



# Application For Dutch VAT refund

For EU entrepreneurs

## Why this form?

You can use this form to request a refund of Dutch VAT. You may only use this form if your company is based in the EU and you cannot submit your application for a refund digitally to the tax authorities in the country in which you are based.

### Period to which your application must relate

Your application must relate to a minimum period of 3 months and a maximum period of one calendar year. The refund period may only be less than 3 months if it concerns a remaining part of a calendar year.

### Minimum amounts for a refund

The amount for a refund must be at least:

- € 400 if your application relates to a minimum period of three months, but not a full calendar year
- € 50 if your application relates to a period of at least 1 calendar year, or the remaining part of a calendar year

### What should you enclose?

Enclose with your written application the following statements from the tax authorities of the EU country in which you are based:

- a 'Certificate concerning the capacity of the taxpayer' showing that you are an entrepreneur subject to VAT  
You can download a model 'Certificate concerning the capacity of the taxpayer' from [www.belastingdienst.nl](http://www.belastingdienst.nl). If you have already submitted such a statement which is no more than 1 year old, there is no need to send a new statement.
- a statement showing that you are unable to request a refund of Dutch VAT digitally from the tax authorities in the EU country in which you are based  
You don't need to send this statement separately if you use our model 'Certificate concerning the capacity of the taxpayer', because included in that model is the statement that you are unable to request a refund of Dutch VAT digitally from the tax authorities of the EU country in which you are based.

Also enclose original invoices or import documents. These documents must show the amounts of VAT you have paid. The application may relate to more than 1 invoice or import document. We will return the original documents to your correspondence address.

### Completing and returning the form

Send your application for a refund, the 'Certificate concerning the capacity of the taxpayer', the statement showing that you are unable to request a refund digitally from your tax authorities, as well as the original invoices or import documents to:

Belastingdienst Buitenland  
Afdeling omzetbelasting  
Postbus 2865  
6401 DJ Heerlen  
Nederland

If you do not have enough space in order to complete the questions, you should use an enclosure. The enclosure should state your name, address, town and your registration number in the Netherlands.

### Refund received erroneously

If you erroneously receive a VAT refund, you must pay back this amount. You may also be fined.

### More information

Visit [www.belastingdienst.nl](http://www.belastingdienst.nl) for more information. Or call the Tax Information Line Non-resident Tax Issues: +31 55 538 53 85, open from Monday to Thursday from 8.00 am to 8.00 pm and on Friday from 8.00 am to 5.00 pm.

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## 1 Dutch registration number

1a Do you have a Dutch registration number?  No. *In order to request a VAT refund, you need a Dutch registration number.*

Yes. Registration number

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## 2 Details of your company

2a Legal name

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2b Trade name

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2c Business address  
Street and house number

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Postcode and town/city

--	--

Country

--

2d Telephone number

--

2e E-mail address

--

Website

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2f Would you like to receive correspondence at your business address?  Yes, *proceed to question 2h.*  
 No

2g Correspondence address  
Name

--

Street and house number

--

Postcode and town/city

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Country

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2h In which language do you want to receive the correspondence?  
**Please note!** *Not all correspondence will be translated.*

Dutch  
 German  
 English

## 3 Business activities

3a Activities of your company in the Netherlands

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## 4 Registration in your own country

4a Tax office where you are registered in your own country

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4b Registration number in your own country

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**5 Your application**

5a Period to which your application relates (month-year)  -  to  -

5b Total amount in whole euros   
 State the details of the refund in section 9. €

**6 Bank details**

6a Account number/IBAN to which you want the refund to be transferred  
**Please note! Do not fill in a savings account here.**

Name of account holder

Street and house number

Postcode and town/city

Country

6b Name of the bank

6c Location of the bank

Country

6d BIC of the bank

**7 Other details of the application**

7a Number of enclosures  Invoices  Import documents

State the activities in the Netherlands for which you purchased the goods or services here.

7b The goods or services for which I request a VAT refund have been used for:

7c During the period for which I request a VAT refund, I: Tick whichever is applicable.

did not supply any goods or services

only supplied goods or services on which customers have to pay VAT

only supplied exempted transport services and related services  
 Exempted transport services are transport services relating to the transit, export or import of goods.  
 Certain conditions apply to this exemption.

none of the above

**8 Signature**

Name

Telephone number

Date  -  -

Signature   
 Please write within the box.















