

**GSTAT FORM-04**  
**(see rule 72)**  
**Memorandum of appearance**

To  
The Registrar,  
The Goods and Services Tax Appellate Tribunal

In the matter of ..... Petitioner.  
Vs.  
.....Respondent  
(Appeal No. ....of 20.....)

Sir,

Please take notice that I, ....., authorised representative/ practising Chartered Accountant/practising Cost Accountant/ legal practitioner, duly authorised to enter appearance, and do hereby enter appearance, on behalf of ..... petitioner/respondent/ Registrar/ Government of ..... in the above-mentioned petition.

\*A copy of the authorisation/vakalatnama issued by the Appellant or Respondent authorising me to enter appearance and to act for every purpose connected with the proceedings for the said party is enclosed, duly signed by me for identification.

Yours sincerely,

Dated ..... day of .....  
Address:  
Enclosure: as aforesaid Tele No.: