



Appendix C-2 EMPLOYEE APPLICATION FORM

(USE ONLY FOR EMPLOYEES WHO HAVE A TAXPAYER IDENTIFICATION NUMBER (TIN))

The Employee Application Form is used to register (or update) employees of an Individual Enterprise or a Non-Individual Enterprise. Employees listed on this form must have a TIN.

For employees who do not need a TIN, you must complete Appendix C-1 Employee Application Form

Instructions:

- a) If you are registering for TIN at the same time that you are registering employees, leave Section 1 blank
- b) If you have already a TIN please fill in Section 1
- c) Fill the blank spaces with block letters
- d) The dates should be in the DD/MM/YYYY format
- e) If space provided is not enough, use an additional form
- f) All fields with an asterisk * are mandatory and have to be completed
- g) All application forms must be completed in Dari or Pashto. If you are an English-language taxpayer and you want your TIN Certificate to be printed in English, you need to provide a copy of your application in English.

SECTION 1 - Enterprise Information (for reference purposes)

TIN : *	
Registered Name: *	
Main Trade Name:	

SECTION 2 - Employee Information

Tazkera No: *	Tazker Book No: *	Tazker Book Page No: *	TIN *	Father's First Name: *	First Name: *
Employee Status: *			Start Date: *	End Date	Occupation <i>(see attached list)</i>
Temporary <input type="checkbox"/> Permanent <input type="checkbox"/> Contract <input type="checkbox"/>					
Tazkera No	Tazker Book No	Tazker Book Page No	TIN	Last Name	First Name
Employee Status			Start Date	End Date	Occupation <i>(see attached list)</i>
Temporary <input type="checkbox"/> Permanent <input type="checkbox"/> Contract <input type="checkbox"/>					
Tazkera No	Tazker Book No	Tazker Book Page No	TIN	Last Name	First Name
Employee Status			Start Date	End Date	Occupation <i>(see attached list)</i>
Temporary <input type="checkbox"/> Permanent <input type="checkbox"/> Contract <input type="checkbox"/>					
Tazkera No	Tazker Book No	Tazker Book Page No	TIN	Last Name	First Name
Employee Status			Start Date	End Date	Occupation <i>(see attached list)</i>
Temporary <input type="checkbox"/> Permanent <input type="checkbox"/> Contract <input type="checkbox"/>					