

User manual

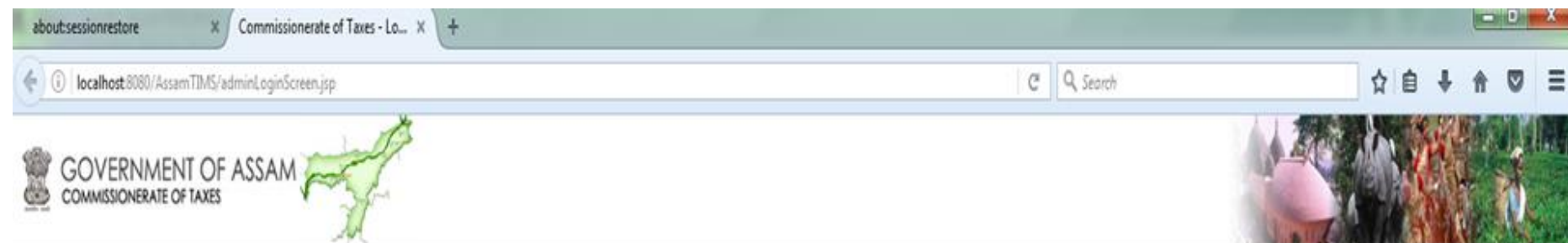
For

- 1. Obtaining GST provisional user id and password from the Department portal or from unit offices.**
- 2. GST enrollment process at the gst.gov.in portal**

1.a

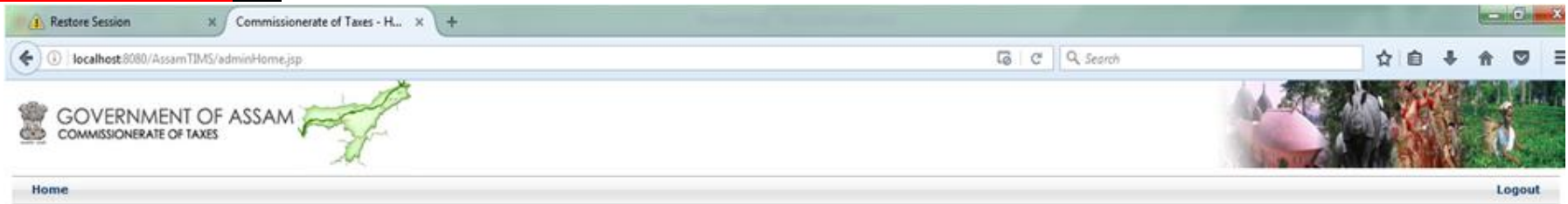
**Process for obtaining GST
provisional user id
and password from the unit
offices**

To give GST provisional user id and password to the dealers who have not enrolled under e-services, concerned ACT, ST will login with his/her USERID and password.



For best experience Internet Explorer or Mozilla Firefox is recommended.

The following screen will appear after login. Then he/she needs to click on “*GST Provisional ID and Password*”.



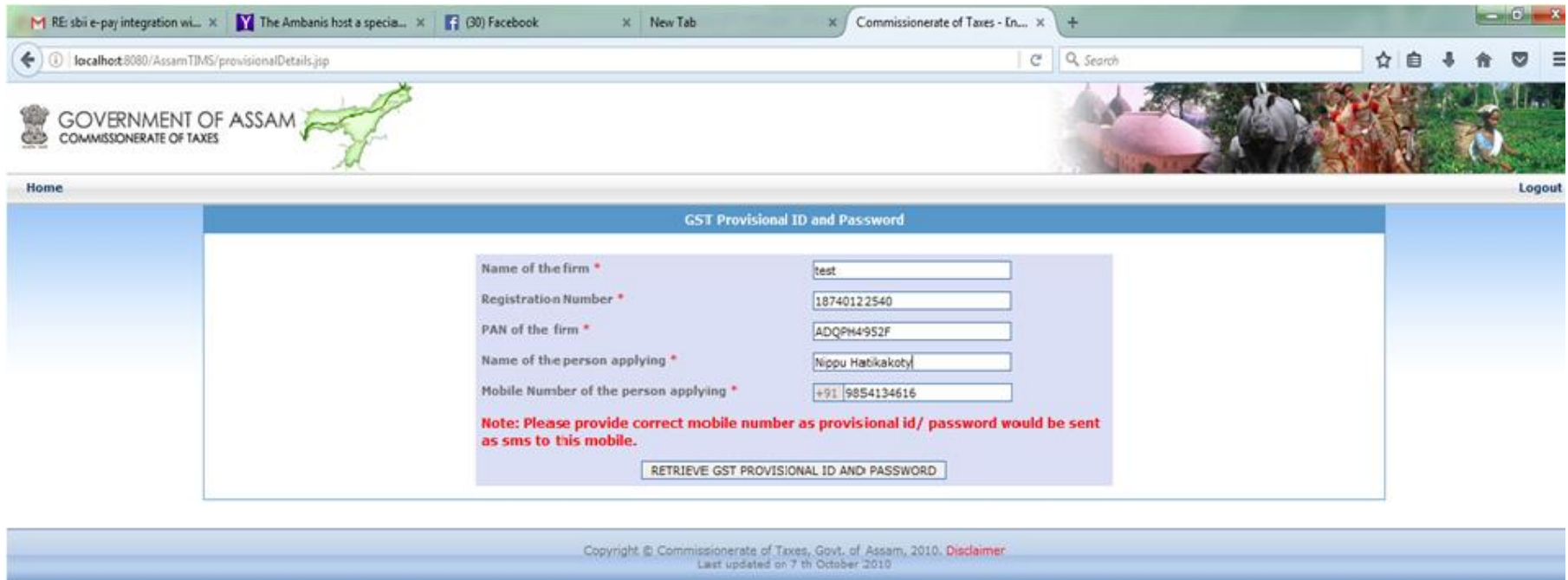
Admin Home
GST Provisional ID and Password
Dealer Profile Creation
Dealer Edit Profile
Transporter Profile Creation
Transporter Edit Profile
Retrieve UserID
Reset Password
Online e-File
Offline e-File Download
Offline e-File Upload
View Submitted Form Details
Statutory Form Utilization
View Assign Feedback
Report on Railway Consignments
Report on Vehicle Which are about to Enter CheckGate
Courier Return Request

After clicking on “*GST Provisional ID and Password*” the following screen will appear where the officer In charge needs to fill the details of the dealer like his/her **Firm name, Registration Number, Pan number of the firm, name of person applying for provisional id/password and his valid mobile number.**

The screenshot shows a web browser window with the following elements:

- Browser tabs: RE: sbi e-pay integration wt..., The Ambanis host a specia..., (30) Facebook, New Tab, Commissionerate of Taxes - Kn...
- Address bar: localhost:8080/AssamTIMS/provisionalDetails.jsp
- Page Header: GOVERNMENT OF ASSAM, COMMISSIONERATE OF TAXES, with a map of Assam and a decorative image of people in a field.
- Navigation: Home (left), Logout (right)
- Section Title: GST Provisional ID and Password
- Form Fields:
 - Name of the firm *
 - Registration Number *
 - PAN of the firm *
 - Name of the person applying *
 - Mobile Number of the person applying *
- Note: Please provide correct mobile number as provisional id/ password would be sent as sms to this mobile.
- Button: RETRIEVE GST PROVISIONAL ID AND PASSWORD
- Page Footer: Copyright © Commissionerate of Taxes, Govt. of Assam, 2010. Disclaimer. Last updated on 7th October 2010.

After entering all the details correctly click on “[Retrieve GST provisional ID and password](#)”.



The screenshot shows a web browser window with the URL `localhost:8080/AssamTIMS/provisionalDetails.jsp`. The page header includes the Government of Assam logo and the text "GOVERNMENT OF ASSAM COMMISSIONERATE OF TAXES". The main content area is titled "GST Provisional ID and Password" and contains a form with the following fields:

Name of the firm *	<input type="text" value="test"/>
Registration Number *	<input type="text" value="18740122540"/>
PAN of the firm *	<input type="text" value="ADQPH4952F"/>
Name of the person applying *	<input type="text" value="Nippu Hatikakoty"/>
Mobile Number of the person applying *	<input type="text" value="+91 9854134616"/>

Note: Please provide correct mobile number as provisional id/ password would be sent as sms to this mobile.

At the bottom of the page, there is a footer with the text: "Copyright © Commissionerate of Taxes, Govt. of Assam, 2010. [Disclaimer](#) Last updated on 7 th October 2010".

Then the following screen will appear with dealer's provisional userid/password, Registration Number, Firm Name and Pan number. The details will also be sent as sms to the mobile number of the person who has come to receive provisional id/password

localhost:8080/AssamTMS/AdminFetchingGSTDetails

GOVERNMENT OF ASSAM
COMMISSIONERATE OF TAXES

Home Logout

GST Provisional ID and Password

GST Provisional ID	test
GST Provisional Password	test123
Registration Number	18740122540
Name of the firm	M/S test
PAN Number	ADQPH4952F

Note: GST Provisional ID and password has been send to your mobile number

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Last updated on 7 th October 2010

1.b.

**Process for obtaining GST
provisional user id and
password from the
Department portal
tax.assam.gov.in**

In order to obtain GST provisional userid/password, dealer/taxpayer needs to visit our website

["www.tax.assam.gov.in"](http://www.tax.assam.gov.in)

The screenshot shows the website tax.assam.gov.in/AssamTimsInfo/index.html. The header includes the Government of Assam logo and the Commissionerate of Taxes. The navigation bar contains: Home, Acts, Rules, Schedules, Tax Rates, Forms, Notifications, Clarifications, and Circulars. The main content area is divided into three columns:

- Left Column (e-Services):**
 - e-Services
 - User Manual
 - Dealer Search
 - Statutory Form Search
 - User Manual
 - About Us
 - Feedback/Contact us
 - Links of Related sites
 - Industrial Concession
 - Composition Schemes
 - GST
 - RTI
 - Right to Public Service
 - Liquidation of arrear du
 - New ACT
- Center Column (Banner):**
 - Top: A yellow button labeled "REGISTER" over a document background.
 - Bottom: A graphic with "TAX" in the center, surrounded by icons for a handshake, a globe, a bar chart, and a target.
- Right Column (Information):**
 - Information**
 - Notice to dealers for updation of PAN numbers registered under VAT, Entry Tax, Entertainment Tax and H&L Act
 - CIRCULAR RELATING TO GSTN PROVISIONAL LOGIN ID AND PASSWORDS **NEW**
 - Draft Citizen's Charter
 - Tax Deducted at Source (TDS)
 - GST**
 - GST Overview
 - Model Draft GST Law
 - Stake Holder Consultation on GST
 - Goods and Services Tax-Draft Rules and Formats
 - GST FAQ's **NEW**
 - GST User Manual **NEW**
 - GST Video Based Tutorial **NEW**
 - Budget**
 - Budget Speech **NEW**
 - Budget Highlights **NEW**
 - Budget Annexures **NEW**

The Windows taskbar at the bottom shows several open applications: Form13_Quarterly (4).xls, Salam Kalam fullmp4, and Assamese feature...mp4. The system tray indicates the time is 3:50 PM on 25/11/2016, with an "Unidentified network" warning.

Click on "e-Return" option under "e-Services" menu.

The screenshot shows a web browser window with the URL tax.assam.gov.in/AssamTimsinfo/index.html. The page header features the Government of Assam logo and the text "GOVERNMENT OF ASSAM COMMISSIONERATE OF TAXES". A navigation menu includes "Home", "Acts", "Rules", "Schedules", "Tax Rates", "Forms", "Notifications", "Clarifications", and "Circulars". The "e-Services" menu is expanded, listing various options, with "e-Return" highlighted in blue. The main content area displays a "REGISTER" button, a "TAX" icon, and an "Information" section with a notice about PAN numbers. The Windows taskbar at the bottom shows the date and time as 3:50 PM on 25/11/2016.

GOVERNMENT OF ASSAM
COMMISSIONERATE OF TAXES

Home Acts Rules Schedules Tax Rates Forms Notifications Clarifications Circulars

e-Services

- » **e-Return**
- » Vehicle Data Entry
- » e-Payment(SBI)
- » e-Payment(IDBI)
- » e-Payment(Union Bank of India)
- » e-Payment(HDFC)
- » e-Payment(ICICI)
- » e-Payment(United Bank of India)
- » Utilization of Statutory Forms
- » e-Registration
- » e-Issuance of C and F Form
- » e-CST Forms Search
- » e-Manifest Declaration
- » e-Tax Clearance Certificate
- » Create Online Dealer Profile
- » E-Registration under Professional Tax
- » E-Registration under Hotel and Lodging Tax
- » E-Registration under Entertainment Tax
- » E-return under Professional Tax
- » E-return under Hotel and Lodging Tax
- » E-return under Entertainment Tax
- » Additional Site 1
- » Additional Site 2

REGISTER

TAX

Information

Notice to dealers for updation of PAN numbers registered under VAT,Entry Tax,Entertainment Tax and H&L Act

GST

GST Overview

Model Draft GST Law

Stake Holder Consultation on GST

Goods and Services Tax-Draft Rules and Formats

GST FAQ's **NEW**

GST User Manual **NEW**

GST Video Based Tutorial **NEW**

Form13_Quarterly (4).xls Salam Kalam fullmp4 Assamese feature....mp4

Unidentified network
Internet access

3:50 PM
25/11/2016

The following screen will appear after clicking on “e-Return” menu, wherein the **registered dealer/taxpayer** needs to **login with his/her used id and password.**

Cricket scorecard - India vs... x Commissionerate of Taxes - De... x System Error - assamtax.su... x Commissionerate of Taxes - De... x

localhost:8080/AssamTIMS/dealerLogin.jsp

GOVERNMENT OF ASSAM
COMMISSIONERATE OF TAXES

Dealer Login

User ID

Password

[Click here](#) for password policy.

Notice to dealers for updation of PAN ^{NEW}

For best experience Internet Explorer or Mozilla Firefox is recommended.

ABOUT TRUST ONLINE

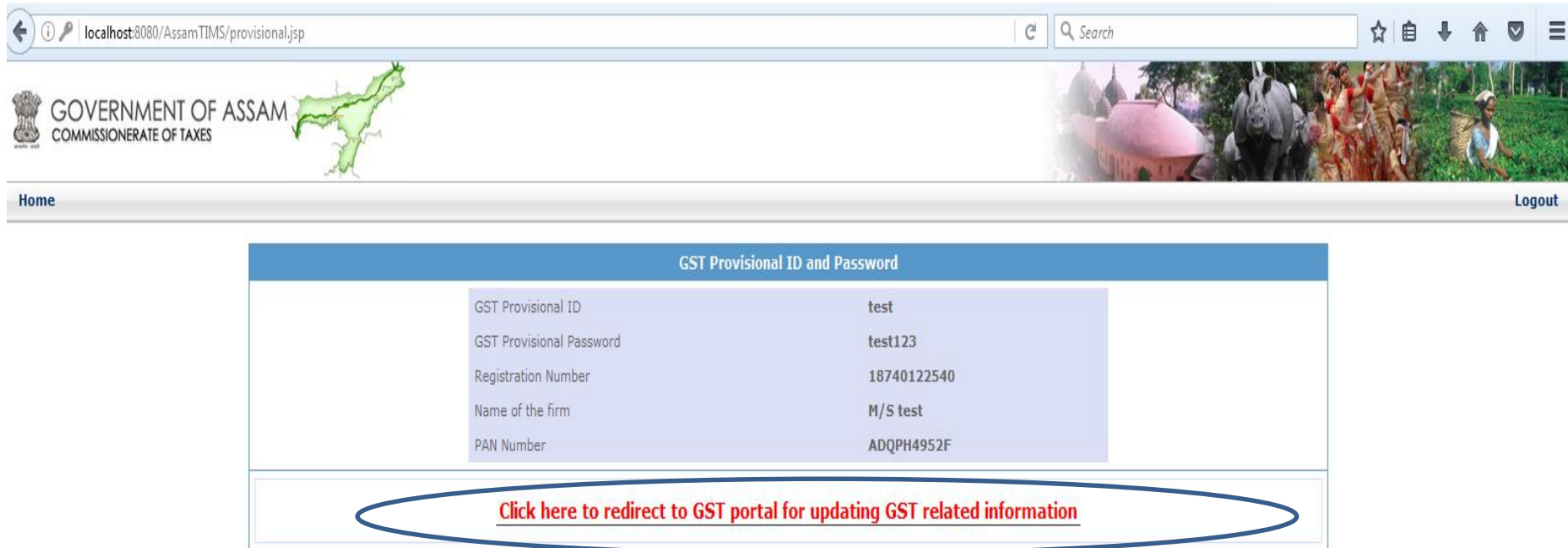
Copyright © Commissionerate of Taxes, Govt. of Assam, 2010. [Disclaimer](#)
Last updated on 7th October 2010

After successful login, the dealer need to click on link “GST Provisional ID/ Password”.

The screenshot shows a web browser window with the following elements:

- Browser Tab:** Assam Commissionerate of Ta...
- Address Bar:** localhost:8080/AssamTIMS/DealerLoginServlet
- Page Header:** GOVERNMENT OF ASSAM COMMISSIONERATE OF TAXES with a map of Assam and a decorative image of a temple and people.
- Navigation:** Home (left) and Logout (right).
- Main Menu (Left Column):**
 - GST Provisional Id/ Password** (highlighted with a red circle)
 - Online e-File
 - Offline e-File Download
 - Offline e-File Upload
 - View Submitted Form Details
 - Statutory Form Utilization
 - Delivery Note/Road Permit Search
 - Change Password
 - Edit Profile
 - Online Vehicle Entry
 - Vehicle Status
 - Vehicle Details view
 - Change Password
- Footer:** Copyright © Commissionerate of Taxes, Govt. of Assam, 2010. Disclaimer. Last updated on 7 th October 2010.
- Taskbar:** Windows taskbar with icons for Start, Internet Explorer, File Explorer, Chrome, and other applications. System tray shows the time as 6:12 PM on 21/11/2016.

After clicking on “[GST Provisional ID/Password](#)” tab, dealers will get their GST Provisional ID and Password as shown below. After noting the GST provisional id/password, dealer needs to click on “[Click here to redirect to GST portal for updating GST related information](#)”.



The screenshot shows a web browser window with the URL localhost:8080/AssamTIMS/provisional.jsp. The page header includes the Government of Assam logo and a map of Assam. The main content area displays a table with GST Provisional ID and Password information. A red link is highlighted with a blue oval.

GST Provisional ID and Password	
GST Provisional ID	test
GST Provisional Password	test123
Registration Number	18740122540
Name of the firm	M/S test
PAN Number	ADQPH4952F

[Click here to redirect to GST portal for updating GST related information](#)

Important Timelines relating to GST enrolment process

1. GST enrolment process will be **closed down for a week starting from 10th January 2017** i. e, from 10th Jan 2017 till 17th Jan 2017, dealers/tax payers will not be able to initiate or complete enrolment process at **gst.gov.in** portal.
2. Enrolment process would again start at **gst.gov.in** portal for dealers from 17th Jan 2017 till 31st Jan 2017.
3. After 31st Jan 2017, enrolment process would be closed down for all States.
4. 90% GST enrolment to be ensured by the Department.

2.

**GST enrolment
process at the
gst.gov.in portal**

For GST enrolment , dealer needs to either click on “[Click here to redirect to GST portal for updating GST related information](#)” in tax.assam.gov.in portal or visit website [gst.gov.in](#)

localhost:8080/AssamTMS/provisional.jsp

GOVERNMENT OF ASSAM
COMMISSIONERATE OF TAXES

Home Logout

GST Provisional ID and Password	
GST Provisional ID	test
GST Provisional Password	test123
Registration Number	18740122540
Name of the firm	M/S test
PAN Number	ADQPH4952F

[Click here to redirect to GST portal for updating GST related information](#)

gst.gov.in website

The screenshot shows a web browser window with the URL <https://www.gst.gov.in> in the address bar. The page title is "Goods and Services Tax". The main content area features a collage of images related to industry and commerce. A central white box contains the following text:

Get Ready for GST

Existing Taxpayers of VAT, Service Tax, Central Excise

- Enroll yourself for smooth transition to GST
- Your provisional ID will come from your tax officer
- Update profile information and upload documents
- Enrolment is being taken up in a staggered manner

[Click here for Enrolment Schedule for your state](#)

Already enrolled? [Click Existing User Login](#)

[NEW USER LOGIN](#) [EXISTING USER LOGIN](#)


The footer contains four columns of links:

- Website Policies**
[Website Policy](#)
- Related Sites**
[Central Board of Excise and Customs](#)
- Help**
[System Requirements](#)
- Contact Us**
Help Desk Number:
0124-4688999

The Windows taskbar at the bottom shows the system clock as 6:14 PM on 21/11/2016.

For first time log in, dealer needs to click on **“NEW USER LOGIN”**

Vi2

 Goods and Services Tax

Get Ready for GST

Existing Taxpayers of VAT, Service Tax, Central Excise

- Enroll yourself for smooth transition to GST
- Your provisional ID will come from your tax officer
- Update profile information and upload documents
- Enrolment is being taken up in a staggered manner

[Click here for Enrolment Schedule for your state](#)

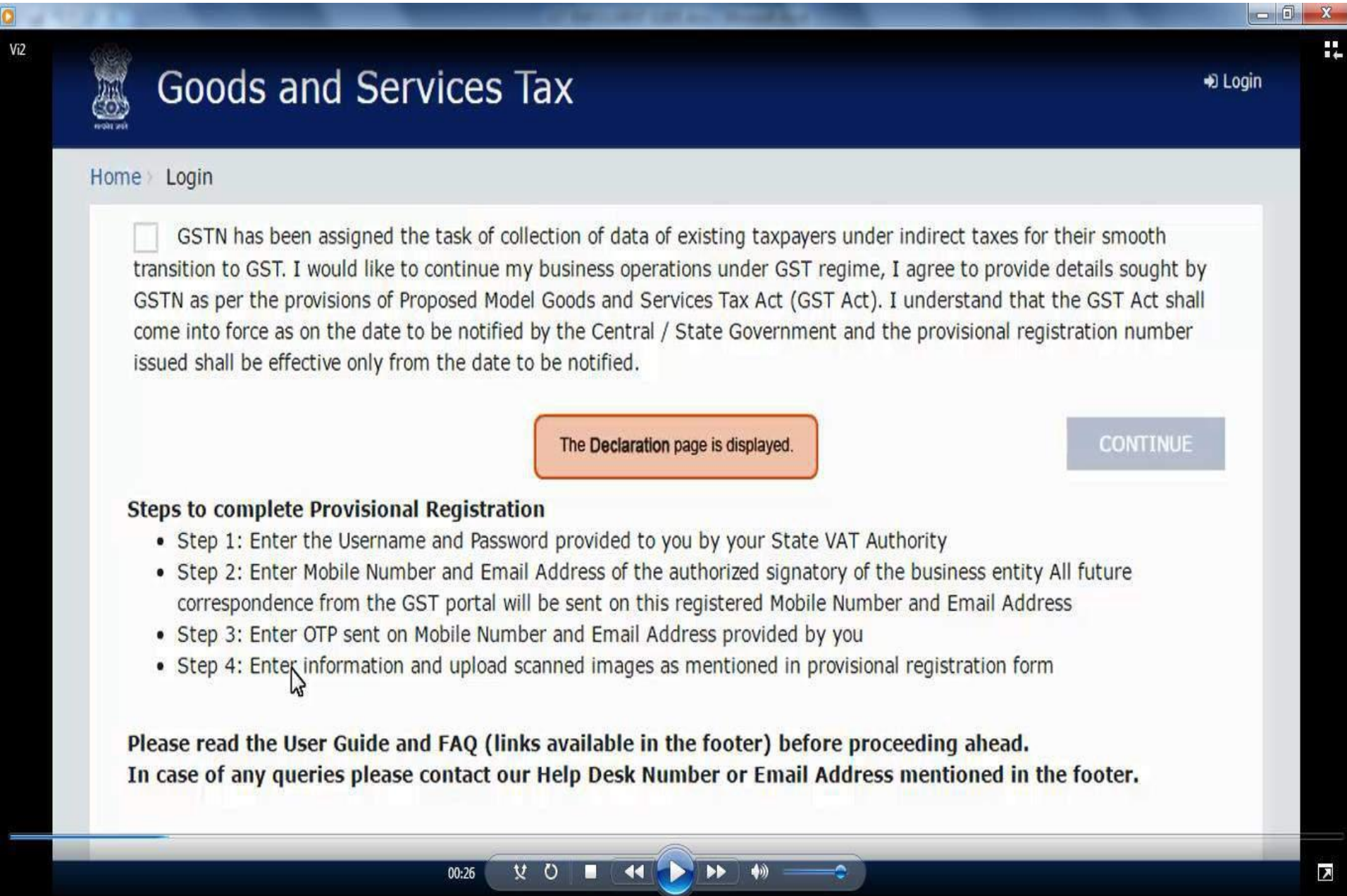
Already enrolled? [Click Existing User Login](#)

NEW USER LOGIN EXISTING USER LOGIN


For first time login, click the **NEW USER LOGIN** button.

Website Policies Related Sites 00:24 Help Contact Us

Tick on Declaration and click on continue button.



V12

 **Goods and Services Tax** Login

Home > Login

GSTN has been assigned the task of collection of data of existing taxpayers under indirect taxes for their smooth transition to GST. I would like to continue my business operations under GST regime, I agree to provide details sought by GSTN as per the provisions of Proposed Model Goods and Services Tax Act (GST Act). I understand that the GST Act shall come into force as on the date to be notified by the Central / State Government and the provisional registration number issued shall be effective only from the date to be notified.

The Declaration page is displayed. CONTINUE

Steps to complete Provisional Registration

- Step 1: Enter the Username and Password provided to you by your State VAT Authority
- Step 2: Enter Mobile Number and Email Address of the authorized signatory of the business entity All future correspondence from the GST portal will be sent on this registered Mobile Number and Email Address
- Step 3: Enter OTP sent on Mobile Number and Email Address provided by you
- Step 4: Enter information and upload scanned images as mentioned in provisional registration form

**Please read the User Guide and FAQ (links available in the footer) before proceeding ahead.
In case of any queries please contact our Help Desk Number or Email Address mentioned in the footer.**

00:26

Enter provisional id provided by state authority.

Home > Login

Login

• Indicates Mandatory Fields

Enter the Provisional ID that you received in the e-mail message or any other communication received from the State VAT Department.

Provisional ID (as provided by Tax Authority) •

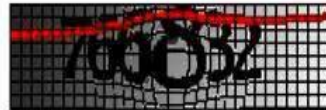
17AABFO0597R1ZL

Password (as provided by Tax Authority) •

Enter password

Type the characters you see in the image below •

Enter Characters shown below



LOGIN

First time login: Please contact your VAT Department to get your Provisional ID and Password, if not received or lost.

Existing User: If you have already created your Username and Password, click here to login.

00:48



Enter password provided by State authority.

v2 Home Login


Login

• Indicates Mandatory Fields

Provisional ID (as provided by Tax Authority) •

Password (as provided by Tax Authority) •

Type the characters you see in the image below •



LOGIN

i First time login: Please contact your VAT Department to get your Provisional ID and Password, if not received or lost.

i Existing User: If you have already created your Username and Password, click here to login.

00:52

Enter Captcha value shown in image.

Home > Login


Login

• Indicates Mandatory Fields

Provisional ID (as provided by Tax Authority) •

Password (as provided by Tax Authority) •

Type the characters you see in the image below •



Click the LOGIN button.

i First time login: Please contact your VAT Department to get your Provisional ID and Password, if not received or lost.

i Existing User: If you have already created your Username and Password, click [here](#) to login.

Enter valid email and mobile no.

v12

Home > Create Username



Kindly provide the below information to proceed

• Indicates Mandatory Fields

i Please enter Mobile Number and Email Address of Authorised Signatory. All future correspondences from the GST portal will be sent on this registered Mobile Number and Email Address only. Changes to this will be non-editable till **01/04/2017**

Email Address •

prakash32@gmail.com

Mobile Number •

+91 9986863270|

Enter your mobile phone number.

CONTINUE

01:26



Contd ...

Home > Create Username

Provisional ID Verification 2 OTP Verification 3 New Credentials 4 Security Questions

Kindly provide the below information to proceed

• Indicates Mandatory Fields

ⓘ Please enter Mobile Number and Email Address of Authorised Signatory. All future correspondences from the GST portal will be sent on this registered Mobile Number and Email Address only. Changes to this will be non-editable till **01/04/2017**

Email Address •

Mobile Number •

Enter your mobile phone number.

CONTINUE

01:26

Enter separate OTP received on email and mobile.

v12

Home > Create Username



The OTP Verification page is displayed.

You must have received two different **One Time Passwords (OTPs)**, one on your **e-mail address** and another on your **mobile phone number**.

Do not share these OTPs with anyone.

Check your e-mail message and note your **Email OTP**. Also check text messages sent on your mobile phone number and note your **Mobile OTP**.

OTP Verification

• Indicates Mandatory Fields

Please enter the OTPs sent to your Email Address

prakash32@gmail.com and Mobile Number **9986863270**

Email OTP •

Mobile OTP •

CONTINUE

RESEND OTP

01:54



Click on Resend OTP button in case OTP is expired.

Home > Create Username

1 Provisional ID Verification

2 OTP Verification

3 New Credentials

4 Security Questions

OTP Verification

• Indicates Mandatory Fields

Please enter the OTPs sent to your Email Address **prakash32@gmail.com** and Mobile Number **9986863270**

Email OTP •

Mobile OTP •

In case your OTP is expired and you want to receive the OTP again on your e-mail address and mobile phone number, click the **RESEND OTP** button.

CONTINUE **RESEND OTP**

Seek [media controls]

Enter the New user name and new password for the next time log in and fill up other details.



Home Create Username



Kindly provide the below information to proceed

• Indicates Mandatory Fields

New Username •

prakash_32

• You are required to choose a New Username. Username should be of 8 to 15 characters, which should start with an alphabet, should comprise of alphabets and can contain numbers, special character (dot (.), underscore (_) or hyphen (-))

New Password •

Enter New Password

• Password should be of 8 to 15 characters, should comprise of at least one alphabet, one number, once upper case letter, one lower case letter and one special character

Enter a Password that you will be using from next time onwards.

Re-confirm Password •

02:46



Enter security questions. This is required to reset password in case user forgets.

Home Create Username

Provisional ID Verification OTP Verification New Credentials **4** Security Questions

Security Questions (To enable you to retrieve your password in case you forget it)

• Indicates Mandatory Fields

1. What is the data of birth of Proprietor (in case of Proprietorship) /Year of commencement of Business? (Others) •

2. What is the name of your mother(in case of Proprietorship)/Mother name of Primary Authorized Signatory? •

3. Name your main commodity / service •

4. Name of the first employee

03:03

The Security Questions page is displayed.
There are five questions on this page.

Contd ...

v12

Home Create Username



Security Questions (To enable you to retrieve your password in case you forget it)

It is mandatory to enter answers to all the security questions. Be careful when answering the security questions.

In case you forget your password, you will be required to answer these security questions to retrieve your password.

• Indicates Mandatory Fields

1. What is the data of birth of Proprietor (in case of Proprietorship) /Year of commencement of Business? (Others) •

Enter Security Answer

2. What is the name of your mother(in case of Proprietorship)/Mother name of Primary Authorized Signatory? •

Enter Security Answer

3. Name your main commodity / service •

Enter Security Answer

4. Name of the first employee

03:14



Contd ...

v12

Indicates mandatory fields

1. What is the data of birth of Proprietor (in case of Proprietorship) /Year of commencement of Business? (Others) •

2. What is the name of your mother(in case of Proprietorship)/Mother name of Primary Authorized Signatory? •

3. Name your main commodity / service •

4. Name of the first employee •

5. Personal Mobile Number of Proprietor / Authorized Signatory •

For each security question, enter the answer.

SUBMIT

03:40



Now log in with new user name and password.

V12

Goods and Services Tax

Login

Home > Login

✓ Username and password have been successfully created. Kindly login using these credentials

Login

• Indicates Mandatory Fields

Username •

Enter Username

Password •

Enter password

LOGIN


[Forgot Username](#) [Forgot Password](#)

ⓘ **First time login:** If you are logging in for the first time, click here to login

03:46

Contd...

V12

 Goods and Services Tax Login

Home > Login

✔ Username and password have been successfully created. Kindly login using these credentials ✕

Login

• Indicates Mandatory Fields

Username •

Password •

LOGIN

[Forgot Username](#) [Forgot Password](#)

You can login to the GST Common Portal from this page with your new Username and Password.

❗ **First time login:** If you are logging in for the first time, click [here](#) to login

03:55

Fillup details of business.

- Business Details
- Promoter / Partners
- Authorized Signatory
- Principal Place of Business
- Add place of business
- Goods & Services
- Bank Accounts
- Verification

Notice the five fields are auto-populated: Legal Name of Business (as per PAN), Legal Name of Business (as per current tax Act), PAN of the Business, State and Zone/ District/ Ward/ Zone.

• indicates mandatory field

Details of your Business

Legal Name of Business (as per PAN)

Prakash Agarwala

Legal Name of Business (as per current tax Act)

OM PRAKASH AGARWALA

PAN of the Business

AABFO0597R

Trade Name

Enter Trade Name

Constitution of Business •

Select One Business Area

State

Meghalaya

Zone/ District/ Ward/ Zone

circle

Zone/ District/ Ward/ Zone No •

Select

Please Indicate All Existing Registrations

Registration Type •

Select

Registration No. •

Date of Registration •

DD/MM/YYYY

ADD

CANCEL

Enter the details of your existing registration details like State VAT Registration, Central Excise, Service Tax Registration.

Document Upload

Proof of Constitution of Business •

Select

File with PDF or JPEG format is only allowed.

Maximum file size for upload is 1 MB

Choose File

No file chosen

BACK

SAVE & CONTINUE

Enter details of promoter/partner details.

- Business Details ✓
- Promoter / Partners**
- Authorized Signatory
- Principal Place of Business
- Add place of business
- Goods & Services
- Bank Accounts
- Verification

In the Promoter / Partners tab page, enter the details of your stakeholders including PAN details.

• indicates mandatory field

Details of Managing / Authorized Partners

Personal Information

First Name * Enter the First Name	Middle Name Enter the Middle Name	Last Name Enter the Last Name
Name of Father/Husband		
First Name * Enter the First Name	Middle Name Enter the Middle Name	Last Name Enter the Last Name
Date of Birth * DD/MM/YYYY	Mobile Number * +91 Enter Mobile Number	Email Address Enter Email Address
State * Select	District * Select	PIN Code * Enter PIN Code

Document Upload

Upload photograph (of person whose information has been given above) *

File with JPEG format is only allowed.
Maximum file size for upload is 100 KB

Choose File No file chosen

OR

TAKE PICTURE

You can upload your photograph by taking a selfie with your device camera

Other Information

Also authorized Signatory

No

Select the Also authorized Signatory option in case details entered here are of primary authorized signatory.

Enter details of authorized signatory.

Application Type	Provisional ID	Last Modified	Profile
Enrolment	17AABFO0597R1ZL	28/10/2016	27%

Business Details	Promoter / Partners	Authorized Signatory	Principal Place of Business	Add place of business	Goods & Services	Bank Accounts	Verification
------------------	---------------------	----------------------	-----------------------------	-----------------------	------------------	---------------	--------------

Remember to select the Primary Authorized Signatory option when you are entering the details of the primary authorized signatory. * Indicates mandatory field

Authorized Signatory

Primary Authorized Signatory

Personal Information

First Name *	Middle Name	Last Name
<input type="text" value="Enter the First Name"/>	<input type="text" value="Enter the Middle Name"/>	<input type="text" value="Enter the Last Name"/>

Name of Father/Husband

First Name *	Middle Name	Last Name
<input type="text" value="Enter the First Name"/>	<input type="text" value="Enter the Middle Name"/>	<input type="text" value="Enter the Last Name"/>

Date of Birth *	Mobile Number *	Email Address
<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="+91 Enter Mobile Number"/>	<input type="text" value="Enter Email Address"/>

Gender *	Telephone Number
<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Others	<input type="text" value="Enter Telephone Number"/>

Residential Address in India

Building No. / Flat No. *	Floor No.	Name of the Premise / Building
<input type="text" value="Enter Building No. / Flat No."/>	<input type="text" value="Enter Floor No."/>	<input type="text" value="Enter Premise / Building"/>

Road / Street *	Locality / Village *
<input type="text" value="Enter Road / Street"/>	<input type="text" value="Enter Locality / Village"/>

State *	District *	PIN Code *
<input type="text" value="Select"/>	<input type="text" value="Select"/>	<input type="text" value="Enter PIN Code"/>

Document Upload

Proof of appointment of Authorized Signatory *

File with PDF or JPEG format is only allowed.
 Maximum file size for upload is 1 MB

No file chosen

Upload photograph (of person whose information has been given above) *

File with JPEG format is only allowed.
 Maximum file size for upload is 100 KB

No file chosen

OR

You can upload your photograph by taking a selfie with your device camera

<input type="button" value="BACK"/>	<input type="button" value="SHOW LIST"/>	<input type="button" value="ADD NEW"/>	<input type="button" value="SAVE & CONTINUE"/>
-------------------------------------	--	--	--

Enter details of principal place of business.

- Business Details ✓
- Promoter / Partners
- Authorized Signatory
- Principal Place of Business**
- Addl place of business
- Goods & Services
- Bank Accounts
- Verification

• indicates mandatory field

Details of Principal Place of Business

Address

In the Principal Place of Business tab page, enter the details of the principal place of business.

Building No. / Flat No. • Enter Building No. / Flat No.	Floor No. Enter Floor No.	Name of the Premise / Building Enter Premise / Building
Road / Street • Enter Road / Street	Locality / Village • Enter Locality / Village	
State • Meghalaya	District • Select	PIN Code • Enter PIN Code

Contact Information

Office Email Address • Enter Email Address	Mobile Number • +91 Enter Mobile Number	Office Telephone Number Enter Telephone Number
Office FAX Number Enter Fax Number	Navigate and upload the relevant Proof of Principal Place of Business.	

Nature of possession of premises •

Nature of possession of premises
Select

Document Upload

Proof of Principal Place of Business •
Select

• File with PDF or JPEG format is only allowed.
• Maximum file size for upload is 1 MB

Choose File No file chosen

Nature of Business Activity being carried out (You may select more than one) •

<input type="checkbox"/> Bonded Warehouse	<input type="checkbox"/> EOU / STP / EHTP
<input checked="" type="checkbox"/> Factory / Manufacturing	<input type="checkbox"/> Input Service Distributor (ISD)
<input checked="" type="checkbox"/> Leasing Business	<input type="checkbox"/> Office / Sale Office
<input type="checkbox"/> Retail Business	<input type="checkbox"/> SEZ
<input type="checkbox"/> Service Provision	<input type="checkbox"/> Service Recipient
<input type="checkbox"/> Wholesale Business	<input type="checkbox"/> Works Contract
<input type="checkbox"/> Warehouse / Depot	

Enter details of additional place of business.

Application Type	Provisional ID	Last Modified	Profile
Enrolment	17AABFO0597R1ZL	28/10/2016	32%

Business Details ✓ Promoter / Partners Authorized Signatory Principal Place of Business **Add place of business** Goods & Services Bank Accounts Verification

• indicates mandatory field

Details of Additional Places of your Business

Address

Building No. / Flat No. • Floor No. Name of the Premise / Building

Application Type	Provisional ID	Last Modified	Profile
Enrolment	17AABFO0597R1ZL	28/10/2016	32%

Business Details ✓ Promoter / Partners Authorized Signatory Principal Place of Business **Add place of business** **Goods & Services** Bank Accounts Verification

Goods Services

In the Goods and Services tab page, enter the HSN Code of the goods and commodities your business deals with.

Details of Goods / Commodities supplied by the business

Please specify top 5 goods / commodities supplied by you

Search HSN Chapter by Name or Code

Search HSN Code

Search HSN Chapter

Search HSN Code

BACK SAVE & CONTINUE

Application Type	Provisional ID	Last Modified	Profile
Enrolment	17AABFO0597R1ZL	28/10/2016	32%

Business Details ✓ Promoter / Partners Authorized Signatory Principal Place of Business Add place of business Goods & Services **Bank Accounts** Verification

Goods **Services**

In case you are dealing with services, enter the SAC Code of the services offered by your business.

Details of Services offered by the business

Please specify top 5 services offered by your business

Search by Name or Code

Search SAC

BACK SAVE & CONTINUE

Enter details of bank accounts.

Business Details ✓ Promoter / Partners Authorized Signatory Principal Place of Business Add place of business Goods & Services Bank Accounts Verification

Bank Accounts Maintained By the Applicant for Conducting Business

Account Number • Type of Account • Others •

Enter Bank IFSC Code • ⓘ Don't know your IFSC Code?
Click here to find your bank

Bank Name Bank To search for IFSC Code of your bank, click the [here](#) link.

Document Upload

Supporting Document •

ⓘ File with PDF or JPEG format is only allowed.
ⓘ Maximum file size for upload is 1 MB

No file chosen

Business Details ✓ Promoter / Partners Authorized Signatory Principal Place of Business Add place of business Goods & Services Bank Accounts Verification

• Indicates mandatory field

Verification

I/We hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my/our knowledge and belief and nothing has been concealed therefrom.

Authorized Signatory • Place •

Designation Date •

Submit details with DSC/E Signature.

Business

• indicates mandatory field

Verification





I/We hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my/our knowledge and belief and nothing has been concealed therefrom.

Authorized Signatory •

Place •

Designation

Date •

Connect with us on    

Business

• indicates mandatory field

Verification

I/We hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my/our knowledge and belief and nothing has been concealed therefrom.

Authorized Signatory •

Designation

Date •

Connect with us on    



Warning

These informations are being collected under the Provisions of the Proposed Goods and Services Tax Act, 2016. Since All filled information along with annexure are subject to verification in the GST regime, therefore, in case of misleading / wrong / incorrect information with / without evidence shall attract provisions of cancellation as per the Provisions of Proposed Goods and Services Tax Act, 2016

Select DSC from pop up window and sign.

Business

Verification

I/We hereby solemnly affirm that the information furnished above is true and correct to the best of my/our knowledge and belief.

Authorized Signatory

Ravi [AALFP2500M]

Designation

Manager

tes mandatory field

to the best of

SUBMIT

GST Digital Signature Signer

Goods and Services Tax Digital Signature Signer

Content To Sign

2fed99a41790ae108fa6d4a70d088db3ef61c1631f23d9864900c3304070acd2

Select Certificate

The GST Digital Signature Signer window opens

Common Name	Issuer Name	Serial No	Expiry Date
632097	SAP SSO User Sub CA	44805742580005605621	08-10-2016
AALFP2500M	e-Mudhra Sub CA for ...	2000001255	12-09-2018

Cancel View Certificate Sign

Copyright © 2016. eMudhra Limited. All Rights Reserved

Retrieving installed digital signatures..

Connect with us on    

Goods and Services Tax

OM PRAKASH AGARWALA

Dashboard Help

Success

Thank you for submission.


System will verify / validate the information submitted after which acknowledgement will be sent in next 15 minutes.

Once your application is successfully submitted, a unique Application Reference Number (ARN) is generated.

Note this ARN for future correspondence.

On successful submission it will show message on screen stating that dealer will receive notification with unique application reference number (ARN) on your registered email address and mobile phone number.



 Success

Thank you for submission.

System will verify / validate the information submitted after which acknowledgement will be sent in next 15 minutes.

Your application is successfully submitted. You will receive a notification with unique Application Reference Number on your registered e-mail address and mobile phone number.

Note:

1. The signing of enrolment form is not mandatory. Dealers may provide required information and upload documents and then press **Submit** button. E-Signing with DSC or by eSign can be done later. When application is submitted without DSC or E-signature, then the screen will show "submitted successfully" but **no ARN shall be generated.**

When dealer/tax payer not having DSC or E-sign clicks submit button

I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

Authorized Signatory*

Nitin Mishra[ABCPM3138N]

Place*

New Delhi

Designation

MD

Date*

04/01/2017



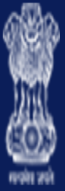
BACK

SUBMIT WITH DSC

SUBMIT WITH E-SIGNATURE

SUBMIT*

*Submit now without signature and sign the application later



Dashboard ▾

Help ▾

Dashboard > Acknowledgement

✔ SUCCESS

Your Application has been saved as draft and will be available for submission after duly authenticating it i.e. by submitting it again with e-signature or Digital Signature Certificate (DSC).

You can access the saved application in "My Saved Applications"

Thank You