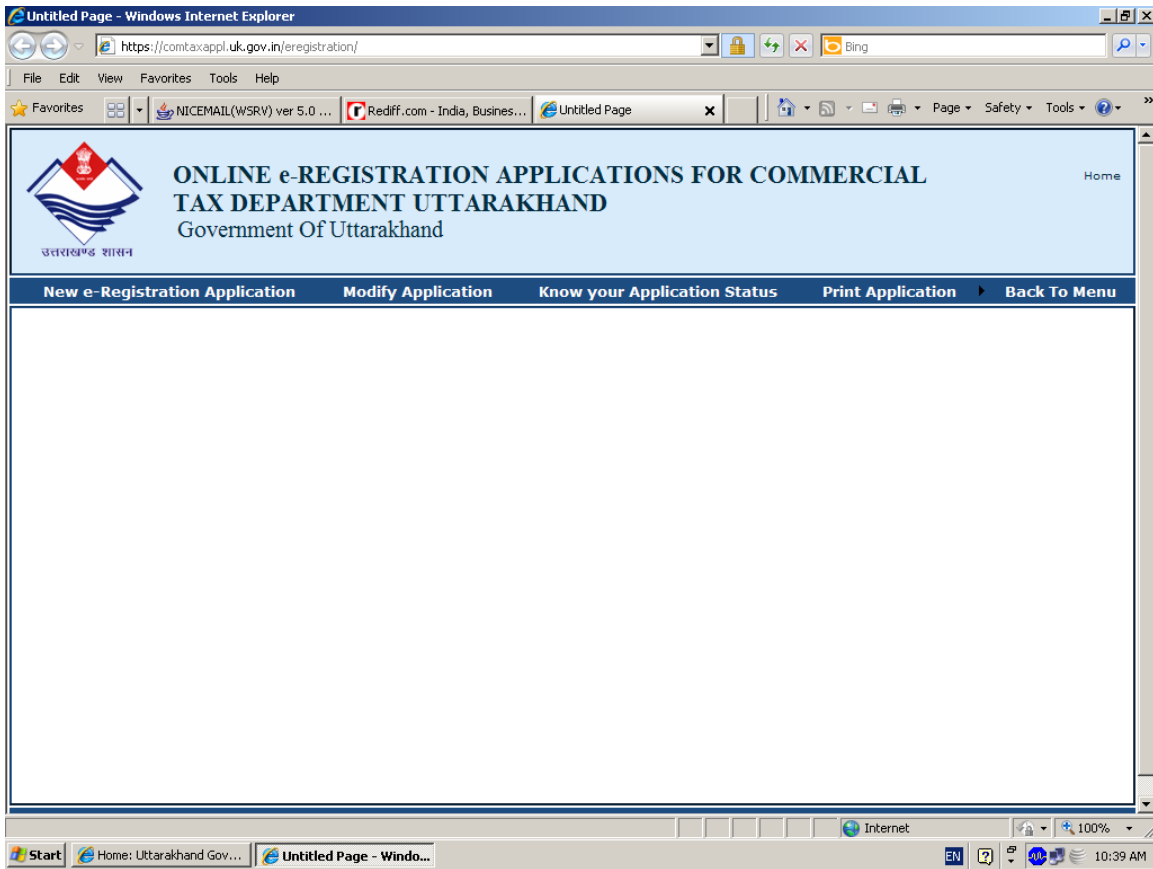


**Commercial Tax Department  
Government Of Uttarakhand**  
*Online Application for e-Registration*

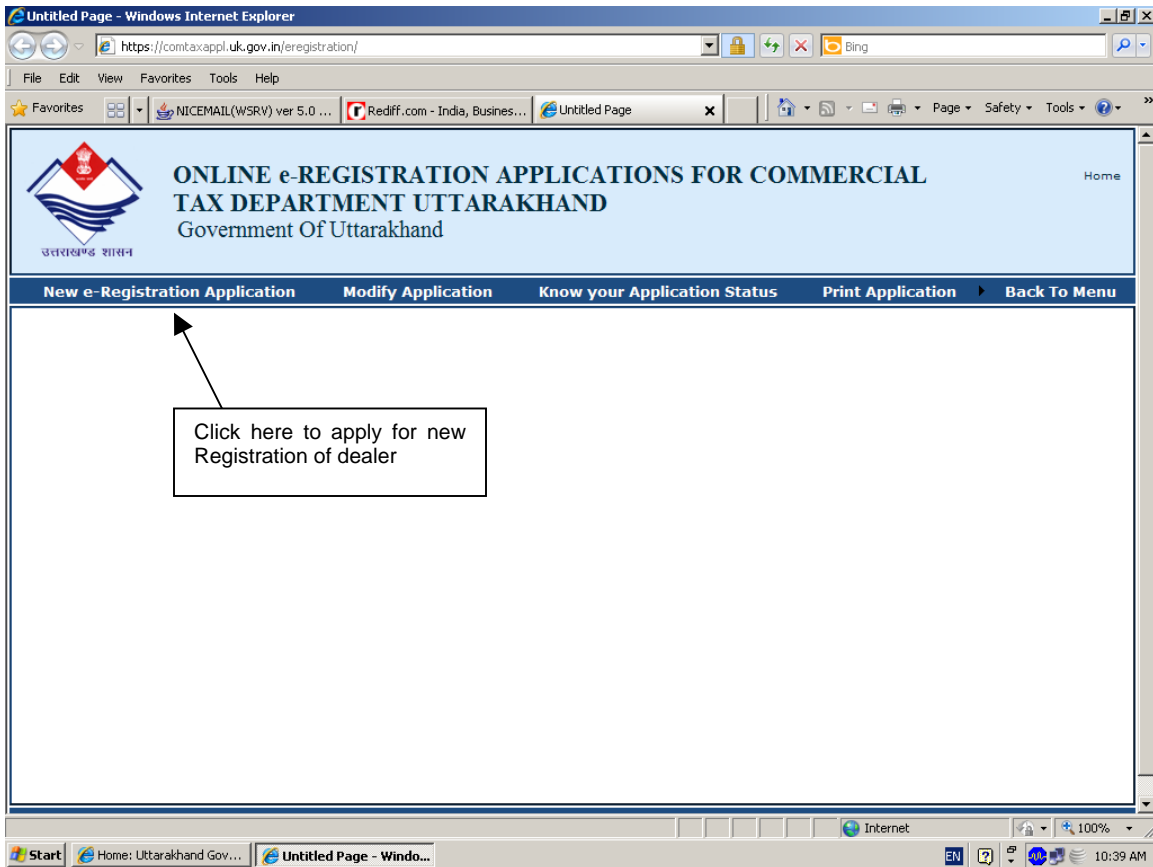
**User Manual**

Main Menu



# 1.0: Apply Online for new application for Registration of Dealer

## 1.1



## 1.2 Select City Name and jurisdiction sector under which your business is/will be established

The screenshot shows a web browser window displaying the 'ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND' website. The page features a navigation menu with options: 'New e-Registration Application', 'Modify Application', 'Know your Application Status', 'Print Application', and 'Back To Menu'. The main content area contains a form titled 'E-Registration' with two dropdown menus: 'City : select' and 'Sector :'. Below the dropdowns is an 'Enter' button. The footer of the page states 'Designed and Developed By: National Informatics Center, Uttarakhand State Unit Dehradun'. The browser's taskbar at the bottom shows the Start button, several open applications, and the system clock displaying 10:46 AM.

Welcome to e-Registration - Windows Internet Explorer  
https://comtaxappl.uttarakhand.gov.in/e-reg-login.aspx

File Edit View Favorites Tools Help

ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND  
Government Of Uttarakhand

Home

New e-Registration Application Modify Application Know your Application Status Print Application Back To Menu

E-Registration

City : select  
Sector :

Enter

Designed and Developed By: National Informatics Center, Uttarakhand State Unit Dehradun

Start NICEMAIL(WSRV) ver 5... Welcome to e-Registr... Document1 - Microsoft ... Internet 100% 10:46 AM

On selecting “City” and “Sector” names jurisdiction area of that city and sector will be displayed as follows:

The screenshot displays the 'ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND' interface. The header includes the department's logo and name. Below the header, there are navigation links: 'New e-Registration Application', 'Modify Application', 'Know your Application Status', 'Print Application', and 'Back To Menu'. The main content area features an 'E-Registration' form with the following fields:

- City: DEHRADUN
- Sector: Dehradun-Sector6

An 'Enter' button is located below the form fields. Below the form, a text box contains the following jurisdiction area details:

१) पीपल मण्डी चौराहे से लखखीबाग पुलिस चौकी तक का समस्त पूर्वी भाग। २) पीपल मण्डी चौराहे से राजा रोड का (दांयी ओर का भाग) समस्त दक्षिणी भाग। ३) लखखी बाग पुलिस चौकी से रेलवे लाईन के किनारे-किनारे हरिद्वार सहारनपुर बाईपास रोड पर रेलवे क्रासिंग तक

Two callout boxes provide instructions:

- 'Press here to move forward' points to the 'Enter' button.
- 'Check your business area from here' points to the text box containing jurisdiction details.

The footer of the page states: 'Designed and Developed By: National Informatics Center, Uttarakhand State Unit Dehradun'.

### 1.3 Filling up of Part-I of the application

(All fields with light yellow background are Compulsory to be filled)

**ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND**  
Government Of Uttarakhand

**APPLICATION FOR REGISTRATION/VOLUNTARY REGISTRATION UNDER SECTION 15 OR 16 OF THE UTTARAKHAND VAT ACT,2005**

Date of Application: 29 March 2011 Sector Applied: DEHRADUN AC VI

#### e-Registration PART-I

**DEALER'S PERSONAL INFORMATION**

Name Of Applicant :

Dealer's Name : M/S

Father Name  Husband Name

Constitution of business :

Status in Business :

Mobile Number :

Dealer's E-mail Id

PAN under Income Tax Act

**DEALER'S Residential Address**

House Number

Street

Locality

City

PIN Code

State

District

Fax Number

**DEALER'S Firm Address**

House Number

Street

Locality

City

PIN Code

State

District

Phone Number

**Image Verification:**  Please enter the six letters or digits that appear in the image opposite

**t r M64**

**Compulsory data**

**PAN no. will be your application ID**

**Compulsory data**

**Compulsory data**

**Type characters as shown in the image before submission of application**

**Press here to save Part-I and Go to Part-II**

## 1.4 Allocation of Application-ID after saving of Part-I

On "Saving" Part-I of the application, you will be allocated PAN no as your Application-ID.

Part-II of the application will be displayed as below.

The screenshot shows a web browser window displaying the "ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND" website. The page title is "APPLICATION FOR REGISTRATION/VOLUNTARY REGISTRATION UNDER SECTION 15 OR 16 OF THE UTTARAKHAND VAT ACT, 2005". The "Date of Application" is set to 29 March 2011, and the "Sector Applied" is DEHRADUN AC VI. The main heading is "e-Registration PART-II", and a message states: "Your application ID for the further reference is : ABCPG9999L". Below this, there are sections for "Date of Commencement of business", "Purchase", "Sales", and "Work Contract", all with dates set to 29 March 2011. A table titled "Broad Categories of Goods (with Commodity Code) in which Business is carried on(\*)" contains one entry: "ACCESSORIES OF MUSICAL INSTRUMENTS" with a "Save" button. At the bottom, there is a section for "Details Of Banks With Whom Account Is Maintained Or Through Which Transactions Carried On(\*)". The browser's taskbar shows the Start button, several open applications, and the system clock at 11:45 AM.

**2.0 Filling up of Part-II of the application**  
**(All fields with light yellow background are Compulsory to be filled)**

The screenshot shows the 'e-Registration PART-II' web form. The form is divided into several sections:

- Date of Commencement of business :** Includes fields for Purchase, Sales, and Work Contract, each with dropdown menus for day, month, and year.
- Broad Categories of Goods (with Commodity Code) in which Business is carried on(\*)**: A table with columns for S. NO, Description of goods, Code, and Action. The first row contains 'ACCESSORIES OF MUSICAL INSTRUMENTS' and a 'Save' button.
- Details Of Banks With Whom Account Is Maintained Or Through Which Transactions Carried On(\*)**: A table with columns for S. NO, Name of the bank, Branch Address, Nature Of Account, Account Number, Remarks, and Action. A 'Save' button is present.
- Nature Of Business (Tick Atleast One Which Is Applicable)**: A list of checkboxes for various business types: (A) Manufacturer, (B) Importer, (C) Trader(Wholesale), (D) Trader(Retail), (E) Purchasing Commission Agent, (F) Selling Commission Agent, (G) Exporter, (H) Distribution Of Electrical Energy, (I) Works Contract, (J) Lesser( Transfer Of Right To Use Goods), and (K) Others.
- Details Of Accounts**: Includes options for Computerized or Manual, Accounting Year (April to March), Name of books of account (BILL BOOK, PURCHASE VOUCHER, LEDGER), and Address of places where books of Accounts are/will be ordinarily kept.

Callout boxes provide instructions:

- 'Select Commodity Name' points to the 'Description of goods' field.
- 'Press here to save Commodity' points to the 'Save' button in the goods table.
- 'Press here to save Bank details' points to the 'Save' button in the banks table.
- 'Click atleast one "Nature of Business' points to the checkboxes.
- 'Compulsory data' points to the 'Save Part-II & Go to Part-III' button.
- 'Press here to save Part-II and Go to Part-III' points to the 'Save Part-II & Go to Part-III' button.

### 3.0 Filling up of Part-III of the application (All fields with light yellow background are Compulsory to be filled)

**e-Registration PART-III**

\* Click below to fill Head Office Details

Head Office situated outside Uttarakhand with Sales Tax Registration Nos \*

**Detailed Information about Registered/Head Office, If Situated outside Uttarakhand with Sales Tax Registration Nos**

Complete Address

City  Phone No  Fax

Reg No (State)  C.S.T.

Email

**Miscellaneous Details**

\* Click below to fill respective information.

Depots inside Uttarakhand \*

Depots Outside Uttarakhand \*

Factories and Workshops \*

**Registration Number (if any)**

(i) Under Central Excise Tariff Act

(ii) Under Indian Companies Act

(iii) Importer/Exporter Code

**Witness**

| Witness-1    |                      | Witness-2    |                      |
|--------------|----------------------|--------------|----------------------|
| Name         | <input type="text"/> | Name         | <input type="text"/> |
| Parentage    | <input type="text"/> | Parentage    | <input type="text"/> |
| Full Address | <input type="text"/> | Full Address | <input type="text"/> |

**Details of deposit of registration Fees(including late fee,if any)**

Registration Fee  Late Fee(If Any)

Bank Name  Bank Branch

Challan No  Dated

**List of Documents Submitted**

Proof of Deposit of Registration Fee

Proof of identity of individuals

Proof of Residential address of the individuals  Own Premise  Rented

Proof of the address of all the business premises of the dealer(other than Department/Corporation/Company/Institution of Central/State Govt. or Local Bodies  Own Premise  Rented

Proof of registration under other Acts

**Business Details**

Initial Capital Investment :

| Total Amount Of Sale And Purchase Of Goods | Purchase                       | Sale                           |
|--|--------------------------------|--------------------------------|
| (i) During Current Year( Estimated)        | <input type="text" value="0"/> | <input type="text" value="0"/> |
| (ii) During Last Year (if Old Business)    | <input type="text" value="0"/> | <input type="text" value="0"/> |

Estimated Annual Turn Over Of Sales Of Goods :

**Annotations:**

- Compulsory data (points to Registration Fee, Bank Name, Bank Branch, Dated, and Late Fee)
- Compulsory data (points to Proof of Deposit of Registration Fee, Proof of identity of individuals, Proof of Residential address of the individuals, Proof of the address of all the business premises of the dealer, and Proof of registration under other Acts)
- Press here to save Part-III and Go to Part-IV (points to the "Save Part-III and Go to Part-IV" button)



### 3.1 Part-III - Filling information about “Depots Inside Uttarakhand”

E-Registration for New Dealers - Windows Internet Explorer

https://comtaxappl.ek.gov.in/e\_registration.aspx?

File Edit View Favorites Tools Help

NICEMAIL(WSRV) ver 5.0 ... E-Registration for New ... http://ekosh.uk.gov.in/

**e-Registration PART-III**

Click below to fill Head Office Details

Head Office situated outside Uttarakhand with Sales Tax Registration Nos \*

**Miscellaneous Details**

Click below to fill respective information.

Depots inside Uttarakhand \*

**Name And Address Of all Other Places of Business Including Depots And Branches in Uttarakhand**

| S NO | Address of Business Place | Telephone No | Name and Complete address of Owner of the Premises | Rented                   | Amount Of Rent per Month | Date from which taken on rent (DD/MM/YYYY) | command |
|------|---------------------------|--------------|--|--------------------------|--------------------------|--|---------|
| 1    | q1                        | 1            | 1  | <input type="checkbox"/> | 1                        | 28/03/2011                                 | Delete  |
|      |                           |              |  | <input type="checkbox"/> |                          |  | Save    |

Depots Outside Uttarakhand \*

Factories and Workshops \*

**Registration Number (if any)**

(i) Under Central Excise Tariff Act

(ii) Under Indian Companies Act

(iii) Importer/Exporter Code

**Witness**

**Witness-1** Name

**Witness-2** Name

Start NICEMAIL(WSRV) ver 5.0 ... E-Registration for Ne... e-Registration-UserManu... 11:52 AM

### 3.2 Part-III - Filling information about “Depots outside Uttarakhand”

E-Registration for New Dealers - Windows Internet Explorer

https://comtaxappl.ek.gov.in/e\_registration.aspx?

File Edit View Favorites Tools Help

NICEMAIL(WSRV) ver 5.0 ... E-Registration for New ... http://ekosh.ek.gov.in/

**e-Registration PART-III**

[Click below to fill Head Office Details](#)

Head Office situated outside Uttarakhand with Sales Tax Registration Nos \*

**Miscellaneous Details**

[Click below to fill respective information.](#)

Depots inside Uttarakhand \*

Depots Outside Uttarakhand \*

**Name And Address Of all Other Places of Business Including Depots And Branches outside Uttarakhand**

| S NO | Address of Business Place | Telephone No | Name and Complete address of Owner of the Premises | Rented                              | Amount Of Rent per Month | Date from which taken on rent (DD/MM/YYYY) | command |
|------|---------------------------|--------------|--|-------------------------------------|--------------------------|--|---------|
| 1    | 2                         | 2            | 2  | <input checked="" type="checkbox"/> | 2                        | 28/03/2011                                 | Delete  |
|      |                           |              |  | <input type="checkbox"/>            |                          |  | Save    |

Factories and Workshops \*

**Registration Number (if any)**

(i) Under Central Excise Tariff Act

(ii) Under Indian Companies Act

(iii) Importer/Exporter

Internet 100%

Start NICEMAIL(WSRV) ver 5.0... E-Registration for Ne... e-Registration-UserManu... 11:54 AM

### 3.3 Part-III - Filling information about “Factories and workshops”

E-Registration for New Dealers - Windows Internet Explorer

https://comtaxappl.ek.gov.in/e\_registration.aspx?

File Edit View Favorites Tools Help

Favorites NICEMAIL(WSRV) ver 5.0 ... E-Registration for New ... http://ekosh.ek.gov.in/

**e-Registration PART - III**

\* Click below to fill Head Office Details

Head Office situated outside Uttarakhand with Sales Tax Registration Nos \*

**Miscellaneous Details**

\* Click below to fill respective information.

Depots inside Uttarakhand \*

Depots Outside Uttarakhand \*

**Factories and Workshops \***

**Location of Factories, Workshops, Godowns, Ware Houses etc.**

| S | Purpose NO (Factory/Workshop etc) | Address of Business Place | Telephone No | Name and Complete address of Owner of the Premises | Amount Of Rented Rent per Month     | Date from which taken on rent (DD/MM/YYYY) | com        |      |
|---|-----------------------------------|---------------------------|--------------|--|-------------------------------------|--|------------|------|
| 1 | 1                                 | 1                         | 2            | 1  | <input checked="" type="checkbox"/> | 1  | 28/03/2011 | Dele |
|   |                                   |                           |              |  | <input type="checkbox"/>            |  |            | Sav  |

**Registration Number (if any)**

(i) Under Central Excise Tariff Act

(ii) Under Indian Companies Act

(iii) Importer/Exporter Code

**Witness**

**Witness-1**  **Witness-2**

Start NICEMAIL(WSRV) ver 5.0 ... E-Registration for Ne... e-Registration-UserManu... Internet 100% 11:55 AM

#### 4.0 Filling up of Part-IV of the application (All fields with light yellow background are Compulsory to be filled)

**e-Registration PART-IV**

[Fill Annexure I](#) [Fill Annexure II](#)

Whether Applying for CST?  Yes  No Type Of CST  [Fill FORM-A \(For CST Details\)](#)

Upload Documents

Upload Only .Pdf

Click here to fill Annexure-1

#### 4.1 Filling up of Annexure-1

New browser window will be opened on clicking “Annexure1” Link

**ANNEXURE-I (Form-I)**  
(Annexure-to-Application for Registration)  
Details of particulars of Proprietor/Partners/Members and karta of joint Hindu Family/Trustee/Receiver or Guardian of a minor or incapacitated person(as the case may be)

**(A) Personal Details :**

1- Full Name

2- Father's Name

3- Date Of Birth

4- Present Residential Address

5- Permanent Residential Address

6- Status In Business And Extent Of Interest

7- PAN Under Income Tax Act

**(B) Details Of Other Business In Uttarakhand In Which The Person Has Any Interest :**

1- (A)Name Of Dealer

2- Full Address Of Principal Place Of Business

3- Nature Of Business

4- Sales Tax Registration No With Circle/Sector Where Registered

5-Any Arrears Against Business Establishment

**(C) Details Of All Immovable Properties Owned Or In Which The Person Has Any Interest :**

1-Description Of Property(House No/Khasra No. /Mohalla/ Village/Town /Tahsil/District)

2-Nature And Extent Of Interest In Property

3- Estimated Value Of Such Interest

Upload Your Passport Size Photograph

Image Verification:  Please enter the six letters or digits that appear in the image opposite

Image Verification:  Please enter the six letters or digits that appear in the image opposite

**9 x B7P 7**

Click here to upload your photo (optional)

Click here to Save Annexure-1

Click here to fill Annexure-1

You can Add as many Annexure-1 by clicking “Add More” button after saving First Annexure-1

After filling all Annexure-1, click on “Back to Application Form” to return to main application form.

## 4.2 Applying for CST Registration

If an applicant wants to apply for “CST” Registration as well, Click on “Yes” Button.

The screenshot shows the 'e-Registration PART-IV' form. At the top, there are links for 'Fill Annexure I' and 'Fill Annexure II'. Below this, the question 'Whether Applying for CST?' is followed by radio buttons for 'Yes' and 'No', with 'No' selected. To the right, there is a 'Type Of CST' dropdown menu currently set to 'Select' and a link for 'Fill FORM-A (For CST Details)'. Below the question is an 'Upload Documents' section with a text input field, a 'Browse...' button, and the text 'Upload Only .Pdf'. At the bottom of the form are three buttons: 'Back to Part-III', 'Save and Submit your Application', and 'Cancel'.

Click on “yes” if you want to apply for CST Registration also

After clicking on “Yes” button, Select “Type of CST” to be applied as below:

This screenshot shows the same 'e-Registration PART-IV' form but with the 'Type Of CST' dropdown menu open. The menu options are 'Select', '7(1) Section', '7(2) Section', and 'Both'. The '7(1) Section' option is highlighted. Above the form, the browser address bar shows 'https://comtaxappl.uk.gov.in/e\_registration.aspx?'. The page header includes the logo of the Government of Uttarakhand and the text 'ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND'. Below the header, there are navigation links: 'New e-Registration Application', 'Modify Application', 'Know your Application Status', 'Print Application', and 'Back To Menu'. The main heading is 'APPLICATION FOR REGISTRATION/VOLUNTARY REGISTRATION UNDER SECTION 15 OR 16 OF THE UTTARAKHAND VAT ACT, 2005'. Below this, there are fields for 'Date of Application' (29 March 2011) and 'Sector Applied' (DEHRADUN AC VI).

Select type of CST registration as below.

After Selecting appropriate CST registration type, Click on “Fill FORM-A(For CST Details)” link as below

ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND  
Government Of Uttarakhand

New e-Registration Application    Modify Application    Know your Application Status    Print Application    Back To Menu

APPLICATION FOR REGISTRATION/VOLUNTARY REGISTRATION UNDER SECTION 15 OR 16 OF THE UTTARAKHAND VAT ACT,2005

Date of Application: 29 March 2011    Sector Applied: DEHRADUN    AC VI

**e-Registration PART-IV**

[Fill Annexure I](#)    [Fill Annexure II](#)

Whether Applying for CST?  Yes     No    Type Of CST: 7(1) Section

Upload Documents:      Upload Only .Pdf

[Back to Part-III](#)       

[Fill FORM-A \(For CST Details\)](#)

Click here to fill CST details

### 4.3 Filling-Up of CST Details

**APPLICATION FOR REGISTRATION UNDER SECTION 7(1),7(2) OF CENTRAL SALES TAX, 1956**

Name Of The Manager In Relation To Business Of The Dealer In Uttarakhand The Business Is

Particulars Relating To Registration ,Licence , Permission Etc Issued Under Any Law For The Time Being In Force, Of Dealer

We Are Member Of Trade Association

The First Sale In Course Of Inter-State Trade Was Effected On. 29 Mar 2011

We Make Up Our Accounts Of Sales To Date At End Of. Year

Select Category Against Section 16 resale

Select Commodity ACCESSORIES OF MUSICAL INSTRUMEI

Add Other Commodity

We Manufacture / Process/ Extracts In Mining The Classes Of Goods Or Generate / Distribute The Form Of Power ,Namely

The Above Statements Are True To Best Of My Knowledge And Behalf.

### 4.3.1 Filling up of Commodity details in CST Form-A

CST commodities can be added in respective category as follows:

**APPLICATION FOR REGISTRATION UNDER SECTION 7(1),7(2) OF CENTRAL SALES TAX,1956**

Name Of The Manager In Relation To Business Of The Dealer In Uttarakhand  
The Business Is

Wholly  Mainly

Wholly

Particulars Relating To Registration ,Licence , Permission Etc Issued Under Any Law For The Time Being In Force, Of Dealer

We Are Member Of

The First Sale In Course Of Inter-State Trade Was Effected On.

We Make Up Our Accounts Of Sales To Date At End Of.

Select Category Against Section 16

Select Commodity

Selected Class Of Goods : **Mining**

|                        | Cname   | Category |
|------------------------|---|----------|
| <a href="#">Delete</a> | OTHER JUTE PRODUCTS   | Mining   |
| <a href="#">Delete</a> | FABRICS MADE OF A MIXTURE OF ANY TWO OR MORE OF THE FIBRES,VIZ.COTTON,RAYON,ARTIFICIAL SILK,STAPLE FIBRE OR WOOL. | Resale   |

Add Other Commodity

We Manufacture / Process/ Extracts In Mining The Classes Of Goods Or Generate / Distribute The Form Of Power ,Namely

The Above Statements Are True To Best Of My Knowledge And Behalf.

[Save CST Application](#) [Back To Main Application](#)

Callout boxes:

- Select category
- Select Commodity in that category
- Click to Add commodity in that category
- All the category wise commodities added are displayed here



## 4.4 Saving of CST Details

CST Form A - Windows Internet Explorer  
https://comtaxappl.uk.gov.in/app/cstforma.aspx?key=3/29/201112:18:57 PM

**APPLICATION FOR REGISTRATION UNDER SECTION 7(1),7(2) OF CENTRAL SALES TAX,1956**

Name Of The Manager In Relation To Business Of The Dealer In Uttarakhand  
The Business Is

Wholly  Mainly

Wholly

Particulars Relating To Registration ,Licence , Permission Etc Issued Under Any Law For The Time Being In Force, Of Dealer

We Are Member Of

The First Sale In Course Of Inter-State Trade Was Effected On.

We Make Up Our Accounts Of Sales To Date At End Of.

Select Category Against Section 16

Select Commodity

Selected Class Of Goods : **Mining**

|                                       | Cname   | Category |
|---------------------------------------|---|----------|
| <input type="button" value="Delete"/> | OTHER JUTE PRODUCTS   | Mining   |
| <input type="button" value="Delete"/> | FABRICS MADE OF A MIXTURE OF ANY TWO OR MORE OF THE FIBRES,VIZ.COTTON,RAYON,ARTIFICIAL SILK,STAPLE FIBRE OR WOOL. | Resale   |

Add Other Commodity

We Manufacture / Process/ Extracts In Mining The Classes Of Goods Or Generate / Distribute The Form Of Power ,Namely

The Above Statements Are True To Best Of My Knowledge And Behalf.

Click here to enable "Save CST Application" Button

After Filling CST Details, Click here to Save CST Details

## 5.0 Uploading of scanned documents

The screenshot shows a web browser window titled "E-Registration for New Dealers - Windows Internet Explorer". The address bar shows the URL: [https://comtaxappl.uk.gov.in/e\\_registration.aspx?](https://comtaxappl.uk.gov.in/e_registration.aspx?). The page header includes the logo of the Government of Uttarakhand and the text: "ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND Government Of Uttarakhand".

The main navigation bar contains: "New e-Registration Application", "Modify Application", "Know your Application Status", "Print Application", and "Back To Menu".

The page content is titled "APPLICATION FOR REGISTRATION/VOLUNTARY REGISTRATION UNDER SECTION 15 OR 16 OF THE UTTARAKHAND VAT ACT, 2005". Below this, the "Date of Application" is set to 29 March 2011, and the "Sector Applied" is DEHRADUN AC VI.

The "e-Registration PART-IV" section is highlighted with a green border. It contains the following elements:

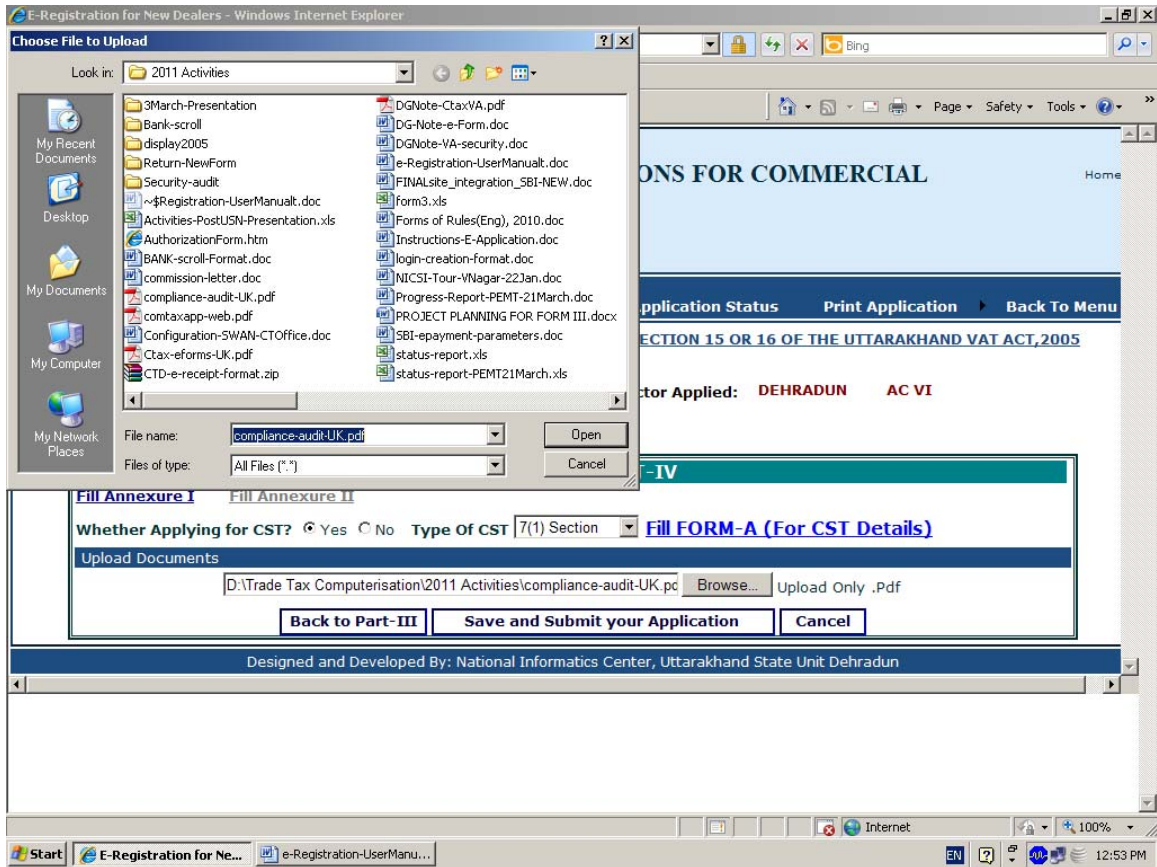
- Links for "Fill Annexure I" and "Fill Annexure II".
- A form for "Whether Applying for CST?" with radio buttons for "Yes" (selected) and "No".
- A dropdown menu for "Type Of CST" set to "7(1) Section".
- A link for "Fill FORM-A (For CST Details)".
- An "Upload Documents" section with a text input field and a "Browse..." button. Below the input field, it says "Upload Only .Pdf".
- Buttons for "Back to Part-III", "Save and Submit your Application", and "Cancel".

At the bottom of the page, it says "Designed and Developed By: National Informatics Center, Uttarakhand State Unit Dehradun".

A callout box with an arrow pointing to the "Browse..." button contains the text: "Click here to upload scanned documents (Optional)".

The Windows taskbar at the bottom shows the Start button, open windows for "E-Registration for Ne..." and "e-Registration-UserManu...", and the system tray with the time 12:52 PM.

## 5.1 Selecting scanned documents as pdf file from your computer



## 6.0 Final Submission of application for e-Registration

The screenshot shows a web browser window titled "E-Registration for New Dealers - Windows Internet Explorer". The address bar shows the URL: [https://comtaxappl.uk.gov.in/e\\_registration.aspx?](https://comtaxappl.uk.gov.in/e_registration.aspx?). The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The Favorites bar shows "NICEMAIL(WSRV) ver 5.0 (m...)" and "E-Registration for New D...".

The main content area features the logo of the Government of Uttarakhand and the text: "ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND Government Of Uttarakhand". A navigation bar contains links: "New e-Registration Application", "Modify Application", "Know your Application Status", "Print Application", and "Back To Menu".

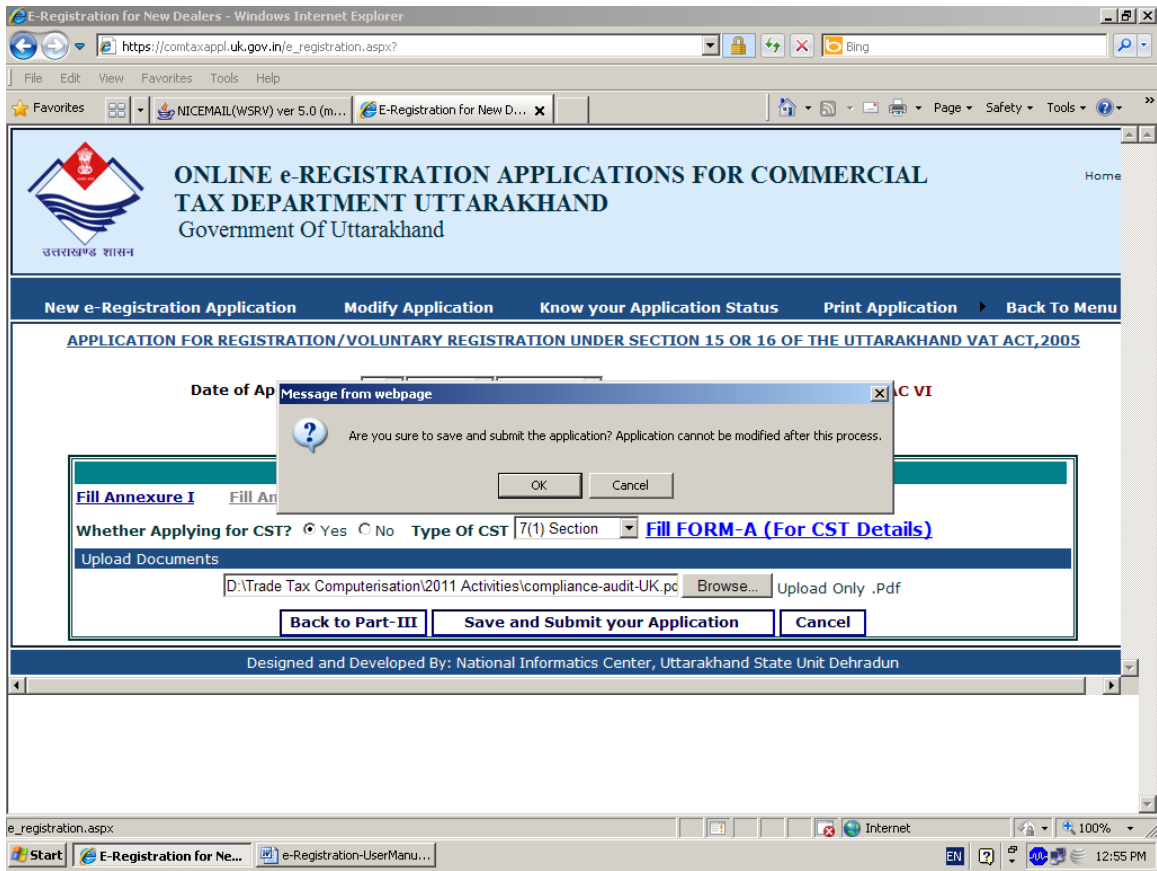
The application title is "APPLICATION FOR REGISTRATION/VOLUNTARY REGISTRATION UNDER SECTION 15 OR 16 OF THE UTTARAKHAND VAT ACT, 2005". The "Date of Application" is set to 29 March 2011, and the "Sector Applied" is DEHRADUN AC VI.

The "e-Registration PART-IV" section includes links for "Fill Annexure I" and "Fill Annexure II". It asks "Whether Applying for CST?" with radio buttons for "Yes" (selected) and "No". The "Type Of CST" is set to "7(1) Section", with a link to "Fill FORM-A (For CST Details)".

An "Upload Documents" section has a text input field, a "Browse..." button, and the text "Upload Only .Pdf". Below this are three buttons: "Back to Part-III", "Save and Submit your Application", and "Cancel".

The footer of the form states: "Designed and Developed By: National Informatics Center, Uttarakhand State Unit Dehradun".

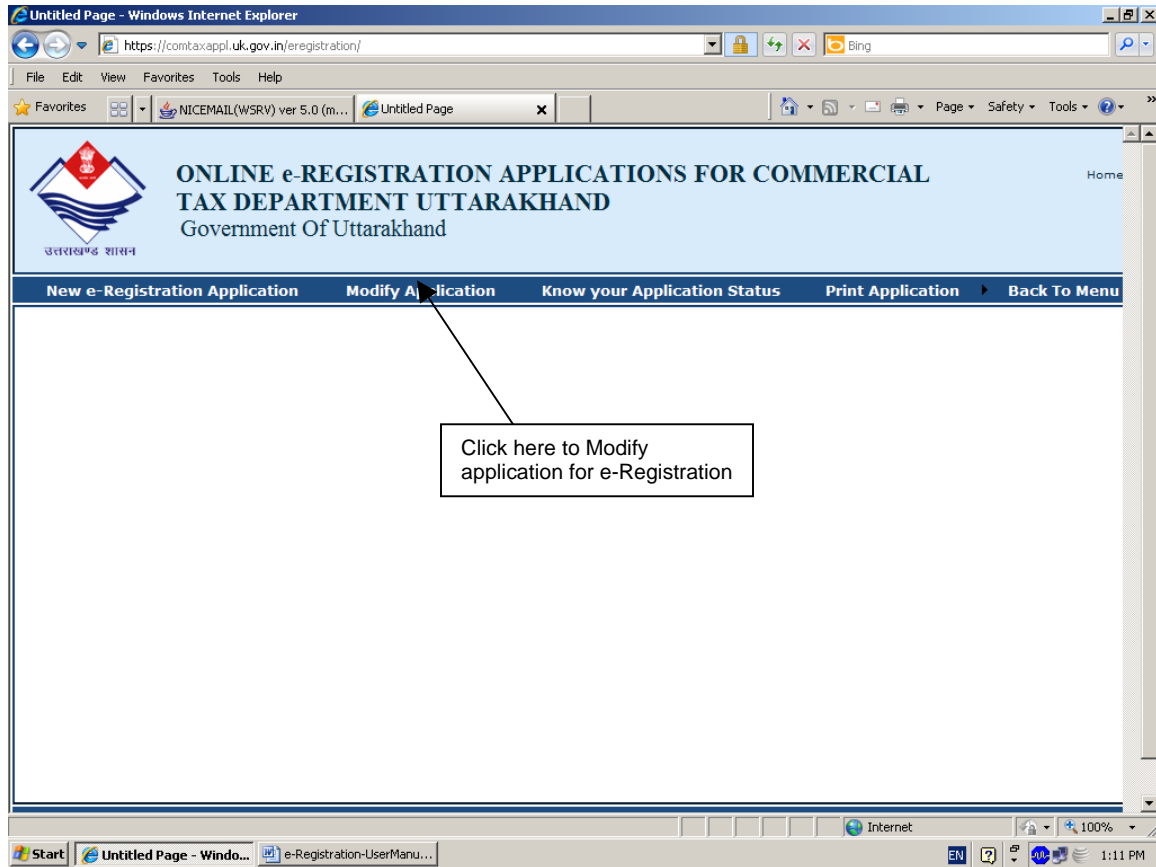
The Windows taskbar at the bottom shows the Start button, two open windows ("E-Registration for Ne..." and "e-Registration-UserManu..."), the system tray with "Internet", "100%", and the time "12:52 PM".



- After final submission of complete application, you will receive an SMS alert on your registered mobile number.
- If you have provided your email-id while filling up of the form, you will be sent email from Commercial Tax Department UK.

## Section B: Modifying Application for e-Registration

**Important:** Application for e-registration can only be modified if it is not submitted finally. That is, if all four Parts of the application has been filled and submitted, it can not be modified.



Enter your Application-ID as below to modify partially filled application.

The screenshot displays a web browser window titled "Untitled Page - Windows Internet Explorer". The address bar shows the URL: [https://comtaxappl.uk.gov.in/modify\\_e\\_reg\\_application.aspx](https://comtaxappl.uk.gov.in/modify_e_reg_application.aspx). The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help) and a toolbar with navigation buttons. The main content area features a header with the logo of the Government of Uttarakhand and the text: "ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND Government Of Uttarakhand". Below the header is a navigation menu with the following items: "New e-Registration Application", "Modify Application", "Know your Application Status", "Print Application", and "Back To Menu". A central form field is labeled "Enter Your Application Number :" and contains an empty text input box. To the right of the input box is a blue button labeled "Modify Application". Below the form field, a footer text reads: "Designed and Developed By: National Informatics Center, Uttarakhand State Unit Dehradun". The browser's status bar at the bottom shows the Start button, taskbar icons for "Untitled Page - Windo..." and "e-Registration-UserManu...", and system tray icons including "Internet", "100%", and "1:15 PM".

## Section C: Know your Application Status

The current status of your application can be checked using “Know your application Status” from main menu as below

The screenshot shows a web browser window titled "E-Registration for New Dealers - Windows Internet Explorer". The address bar displays the URL: [https://comtax.appl.uk.gov.in/appl\\_status\\_dealer.aspx](https://comtax.appl.uk.gov.in/appl_status_dealer.aspx). The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The Favorites bar shows "NICEMAIL(WSRV) ver 5.0 (m...)" and "E-Registration for New D...".

The main content area features a header with the Uttarakhand State Emblem and the text: "ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL TAX DEPARTMENT UTTARAKHAND Government Of Uttarakhand". A navigation menu below the header contains: "New e-Registration Application", "Modify Application", "Know your Application Status", "Print Application", and "Back To Menu".

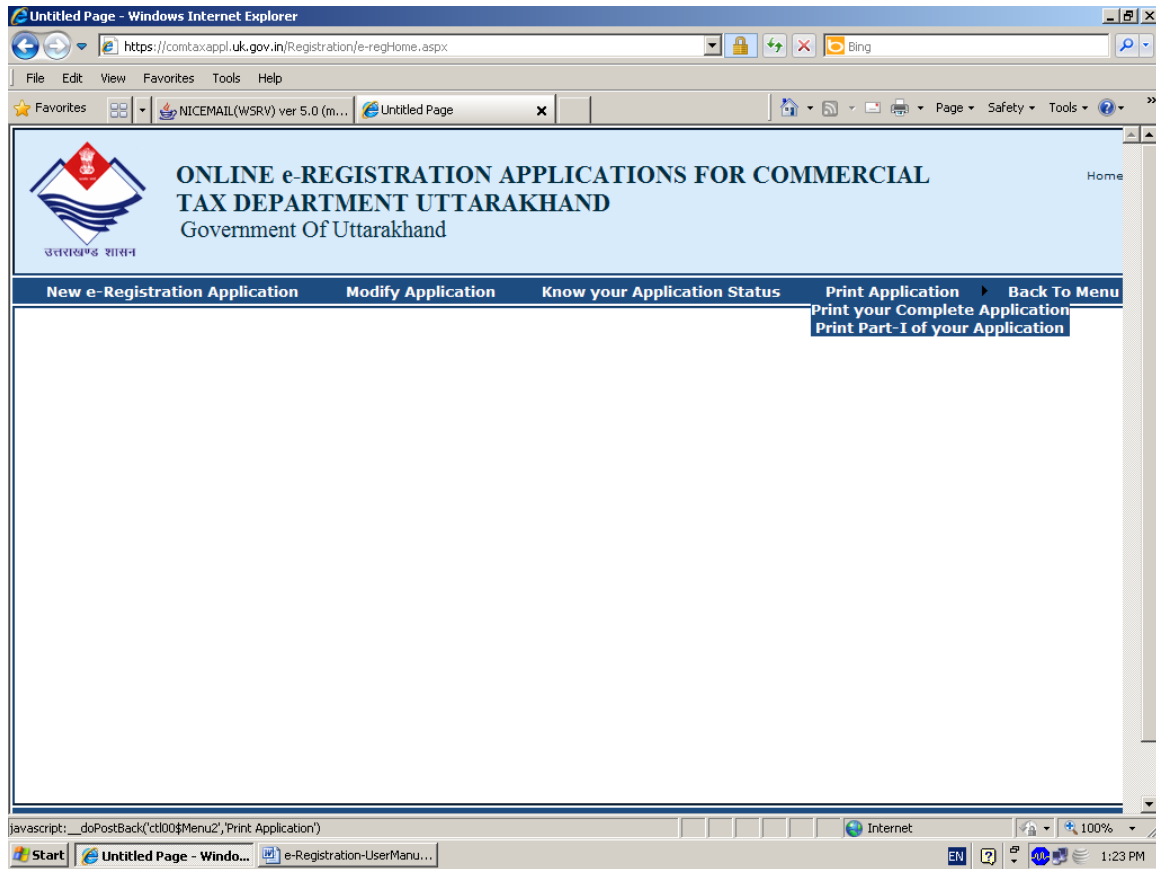
The "Know your Application Status" section is titled "Check Your Application Status" and contains a form with the label "Enter Your Application Number :", an input field, and a "Check Status" button. At the bottom of the page, it states "Designed and Developed By: National Informatics Center, Uttarakhand State Unit Dehradun".

The Windows taskbar at the bottom shows the Start button, two open applications: "E-Registration for Ne..." and "e-Registration-UserManu...", the Internet Explorer icon, and the system tray with the time "1:21 PM".



## Section D: Print filled application

The Part-I of the application can be printed by selecting “Print Part-I of your application” option from main menu




E-Registration for New Dealers - Windows Internet Explorer

https://comtaxappl.uk.gov.in/msgpage1.aspx?msg=5C&appl\_no=ACBPG5555L&appl\_type=2

File Edit View Favorites Tools Help

NICEMAIL(WSRV) ver 5.0 (m... E-Registration for New D... x

Home



**ONLINE e-REGISTRATION APPLICATIONS FOR COMMERCIAL  
TAX DEPARTMENT UTTARAKHAND**  
Government Of Uttarakhand

[New e-Registration Application](#)   [Modify Application](#)   [Know your Application Status](#)   [Print Application](#)   [Back To Menu](#)

**Your application for new Regular Registration [State and Central Act] has been Entered. Application no. is  
ACBPG5555L**

Designed and Developed By: National Informatics Center, Uttarakhand State Unit Dehradun

Done

Internet 100%

Start E-Registration for Ne... e-Registration-UserManu... 1:46 PM