



VAT Registration Guide

Step-by-step guide to VAT registration in Bahrain. Thresholds, required documents, NBR portal process, and timeline for mandatory and voluntary registration.

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VAT REGISTRATION GUIDE

Everything you need to know about registering for VAT in Bahrain — thresholds, documents, and step-by-step process.

REGISTRATION THRESHOLDS

MANDATORY REGISTRATION

If your taxable supplies and imports exceed BHD 37,500 in the past 12 months (or are expected to in the next 12 months), you must register for VAT with NBR.

 **Deadline:** 30 days from exceeding the threshold

VOLUNTARY REGISTRATION

If your supplies exceed BHD 18,750, you may voluntarily register. This can be beneficial for recovering input VAT on business costs.

 **Tip:** Often advantageous for startups and importers

STEP-BY-STEP GUIDE

GATHER REQUIRED DOCUMENTS

- Valid Commercial Registration (CR) certificate
- Copy of CPR / passport of authorized signatory
- Financial statements or revenue records (12 months)
- Bank account details (IBAN)
- Description of business activities
- Estimated annual turnover

CREATE NBR PORTAL ACCOUNT

Register at nbr.gov.bh using your CPR or passport number. You'll receive OTP verification via SMS. Create your username and password for portal access.

COMPLETE THE APPLICATION

Fill in the online registration form with business details, expected turnover, bank information, and upload supporting documents. Select your preferred filing period (monthly or quarterly).

NBR REVIEW & APPROVAL

NBR reviews your application (typically 5-10 business days). They may request additional documentation. Once approved, you receive your VAT Registration Number (VRN) and Tax Identification Number (TIN).

POST-REGISTRATION SETUP

- Configure your accounting system for VAT

- Update invoice templates with VRN
- Train staff on VAT collection procedures
- Set up filing reminders for return deadlines
- Review pricing strategy for VAT impact

VAT REGISTRATION FAQ

CAN I REGISTER FOR A VAT GROUP?

Yes. Related businesses under common control can apply for group registration, allowing intercompany transactions to be treated as outside the scope of VAT.

WHAT IF I EXCEED THE THRESHOLD BUT DON'T REGISTER?

Failure to register on time results in penalties of up to BHD 10,000. NBR may also retroactively assess VAT on supplies made since the threshold was exceeded.

HOW DO I DEREGISTER?

Apply via the NBR portal if your turnover drops below BHD 18,750 for 12 consecutive months. Submit a final VAT return and settle any outstanding obligations.

We handle the entire process — from document preparation to NBR submission and post-registration setup.

Bahrain's trusted tax advisory partner.

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- VAT Consulting
- Corporate Tax
- Transfer Pricing
- Business Advisory

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