

THE TAX ADMINISTRATION AND MISCELLANEOUS TAXES ACT
Application for a Bulk Sale Clearance Certificate



Persons who sell their business assets are required to obtain a Clearance Certificate and provide a duplicate copy to the purchaser.

A Clearance Certificate will not be issued if any taxes are outstanding and until the final return and remittance are filed. The final return and remittance are due on the 20th of the month following the date of the sale of the business assets.

SECTION A (Sale):	
Closing Date of Sale	

SECTION B (Seller):		
Legal Name of Business Sold		RST Number
Operating as		
Address		Postal Code
Contact Person	Telephone	E-mail

SECTION C (Purchaser):		
Legal Name of Purchaser		RST Number
Operating as		
Address		Postal Code
Contact Person	Telephone	E-mail

SECTION D (Sale/Purchase Agreement):		
Please answer the following questions regarding the sale/purchase agreement:		
	Yes	No
Does the sale/purchase agreement provide a breakdown of the purchase price for the business assets?		
If leasehold improvements were included in the sale, was a breakdown provided for the leaseholds in the sale/purchase agreement?		
If you have answered "No" to any of the above questions, the Business Assets Declaration in Appendix A must be completed and signed by both the seller and the purchaser prior to the issuance of a Clearance Certificate. If you have answered "Yes" to the above questions, the Business Assets Declaration does not have to be completed.		
	Yes	No
Was an existing business purchased when the business being sold was originally started?		
If you answered "Yes", please specify the name of the business that was purchased and the date of purchase		

SECTION E (Books and Records):	
The books and records of the business sold will be available for audit at:	
Location	
Name of Person in Custody of Records	
Telephone	E-mail

SECTION F (Tax Accounts):
Receipt of this application will serve as notice to close the RST and tobacco tax account (if applicable) relating to the business sold in Section A. If you still require your RST number, please state the reason:
Please Note: It is an offence to use an RST number or carry on activities that require a valid RST number or tobacco licence after it has been cancelled.

SECTION G (Clearance Certificate):	
The Clearance Certificate along with a duplicate copy are to be forwarded to:	
Name	
Attention to	
Address	Postal Code
Telephone	E-mail

SECTION H (Certification):	
I certify that the statements on this form are true and correct. I am also authorizing Manitoba Finance – Taxation Division to deal with the person named in section G.	
Seller's Name or Authorized Officer/Representative	
Signature	Date
Please Note: A solicitor or other representative can only sign this application if they are listed as an authorized contact person on the seller's Retail Sales Tax Account.	

SECTION I (Documentation):	
The following must accompany this completed form:	
	Yes
I have included a copy of the sale/purchase agreement.	
I have included the \$50 processing fee (payable to the Minister of Finance – Manitoba).	

Please forward to:

Bulk Sale Officer
 Manitoba Finance - Taxation Division
 Room 101 – 401 York Avenue
 Winnipeg MB R3C 0P8

Telephone: (204) 945-6444
 Manitoba Toll Free: 1-800-782-0318
 E-mail: MBTax@gov.mb.ca
 Web Site: www.gov.mb.ca/finance/taxation

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Appendix A - Business Assets Declaration



This Declaration must be completed if the sale/purchase agreement does not provide a detailed breakdown of the assets. It must be signed by both the seller and the purchaser.

SECTION A (Purchase Price):			
Provide a breakdown of the purchase price:			
Land	\$	Furniture	\$
Buildings	\$	Machinery and Equipment	\$
Leaseholds (Please complete Section B)	\$	Vehicles and Trailers	\$
Inventory (Goods for sale)	\$	Goodwill	\$
Other (Specify):			\$
TOTAL			\$

SECTION B (Leaseholds):			
If leaseholds are included in the sale, a breakdown must be provided. If a breakdown is not provided, the entire amount of leaseholds is taxable. Provide the following breakdown:			
Counters	\$	Plumbing	\$
Shelving	\$	Walls	\$
Cabinets	\$	Flooring	\$
Work Stations	\$	Windows/Doors	\$
Signs	\$	Light Fixtures	\$
Other (Specify):			\$
TOTAL			\$

CERTIFICATION

I certify that the statements on this form are true and correct.

 Seller's Name (print)
 (or authorized contact person on the account)

 Signature

 Date

 Purchaser's Name (print)
 (or authorized contact person on the account)

 Signature

 Date

Please Note: A solicitor or other representative can only sign this application if they are listed as an authorized contact person on the seller's or purchaser's Retail Sales Tax Account.

Please Note: Purchasers must remit the tax owing on the taxable business assets by the 20th of the month following the date of the purchase. See Bulletin No. TAMTA 002 – *Bulk Sales – Buying and Selling Business Assets*, for additional information.