Registration Flow

(Please also refer our Registration Guideline on Website)

If Dealer want to know VAT/CST Registration Process. Please Remember Following Step:

Please Click Link. e-services->VAT e-Registration (Regular CST e-registration (Regular)

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Clicking on e-Registration there are Two Link shall to apper.
- Download templete for Registration
- Area code Guide Click here

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On Clicking Area code Guide Dealer has to Confirmed his area code as per his place of business.

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click on "Download template for Registration "
- To find Registration appication Form 101 with Annextures.

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Fill in all the data in template than apply Online.

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Automatic Task Generated in concern assistant Commissioner Log-in in SRU

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You may present with required Documents to SRU (Special Registration Unit) .

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After Complete Document verification, Acknowledgement gets generated
Provisional Tin generated After 3 Working days.

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Now application to be forwarded automatically to CTI/CTO login for spot Visit. (For identification of Business Location)

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Concern CTI/CTO is to complete spot and to submit spot visit form with remarks ok. Final Tin Generated.

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All Procedure to be completed within 30 days from the date of Acknowledgement.

Spot Visit CheckList

Firm Name:	
Ack No/TIN No :	

1	Spot Visit Date	

2	Name Of the Person Present	

3	Designation	

4	Phone No	

5	Name Of Business	

6	Nature Of Property	

7	Address Of Business	

8	Does the Board relevent to Business exist ?	

9	Is any other business activity noticed in the same premises ?	

10	Details of property	

A.	On the East	
B.	On the West	
C.	On the North	
D.	On the South	

11	Type Of Business	

12	Main Commodities dealt with	

Code		Commodity Name	Other Commodity

13	Plant & machinery List (In case of sec-21)	

14	Electric supply service No & readings on the day of spot visit	

15	Opinion about granting Registration certificate	