



Plan International Inc.
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Date: 21 November 2024

TO ALL SUPPLIERS/VENDORS

Dear Supplier/Vendor,

NOTIFICATION ON ZERO-RATED SUPPLIES MADE TO PLAN INTERNATIONAL INC.

Reference is made to the above matter.

We are writing to inform you that, pursuant to directives from the Kenya Revenue Authority (KRA) and the Ministry of Foreign Affairs, all supplies made to Plan International Inc. (**Plan**) are required to apply zero-rated value-added tax (VAT) for all supplies made to Plan. Please refer to the enclosed KRA letter dated 31 July 2024, which confirms this requirement.

Accordingly, you are no longer required to charge VAT on invoices issued to Plan. Going forward, all invoices should reflect a VAT rate of zero. When submitting invoices or eTIMs invoices, please ensure you reference KRA PIN number: **P052230093V**.

Please be advised that Plan will not be responsible for reimbursing any VAT that may be incorrectly billed, nor will Plan provide any support in claiming or reversing any such VAT entries. Additionally, you are required to indemnify Plan against any costs or liabilities arising from non-compliance with this directive.

We look forward to your cooperation.

Yours faithfully

A handwritten signature in blue ink that reads "Hassan Ali Farah".

Hassan Ali Farah
Director of Corporate Services and Government Relations
Plan International Inc.
Nairobi, Kenya.