

**Form GST TRP- 7**

*[See Rule ---]*

From  
Taxable Person  
Name  
GSTIN /Unique ID/Temporary GSTIN

To  
TRP (Enrolment Number)

Address

Subject: - Disengagement from the assignment

Sir/Madam

I <<name of the Authorized Signatory>> on behalf of the << Name with GSTIN/Unique ID/Temporary ID>> hereby inform you to disengage from the following activities <with date and time> from DD/MM/YYYY with effect from HH/MM assigned to you with effect from DD/MM/YYYY: -

- filing of statements of outward and inward supplies;
- filing of monthly, quarterly, annual or final return;
- making of payments for credit into the cash ledger;
- file a claim for refund;
- represent us in any proceeding under the Act other than inspection, search, seizure and arrest;
- file an appeal to the First Appellate Authority;
- file an appeal to the Appellate Tribunal \*
- file an application for amendment or cancellation of registration;
- Application for fresh registration.

\*(should be limited to CA /CS/ICWA & Advocates only)

You are requested to accept the disengagement by utilizing the facility available on Common Portal.