

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

To,

The GST Officer,
[Department/Office Address]
[City, State, Zip Code]

Subject: Application for Reactivation of GST Number

Dear Sir/Madam,

I, [Your Name], am writing to request the reactivation of my GST number [Your GST Number]. My GST registration was [briefly explain reason for deactivation, e.g., canceled, inactive, etc.], and I would like to have it reactivated.

Details of my GST registration are as follows:

- GST Number: [Your GST Number]
- Business Name: [Your Business Name]
- Address: [Business Address]
- Date of Deactivation: [Date of Deactivation]

I have ensured that all pending compliance requirements have been fulfilled, and I am committed to adhering to all regulations moving forward.

I kindly request you to process my application for reactivation at your earliest convenience. I have attached all necessary documents for your reference.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Name]
[Your Position/Title (if applicable)]
[Your Business Name]