

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

[GST Authority Name]
[GST Authority Address]
[City, State, ZIP Code]

Subject: Request for GST Number Reactivation

Dear [GST Authority Name or Designation],

I hope this letter finds you well. I am writing to formally request the reactivation of my Goods and Services Tax (GST) number, which is [Your GST Number].

Due to [briefly explain the reason for deactivation, e.g., non-filing of returns, change in business address, etc.], my GST number was deactivated on [Date of Deactivation]. I have taken the necessary steps to comply with all requirements and ensure that the issues leading to the deactivation have been resolved.

I kindly ask you to review my request and reactivate my GST number at your earliest convenience so that I can resume my business operations without further hindrance.

Enclosed with this request are the relevant documents verifying the resolution of the deactivation issues:

1. [Document 1]
2. [Document 2]
3. [Document 3]

Thank you for your prompt attention to this matter. I look forward to your positive response.

Sincerely,

[Your Name]
[Your Designation/Position, if applicable]
[Your Business Name, if applicable]
[Your GST Number]