



OFFICE OF THE ACCOUNTANT GENERAL AZAD JAMMU AND KASHMIR



VENDOR CREATION & UPDATION FORM FOR FIRM/ COMPANY/BUSINESS

Personal information of Company /Firm/ Business Owner

S.No	Company Name/Title	No.of Owners	Name of Owners	Owner's CNIC	Business Address/ phone No.	Company Status

Information for Creation of Vendor Number

S.No	Cost center/DDO Code	No.of Owners/Vendor	Bank Name	Bank Branch & Branch code	Bank Account number/IBAN Number	National Tax Number(NTN)	Sales Tax Registration Number(STRN)	Vendor Number allotted by AG Office

Check List (Documents Required)

- 1 One attested copy of this form
- 2 Attested copy of CNIC(Owner's)
- 3 Original Letterhead request by Firm
- 4 Attested copy of National Tax Number(NTN)
- 5 Attested copy of General Sale Tax(GST)Certificate
- 6 Attested copy of Taxpayer Online Verification (From FBR Website)

Signature with Name,Date and Stamp of DDO
(It is certified that all information is correct and original record has been verified)

Vendor Number created by: _____ (Signature)

Designation _____