

➤ **Q: How to make tax registration for suspension of business or restoration of business?**

A: The taxpayers subject to periodical payment of taxes by fixed amount of tax who need to suspend business in middle of the business period as prescribed in the business license should report to the competent tax department for registration of suspension of business by explaining the reasons for the suspension, the time period of the suspension, the tax payment history before the suspension and the receipt, use and storage of invoices, and fill in the application form suspension truthfully.

After examination (or field inspection if necessary), the competent tax department should instruct the taxpayer applying for suspension of business to clear up the tax liability, should take back the tax registration certificate, invoice recording book and invoices, and make registration of suspension of business. Where it is not convenient to take back the invoices of the taxpayer, the competent tax department should seal up the invoices on the spot.

For the taxpayers suspend their businesses for 15 days or more after examination, the competent tax department should adjust the tax payable already assessed. The time and amount of the adjustment shall be up to the competent tax department at provincial level for decision.

The taxpayers incurring tax liability during the suspension should report to the competent tax department on time and pay the tax payable according the law.

The taxpayers should apply to the competent tax department for registration of restoration of business before restoration of production or business operation, make registration of restoration, get back or start to use the tax registration certificate and invoice recording book and purchase invoices.

The taxpayers unable to restore production or business operation on time at the expiration of business suspension should apply to the competent tax department for prolonged suspension registration prior to the expiration of the suspension.

Where taxpayers fail to restore business on time without applying for prolonged suspension at expiration of the suspension, the competent tax department should deem that the business has been restored and shall implement the normal tax administration and collection on them.

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