

Space for DIAN use only

Page _____ of _____ Sheet No. 1

4. Form No. _____

Official use only

24. File and/or case No. CP AG AC Consecutive _____ 25. Date _____ 12. Regional Office _____ Code _____
yyyy mm dd

Applicant information

20. Type of document _____ 18. Identification No. _____ 7. First surname _____ 8. Second Surname _____ 9. First name _____ 10. Other names _____

26. The domicile _____ 27. Provides photocopy of the document that indicates Immigration Status? Yes No

28. Country of residence _____ Code _____ 29. City _____ Code _____ 30. E-mail _____

	Card No. (Digits)		Card type		35. Cash payment (Establishments with current tax card system)	36. Invoice No.	37. Invoice date			38. Goods code	39. VAT COP	40. Total invoice COP	Official use					
	31. First 6	32. Last 4	33. Debit	34. Credit			Year	Month	Day				Requirements		Provides invoice and payment slip			
	41. Yes	42. No	43. Yes	44. No														
1																		
2																		
3																		
4																		
5																		
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45. Total VAT amount claimed COP _____ 46. International credit card number to credit the amount claimed _____ 47. Bank _____ 48. Country _____

49. Observations:

Signature of person that completes the document and Authorices DIAN to verify my immigration records _____

Signature of officer filing this document _____

1001. Surnames and names _____ 984. Surnames and names _____
 1003. Identification No. _____ 985. Post _____
 989. Section _____

987. Date received _____
Year Month Day Hour Minutes Seconds

Refund information (boxes 31 to 48 are mandatory to complete)

INSTRUCTIONS TO FILL OUT THE VAT REFUND APPLICATION FORM FOR FOREIGN TOURISTS OR VISITORS NOT RESIDING IN COLOMBIA

The "VAT Refund Application Form for Foreign Tourists or Visitors not residing in Colombia" is the document the Colombian Tax and Customs Authority established so that foreign tourists not residing in Colombia may claim the refund of sales taxes paid for the purchase of goods in Colombia, and so that non-resident foreign visitors may claim the refund of sales tax paid for the purchase of taxed goods made in the Special Units of Border Development.

24. File and/or Case No.: Space for National Tax and Customs Administration (DIAN) use only

25. Date: Space for National Tax and Customs Administration (DIAN) use only.

12. Regional Office: Space for National Tax and Customs Administration (DIAN) use only.

Code: Space for National Tax and Customs Administration (DIAN) use only.

Sheet No.: Space for National Tax and Customs Administration (DIAN) use only.

Applicant information

Relevant to the information of the foreign tourists or visitors not residing in Colombia, who is to be understood as a natural person entering the national territory for the sole purpose of undertaking rest, leisure, health, events, conventions or business activities, equally, to the natives of other countries that enter in border transit to the Border Development Special Unit without intent to settle in it or in the rest of the national territory, including cruise ship passengers from other countries in groups who are entering the country in transit. Does not apply for Colombians with dual citizenship.

20. Type of document: Provide the type of document that will be submitted by the refund applicant according to these code numbers:

41. Passport

42. Other foreign identification document (entry and stay permit, migratory card or any other document used to enter the country)

18. Identification No.: Write the identification number of the foreign tourist or visitor not residing in Colombia, foreign national or visitor in a cruise ship group entering the country in transit, as it appears in the identification document: passport, entry permit, migratory card or any other document used to enter the country

7. First surname: State the first surname of the foreign tourist or visitor not residing in Colombia, foreign national or visitor in a cruise ship group entering the country in transit only, as it appears in the identification document: passport, entry permit, migratory card or any other document used to enter the country.

8. Second Surname: State the second surname of the foreign tourist or visitor not residing in Colombia, foreign national or visitor in a cruise ship group entering the country in transit, as it appears in the identification document: passport, entry permit, migratory card or any other document used to enter the country.

9. First Name: State the first name of the foreign tourist or visitor not residing in Colombia, foreign national or visitor in a cruise ship group entering the country in transit, as it appears in the identification document: passport, entry permit, migratory card or any other document used to enter the country.

10. Other Names: State other names of the foreign tourist or visitor not residing in Colombia, foreign national or visitor in a cruise ship group entering the country in transit, as it appears in the identification document: passport, entry permit, migratory card or any other document used to enter the country..

26. Domicile: Write the address of the country of residence of the foreign tourist or visitor not residing in Colombia or foreign national where the National Tax and Customs Administration (DIAN) may locate him/her.

27. Provides photocopy of the document that indicates Immigration Status? YES/NO: Place an "X" if the foreign tourist or the foreign visitor non resident in Colombia submits a photocopy of the document that indicates his/her Immigration Status.

28. Country of residence: Write the name of the country of residence of the foreign tourist or visitor not residing in Colombia or foreign national which corresponds to his/her mailing address.

29. City: Enter the city of residence of the foreign tourist or visitor not residing in Colombia.

30. E-mail: Write the email address where the National Tax and Customs Administration (DIAN) may locate the foreign tourist or visitor not residing in Colombia.

Refund information (Boxes 31 to 48 are mandatory to complete)

Card No. (Digits)

31. First 6: Write the first six (6) digits of the international debit/credit card used

to purchase the goods subject to VAT refund.

32. Last 4: Write the last (4) digits of the international debit/credit card used to purchase the goods subject to VAT refund.

Card type

33. Debit: Mark an "X" if a debit card was used to purchase the goods subject to VAT refund.

34. Credit: Mark an "X" if a credit card was used to purchase the goods subject to VAT refund.

35. Cash (Establishment with valid tax card system) (Exclusive for Foreign Visitors in Border Development Special Units): Mark an "X" if cash was used to purchase the goods subject to VAT refund.

Note: To be filled out once the business establishments located in the Special Units of Border Development that sell movable property with sales tax to foreign visitors not residing in Colombia have a valid Technical System of Tax Card Control.

36. Invoice No.: Write the invoice number for which sales tax refunds for the purchase of taxed goods is being claimed.

37. Date of invoice: Write the invoice date for which sales tax refunds for the purchase of taxed goods is being claimed.

38. Goods Code: Write the code that corresponds to the type of merchandise purchased (if more than one type of merchandise appears in the invoice, write the code of the product with the highest invoice value):

01. Clothing

02. Footwear

03. Leather products

04. Compact Discs

05. Handicrafts

06. Toys

07. Linens and Underwear

08. Appliances

09. General jewelry

10. Emeralds

11. Perfumes

12. Hardware items

39. VAT COP: Write the VAT amount paid on the invoice for which sales tax refunds for the purchase of taxed goods is being claimed.

40. Total invoice COP: Write the "TOTAL" amount on the invoice for the purchase of taxed goods, including VAT.

Official use. 41- 42. Requirements: Requirements: Space for National Tax and Customs Administration (DIAN) use only.

Remarks: Space for National Tax and Customs Administration (DIAN) use only.

43. - 44. Provides Invoice and Payment Slip: Space for exclusive use of the National Tax and Customs Department DIAN.

45. Total VAT refund amount claimed COP: Write the sum total of the added values in box 39.

46. Credit card No. to credit the amount claimed: Write the full number of the international credit card in the applicant's name to which you wish the refund payments to be made to, from a company included in the franchises with which the National Tax and Customs Administration (DIAN) has a partnership with.

47. Bank: Write the name of the issuing bank of the international credit card in the applicant's name to which you wish the refund payments to be made to.

48. Country: Write the name of the country of domicile of the issuing bank of the international credit card in the applicant's name to which you wish the refund payments to be made to.

Observations:

Dear Tourist or foreign visitor, this sección is for official use, DO NOT complete any información, it must only be completed by the officer in charge of receiving and reviewing the documents, if applicable

Signature of the Person Submitting this Document and Authorizes DIAN to verify my immigration status: This form must be signed by the foreign tourist or visitor not residing in Colombia or natural person applying for sales tax refunds and who authorizes DIAN to verify your immigration records; in compliance with paragraph a) of article 7 of decree 1903 of 2014.

Note

The National Tax and Customs Administration (DIAN) will make the relevant refund payments effective three (3) months after the application is filed, with prior verification of the authenticity of the sales invoices and full compliance with the legal dispositions, as well as prior deduction of the financial and notice expenses incurred in to make payments on the international credit card.