FORM-GST-RFD-03

*[See rule 90(3)]*

# Deficiency Memo

Reference No. : Date:

<DD/MM/YYYY>

# To

 (GSTIN/ UIN/ Temporary ID)

 (Name)

 (Address)

Subject: Refund Application Reference No. (ARN) …………Dated ………<DD/MM/YYYY>……- Reg.

Sir/Madam,

This has reference to your above mentioned application filed under section 54 of the Act. Upon scrutiny of your application, certain deficiencies have been noticed below:

|  |  |
| --- | --- |
| Sr No | Description( select the reason from the drop down of the Refund application) |
| 1. | <MULTI SELECT OPTION> |
| 2. |  |
|  | Other <TEXT BOX>{ *any other reason other than the reason select from the „reason master‟*} |

You are advised to file a fresh refund application after rectification of above deficiencies Date: Signature (DSC):

Place: Name of Proper Officer:

Designation: Office Address:

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