if applicable]

[Contact Number]

[Email Address]

****Enclosures:****

1. Copy of GST Registration Certificate
2. Copy of PAN Card
3. Any other supporting documents
