

[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: Request for Reactivation of GST Account

Dear Sir/Madam,

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

Due to [briefly explain the reason for the deactivation, e.g., inactivity, change of business activity, etc.], my account was recently deactivated. However, I have resumed my business activities and am eager to comply with all GST regulations and obligations.

I kindly ask you to reactivate my GST account at your earliest convenience. I have attached all necessary documents that validate my current business status and compliance.

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

Sincerely,

[Your Name]

[Your Designation, if applicable]

[Your Business Name, if applicable]