

Form DVAT 28

(See Rule 40 of the Delhi Value Added Tax Rules, 2005)

Summons to appear in person/ or to produce documents

To

(name) _____

(address) _____

Whereas your attendance is necessary to give evidence / whereas the following documents are required with reference to enquiry concerning M/s _____ having Registration No.: _____ and having his principle place of business at _____ under the Delhi Value Added Tax Act, 2004.

1. In this context, you are summoned to appear in person and/or produce or cause to be produced, the said documents _____ (here describe the documents in sufficient detail to permit their identification with reasonable certainty) before me on the _____ (date) day of _____ (month) at _____ a.m./p.m. (time) at _____ (place) and not to depart from the office until expressly permitted by me.
2. A sum of Rs. _____ being your diet money and traveling expenses is lying in deposit and will be paid to you in due course.
3. Failure, without prior intimation or lawful excuse, to appear and give evidence or produce or cause to be produced, the documents as the case may be, is punishable under the provisions of Order XVI, Rule 12 of Civil Procedure Code, 1908.
4. Given under my hand and seal, this _____ day of _____

Signature

Seal

Designation

Place

Date

Department of Value Added Tax

Note: In case the summons is merely for the production of a document it will be proper compliance with it if the document is sent per registered post and received by the Department on or before the date specified above.