

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient's Designation]
[GST Department/Authority Name]
[Office Address]
[City, State, Zip Code]

Subject: Application for GST Reactivation

Dear [Recipient Name],

I hope this letter finds you well.

I am writing to formally request the reactivation of my Goods and Services Tax (GST) registration, which has been suspended/ revoked as of [date of suspension/revocation]. My GSTIN is [Your GSTIN].

The reasons leading to the suspension/revocation were [briefly explain the reasons, if applicable]. I have taken the necessary steps to address these issues, including [list any corrective measures taken].

I kindly request your assistance in reactivating my GST registration at your earliest convenience. I have attached copies of all relevant documents for your review.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Designation/Title, if applicable]

[Your Business Name, if applicable]