e-Transit Pass - Guideline for Users

e-Transit Pass is a facility for the dealers from outside of the State Orissa available in e-Services portal for online generation of Transit Pass.

This facility is available for the dealers from outside of state and whose vehicle is passing through the state by using border check gates of Orissa. The outside dealers need not to be registered in Orissa or enrolled in e-services portal of Commercial Tax Department (https://orissatax.gov.in) to avail this service.

For accessing e-transit Pass of e-Services portal access the website of the Commercial Tax Department first by browsing https://orissatax.gov.in. The following website will be displayed.

Click on **"Portal"** link to avail e-Services portal and then Transit Pass facility. On clicking the link the following screen will be displayed. Click on **"Transit Pass"** link available in bottom of the e-Services home page as displayed in the following screen shot..

On clicking the **"Transit Pass"** link the following screen will be displayed. Fill the form as per instruction.

The screen has three sctions

1. 1-5.
2. 6-11
3. Declaration Section.

Enter the details in each field as mentioned below.

1. 1-5

Initially all fields are locked.

Click on "New" option first to generate new e-Transit Pass. On clicking "New" option all the fields are unlocked and the current date is displayed "Date" field as displayed in the following screen.

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2. 6-11

6-11 section of e-Transit Pass

Current Date after clicking New option

Click to remove any commodity

Click after entering details in each row

Then fill all other details as available in the 1-5 section.

Select the Entry Check Gate, Reporting Date, Reporting Time, Destination Sate.

To select Reporting date click on the image 📅 and select the date from the calendar. The data should not be less than today's date.

Enter Destination Address.

Enter the commodity details. Click on "Update" link after filling each row of commodity section. In case of you want to remove any commodity then click on "Delete" link of commodity section. You can enter unlimited number of commodities in one e-Transit Pass.

Note: Please don't click on "Save" button till you fill the details in 6-11 section.
Please don't fill the Transit Pass No and Vehicle No as available at the top screen.

After completing filling up details in 1-5 section click on 6-11 link (Tab) as available in the top of the screen to fill the details of that section. The following screen will be displayed.

Fill all the details of 6-11 section. All the fields are mandatory except Consignor and Consignee TIN.

You cannot save the details unless until you fill all the details.

Note:
1. The Exit Gate and Entry Gate cannot be same.
2. The Exit Time and Entry Time on same date cannot be same.
3. The consignor Sate and Consignee Sate cannot be same.

Click on "Save" button after filling all the details. The Reference number will be generated and following screen will be displayed with Reference number.

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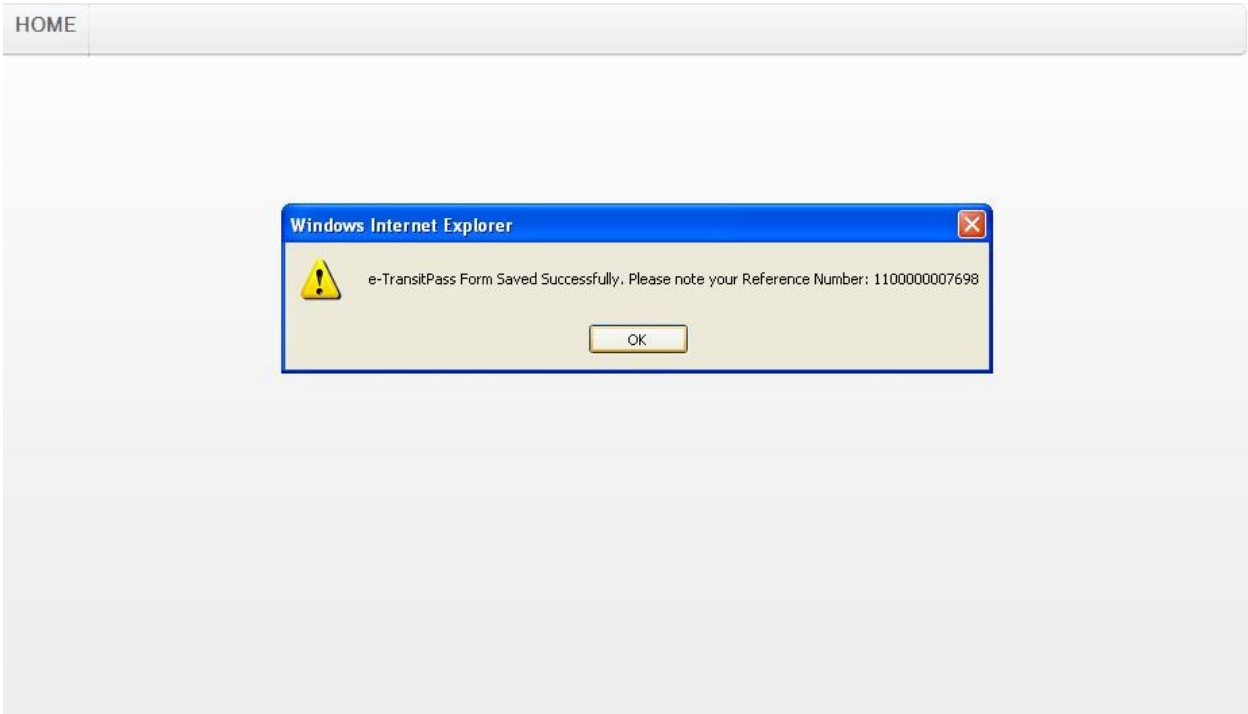
Click on OK to continue. Please take a note of the reference number, it will be required in case you have not confirmed and taken print of the e-Transit Pass and also for Reprinting in case you have lost the e-Transit Pass.

After saving the details click on Declaration Section link (Tab). The following screen will be displayed.
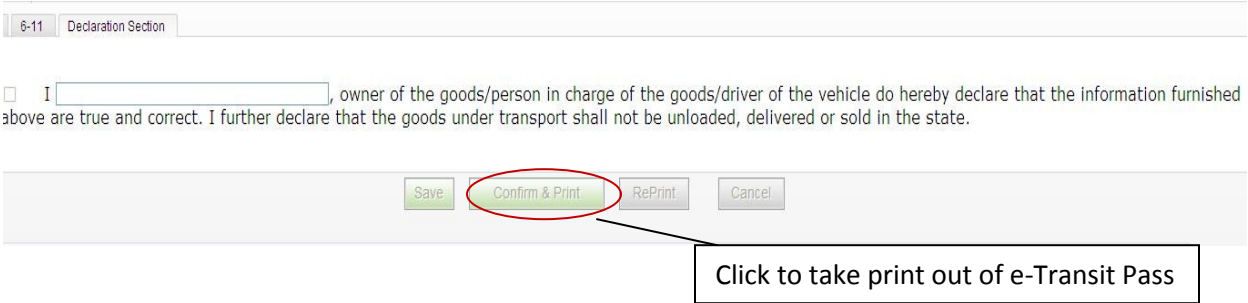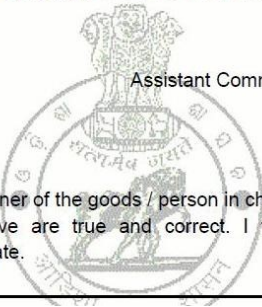

Click to take print out of e-Transit Pass

Click on check box and fill the owner name and click on Confirm and Print button to take a print out of the e-Transit Pass.
Once you click on the Confirm & Print button the following e-Transit Pass will be generated.

Note: Once you click on the Confirm & Print button you cannot edit details any more.

	Part II Electronic **TRANSIT PASS**	VAT FORM-406

21T-1100000007698

No: 21T-1100000007698   Date: 13/04/2011

The vehicle bearing registration number **BH011234** is allowed to exit through the State. It will report

at   Girisola   checkgate at about   14/04/2011 02:16:AM   to exit the State.

Assistant Commissioner of Sales Tax/Sales Tax Officer

Birmitrapur   Checkgate (Entry)

I, Sri Arka   , owner of the goods / person in charge of the goods / driver of the vehicle do hereby decalre that the information furnished above are true and correct. I further declare that the goods under transport shall not be unloaded, delivered or sold in the state.

Date & Time	Exit Gate Details
	Assistant Commissioner of Sales Tax/Sales Tax Officer
	Checkgate (Exit)

Transit Pass No: 21T-1100000007698

Commodity Details   21T-1100000007698

Sl.No	Commodity Description	Invoice / Challan/Manifest		Quantity	Value (in Rs)
		Sl. Number	Date		
1	Iron	123	1/4/2011	200.00 Kilogram	200.00

Please produce the above e-Transit Pass in the entry and exit check gate for verification during the passing of vehicle as required.

In case you have not confirmed and taken print out of the e-Transit Pass and closed the browser then still you can access the e-Transit Pass by clicking "View" option and entering the transit pass no and clicking the Fetch Transit Pass button available in 1-5 section of transit pass web form.

You can Confirm & Print the e-Transit Pass, Reprint and Cancel the e-Transit Pass after accessing it.

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Click on Re-print button to reprint the e-Transit Pass.

Click on Cancel button to cancel any e-Transit Pass.

Note: You cannot use the e-Transit Pass any more once cancelled.