

*A
Handbook on
Electronic Return Filing*

Operational Instructions:

Procedure to file e-return is very simple. A computer with internet connectivity is required for the purpose and Internet Explorer 6.0 and above must be installed and used to access CTD Web Portal. There are five easy steps to file e-return. These steps are

Step 1 First Time Sign-up on the CTD Web Portal

Step 2 Login into the web portal

Step 3 Preparation of return documents

Step 4 Mapping with Digital Certificate – (If dealer has purchased digital signature, else without digital signature e-Filing is also allowed)

Step 5 Uploading the return (.xls and .csv files)

Step 6 Acknowledgement Generation

Step 7 View Returns

Step-1 Registration on the Website

To register on web site, connect to Internet and write URL in the address bar as under:

<http://rajtax.gov.in>

The following screen would be shown.

1. Sign-Up
Click on this button.

Home :: Ask Me :: Feedback :: Mail Center :: Site Map :: Cont

Department of Commercial Taxes, Government of Rajasthan
वाणिज्यिक कर विभाग, राजस्थान सरकार
Official Website of Commercial Taxes Department – Rajasthan

Organization Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

Search this Website

Go

e-Services

- :: e-Registration (NEW TIN)
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: e-Declaration of Goods(VAT)
- :: e-Communication
- :: List of Cancelled Dealers
- :: Number of Sureties given by dealer
- :: Search for Dealers
- :: List of Assessment u/s 23
- :: Track Your Status

Websites [Disclaimer]

- :: Govt. of Rajasthan
- :: Finance
- :: Budget
- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS
- :: Recruitment Site for TA

India.gov.in
The national portal of India

Total Visits: **17647974**

Thank You for Visiting

:: Sign-In Registered Dealers

Login ID

Password

Type **Dealer** ▼

Forgot Password

New User? Sign-up

:: View

- :: Deemed Assessment Scheme **New!**
- :: Result:Tax Asst. Competitive Exam, 2011-Phase-I
- :: First Draft on GST
- :: Budget 2011-12
- :: Monthly Newsletter
- :: Tenders
- :: Advertisements

:: News and Updates

Notification By CCT: Tax Asstt. Departmental Exam-2011

Notification By CCT: e-returns date has been extended

Seniority List of U.D.C. as on 01-04-2010

Notification By CCT: Electronic Return for First

More...

Chief Minister (Finance)

Mission

"For the sake of welfare of the Subject, he (The King Dhill) received taxes from them just as the sun extracts water in order to render it back a thousand fold"

-Raghuvansha Mahakavyam

:: e-Services

- :: Detailed Presentation
- :: FAQ'S
- :: Quick Guide to E-Filing
- :: Templates for E-Filing
- :: About Digital Certificate
- :: JRE for Digital Signature
- :: User Guides

:: Dealer Accounting Tool

Tool for your VAT transaction
Download DAT

General Information

- :: CTD Zones & Circles
- :: CTD Phone Nos.
- :: CTD IP Phone Nos.
- :: CTD Holiday List

"In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately. You are strongly advised to NOT provide user id and password to anyone."

Last Updated: **25/05/2011**

Contact Officials for Website Related Queries: Rajesh Luhadia: 9829015870, Hemant Kanvaria: 9829600303

:: Terms of Use :: Webmaster:: Disclaimer ::

This site is designed to view in 1024 X 768 resolution and IE 6.0 and above.

Designed and Managed by © **Tata Consultancy Services**

Screen-1

To sign-up on the web portal click "New User? Sign-up"

A new screen (Screen-2) will open up. This screen displays the details required to be filled by the dealer for registering on the web portal. Please enter the details on the screen as per the instructions given in the table below.

The screenshot displays the 'New User Registration' form on the Commercial Taxes Department website. The form includes fields for TIN, Registration Effective Date, PAN, Firm Name, Address of Chief Place of Business, Constitution of Business, Landline Number, Cell Phone1, Cell Phone2, Email Id, Password, Confirm Password, Security Question, and Security Answer. There are also checkboxes for 'I accept the terms' and 'Submit' buttons. The page header includes 'Home :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us' and a navigation menu with 'Organization', 'Act/Rules', 'Forms', 'Tax Schedule', 'Notification', 'Judgements', 'Schemes', and 'Help'. The footer contains 'Powered by: TATA CONSULTANCY SERVICES' and 'Total Visits: 1016555'.

1. Enter TIN here.
2. Enter Effective Date of Registration here.
3. Enter PAN No. here
4. Enter Firm Name
5. Enter Principal Place of Business Address
6. Constitution of Business
7. Enter landline no. here
8. Enter cell no. here
9. Enter your email id
10. Enter password here
11. Enter your password again here.
12. Select the security question
13. Enter the security Answer
14. Click here to read the terms and conditions.
15. Click on "I accept the terms".
16. Click on back to go back to home page
17. Click on submit to get registered

Screen-2

Please enter the details as below: -

Sr. No	Label	Data Type	Compulsory Field	Action to be performed
1.	TIN	Numeric	Yes	Enter your TIN.
2.	Effective Date of Registration	Date	Yes	Enter your Registration Date. (This date is mentioned in the registration certificate issued to you by the department.)
3.	PAN No	Alphanumeric	Yes	Enter your PAN No
4.	Firm Name	Alphanumeric	Yes	Enter your Firm Name
5.	Address of Principal Place of Business	Alphanumeric	Yes	Enter your principal place of business address
6.	Constitution of Business	Combo Box	Yes	Select your business constitution from the list of values provided
7.	Landline No	Numeric	No	Enter landline no. here
8.	Cell No	Numeric	No	Enter cell no. here
9.	E-mail Id	Alphanumeric	Yes	Enter your e-mail id (Must be a valid email id)
10.	Password	Alphanumeric	Yes	Enter your Password (should be more than or equal to 8 characters in length)
11.	Confirm Password	Alphanumeric	Yes	Enter the same Password again (for confirmation)
12.	Security Question	Characters	Yes	Select the question for security purpose. (This will be required if you forget your password. So please remember it.)
13.	Security Answer	Characters	Yes	Enter the answer for security purpose. (This will be required when you forget your password so remember it.)
14.	Terms and Conditions	Hyperlink	NA	Click on this link to read the terms and conditions.
15.	I accept the terms	Check box	Yes	Read the terms and tick the check box
16.	Back	Button	NA	Click on this button to go back to home page
17.	Submit	Button	NA	The button would be disabled in the beginning. But when the check box for "I accept the terms" is checked, it becomes enabled. Click on submit to register on the web portal.

After filling up the details as above, please click on submit. Details will be verified by the system and then a successful sign-up message will be displayed on the screen itself. This sign-up process is one time requirement. Once the sign-up is completed successfully, dealer can log on into the web portal with his TIN and password as set up above.

Once registered the following message will come. (Screen-3)



Screen-3

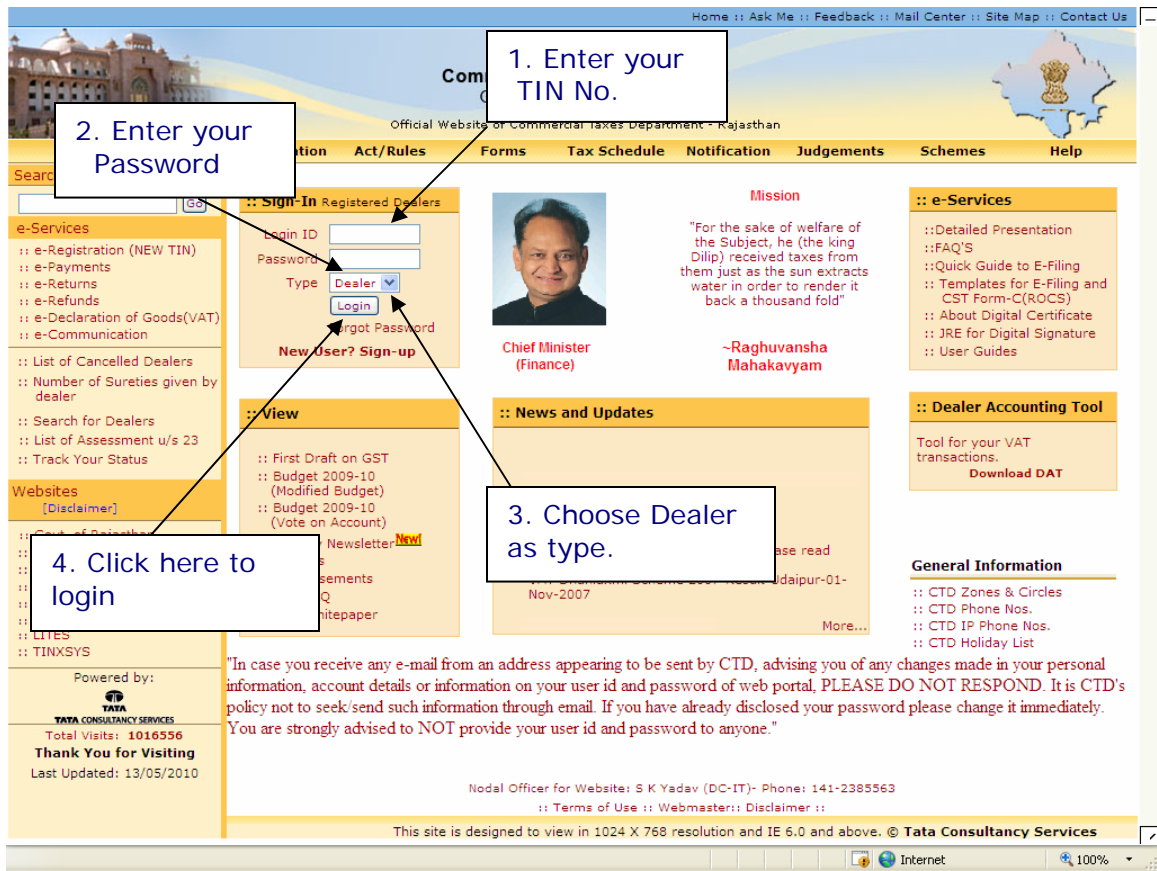
Now you can use the login Id and password to login into the web portal.

Step-2 Login

A dealer registered on the web site is required to login for the purpose of filing e-return. Process of login is as under:

Connect to Internet and open the website <http://rajtax.gov.in>

On Home page, there is a box in center as indicated in Screen-4.



Screen-4

Please enter the details as below:-

Sr. No	Label	Data Type	Action to be performed
1.	Login Id	Numeric	Enter your TIN.
2.	Password	Alphanumeric	Enter the password that you entered at the time of sign-up.
3.	Type	Drop Down Box	Select Type as "Dealer".
4.	Login	Button	Click on this button to enter the web portal.

Important Note: Please read before filling your return:-

There are few changes notified in the return filing process in State Budget 2012-13 with effect from 01-Apr-2012. Please read the instructions carefully.

From now onwards three different versions of templates of Form-VAT10 would be available on web portal:

1. From Financial Year 2012-13 (All returns Starting from 01st Apr 2012)
2. For Financial Year 2011-12 (All returns Starting from 01st Apr 2011 till 31st Mar 2012)
3. Till Financial Year 2010-11 (All returns till 31st Mar 2011)

Step-3 Preparation of VAT Returns (From Financial Year 2012-13): -

User manual for all the versions are as follows:

From Financial Year 2012-13 (All returns Starting from 01/Apr/2012)

If the details entered by you are found correct; you will be logged in. You are entitled for number of e-services. Please select e>Returns link on the left hand side column (Screen-5).

The screenshot shows the official website of the Department of Commercial Taxes, Government of Rajasthan. The header includes the department name in English and Hindi, along with the state emblem. The navigation menu at the top lists: Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. The left sidebar contains a search bar and a list of e-services. The 'e>Returns' link is highlighted in red. Below it, 'VAT' is listed as an option. Two callout boxes are present: one pointing to 'e>Returns' with the text '1. Click on e>Returns' and another pointing to 'VAT' with the text '2. Click on VAT'. The main content area is divided into sections: Messages (View Received Messages, Send Message, View Sent Messages), e-Payments (VAT e-Payment, CST e-Payment, Entertainment Tax e-Payment, View e-Payment), e>Returns (File VAT e>Returns, File CST e>Returns, File Entertainment Tax e>Returns, View e>Returns), and Others (View Dealer Profile, Update Contact details for SMS/IVRS Services, e-VAT Form 47A Import, e-VAT Form 49A Export, Map Digital, Change Password, Dealer Accounting Tool, Logout).

Screen-5

After clicking on "e>Returns" link, option for VAT and CST will be displayed. Click on VAT link to file VAT and CST composite return, then following screen would be shown (Screen-6).

You can upload your e>Returns in format .xls format.

The screenshot shows the official website of the Department of Commercial Taxes, Government of Rajasthan. The header includes the department's name in Hindi and English, along with the state emblem. A navigation menu lists various sections like Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. On the left, there is a search bar and a list of e-Services including e-Communication, e-Payments, e>Returns, e-Refunds, and Goods Declaration(VAT). The main content area features an "Important Note on e-Filing - July'11" addressed to users, detailing changes in the return process and providing instructions for filing. At the bottom of the note, there are two buttons: "Quick Guide For E-Filing" and "Proceed with e>Returns". An arrow points from a text box on the right to the "Proceed with e>Returns" button, with the text "Click here to proceed".

TEST USER : 0000000000 Home :: e-Services :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us ::

Department of Commercial Taxes, Government of Rajasthan
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Official Website of Commercial Taxes Department - Rajasthan

Organization Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

Search this Website
Last Login : 03/08/2011 17:13:57

e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)

:: Dealer Profile

- :: Dealer Data Updation
- :: Dealer Accounting Tool
- :: Change Password
- :: Logout

:: List of Cancelled Dealers

- :: Number of Sureties given by dealer
- :: Search for Dealers
- :: List of Assessment u/s 23
- :: Track Your Status

Websites [Disclaimer]

- :: Govt. of Rajasthan
- :: Finance
- :: Budget
- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS

Dear Users,

Important Note on e-Filing - July'11

This is with reference to the changes in return Process. Please follow the instructions as mentioned below before filing the e>Returns:-

1. You need to select the financial year for which you want to file the e-returns.
2. Assessment Category would be shown to you as annually if you have not opted for Quarterly Assessment Category.
3. Assessment Category option would be in frozen state and you can't alter it.
4. If you want to change Assessment Category as Quarterly, then you need to contact to your concerned assessing authority
5. Rest of the e-Return filling process will be same as previous process.
6. For more details refer to Quick Guide for E-Filing.

Note:-

1. Make sure that you are using Internet Explorer 6.0 and above.
2. For Dealers Filing Return Using Digital Signature With IE 8.0 And Above, Need To Make Following Change:
Go to Internet Explorer--> Tools-->Internet Option--> Security--> Custom Level--> find "Include local directory path when uploading files to a server" and click on "Enable."^{new}
3. Please make sure that your system date format is either DD-MM-YYYY or MM-DD-YYYY only.^{new}

Quick Guide For E-Filing Proceed with e>Returns

Click here to proceed

*In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information

Screen-6

Now you will get this screen shown below in screen-7 after you click "proceed with e-returns"

PURUSHOTTAM S/O MALIRAM : 08142191075 Home :: e-Services :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us :: L

 **Department of Commercial Taxes, Government of Rajasthan**
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Official Website of Commercial Taxes Department - Rajasthan 

Organization Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

Search this Website

Last Login : 28/07/2011 18:17:22


e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)
- :: Dealer Profile
- :: Dealer Data Updation
- :: Dealer Accounting Tool
- :: Change Password
- :: Logout
- :: List of Cancelled Dealers
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- :: Track Your Status

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- :: Finance
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- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS

Templates Last Updated on July 2010


[Click here to download templates](#)

Return Period Details

Year: * 2011-2012 Assessment Category: Annually

Return Type: * Quarterly

Return Period: * 1 April-30 June

From Date: * 01/04/2011 To Date: 30/06/2011

Returns Filing - Selection of Documents - Documents Checked Below will be Nil Documents and NOT required to be uploaded

Select All - File Nil Returns

VAT 10 VAT 7A VAT 8A

Document Type: * Select

Select type: * Original Revised

Document to be Uploaded *

[View eReturns / Generate Duplicate Acknowledgement Receipt](#)

Note: Uploading the Excel Sheet may take some time. Kindly wait for the process to complete.
[Click here](#) to download JRE for signing the document.

*In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information

Screen-7

Important Guidelines:

i. From now onwards Quarterly Returns Form VAT-10 and CST-1 have been merged in one Template so dealer needs to fill one combined form for both VAT and CST.

ii. Dealers who are not registered under CST Act are not allowed to fill CST data in the Template.

iii. To take the print of the filled return document properly on your system (i.e. VAT-Form7A, VAT-Form8A etc), Users are advised to follow the below guidelines:

- (a) From Excel option bar navigate to File (ALT+F) -->Page Setup and adjust the following print settings:
 - (i) Set orientation to Landscape
 - (ii) Scaling adjust to 65% of the normal size
 - (iii) Paper Size Legal
 - (iv) Click Ok and print the page

To fill up the return, you are required to download the templates from the website. It is advisable to download these templates once and store for future use. You should have Microsoft Excel Sheet (Version may be 97, 2000, 2003 or 2007) installed in your computer for this purpose.

Note:

1. Your System date format must be in either DD-MM-YYYY or MM-DD-YYYY only
2. Make sure that you have the latest version of templates to file your return electronically. You can ensure the same by checking the last updated date mentioned in template download page of CTD web portal
3. To download the templates for filing e>Returns, click on required form name (template) available on Templates for E-Services link
4. Guidelines to fill the Template:
 - a. Open downloaded templates and fill the template with appropriate data
 - b. Template would calculate the interest automatically based on 12% rate of interest Per Annum
 - c. Fill the details in Template inline to the color code as mentioned below:
 - i. Light Green: - Only numbers are to be entered in the cell
 - ii. Dark Green: - Only select data from the displayed list only.

- iii. Orange: - Only dates are allowed to be entered in the cell in DD-MON-YYYY format.
- iv. Pink: - Only characters and numbers are to be entered in the cell.

VAT-10:

- 1) Download VAT-10_2012.xls and other forms also and save it in your local computer.
- 2) Open it using Microsoft Excel and fill the required details and save the excel sheet

Following is the sample template for VAT-10_2012 (Screen-8 and 9)

Please enable macros before you start filling the template

The screenshot shows a Microsoft Excel window titled "Microsoft Excel - VATForm10_2012.xls". A "Security Warning" dialog box is open, stating: "C:\Documents and Settings\1\Desktop\VATForm10_2012.xls" contains macros. It includes buttons for "Disable Macros", "Enable Macros", and "More Info". An arrow points from the "Enable Macros" button to the callout box. The spreadsheet below has columns A and B. Column A contains VAT-10 details, and column B contains amounts. A "Validate" button is visible on the right side of the spreadsheet, with a callout box pointing to it that says "Click on validate button to save your template". Another callout box on the right says "After filling Validate B the data".

	A	B
1	VAT-10	
2	Refund Claimed*	NO
3	02.Details of Turnover	Amount
4	2.1) Gross Turnover [Includes purchase liable to tax under section 4(2), MRP Value (if opted to pay tax on MRP), payments received from Awarder, goods sold on behalf of principal (VAT-35)]	
5	Deduct	
6	2.2) (a) Turnover of sales return of goods sold within the return period RVAT	
7	2.2) (b) Turnover of sales return of goods sold within the return period CST	
8	2.2) Turnover of sales return of goods sold within the return period [2.2(a)+2.2(b)]	0.00
9	2.3 a) Exempted in Schedule-I (sold within State)	
10	2.3 b) Fully exempted in Schedule - II u/s 8(3) of RVAT ACT	
11	2.3 c) Sales made for promotion of SEZ or Exports u/s 8(4) of RVAT ACT	
12	2.3 d) Sales of goods purchased & sold outside the State	
13	2.3 e) Turnover under section 5 [composition scheme] of RVAT ACT	
14	2.3 f) Turnover under section 8(3) [works contract EC] of RVAT ACT	
15	2.3 g) Turnover under section 3(2) [in case of switch over] of RVAT ACT	
16	2.3 h) Others not liable to tax under VAT	
17	(Please specify)	
18	Total Turnover (a to h)	0.00
19	2.4) Turnover of goods taxable at first point which have already suffered tax	
20	2.5) Turnover of goods sold in the State on behalf of principal (against Form VAT	
21	2.6) Amount of labour deductible from receipts (in case of works Contracts)	
22	2.7) Sales to Exporters within the state (against FormVAT-15)	
23	2.8) Sales in course of Export U/s 5(3) of CST ACT, (against Form H)	

Screen-8

To fill CST details, fill the below tab in template shown in screen -9.

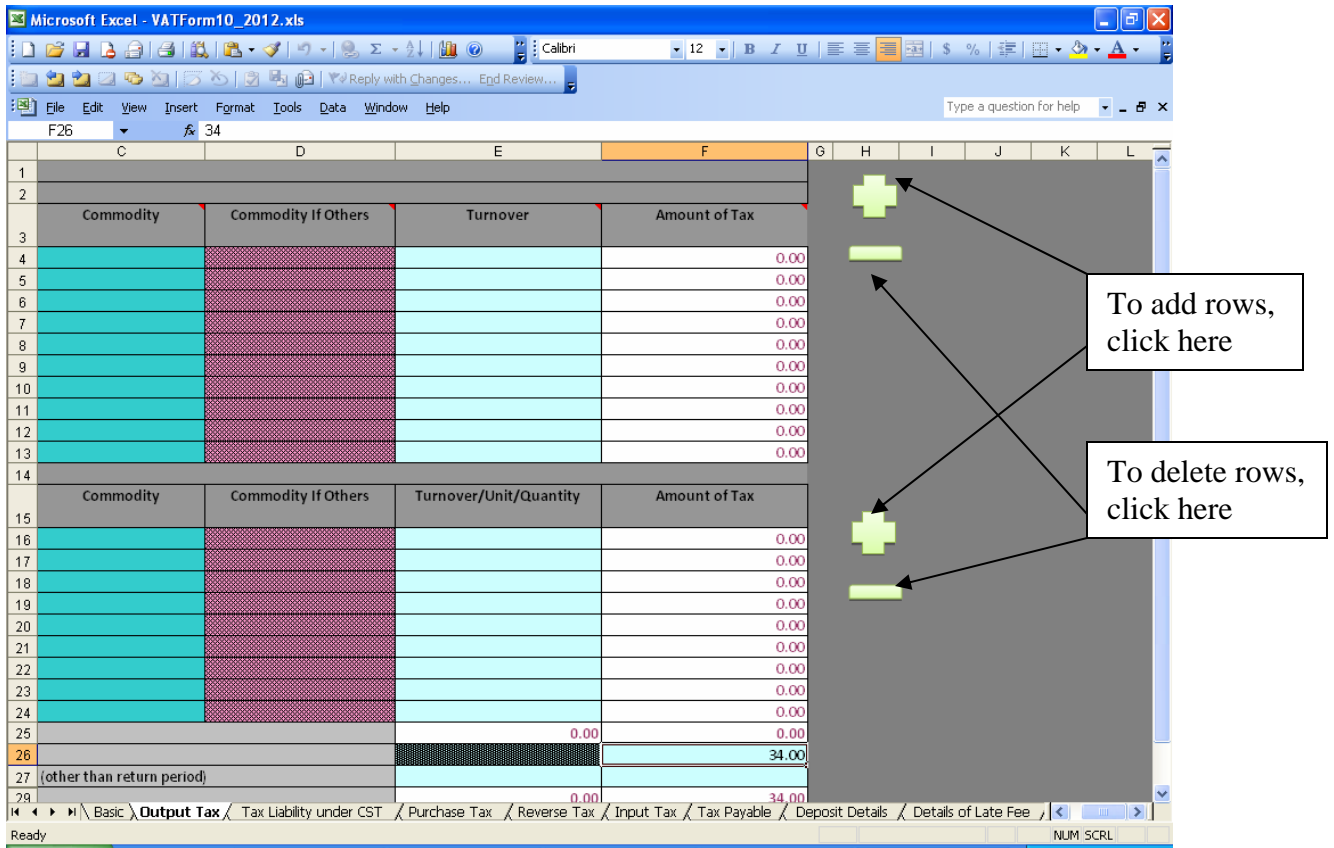
The screenshot shows a Microsoft Excel spreadsheet titled "VATForm10_2012.xls". The spreadsheet is divided into several columns: A, B, C, D, E, F, and G. Row 1 is a header row for "4. Tax Liability under CST (4.1 to 4.8)". Row 2 is a sub-header row with columns: "Details of Sales", "Tax Rate", "Tax Rate If Others", "Commodity", "Commodity If Others", "Turnover", and "Amn". Rows 3 through 12 are data entry rows. Row 13 is a summary row for "4.9) Total (4.1 to 4.8)" with a value of "0.00" in column F. Row 14 is a summary row for "4.10) Sales return of taxable goods under section 8A of CST ACT (other than return period)". Row 15 is a summary row for "4.11) Total Output (4.9 - 4.10)" with a value of "0.00" in column F. The spreadsheet is currently displaying the "Tax Liability under CST" tab, with other tabs like "Basic", "Output Tax", "Purchase Tax", "Reverse Tax", "Input Tax", "Tax Payable", "Deposit Details", and "Details of Late Fee" visible in the bottom navigation bar.

1	4. Tax Liability under CST (4.1 to 4.8)						
2	Details of Sales	Tax Rate	Tax Rate If Others	Commodity	Commodity If Others	Turnover	Amn
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13	4.9) Total (4.1 to 4.8)						0.00
14	4.10) Sales return of taxable goods under section 8A of CST ACT (other than return period)						
15	4.11) Total Output (4.9 - 4.10)						0.00
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							

Screen-9

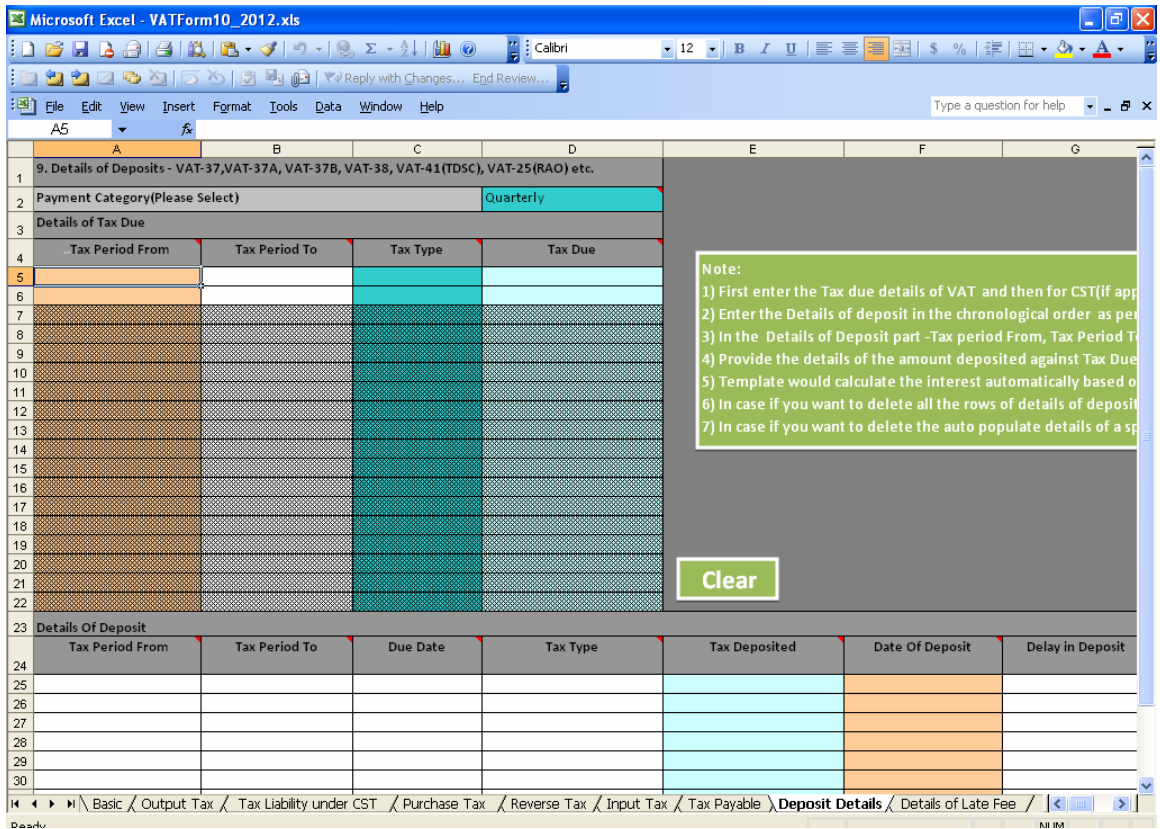
Note:

You can accordingly add or delete the number of rows in the template as per requirement with the help of "Add Rows" & "Delete Rows" buttons provided in the templates respectively as shown in below screen:

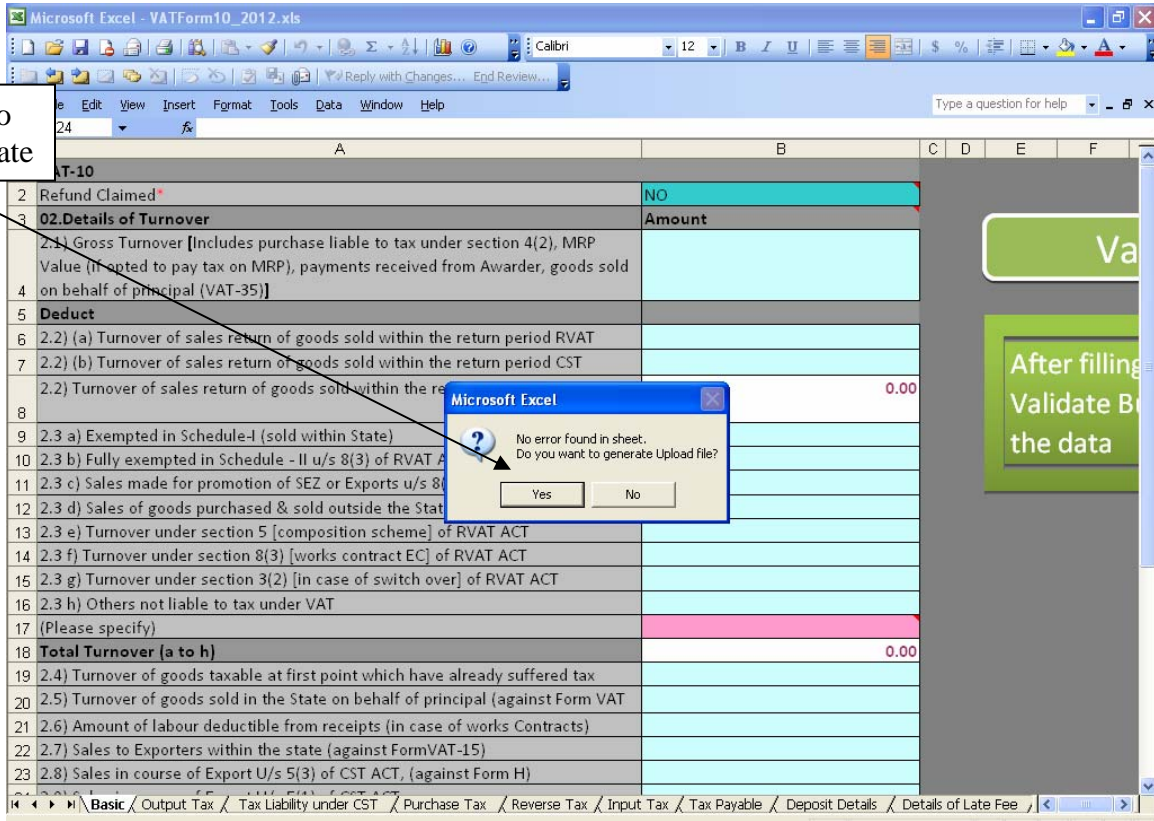


Screen-10

Note: Effective from FY-2012-13 – Quarter-I - Interest would be calculated automatically based on 12% rate of interest per annum.

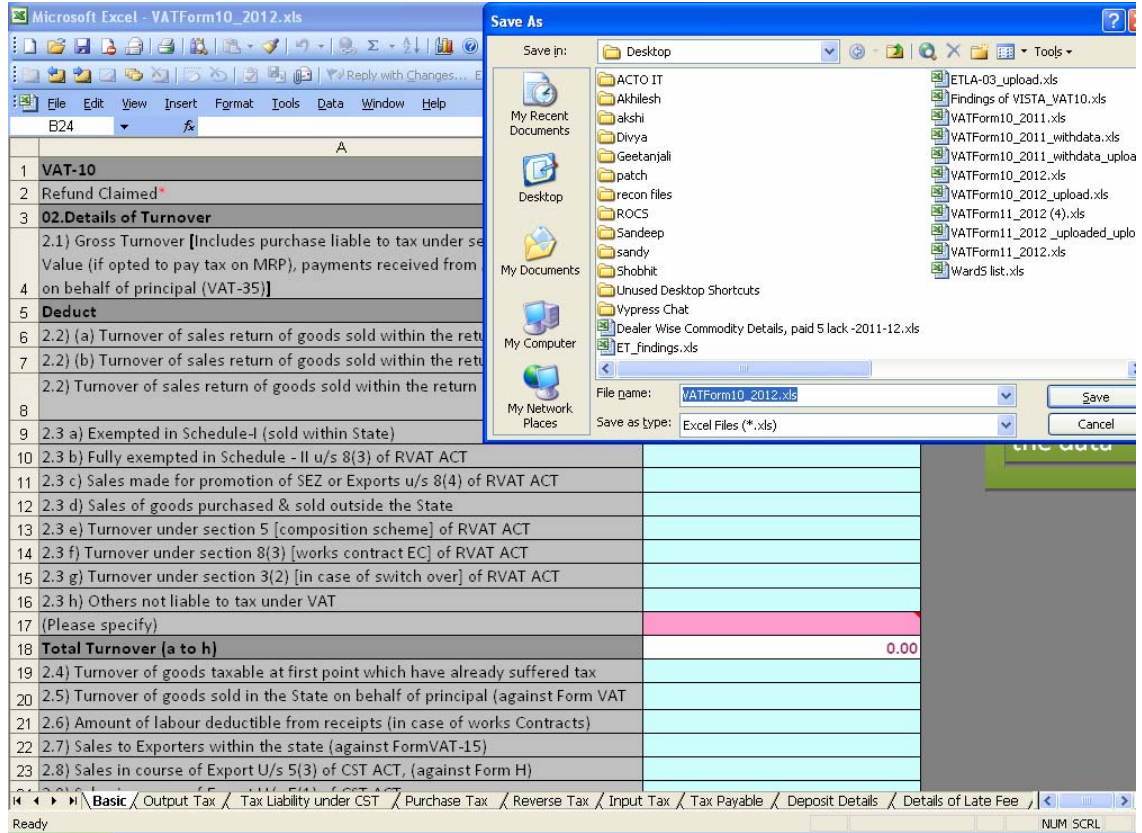


After clicking on validate button, if no error is found, then following screen will be displayed as shown in screen 11.

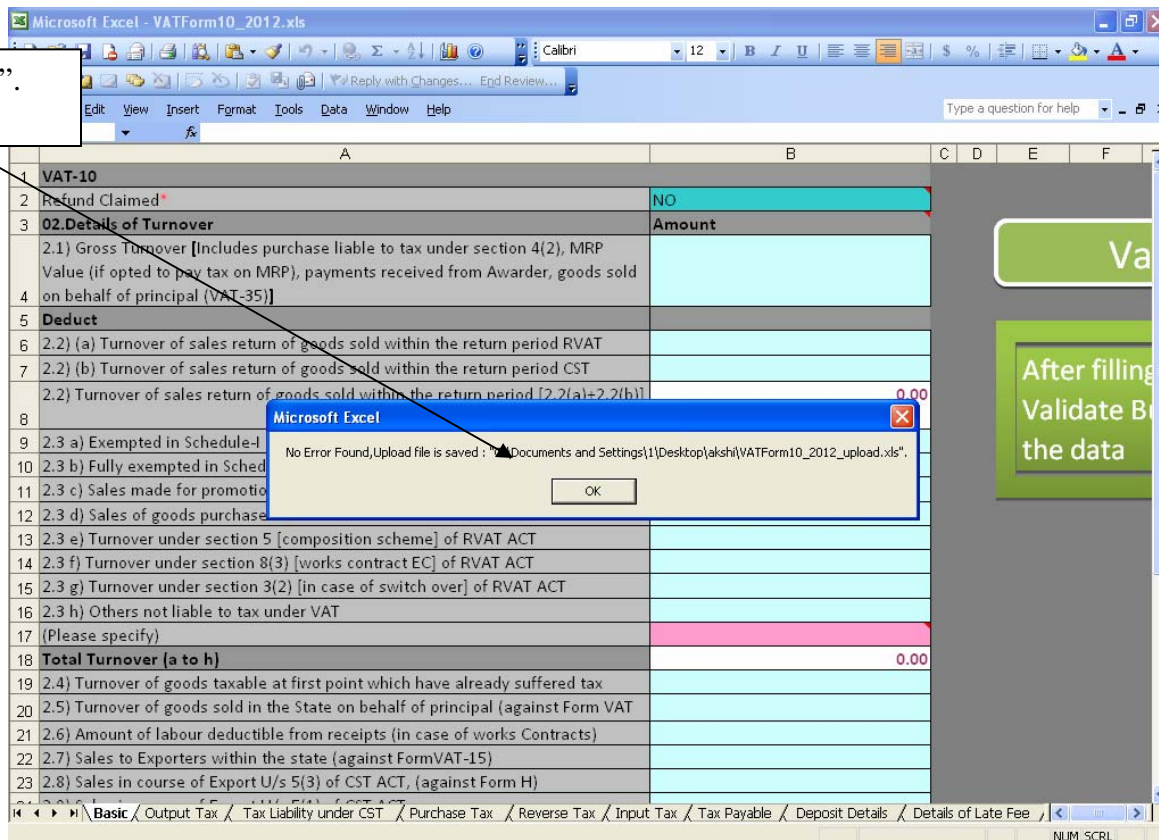


Screen-11

After clicking “Yes”, a dialogue box will get open as shown in below screen 12



Screen-12



Screen-13

Click on "Ok" in the alerts. The file will be saved at your selected location.

VAT-07A and VAT-8A

For Form VAT-07A, VAT-8A:

- 1) Download VAT-7A, VAT-8A from CTD portal and save it in your local computer.
- 2) Open using Microsoft Excel and fill the required details.
- 3) You need to click on the Validate Button after filling of required details and on successful validation it would generate the upload file on specified path in .CSV format except Form-VAT10 that would be generated in .xls format.

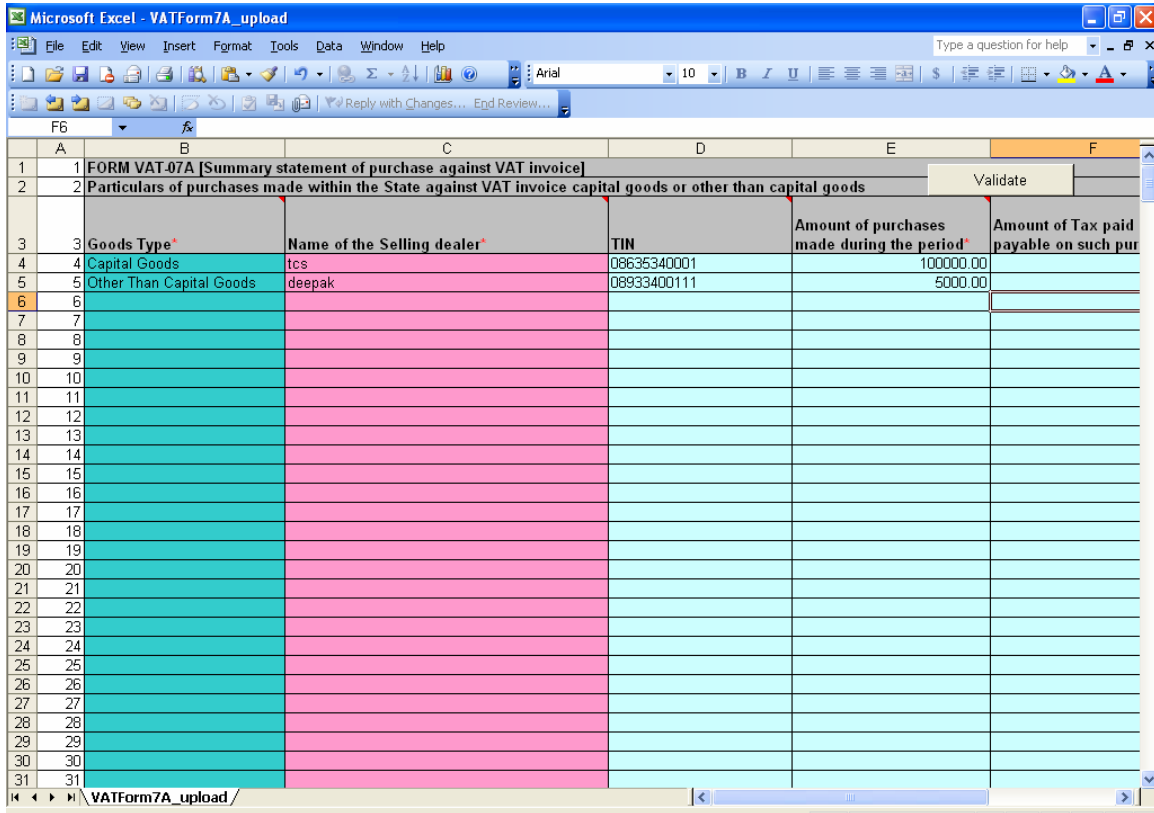
Following is a sample template of VAT-07A.

	A	B	C	D	E	F
1		FORM VAT-07A [Summary statement of purchase against VAT invoice]				
2		Particulars of purchases made within the State against VAT invoice capital goods or other than capital goods				Validate
3	3	Goods Type*	Name of the Selling dealer*	TIN	Amount of purchases made during the period*	Amount of Tax paid payable on such pur
4	4	Capital Goods	tcs	08635340001	100000.00	
5	5	Other Than Capital Goods	deepak	08933400111	5000.00	
6	6					
7	7					
8	8					
9	9					
10	10					
11	11					
12	12					
13	13					
14	14					
15	15					
16	16					
17	17					
18	18					
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21	21					
22	22					
23	23					
24	24					
25	25					
26	26					
27	27					
28	28					
29	29					
30	30					
31	31					

Screen-14

You need to click on the Validate Button after filling of required details and on successful validation it would generate the upload file on specified path in .CSV format except Form-VAT10 that would be generated in .xls format.

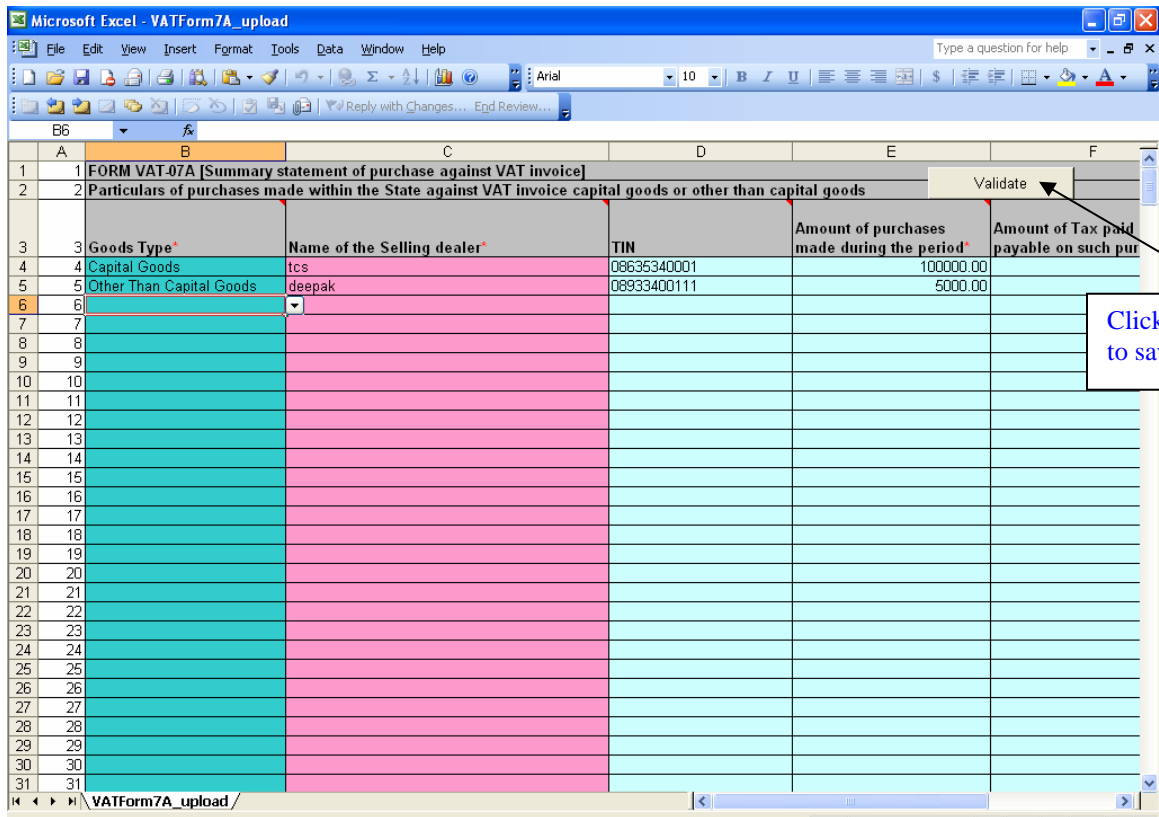
Following is a sample template of VAT-07A.



Screen-15

To save the form in .csv format follow the steps given below: -

1. Click on Validate button provided in the template given below (Screen-16).



Microsoft Excel - VATForm7A_upload

File Edit View Insert Format Tools Data Window Help

Type a question for help

Arial 10

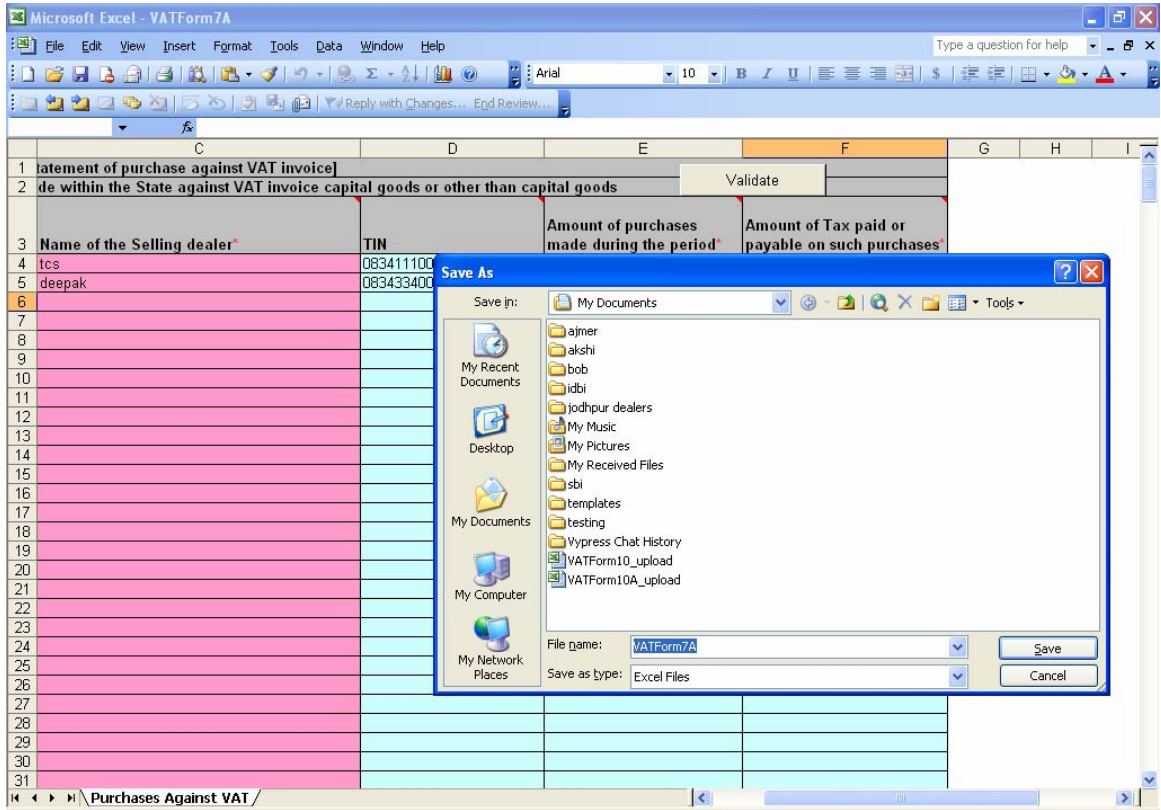
Reply with Changes... End Review...

	A	B	C	D	E	F
1		FORM VAT-07A [Summary statement of purchase against VAT invoice]				
2		Particulars of purchases made within the State against VAT invoice capital goods or other than capital goods				Validate
3		Goods Type*	Name of the Selling dealer*	TIN	Amount of purchases made during the period*	Amount of Tax paid payable on such pur
4		Capital Goods	tcs	08635340001	100000.00	
5		Other Than Capital Goods	deepak	08933400111	5000.00	
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
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24						
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26						
27						
28						
29						
30						
31						

Click on Validate button to save your template.

Screen-16

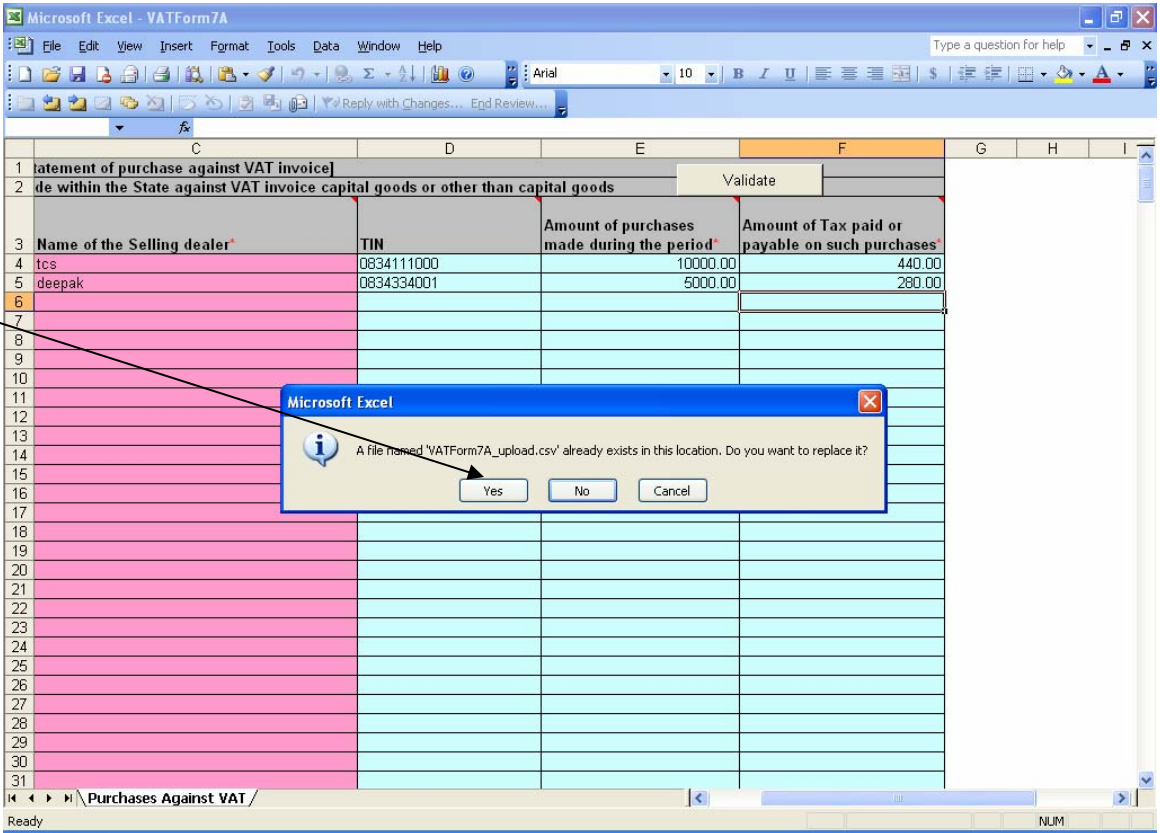
2. Click on validate and you will get following dialog box as shown below (Screen-17).



Screen-17

3. Select save and click on save button. Following screen would appear (Screen-18 and Screen-19).

Click "Yes"



The screenshot displays the Microsoft Excel interface with a spreadsheet titled "VATForm7A". The spreadsheet has columns labeled C through I and rows 1 through 31. Row 1 contains the text "Statement of purchase against VAT invoice". Row 2 contains "Purchase made within the State against VAT invoice capital goods or other than capital goods" and a "Validate" button. Rows 3 through 5 are data rows with columns: "Name of the Selling dealer*", "TIN", "Amount of purchases made during the period*", and "Amount of Tax paid or payable on such purchases*". The data in row 4 is "tcs", "0834111000", "10000.00", and "440.00". The data in row 5 is "deepak", "0834334001", "5000.00", and "280.00". A dialog box titled "Microsoft Excel" is open in the center, with the message: "A file named 'VATForm7A_upload.csv' already exists in this location. Do you want to replace it?". The dialog box has "Yes", "No", and "Cancel" buttons. An arrow points from the text "Click 'Yes'" to the "Yes" button. The status bar at the bottom shows "Ready" and "NUM".

Name of the Selling dealer*	TIN	Amount of purchases made during the period*	Amount of Tax paid or payable on such purchases*
tcs	0834111000	10000.00	440.00
deepak	0834334001	5000.00	280.00

Screen-18

Click "Ok"

Microsoft Excel - VATForm7A_upload

File Edit View Insert Format Tools Data Window Help

Type a question for help

C D E F G H I

1 [statement of purchase against VAT invoice]

2 [de within the State against VAT invoice capital goods or other than capital goods] Validate

3 Name of the Selling dealer*	4 TIN	5 Amount of purchases made during the period*	6 Amount of Tax paid or payable on such purchases*
4 tcs	0834111000	10000.00	440.00
5 deepak	0834334001	5000.00	280.00
6			
7			
8			
9			
10			
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29			
30			
31			

Microsoft Excel

No Error Found, Upload File is saved at: C:\Documents and Settings\TCS\My Documents\VATForm7A_upload.csv.

OK

\\\\VATForm7A_upload

Screen-19

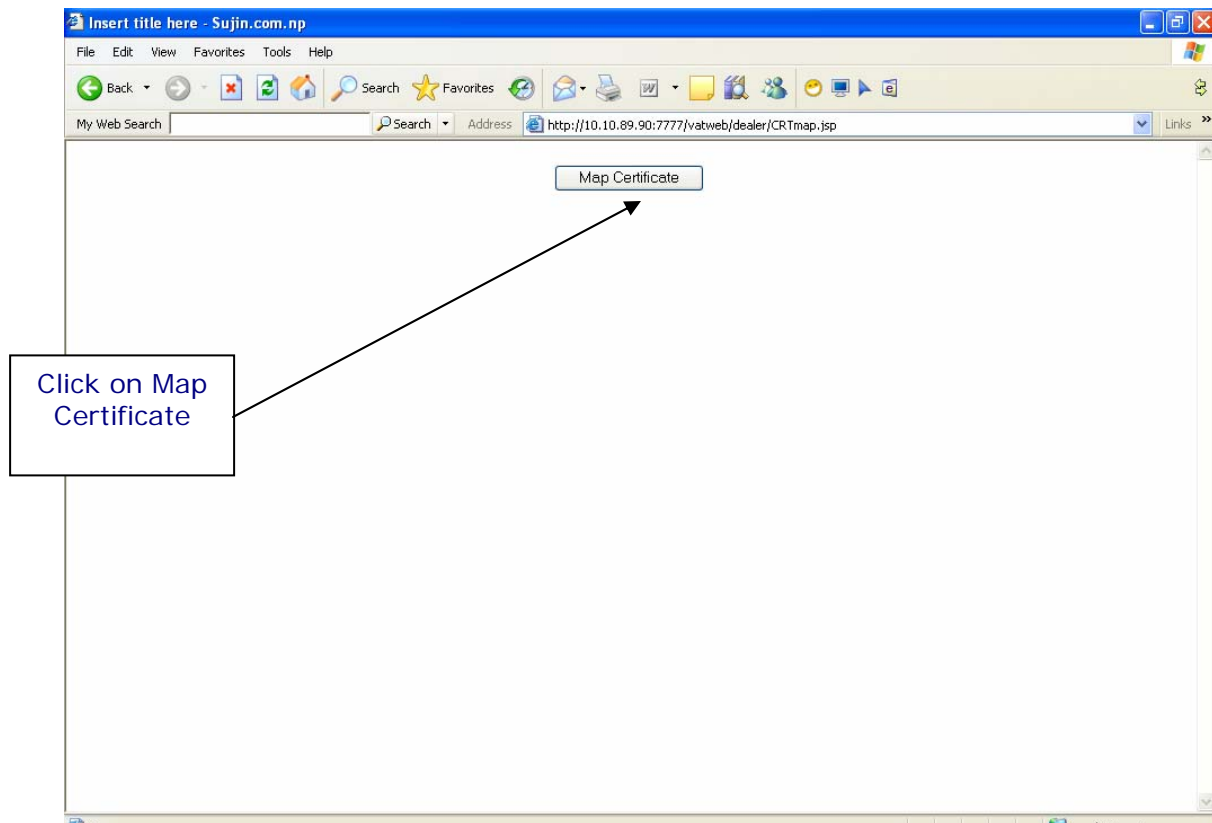
4. Click on "Yes"/ "Ok" in the alerts. The file will be saved at your selected location.

Step-4 Mapping Digital Certificate: -

The screenshot displays the TATA CONSULTANCY SERVICES web portal interface. On the left, a vertical navigation menu includes sections for 'e-Services', 'e-Communication' (with sub-items like Dealer Accounting Tool, Change Password, Logout), 'e-Payments' (with sub-items like List of Cancelled Dealers, Number of Sureties given by dealer, Search for Dealers, List of Assessment W/s 23, Track Your Status), 'Websites' (with a disclaimer and links to Govt. of Rajasthan, Finance, Budget, VAT Related Sites, Rajasthan Tax Board, Rajasthan High Court, LITES, TINXSYS), and 'Powered by: TATA CONSULTANCY SERVICES' (with Total Visits: 1016558, Thank You for Visiting, and Last Updated: 13/05/2010). The main content area is organized into four horizontal sections: 'e-Communication' (View Received Messages, Send Message, View Sent Messages), 'e-Payments' (VAT e-Payment, CST e-Payment, Entertainment Tax e-Payment, View e-Payment), 'e>Returns' (File VAT e>Returns, File CST e>Returns, File Entertainment Tax e>Returns, View e>Returns), and 'Others' (View Dealer Profile, Update Contact details for SMS/IVRS Services, e-VAT Form 47A Import, e-VAT Form 49A Export, Map Digital Certificate, Change Password, Dealer Accounting Tool, Logout). A callout box with the text 'Click on Map Digital Certificate' has an arrow pointing to the 'Map Digital Certificate' icon in the 'Others' section. At the bottom of the page, there is a disclaimer: 'In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately.' The browser's address bar shows 'Internet' and the zoom level is set to 100%.

Screen-20

1. Click on Map Digital Certificate icon to mapping with digital certificate. This link is shown only when mapping is not done. When mapping will be done with the digital certificate this icon will be replaced by Unmap digital Certificate from here.



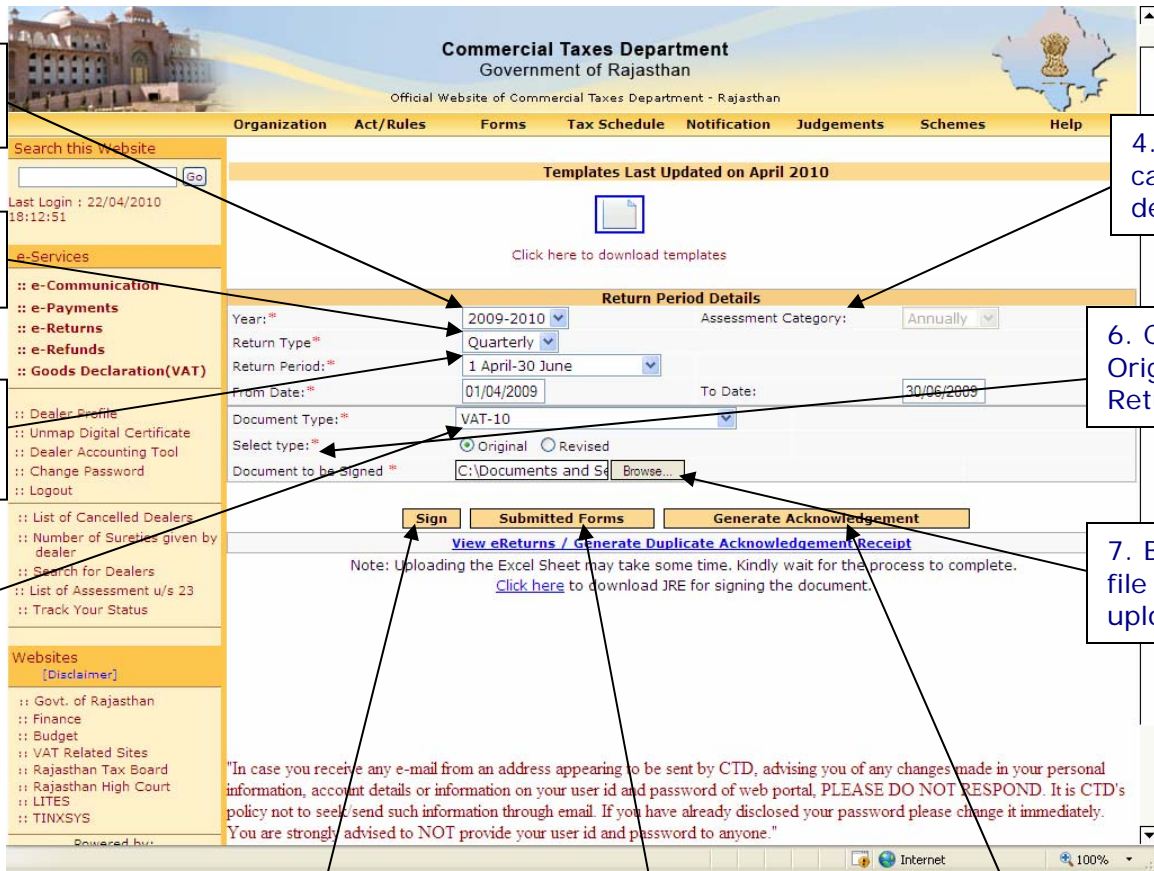
Screen-21

2. Click on Map Certificate button to view the Digital Certificates installed in your local computer.
3. After Click or Press ENTER/SPACEBAR, the list of digital certificates appears which installed into your local computer.
4. Select the Digital Certificate from list.

After completing above process mapping will be done successfully and the Map Digital Certificate icon will be replaced by Unmap Digital Certificate.

If dealer want to file the return without Digital Signature then he needs to Unmap the digital signature by clicking on Unmap digital Certificate link provided on portal.

Step-5 Sign Upload and Submit the Return Forms: -



1. Select Year.

2. Select Return Type.

3. Select Return Period.

5. Select Document Type.

4. Assessment category by default annually

6. Choose Original/Revised Returns

7. Browse to the file to be uploaded

8. Click on Sign for digitally signing the document

9. Click on Uploaded Forms to View Uploaded Forms.

10. Click on generate Acknowledgment to generate the acknowledgment receipt

Screen-22

Now select all the required fields as per the table given below:-

Sr. No.	Label Type	Action to be performed
1.	Year	Select the year for which you have to file return.
2.	Return Type	By default comes return type according to your return category.(Quarterly/Annually)
3(a).	Return period	Select the return period which can be only previous quarters of current year for quarterly returns. First quarter is April-June. Second Quarter is July-Sep and so on. For Annual Returns, the return period drop down box will contain previous 15 years. In case you need to select partial return period, select partial given at the end of the list.
3(b).	Return From and To	If you select Return Period automatically return period from and to date will be shown.
4.	Assessment Category	By default assessment category is annually. If you want to opt for Quarterly Assessment category then you need to contact to your assessment category.
5.	Document Type	Select the Form type that you want to upload: (VAT-10, VAT-7A, VAT-8A)
6.	Select Type	Select Original if you are filing the return first time for the specified period or select Revised return if you are filing revised return.
7.	File to be attached	Upload the appropriate file. .xls for VAT-10,VAT-11, VAT-10A and .csv for VAT-07A, VAT-08A.
8.	Sign	Click on Sign for digitally signing the document.
9.	Uploaded Forms	Click on Uploaded Forms to View Uploaded Forms.
10.	Generate Acknowledgment	Click on Generate Acknowledgment to generate the acknowledgment receipt

Enter these details and select the file to be signed.

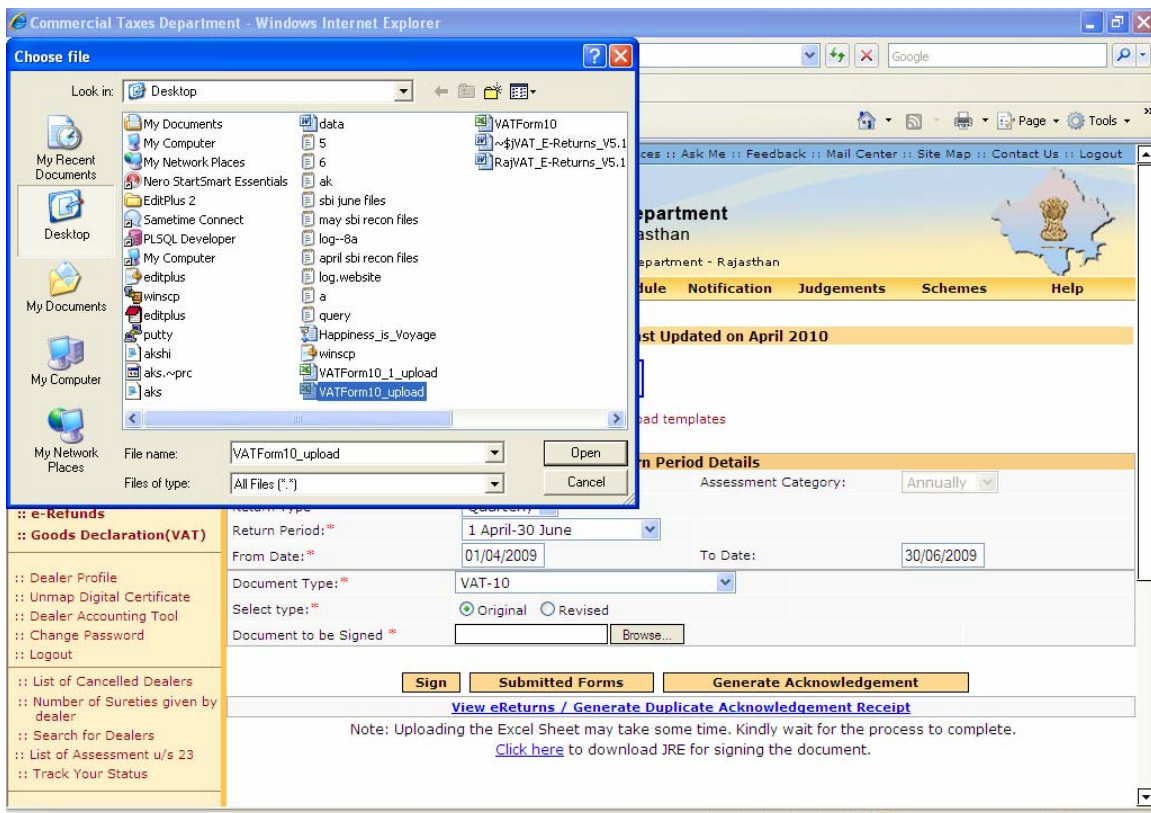
Steps to Sign, Upload and Submit “.xls” format forms:

(VAT-10)

Note:

1. All the other forms for Quarterly Returns will be uploaded only if VAT-10 is signed, uploaded and submitted successfully.

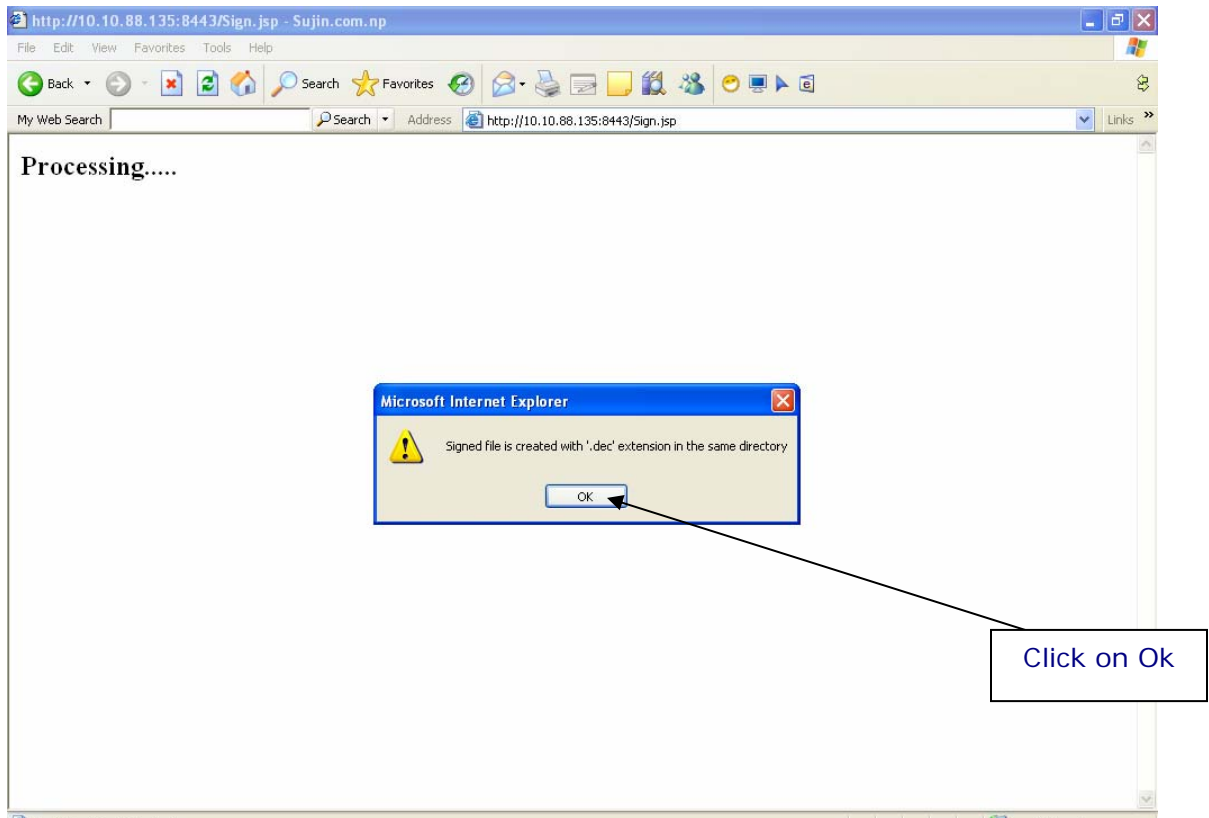
When you click browse to select the file for signing, following screen is shown (Screen-23).



Screen-23

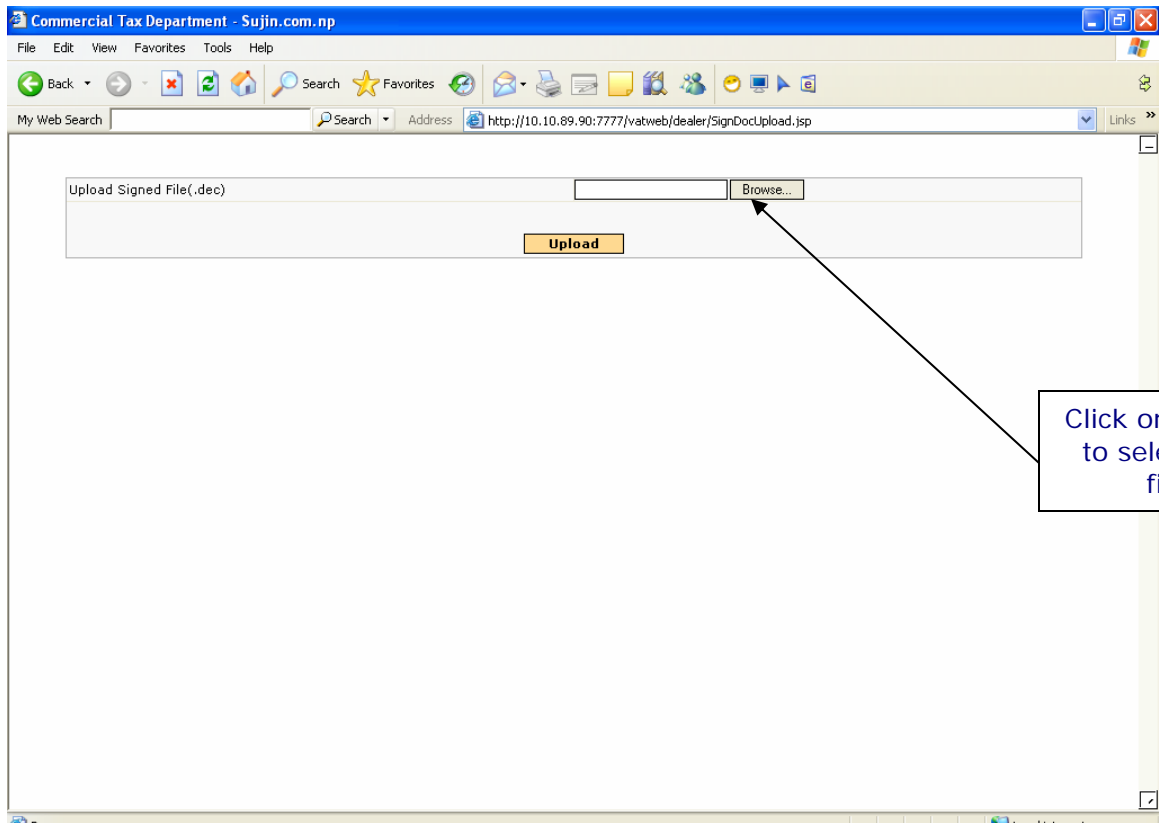
Select the file to be signed and click on open.

Click on Sign for signing the file.



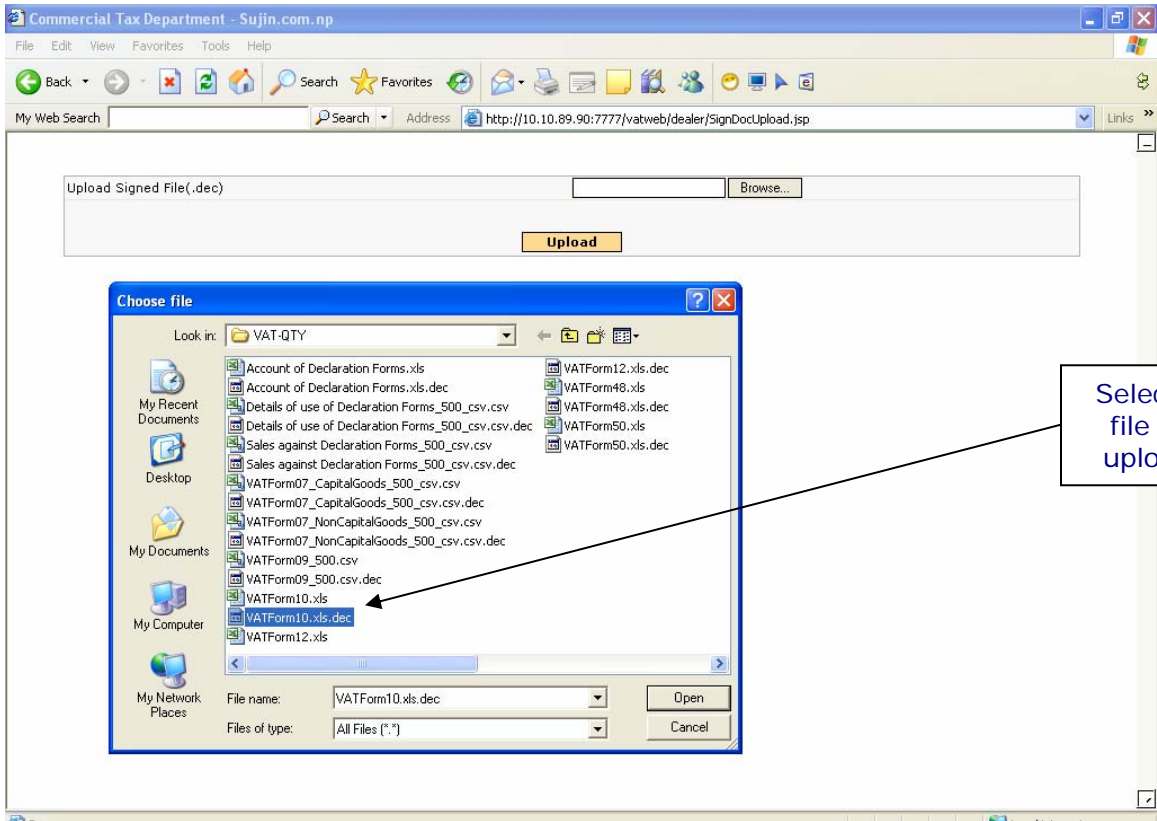
Screen-24

Once the file is signed successfully, you will get a message for the same. The digitally signed file will be created in same directory from where user selects the original file.

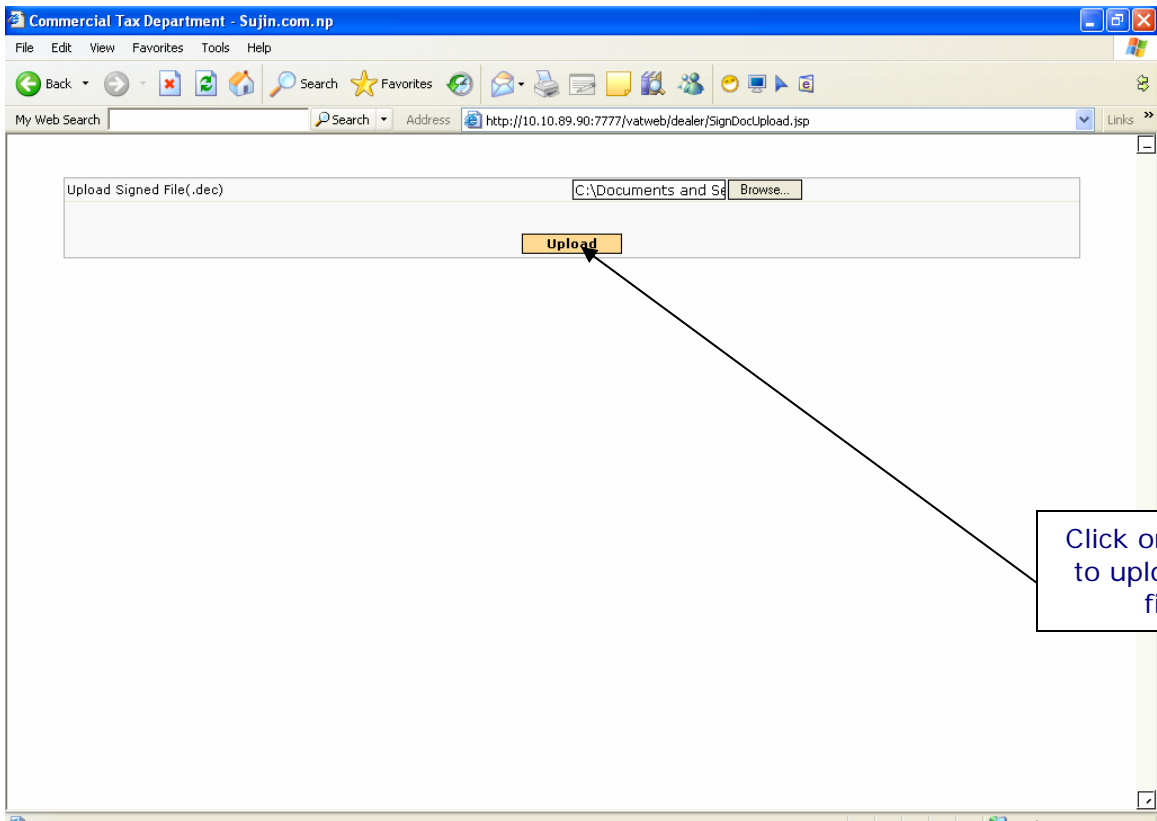


Screen-25

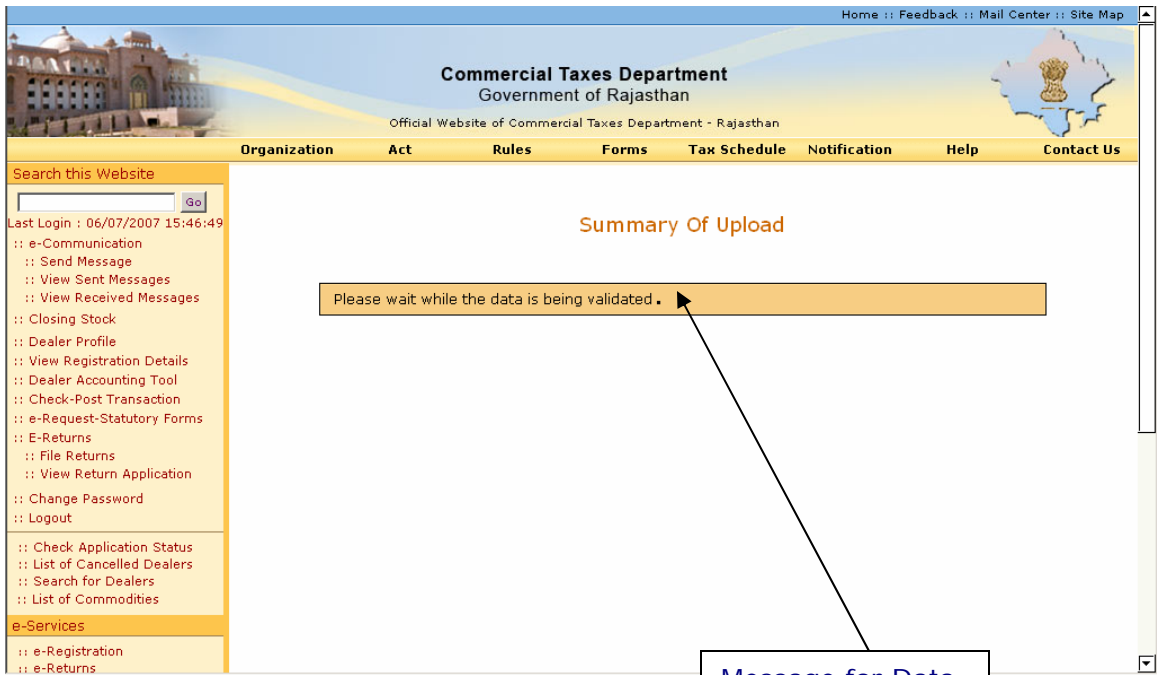
Selection of Digitally Signed file (.dec file) for uploading



Screen-26



Screen-27



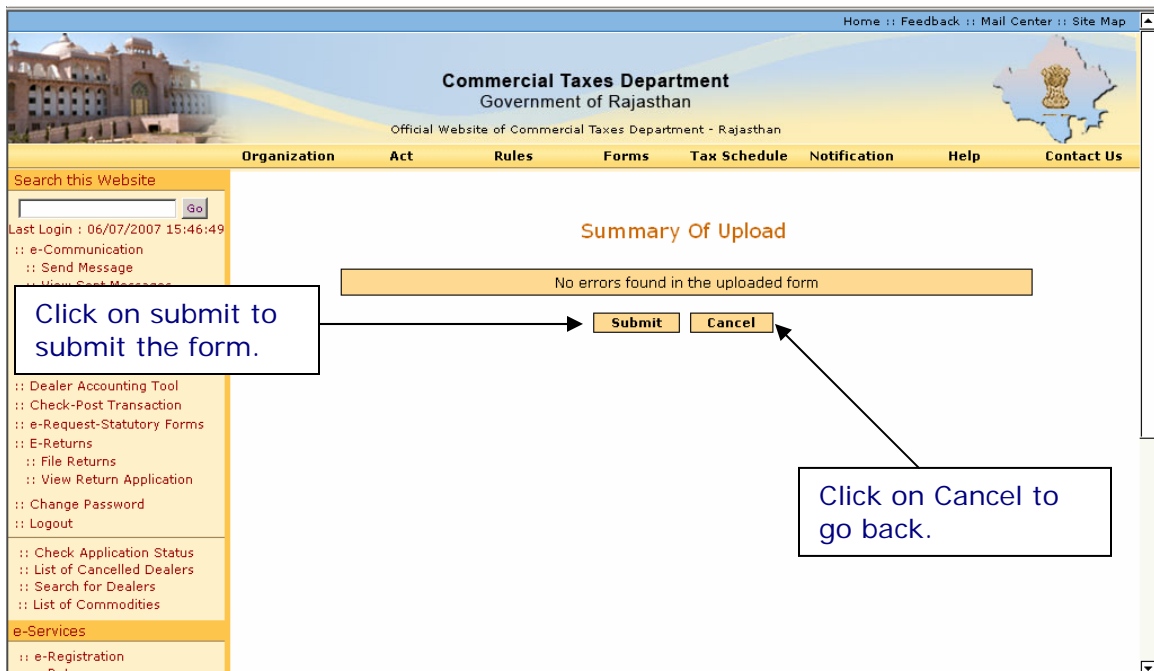
Screen-28

While this message is being shown, the data of the file uploaded is validated. After validation, if there is some error in data entry, then it will show the error list with the error message, row number and sheet details. You need to correct the data, sign the file and upload.

The system will not allow submission/upload of return(s)/annexure(s) till all the errors are corrected.

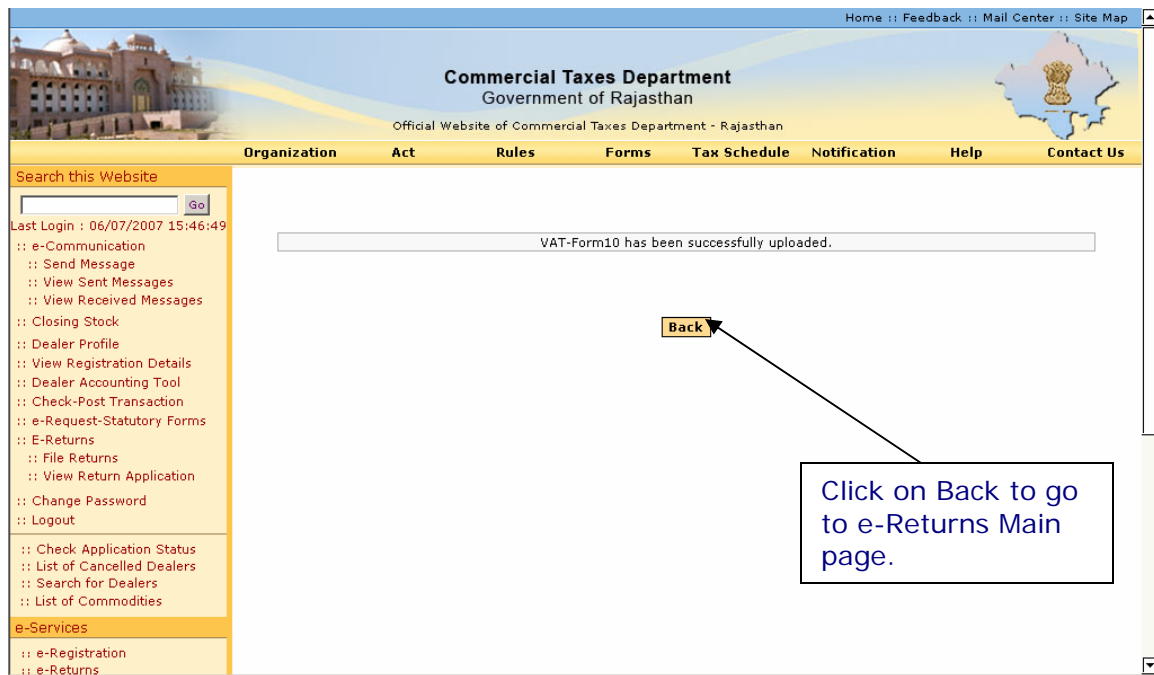
If there are no errors in the uploaded return you will find a submit button on the summary page.

Click on the submit button to file the returns. (Screen-29)



Screen-29

On click of Submit if it shows: "Form uploaded successfully" then it means your form has been uploaded successfully. (Screen-30)



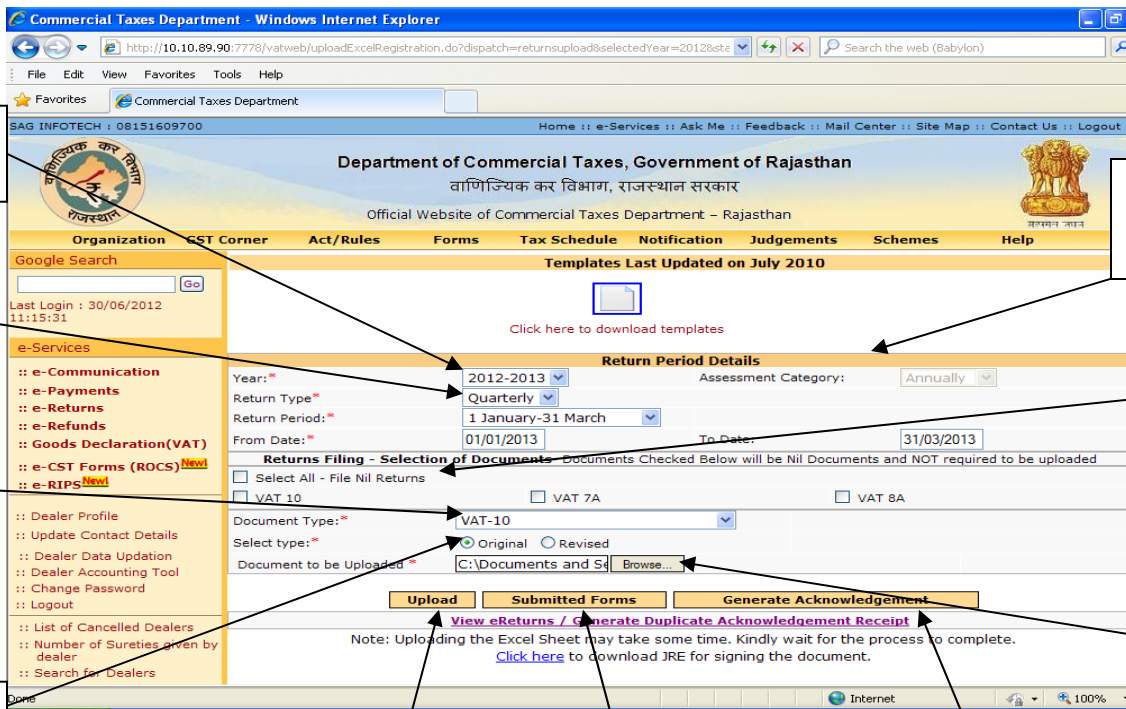
Screen-30

Click "Back" to come to the main e>Returns Page

E>Returns without digital Certificate:-

Now, Dealer can file e>Returns without digital Certificate, in this process, dealer need not to purchase digital certificate or map the digital certificate with rajtax.gov.in

The process will be the same in e>Returns with or without digital certificate apart from the below mentioned screen:-



1. Select Return Type.

2. Select Return Period.

4. Select Document Type.

6. Choose original/Revised Returns

3. Assessment category by default annually

5. Select Nil to file Nil Returns

7. Browse the file to be uploaded

8. Click on Upload to upload the Forms.

9. Click on Submitted Forms to View the Uploaded Forms.

10. Click on Generate Acknowledgment to generate the acknowledgment receipt

Screen-31

Dealer need not to go for signing the document. Dealer can directly click on the upload button for uploading the document in case of e-returns without digital certificate.

But there is one constraint in e>Returns without digital Certificate, When dealer generate his acknowledgement than they need to submit that acknowledgement receipt in his assessing authority's office. Then dealer will get another acknowledgement receipt from the tax office. That receipt will be considered as a valid acknowledgement receipt.

Thus, Dealer's e-returns without digital certificate will be considered as a complete return.

Steps to Sign, Upload and Submit “.csv” format forms:

(VAT-07A, VAT-08A)

When VAT-07A, VAT08A is selected then following screen appears. (Screen-32)

In the “Sheets to be uploaded” textbox the number of sheets that you have uploaded will be entered automatically.

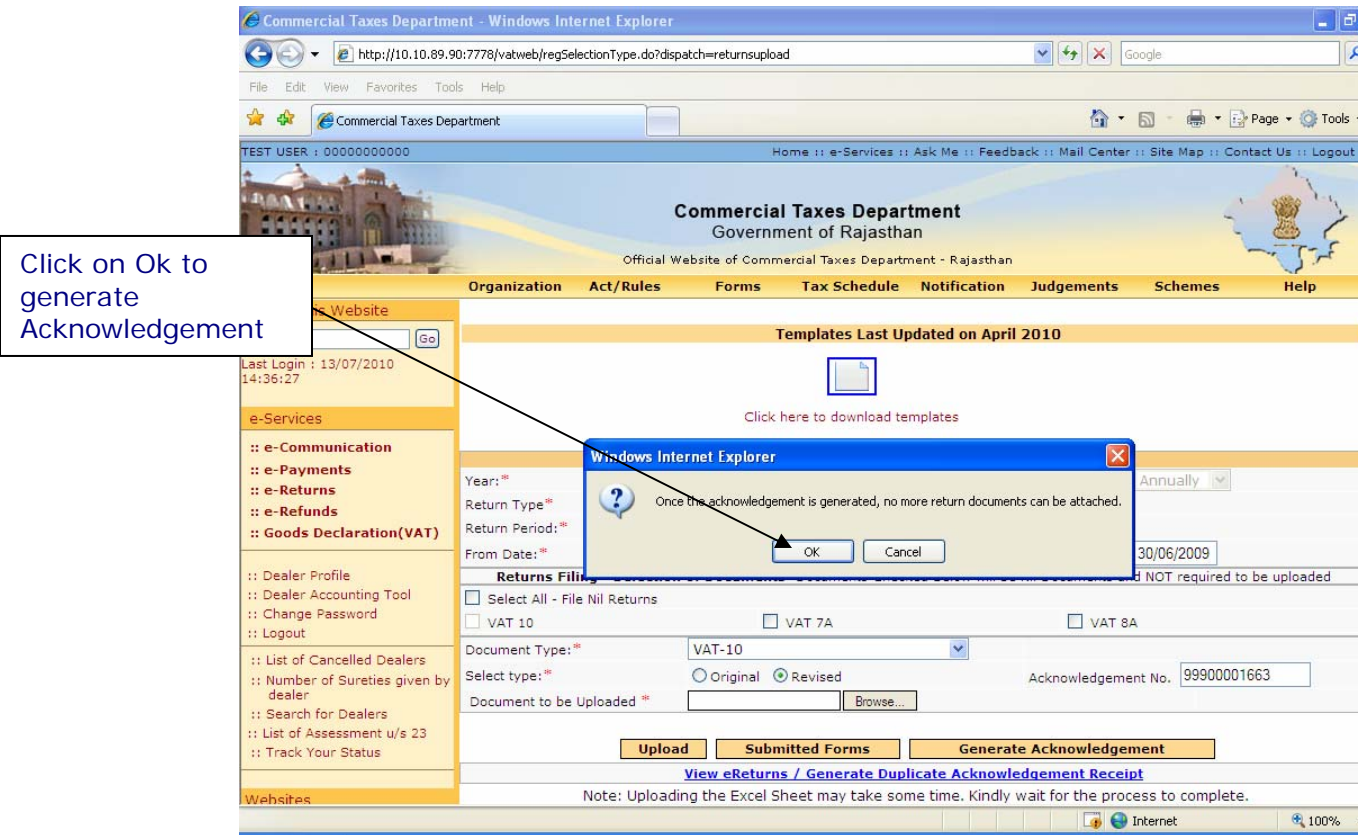
Then browse to the .csv file that you want to upload and click on sign button. Screen-23 to Screen-30 will appear in the same sequence for each of the forms.

The screenshot shows the Commercial Taxes Department website for Rajasthan. The page title is "Commercial Taxes Department - Windows Internet Explorer". The URL is "http://10.10.89.90:7778/vatweb/uploadExcelRegistration.do?dispatch=returnsupload&selectedYear=2012&stz". The page features a navigation menu with options like "Organization", "GST Corner", "Act/Rules", "Forms", "Tax Schedule", "Notification", "Judgements", "Schemes", and "Help". The main content area is titled "Templates Last Updated on July 2010" and includes a link to "Click here to download templates". Below this, there is a "Return Period Details" section with fields for "Year" (2012-2013), "Return Type" (Quarterly), "Return Period" (1 January-31 March), "From Date" (01/01/2013), and "To Date" (31/03/2013). The "Assessment Category" is set to "Annually". The "Returns Filing - Selection of Documents" section has checkboxes for "VAT 10", "VAT 7A", and "VAT 8A". The "Document Type" is set to "VAT-10", and the "Select type" is "Original". The "Document to be Uploaded" field is set to "C:\Documents and S...". At the bottom, there are buttons for "Upload", "Submitted Forms", and "Generate Acknowledgement". A note at the bottom states: "Note: Uploading the Excel Sheet may take some time. Kindly wait for the process to complete. Click here to download JRE for signing the document."

Screen-32

Step-6 Generating Acknowledgement Receipt

After successfully uploading the templates (VAT-10 for Quarterly Returns and VAT-11 or VAT-10A for Annual Returns) along with its attachments, (VAT-07A, VAT-08A) for quarterly returns. You need to now generate acknowledgement receipt. On click of the button "Generate Acknowledgement", there will be a pop-up saying "Once acknowledgement is generated, no more forms can be attached" (Screen-33).



Screen-33

If you click "Cancel", then the acknowledgement receipt will not be generated. To generate the acknowledgement receipt click "ok". If you have missed to upload any of the mandatory attachments then following message will appear on screen (Screen-34).

The screenshot shows the Commercial Taxes Department website for Rajasthan. At the top, there is a navigation bar with links: Home, e-Services, Ask Me, Feedback, Mail Center, Site Map, Contact Us, and Logout. The header includes the department name and logo. A yellow navigation menu contains: Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. On the left, there is a search box and a sidebar with 'e-Services' (e-Communication, e-Payments, e>Returns, e-Refunds, Goods Declaration(VAT)), 'Websites' (Govt. of Rajasthan, Finance, Budget, VAT Related Sites, Rajasthan Tax Board, Rajasthan High Court, LITES, TINXSYS), and a disclaimer. The main content area displays a message: 'Your return is incomplete. Following documents are pending for filing: 1. VAT-07A, 2. VAT-08A. Please file them and generate acknowledgement of your e-return.' Below the message is a 'Back' button. At the bottom, a disclaimer states: 'In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately. You are strongly advised to NOT provide your user id and password to anyone.'

Screen-34

A return is considered to be filed completely only when acknowledgement receipt is generated. Once acknowledgement receipt is generated, you will not be allowed to file e>Returns for same period again. However, revised returns can be filed provided you have filed original returns. The Acknowledgement Receipt is shown in Screen-35



**Government of Rajasthan
Commercial Taxes Department**

Acknowledgement Receipt for E>Returns (Quarterly VAT-10) without Digital Signature Certificate

Acknowledgement No	: 99900633702	Receipt Date	: 30/06/2012		
Registration No	: 08581008306	Firm Name	: JASMINE INDUSTRIAL CORPORATION		
Zone	: BHILWARA	Circle	: B	Ward	: CTO
Type of Return	: Quarterly	Period From	: 01/01/2012	Period To	: 31/03/2012
Address	: 1 BASMENT, GANPATI ENCLAVE, HEERA PANNA MARKET, BHILWARA, RAJASTHAN,				

Details of Returns Filed (Original)		
List of Return Documents Uploaded		
1. FORM VAT-10		
List of Return Documents Marked as Nil		
1. VAT-07A		
2. VAT-08A		
Date of Submission: 30/06/2012		
Item	Form VAT-10 Reference	Value
1. Gross Turnover(Rs)	Refer field no. 2.1	12344.00
2. Total tax payable under VAT and CST(Rs)	Sum of (8.10+7.12)+8.18	1061.52
3. Total Interest Payable(Rs)	Column 8->Sum of amount of interest	0.00
4. Late Fee Payable(Rs)	Column 9-> Amount of late fee	0.00
5. Total Amount Payable(Rs)	Sum of 2+3+4 of acknowledgement receipt	1061.52
6. Total ITC Claimed(Rs)	Refer field no. 7.12	0.00
7. Amount deposited under VAT and CST(Rs)	Column 8-> sum of Tax Deposit	1302.00
8. Balance (6+7)-(5) If value is negative, return is not acceptable.	(6+7) - 5 of acknowledgement receipt	240.48

Verification :

I/We verify that the above information and its enclosures are true and correct to the best of my/our knowledge and belief.

Signature : _____
 Name : _____
 Status : _____
 Place : _____
 Date : _____

Done

[Print](#) [Home](#)

Internet

100%

Screen-35

To file Revised returns click on Revised as shown in Screen-37 and repeat the steps to file the returns.

The screenshot shows the 'Returns Filing - Selection of Documents' form on the Commercial Taxes Department website. The form includes the following fields and options:

- Return Period Details:**
 - Year: 2011-2012
 - Return Type: Quarterly
 - Return Period: 1 April-30 June
 - From Date: 01/04/2011
 - To Date: 30/06/2011
 - Assessment Category: Annually
- Returns Filing - Selection of Documents:**
 - Select All - File Nil Returns:
 - VAT 10: VAT 7A: VAT 8A:
 - Document Type: Select
 - Select type: Original Revised
 - Document to be Uploaded: Browse...
 - Acknowledgement No.: 99900632844
- Buttons:** Upload, Submitted Forms, Generate Acknowledgement
- Links:** View eReturns / Generate Duplicate Acknowledgement Receipt
- Note:** Uploading the Excel Sheet may take some time. Kindly wait for the process to complete. [Click here](#) to download JRE for signing the document.

A callout box on the left side of the form contains the text: "Click on Revised to file Revised Returns." with an arrow pointing to the 'Revised' radio button.

Screen-36

Step-7 View Returns

To view the returns filed go to the home page and click on the link as shown in Screen-37

The screenshot shows the Commercial Taxes Department website for Rajasthan. The main navigation menu includes Organization, GST Corner, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. The e-Services menu is expanded, showing options like e-Communication, e-Payments, e>Returns, VAT, CST, View e-Return, e-Refunds, Goods Declaration(VAT), e-CST Forms (ROCS), and e-RIPS. A callout box with an arrow points to the 'View e-Return' link, with the text 'Click here to view all the returns filed.' The main content area displays 'Messages received from Admin' with a table of 8 records. The table has columns for Sr. No., Replied, Subject, From, Date, and Select All. The records are as follows:

Sr. No.	Replied	Subject	From	Date	Select All
1		E-Return Received.	AUTO	30-06-2012	<input type="checkbox"/>
2		Approval of Online CST Form	AUTO	23-09-2011	<input type="checkbox"/>
3		E-Return Received.	AUTO	03-08-2011	<input type="checkbox"/>
4		E-Return Received.	AUTO	03-08-2011	<input type="checkbox"/>
5		E-Return Received.	AUTO	13-01-2011	<input type="checkbox"/>
6		E-Return Received.	AUTO	13-01-2011	<input type="checkbox"/>
7		E-Return Received.	AUTO	13-01-2011	<input type="checkbox"/>
8		E-Return Received.	AUTO	13-01-2011	<input type="checkbox"/>

Navigation buttons at the bottom of the table include First, Previous, Next, and Last. Action buttons include Delete Selected, View Archived, and Add to Archive.

Screen-37

When clicked "View e-Return", a list of previously filed returns is shown (Screen-38).

Handbook of **Select Tax Type: VAT or CST** **Click on the acknowledgement number to view a specific return.**

The screenshot shows the 'List of Returns Filed' page. The 'Tax Type' dropdown menu is set to 'VAT'. The table below lists 7 records with columns for Rcpt. Sr.No., Acknowledgement No., Form Name, From Date, To Date, Acknowledgement Date, Manual/Online, Original/Revised, Hard Copy Submitted, and Hard C Submis data.

Rcpt. Sr.No.	Acknowledgement No.	Form Name	From Date	To Date	Acknowledgement Date	Manual/Online	Original/Revised	Hard Copy Submitted	Hard C Submis data
1	99900633702	Form VAT-10	01/01/2012	31/03/2012	30/06/2012	Online	Original	No	N.A
2	99900632847	Form VAT-10	01/04/2011	30/06/2011	03/08/2011	Online	Revised	No	N.A
3	99900632846	Form VAT-10	01/04/2011	30/06/2011	03/08/2011	Online	Original	No	N.A
4	99900632645	Form VAT-10A	01/04/2007	31/03/2008	13/01/2011	Online	Original	Yes	
5	99900632644	Form VAT-10A	01/04/2010	31/03/2011	13/01/2011	Online	Original	Yes	
6	99900632643	Form VAT-10	01/07/2010	30/09/2010	13/01/2011	Online	Original	No	N.A
7	99900632642	Form VAT-10	01/10/2010	31/12/2010	13/01/2011	Online	Original	No	N.A

Buttons: First, Previous, Next, Last, Generate Acknowledgement

Screen-38

Click here to generate the 'acknowledgement receipt'

If you click on the acknowledgment number you will see list of forms and annexure that you have uploaded, as shown in the screen shown below (Screen-39).

You may also regenerate the acknowledgment receipt by following steps given below: -

1. Select the return for which you need to regenerate the acknowledgment receipt.
2. Click "Generate Acknowledgment". An acknowledgment receipt shown in Screen-28 will be displayed. You can print the receipt.

Click on any form to view the details filled in that form.

Commercial Taxes Department - Windows Internet Explorer

78/vatweb/returnsView.do?dispatch=returnsFiledList

Search the web (Babylon)

Help

Department

08581008306 Home :: e-Services :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us :: Logout

Department of Commercial Taxes, Government of Rajasthan
वाणिज्यिक कर विभाग, राजस्थान सरकार
Official Website of Commercial Taxes Department – Rajasthan

Organization GST Corner Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

Google Search

Last Login : 30/05/2012 16:02:12

e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)
- :: e-CST Forms (ROCS) **New!**
- :: e-RIPS **New!**

:: Dealer Profile

:: Update Contact Details

:: Dealer Data Updation

:: Dealer Accounting Tool

:: Change Password

:: Logout

:: List of Cancelled Dealers

:: Number of Sureties given by dealer

:: Search for Dealers

List of Returns Forms

S.No	Document Name	Uploaded Date	View Document
1	VAT-10	30/06/2012 14:09:48	View
2	VAT-07A	30/06/2012 14:09:59	View
3	VAT-08A	30/06/2012 14:10:01	View

Back

Screen-39

If you click on document name you will be able to see all the details of Turnover, etc. which you have filled (Screen-40).

Refund Claimed No		FORM VAT-10 [See Rule 19 & 19A] Return		Original	
01 General Information					
1.1 Registration No.(TIN)		1.2 Year		1.3 Return period	
08581008306		2011-2012		From To	
				DD	MM
				01	01
				YYYY	YYYY
				2012	2012
1.4 Full Name of Dealer : JASMINE INDUSTRIAL CORPORATION					
1.5 Address : 1 BASMENT, GANPATI ENCLAVE, HEERA PANNA MARKET, BHILWARA RAJASTHAN					
1.6 Phone No : N.A			1.7 Email Address : N.A		
02	Details of Turnover				Amount
2.1)	Gross Turnover [Including purchase liable to tax under section 4(2), MRP Value (if opted to pay tax on MRP), payments received from Awarder, goods sold on behalf of principal (VAT-35)]				12344.00
	Deduct :				
2.2a)	Turnover of sales return of goods sold within the return period under RVAT				1.00
2.2b)	Turnover of sales return of goods sold within the return period under CST				1.00
2.2)	Total Turnover of sales return of goods sold within the return period [2.2(a)+2.2(b)]				2.00
2.3 a)	Exempted in Schedule-I (sold within state)				1.00
2.3 b)	Fully exempted in Schedule - II u/s 8(3) of RVAT ACT				1.00
2.3 c)	Sales made for promotion of SEZ or Exports u/s 8(4) of RVAT ACT				1.00
2.3 d)	Sales of goods purchased & sold outside state				1.00
2.3 e)	Turnover under section 5 [Composition scheme] of RVAT ACT				1.00
2.3 f)	Turnover under section 8(3) [works contract EC] of RVAT ACT				1.00
2.3 g)	Turnover under section 3(2) [in case of switch over] of RVAT ACT				1.00
2.3 h)	Others not liable to tax under VAT (Please specify)				1.00
2.3 i)	Others not liable to tax under VAT Description				sd
	Total Turnover (a to h)				8.00
2.4)	Turnover of goods taxable at first point which have already suffered tax				1.00
2.5)	Turnover of goods sold in the state on behalf of principal (against Form VAT 36A)				1.00
2.6)	Amount of labour deductible from receipts (in case of works Contracts)				1.00
2.7)	Sales to Exporters within the state (against FormVAT-15)				1.00

Screen-40

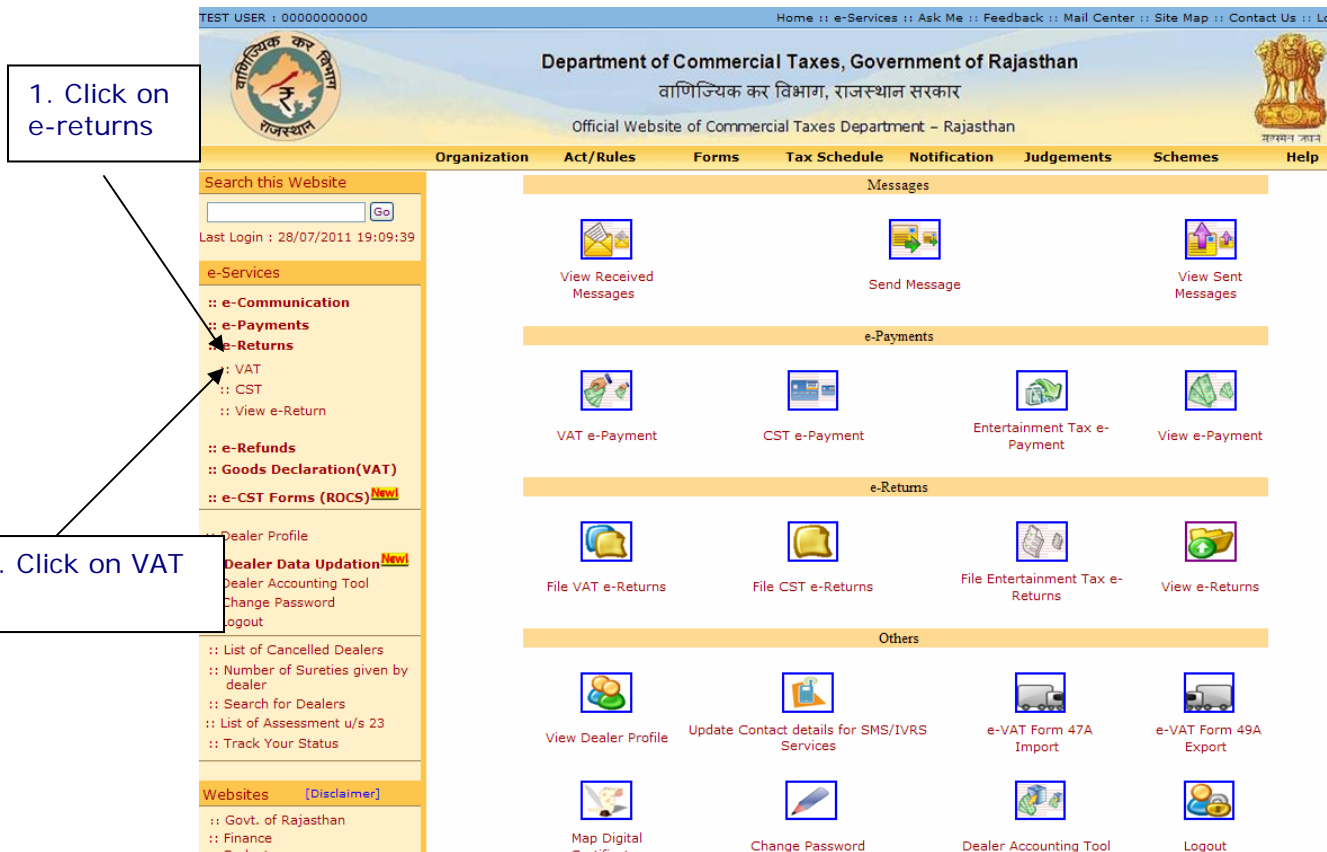
A return is considered to be filed completely only when acknowledgement receipt is generated. Once acknowledgement receipt is generated, you will not be allowed to file e>Returns for same period again. However, revised returns can be filed once original returns are filed.

Step-3 Preparation of VAT Returns (For Financial Year 2011-12): -

User manual for both the versions are as follows:

From Financial Year 2011-12 (All returns Starting from 01/Apr/2011 Till 31stMar/2012)

If the details entered by you are found correct; you will be logged in. You are entitled for number of e-services. Please select e>Returns link on the left hand side column (Screen-5).



Screen-41

After clicking on "e>Returns" link, option for VAT and CST will be displayed. Click on VAT link to file VAT and CST composite return, then following screen would be shown (Screen-6).

You can upload your e>Returns in format .xls format.

TEST USER : 00000000000 Home :: e-Services :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us :: Lt

Department of Commercial Taxes, Government of Rajasthan
वाणिज्यिक कर विभाग, राजस्थान सरकार
Official Website of Commercial Taxes Department - Rajasthan

Organization Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

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e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)

:: Dealer Profile

- :: Dealer Data Updation
- :: Dealer Accounting Tool
- :: Change Password
- :: Logout

:: List of Cancelled Dealers

- :: Number of Sureties given by dealer
- :: Search for Dealers
- :: List of Assessment u/s 23
- :: Track Your Status

Websites [Disclaimer]

- :: Govt. of Rajasthan
- :: Finance
- :: Budget
- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS

Important Note on e-Filing - July'11

Dear Users,

This is with reference to the changes in return Process. Please follow the instructions as mentioned below before filing the e>Returns:-

1. You need to select the financial year for which you want to file the e-returns.
2. Assessment Category would be shown to you as annually if you have not opted for Quarterly Assessment Category.
3. Assessment Category option would be in frozen state and you can't alter it.
4. If you want to change Assessment Category as Quarterly, then you need to contact to your concerned assessing authority
5. Rest of the e-Return filling process will be same as previous process.
6. For more details refer to Quick Guide for E-Filing.

Note:-

1. Make sure that you are using Internet Explorer 6.0 and above.
2. For Dealers Filing Return Using Digital Signature With IE 8.0 And Above, Need To Make Following Change:
Go to Internet Explorer-> Tools->Internet Option-> Security-> Custom Level-> find "Include local directory path when uploading files to a server" and click on "Enable."
[View](#)
3. Please make sure that your system date format is either DD-MM-YYYY or MM-DD-YYYY only.
[View](#)

[Quick Guide For E-Filing](#) [Proceed with e>Returns](#)


Click here to proceed

*In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information


Screen-42

Now you will get this screen shown below in screen-7 after you click "proceed with e-returns"

PURUSHOTTAM S/O MALIRAM : 08142191075 Home :: e-Services :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us ::



Department of Commercial Taxes, Government of Rajasthan
वाणिज्यिक कर विभाग, राजस्थान सरकार
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समस्त ज्ञाने

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e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)


Dealer Profile

- :: Dealer Data Updation
- :: Dealer Accounting Tool
- :: Change Password
- :: Logout
- :: List of Cancelled Dealers
- :: Number of Sureties given by dealer
- :: Search for Dealers
- :: List of Assessment u/s 23
- :: Track Your Status

Websites [\[Disclaimer\]](#)

- :: Govt. of Rajasthan
- :: Finance
- :: Budget
- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS

Templates Last Updated on July 2010


Click here to download templates

Return Period Details

Year:* 2011-2012 Assessment Category: Annually

Return Type* Quarterly

Return Period:* 1 April-30 June

From Date:* 01/04/2011 To Date: 30/06/2011

Returns Filing - Selection of Documents- Documents Checked Below will be Nil Documents and NOT required to be uploaded

Select All - File Nil Returns

VAT 10 VAT 7A VAT 8A

Document Type:* Select

Select type:* Original Revised

Document to be Uploaded *

[View eReturns / Generate Duplicate Acknowledgement Receipt](#)

Note: Uploading the Excel Sheet may take some time. Kindly wait for the process to complete.
[Click here](#) to download JRE for signing the document.

*In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information

Screen-43

Important Guidelines:

- i. From now onwards Quarterly Returns Form VAT-10 and CST-1 have been merged in one Template so dealer needs to fill one combined form for both VAT and CST.
- ii. For every dealer, Assessment Category will be set as Annual by default for every Financial Year. If dealer wants to opt for Quarterly Assessment Category then he needs to contact his concerned Assessing Authority.
- iii. Dealers would upload VAT-07A, VAT-08A along with the Form VAT-10 document irrespective of their assessment category.
- iv. Dealers can file VAT-10 irrespective of their category. From now onwards dealers who are present under 3/2 or 5/1 can also file Quarterly return.
- v. Dealers who are not registered under CST Act are not allowed to fill CST data in the Template.
- vi. To take the print of the filled return document properly on your system (i.e. VAT-Form7A, VAT-Form8A etc), Users are advised to follow the below guidelines:
 - (a) From Excel option bar navigate to File (ALT+F) -->Page Setup and adjust the following print settings:
 - (i) Set orientation to Landscape
 - (ii) Scaling adjust to 65% of the normal size
 - (iii) Paper Size Legal
 - (iv) Click Ok and print the page

To fill up the return, you are required to download the templates from the website. It is advisable to download these templates once and store for future use. You should have Microsoft Excel Sheet (version may be 97, 2000, 2003 or 2007) installed in your computer for this purpose.

Note:

- 1) Your System date format must be in either DD-MM-YYYY or MM-DD-YYYY only.
- 2) If you have downloaded the templates before the last updated date mentioned then you need to download new template.

To download the templates for filing e>Returns, click on required form name (template).

After downloading requisite templates, data can be entered in these templates in following steps:

- 3) Open downloaded templates and fill the template with appropriate data.
- 4) Enter the kind of data as per the color shown in the background. The color scheme is:

Light Green: - Only **numbers** are to be entered in the cell.

Dark Green: - Only select data from the displayed **list** only.

Orange: - Only **dates** are allowed to be entered in the cell in DD-MON-YYYY format.

Pink: - Only **characters and numbers** are to be entered in the cell.

After downloading requisite templates, data can be entered in these templates in following steps:

1. Open downloaded templates and fill the template with appropriate data.
2. Enter the kind of data as per the color shown in the background. The color scheme is:

Light Green: - Only **numbers** are to be entered in the cell.

Dark Green: - Only select data from the displayed **list** only.

Light Blue: - Only **characters** are to be entered in the cell.

Orange: - Only **dates** are allowed to be entered in the cell.

Pink: - Only **characters and numbers** are to be entered in the cell.

VAT-10:

- 3) Download VAT-10_2011.xls and other forms also and save it in your local computer.
- 4) Open it using Microsoft Excel and fill the required details and save the excel sheet

Following is the sample template for VAT-10_2011 (Screen-8 and 9)

Please enable macros before you start filling the template

The screenshot shows a Microsoft Excel spreadsheet titled 'VATForm10_2011.xls'. The spreadsheet contains a table with columns for 'NO' and 'Amount'. The rows are numbered 1 through 26, with various VAT-related entries. A dialog box titled 'Instructions' is open, displaying a note: 'Please enable macros to use the Macro utility for validations' and 'After filling the data click on Validate Button to validate the data.' A green arrow points from the dialog box to a 'Validate' button located in the upper right area of the spreadsheet. A callout box on the right side of the spreadsheet says 'Click on validate button to save your template'.

NO	Amount
1	VAT-10
2	Refund Claimed*
3	02.Details of Turnover Sales
4	2.1) Gross Turnover [Includes- purchase liable to tax u/s4(2); MRP Value, if opted to pay tax on MRP; payments received from Awarder, goods sold on behalf of principal & Sales through agent (VAT-35)]
5	Deduct
6	2.2) Turnover of sales return of goods sold within the return period (RVAT+CST) Sales
7	2.3 a) Exempted in Schedule-I (sold within State)
8	2.3 b) Fully exempted in Schedule - II u/s 8(3) of RVAT ACT
9	2.3 c) Sales made for promotion of SEZ or Export RVAT ACT
10	2.3 d) Sales of goods purchased & sold outside India
11	2.3 e) Turnover under section 5 [composition scheme] RVAT ACT
12	2.3 f) Turnover under section 8(3) [works contracts] RVAT ACT
13	2.3 g) Turnover under section 3(2) [in case of supply of goods] RVAT ACT
14	2.3 h) Others not liable to tax: under VAT (Please specify)
15	Total Turnover (a to h)
16	2.4) Turnover of goods taxable at first point which have already suffered tax
17	2.5) Turnover of goods sold in the State on behalf of principal (against Form VAT 36A)
18	2.6) Amount of labour deductible from receipts (in case of works Contracts)
19	2.7) Sales to Exporters within the state (against FormVAT-15)
20	2.8) Sales in course of Export U/s 5(3) of CST ACT, (against Form H)
21	2.9) Sales in course of Export U/s 5(1) of CST ACT
22	2.10) Sales outside State Branch/Depot/Stock Transfer/Consignment Sale (against Form F)
23	2.11) Subsequent Inter State sales u/s 6(2) of CST ACT
24	2.12) Inter State sales under section 6(3) of CST ACT (against Form J)
25	2.13) Inter State sales made to SEZ under section 8(6) of CST ACT (against Form I)
26	2.14) Inter State sales made to SEZ under section 8(6) of CST ACT (against Form I)

Screen-44

To fill CST details, fill the below tab in template shown in screen -9.

1	3B. Tax Liability under CST						
2	Details of Sales	Tax Rate	Tax Rate If Others	Commodity	Commodity If Others	Turnover	Am
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13	3.1.5) Total (3.1.1 to 3.1.4)						0.00
14	3.1.6) Sales return of taxable goods under section 8A of CST ACT (other than return period)						
15	3.1.7) Total Output (3.1.5 - 3.1.6)						0.00
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
37							
38							

Screen-45

Note:

You can accordingly add or delete the number of rows in the template as per requirement with the help of "Add Rows" & "Delete Rows" buttons provided in the templates respectively as shown in below screen:

The screenshot shows the Microsoft Excel application window titled "VATForm10_2011.xls". The spreadsheet contains two tables for reporting VAT data. The first table starts at row 3 and ends at row 13, with a summary row at row 14. The second table starts at row 15 and ends at row 25, with a summary row at row 26. Both tables have columns for "Commodity", "Commodity If Others", "Turnover", and "Amount of Tax". The "Amount of Tax" column contains values of 0.00 for all rows. Row 27 is a summary row for "22 (1)(c) (other than return period)" with turnover of 0.00 and tax of 0.00. Row 28 is another summary row with turnover of 0.00 and tax of 0.00. On the right side of the spreadsheet, there are two callout boxes. The top one, labeled "To add rows, click here", points to the "Add Rows" button. The bottom one, labeled "To delete rows, click here", points to the "Delete Rows" button. The spreadsheet interface includes a menu bar (File, Edit, View, Insert, Format, Tools, Data, Window, Help), a toolbar, and a status bar at the bottom showing the current sheet as "Output Tax".

	C	D	E	F						
1										
2										
3	Commodity	Commodity If Others	Turnover	Amount of Tax						
4				0.00						
5				0.00						
6				0.00						
7				0.00						
8				0.00						
9				0.00						
10				0.00						
11				0.00						
12				0.00						
13				0.00						
14										
15	Commodity	Commodity If Others	Turnover	Amount of Tax						
16				0.00						
17				0.00						
18				0.00						
19				0.00						
20				0.00						
21				0.00						
22				0.00						
23				0.00						
24				0.00						
25				0.00						
26				0.00						
27	22 (1)(c) (other than return period)			0.00	0.00					
28				0.00	0.00					
29										
30										
31										
32										
33										
34										
35										
36										
37										

Screen-46

After clicking on validate button, if no error is found, then following screen will be displayed as shown in screen 11.

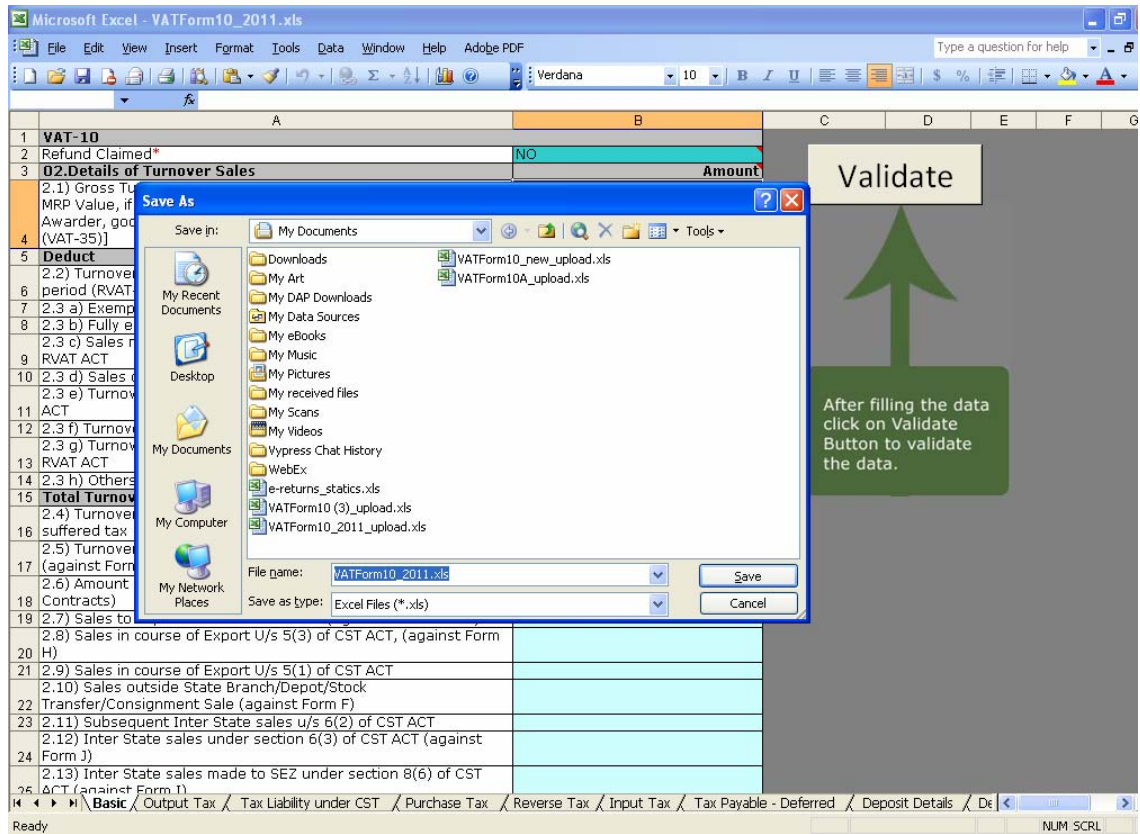
Click on Yes to save the template

The screenshot shows a Microsoft Excel spreadsheet titled 'VATForm10_2011.xls'. The spreadsheet contains a VAT form template with various sections and data entry fields. A 'Validate' button is located on the right side of the spreadsheet. A green arrow points from the 'Validate' button to a green box containing the text: 'After filling the data click on Validate Button to validate the data.' A dialog box titled 'Microsoft Excel' is open in the center of the spreadsheet, displaying the message: 'No error found in sheet. Do you want to generate Upload file?' with 'Yes' and 'No' buttons. A black arrow points from the 'Yes' button to the text 'Click on Yes to save the template'.

	A	B	C	D	E	F	G
1	VAT-10						
2	Refund Claimed*	NO					
3	02.Details of Turnover Sales	Amount					
4	2.1) Gross Turnover [Includes- purchase liable to tax u/s4(2); MRP Value, if opted to pay tax on MRP; payments received from Awarder, goods sold on behalf of principal & Sales through agent (VAT-35)]						
5	Deduct						
6	2.2) Turnover of sales return of goods sold within the return period (RVAT+CST) Sales						
7	2.3 a) Exempted in Schedule-I (sold within State)						
8	2.3 b) Fully exempted in Schedule - II u/s 8(3) of RVAT ACT						
9	2.3 c) Sales made for promotion of SEZ or Exports u/s 8(4) of RVAT ACT						
10	2.3 d) Sales of goods purchased & sold outside the State						
11	2.3 e) Turnover under section 5 (composition scheme) of ACT						
12	2.3 f) Turnover under section 8(3) [works contract EC] of						
13	2.3 g) Turnover under section 3(2) [in case of switch over						
14	RVAT ACT						
15	2.3 h) Others not liable to tax: under VAT (Please specify)						
16	Total Turnover (a to h)						.00
17	2.4) Turnover of goods taxable at first point which have suffered tax						
18	2.5) Turnover of goods sold in the State on behalf of principal (against Form VAT 36A)						
19	2.6) Amount of labour deductible from receipts (in case of works Contracts)						
20	2.7) Sales to Exporters within the state (against FormVAT-15)						
21	2.8) Sales in course of Export U/s 5(3) of CST ACT, (against Form H)						
22	2.9) Sales in course of Export U/s 5(1) of CST ACT						
23	2.10) Sales outside State Branch/Depot/Stock						
24	2.11) Subsequent Inter State sales u/s 6(2) of CST ACT						
25	2.12) Inter State sales under section 6(3) of CST ACT (against Form J)						
26	2.13) Inter State sales made to SEZ under section 8(6) of CST ACT (against Form I)						

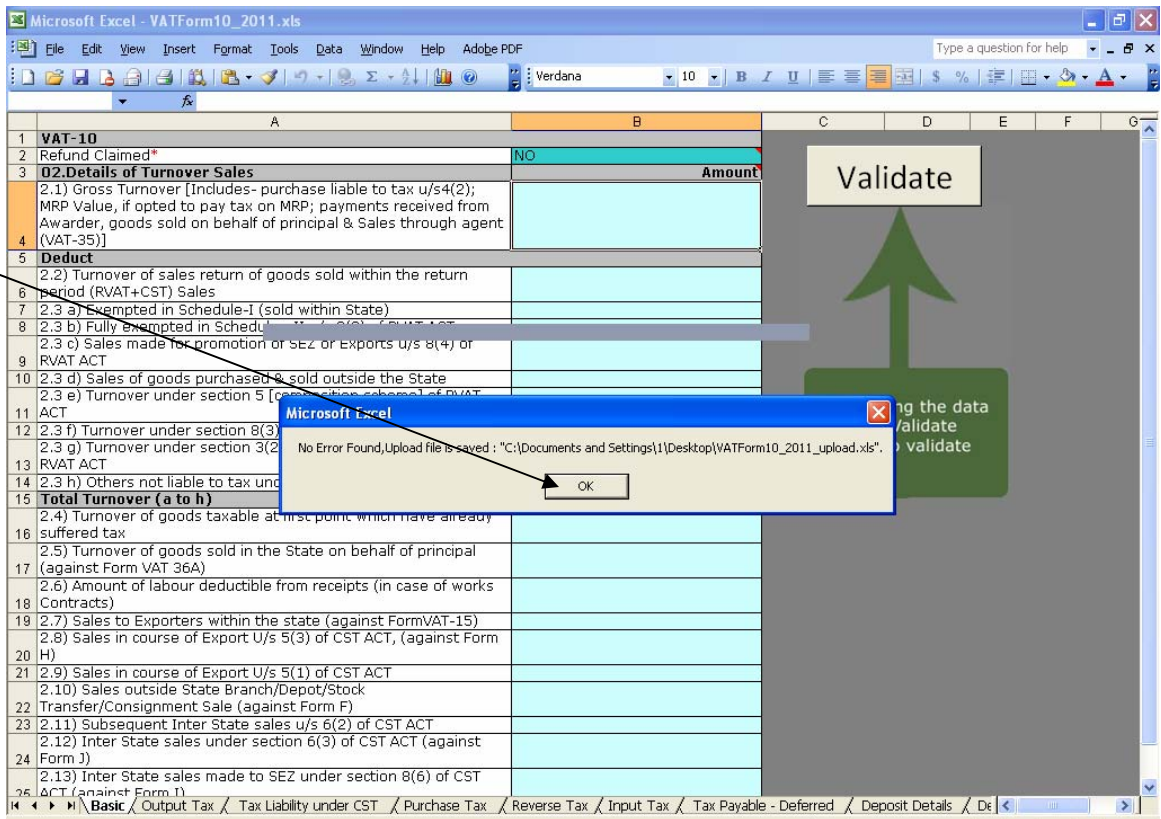
Screen-47

After clicking "Yes", a dialogue box will get open as shown in below screen 12



Screen-48

Click on "OK".



Screen-49

Click on "Ok" in the alerts. The file will be saved at your selected location.

VAT-07A And VAT-8A

NOTE: There is no change in Form VAT-07A and Form VAT-08A.

For Form VAT-07A, VAT-8A:

- 2) Download VAT-07A, VAT-8A from CTD portal and save it in your local computer.
- 2) Open using Microsoft Excel and fill the required details.
- 3) You need to click on the Validate Button after filling of required details and on successful validation it would generate the upload file on specified path in .CSV format except Form-VAT10 that would be generated in .xls format.

Following is a sample template of VAT-07A.

Microsoft Excel - VATForm7A_upload

File Edit View Insert Format Tools Data Window Help

Type a question for help

Validate

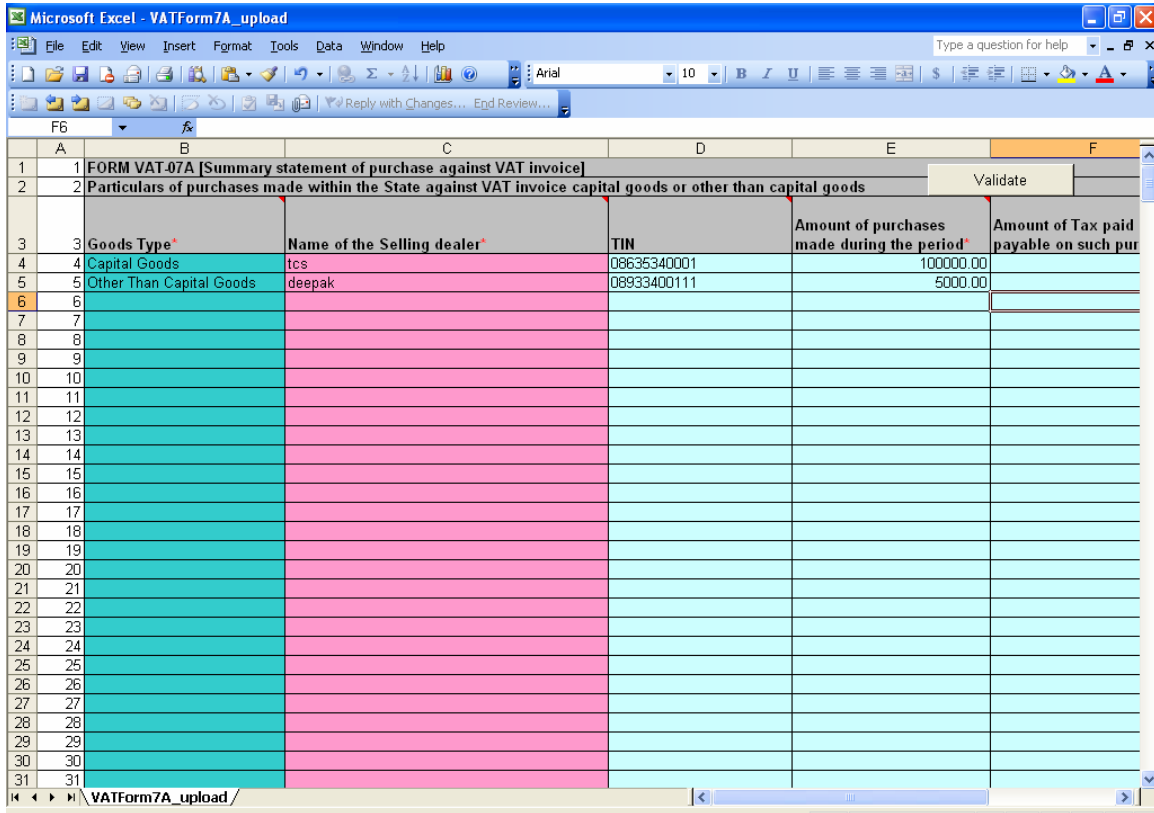
	A	B	C	D	E	F
1	1	FORM VAT-07A [Summary statement of purchase against VAT invoice]				
2	2	Particulars of purchases made within the State against VAT invoice capital goods or other than capital goods				
3	3	Goods Type*	Name of the Selling dealer*	TIN	Amount of purchases made during the period*	Amount of Tax paid payable on such pur
4	4	Capital Goods	tcs	08635340001	100000.00	
5	5	Other Than Capital Goods	deepak	08933400111	5000.00	
6	6					
7	7					
8	8					
9	9					
10	10					
11	11					
12	12					
13	13					
14	14					
15	15					
16	16					
17	17					
18	18					
19	19					
20	20					
21	21					
22	22					
23	23					
24	24					
25	25					
26	26					
27	27					
28	28					
29	29					
30	30					
31	31					

VATForm7A_upload /

Screen-50

You need to click on the Validate Button after filling of required details and on successful validation it would generate the upload file on specified path in .CSV format except Form-VAT10 that would be generated in .xls format.

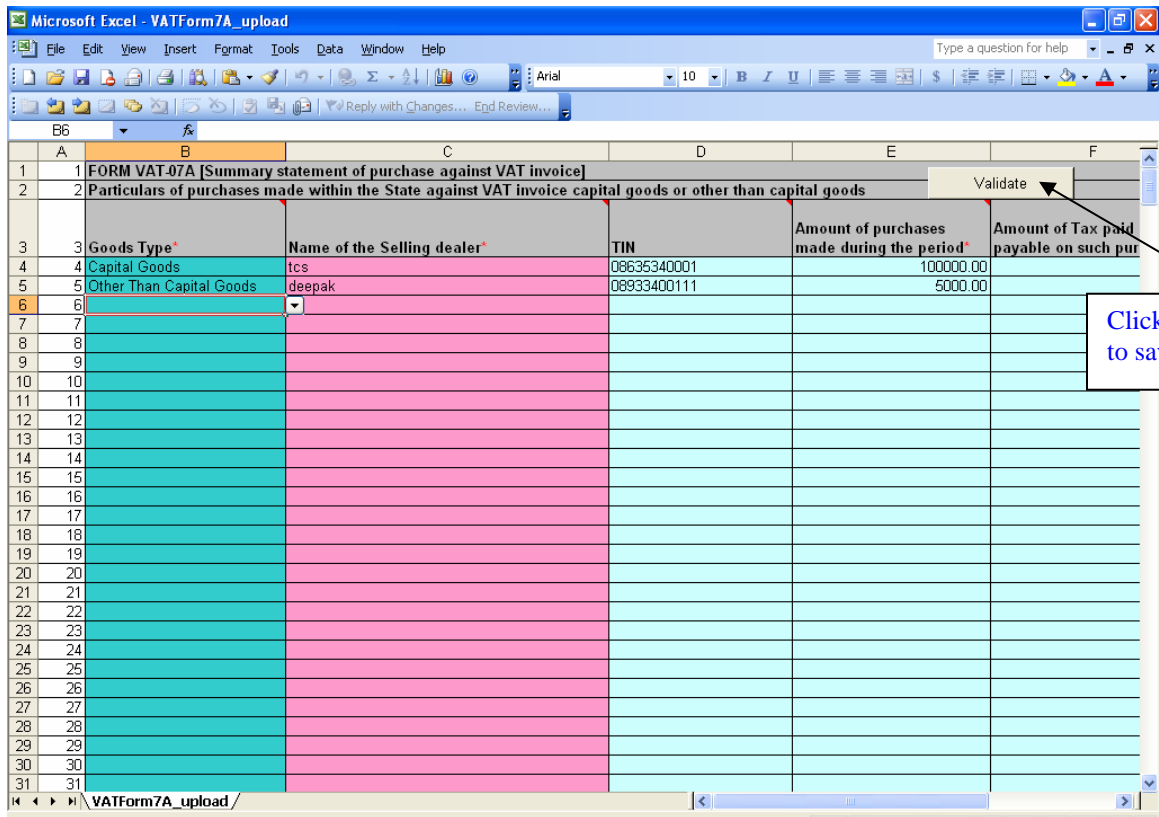
Following is a sample template of VAT-07A.



Screen-51

To save the form in .csv format follow the steps given below: -

5. Click on Validate button provided in the template given below (Screen-52).

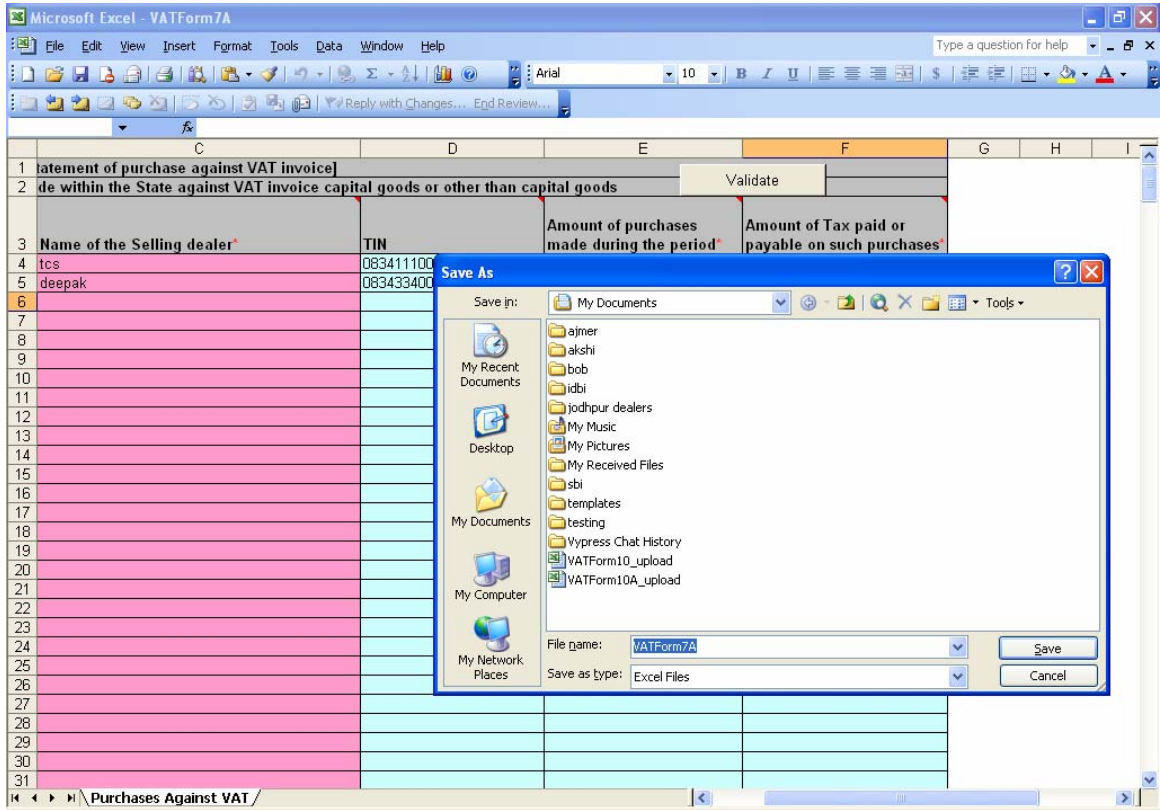


The screenshot shows a Microsoft Excel spreadsheet titled "VATForm7A_upload". The spreadsheet contains a table for reporting VAT purchases. The table has columns for "Goods Type", "Name of the Selling dealer", "TIN", "Amount of purchases made during the period", and "Amount of Tax paid payable on such purchases". The first two rows are headers, and the following rows contain data for "Capital Goods" and "Other Than Capital Goods". A "Validate" button is located in cell F2. An annotation points to this button with the text "Click on Validate button to save your template."

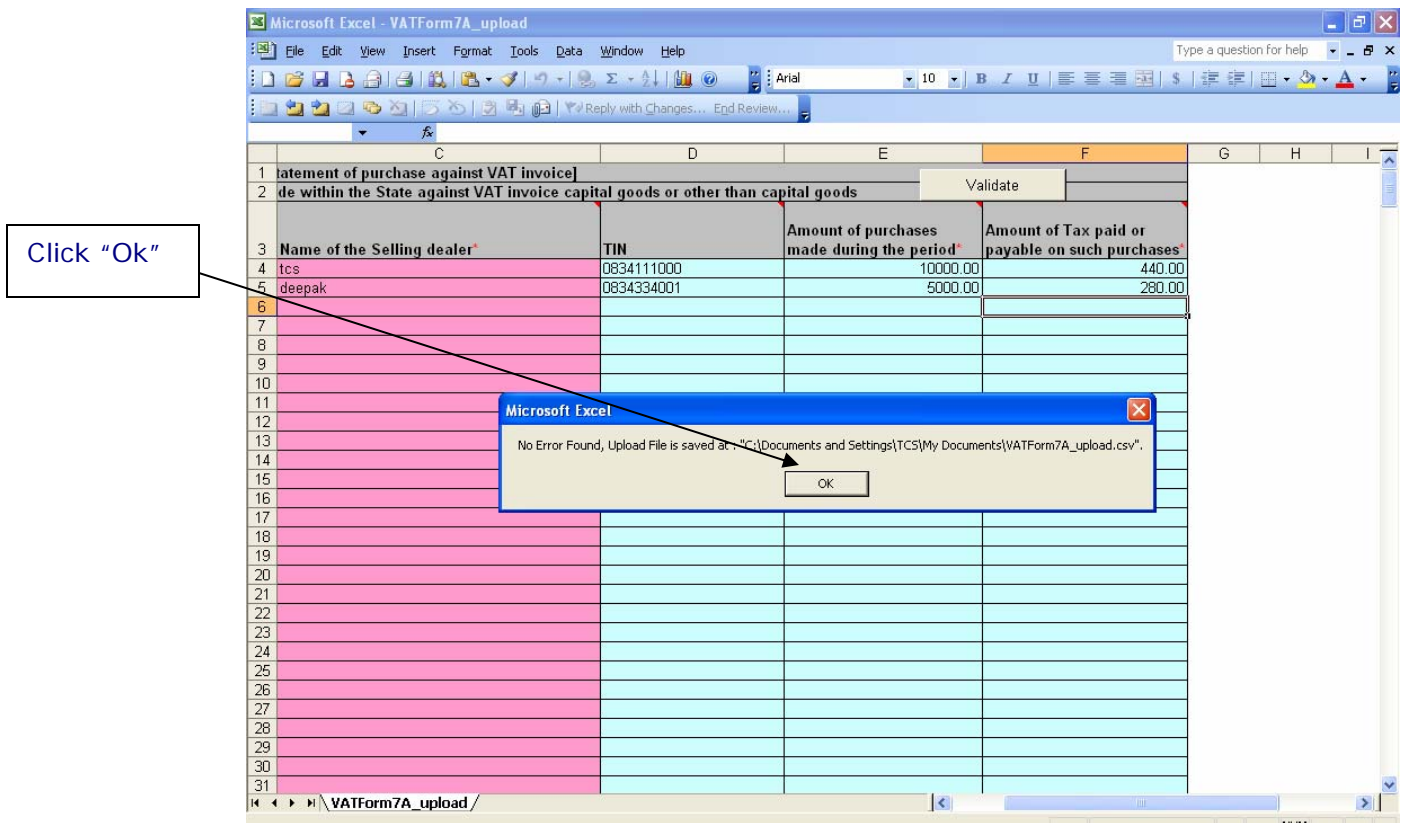
	A	B	C	D	E	F
1		FORM VAT-07A [Summary statement of purchase against VAT invoice]				
2		Particulars of purchases made within the State against VAT invoice capital goods or other than capital goods				Validate
3	3	Goods Type*	Name of the Selling dealer*	TIN	Amount of purchases made during the period*	Amount of Tax paid payable on such purchases
4	4	Capital Goods	tcs	08635340001	100000.00	
5	5	Other Than Capital Goods	deepak	08933400111	5000.00	
6	6					
7	7					
8	8					
9	9					
10	10					
11	11					
12	12					
13	13					
14	14					
15	15					
16	16					
17	17					
18	18					
19	19					
20	20					
21	21					
22	22					
23	23					
24	24					
25	25					
26	26					
27	27					
28	28					
29	29					
30	30					
31	31					

Screen-52

6. Click on validate and you will get following dialog box as shown below (Screen-53).



Screen-53



Screen-55

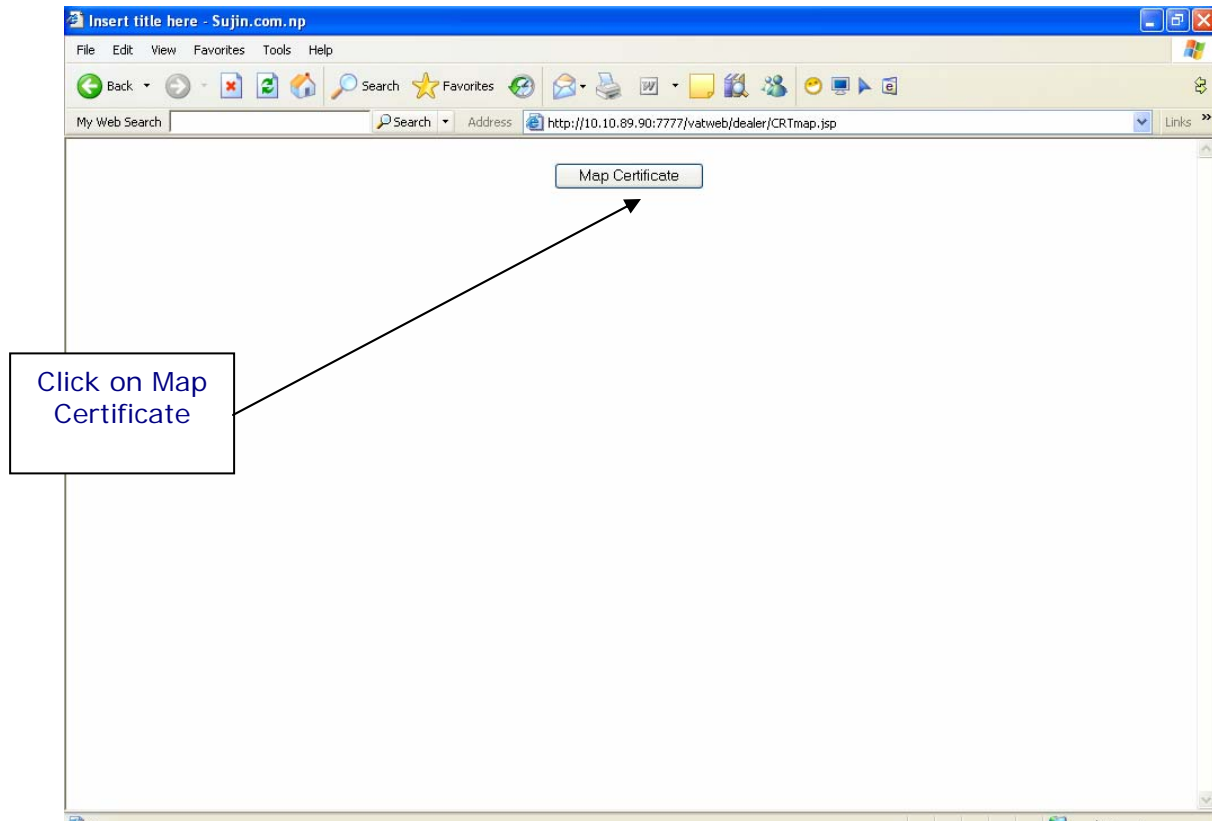
8. Click on "Yes"/ "Ok" in the alerts. The file will be saved at your selected location.

Step-4 Mapping Digital Certificate: -

The screenshot displays the TATA CONSULTANCY SERVICES web portal interface. On the left, a navigation menu includes sections for 'e-Services', 'e-Communication', 'e-Payments', 'e>Returns', and 'Others'. A callout box with the text 'Click on Map Digital Certificate' points to the 'Map Digital Certificate' icon in the 'Others' section. The main content area is organized into several categories: 'View Received Messages', 'Send Message', and 'View Sent Messages'; 'e-Payments' (VAT e-Payment, CST e-Payment, Entertainment Tax e-Payment, View e-Payment); 'e>Returns' (File VAT e>Returns, File CST e>Returns, File Entertainment Tax e>Returns, View e>Returns); and 'Others' (View Dealer Profile, Update Contact details for SMS/IVRS Services, e-VAT Form 47A Import, e-VAT Form 49A Export, Map Digital Certificate, Change Password, Dealer Accounting Tool, Logout). At the bottom, a disclaimer states: 'In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately.'

Screen-56

5. Click on Map Digital Certificate icon to mapping with digital certificate. This link is shown only when mapping is not done. When mapping will be done with the digital certificate this icon will be replaced by Unmap digital Certificate from here.



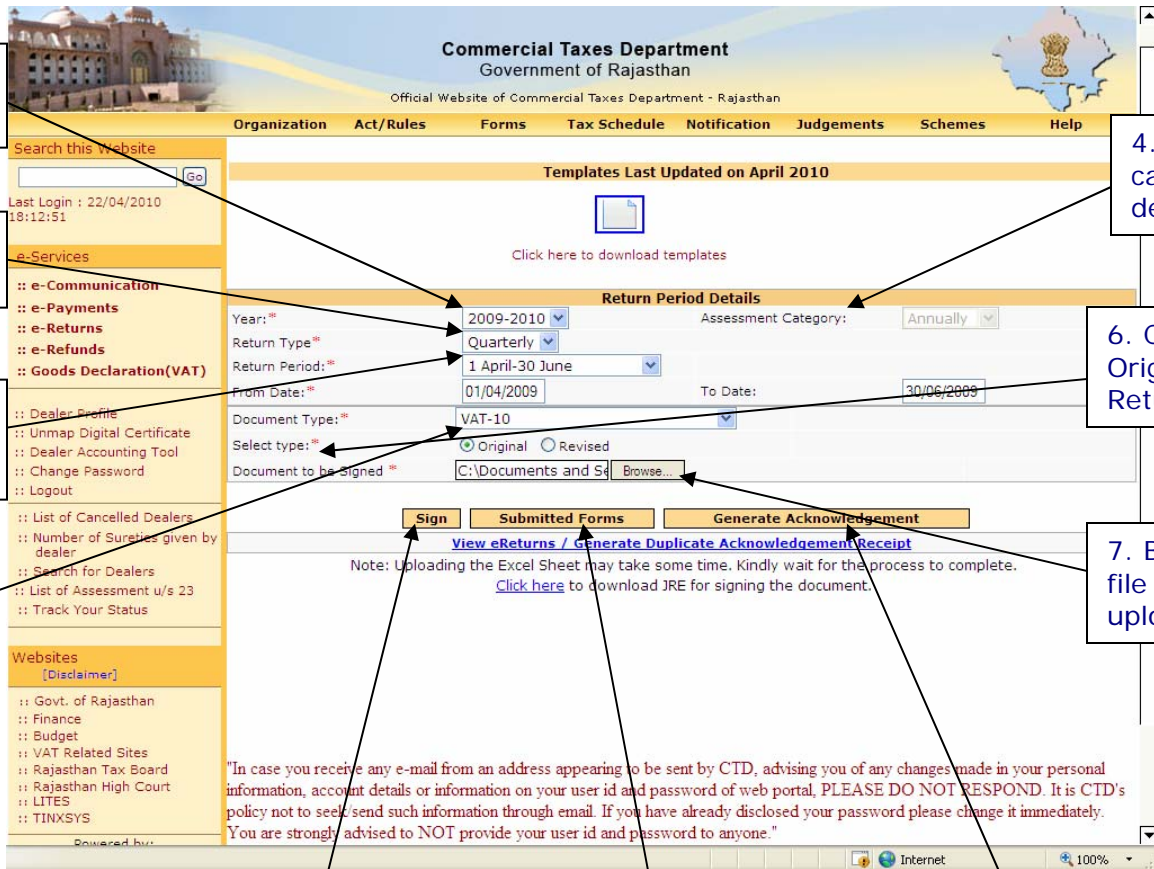
Screen-57

6. Click on Map Certificate button to view the Digital Certificates installed in your local computer.
7. After Click or Press ENTER/SPACEBAR, the list of digital certificates appears which installed into your local computer.
8. Select the Digital Certificate from list.

After completing above process mapping will be done successfully and the Map Digital Certificate icon will be replaced by Unmap Digital Certificate.

If dealer want to file the return without Digital Signature then he needs to Unmap the digital signature by clicking on Unmap digital Certificate link provided on portal.

Step-5 Sign Upload and Submit the Return Forms: -



1. Select Year.

2. Select Return Type.

3. Select Return Period.

5. Select Document Type.

4. Assessment category by default annually

6. Choose Original/Revised Returns

7. Browse to the file to be uploaded

8. Click on Sign for digitally signing the document

9. Click on Uploaded Forms to View Uploaded Forms.

10. Click on generate Acknowledgment to generate the acknowledgment receipt

Screen-58

Now select all the required fields as per the table given below:-

Sr. No.	Label Type	Action to be performed
1.	Year	Select the year for which you have to file return.
2.	Return Type	By default comes return type according to your return category.(Quarterly/Annually)
3(a).	Return period	Select the return period which can be only previous quarters of current year for quarterly returns. First quarter is April-June. Second Quarter is July-Sep and so on. For Annual Returns, the return period drop down box will contain previous 15 years. In case you need to select partial return period, select partial given at the end of the list.
3(b).	Return From and To	If you select Return Period automatically return period from and to date will be shown.
4.	Assessment Category	By default assessment category is annually. If you want to opt for Quarterly Assessment category then you need to contact to your assessment category.
5.	Document Type	Select the Form type that you want to upload: (VAT-10, VAT-7A, VAT-8A)
6.	Select Type	Select Original if you are filing the return first time for the specified period or select Revised return if you are filing revised return.
7.	File to be attached	Upload the appropriate file. .xls for VAT-10,VAT-11, VAT-10A and .csv for VAT-07A, VAT-08A.
8.	Sign	Click on Sign for digitally signing the document.
9.	Uploaded Forms	Click on Uploaded Forms to View Uploaded Forms.
10.	Generate Acknowledgment	Click on Generate Acknowledgment to generate the acknowledgment receipt

Enter these details and select the file to be signed.

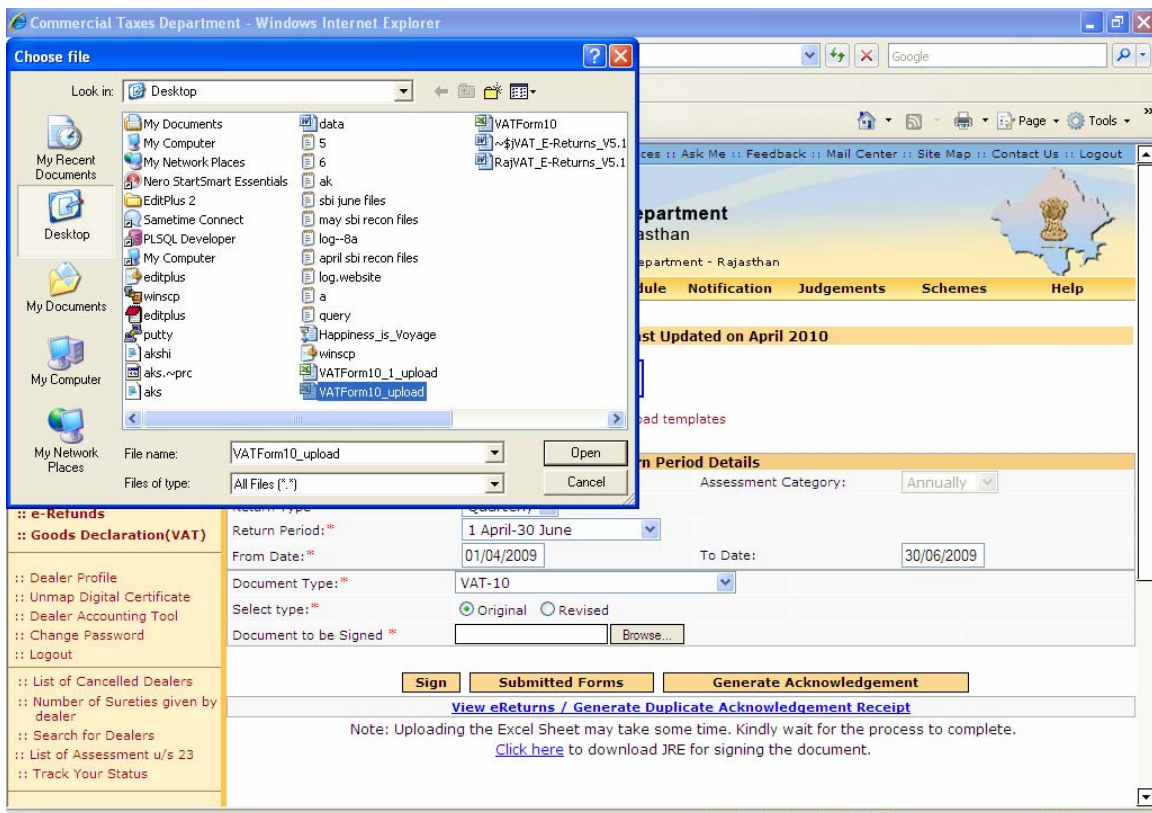
Steps to Sign, Upload and Submit “.xls” format forms:

(VAT-10)

Note:

2. All the other forms for Quarterly Returns will be uploaded only if VAT-10 is signed, uploaded and submitted successfully.

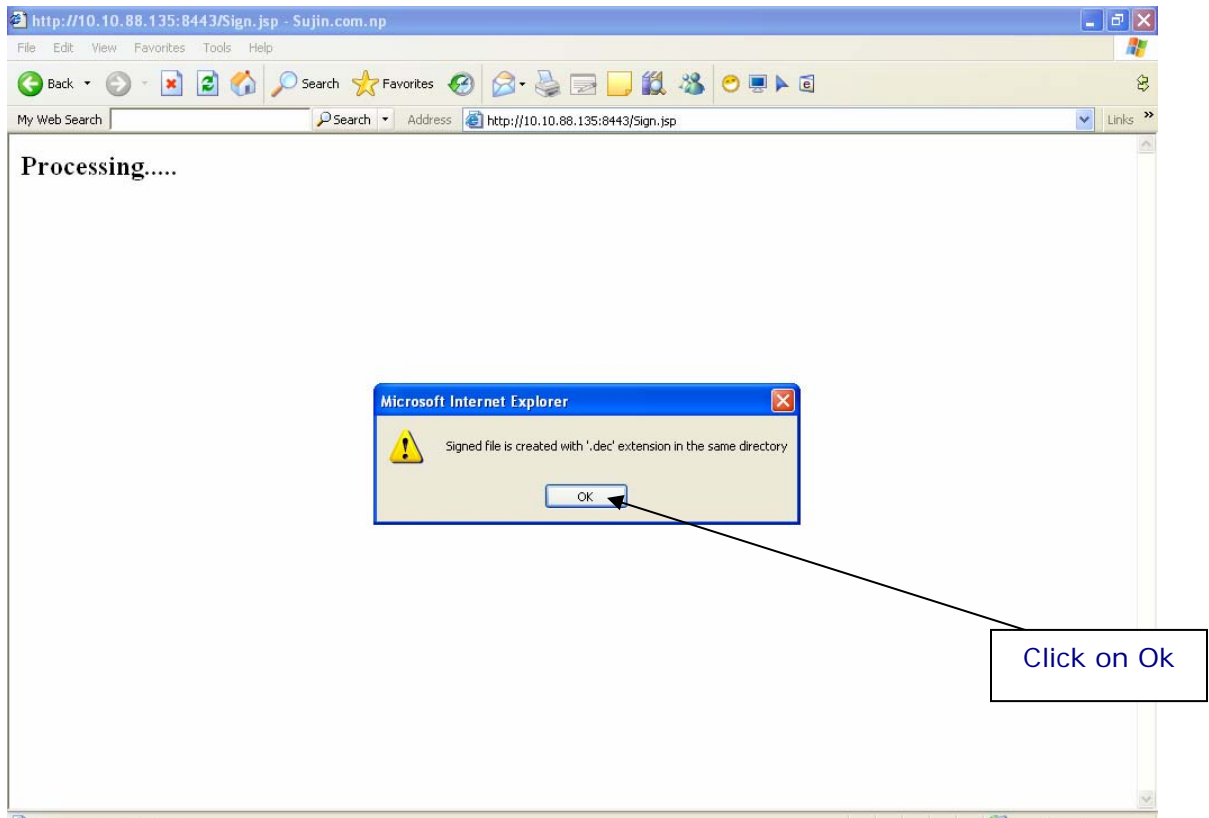
When you click browse to select the file for signing, following screen is shown (Screen-59).



Screen-59

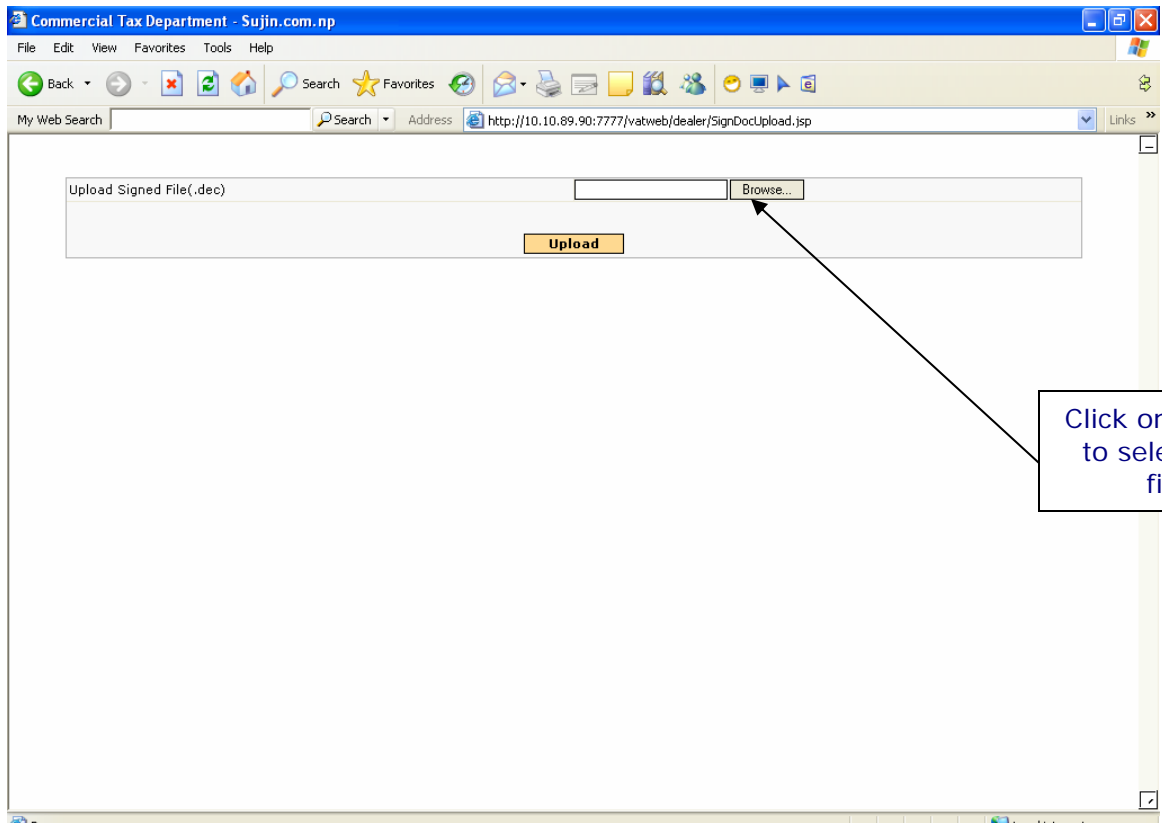
Select the file to be signed and click on open.

Click on Sign for signing the file.



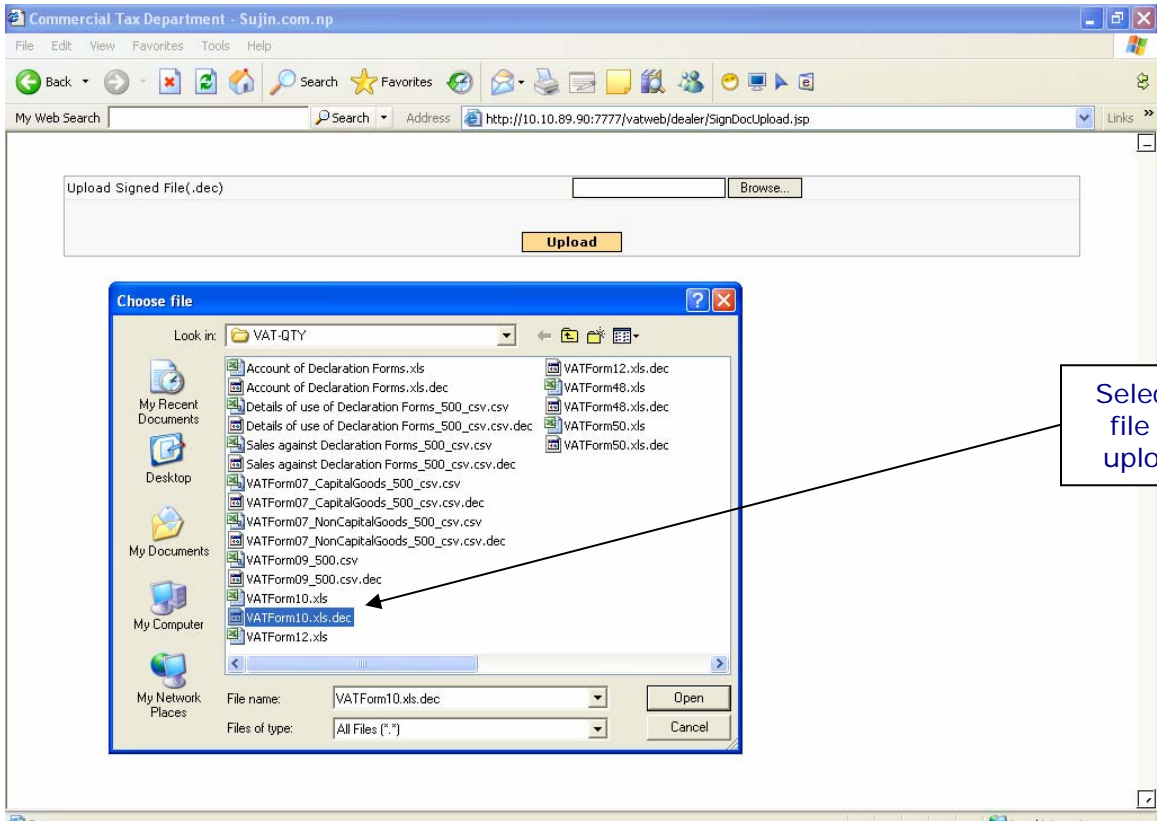
Screen-60

Once the file is signed successfully, you will get a message for the same. The digitally signed file will be created in same directory from where user selects the original file.

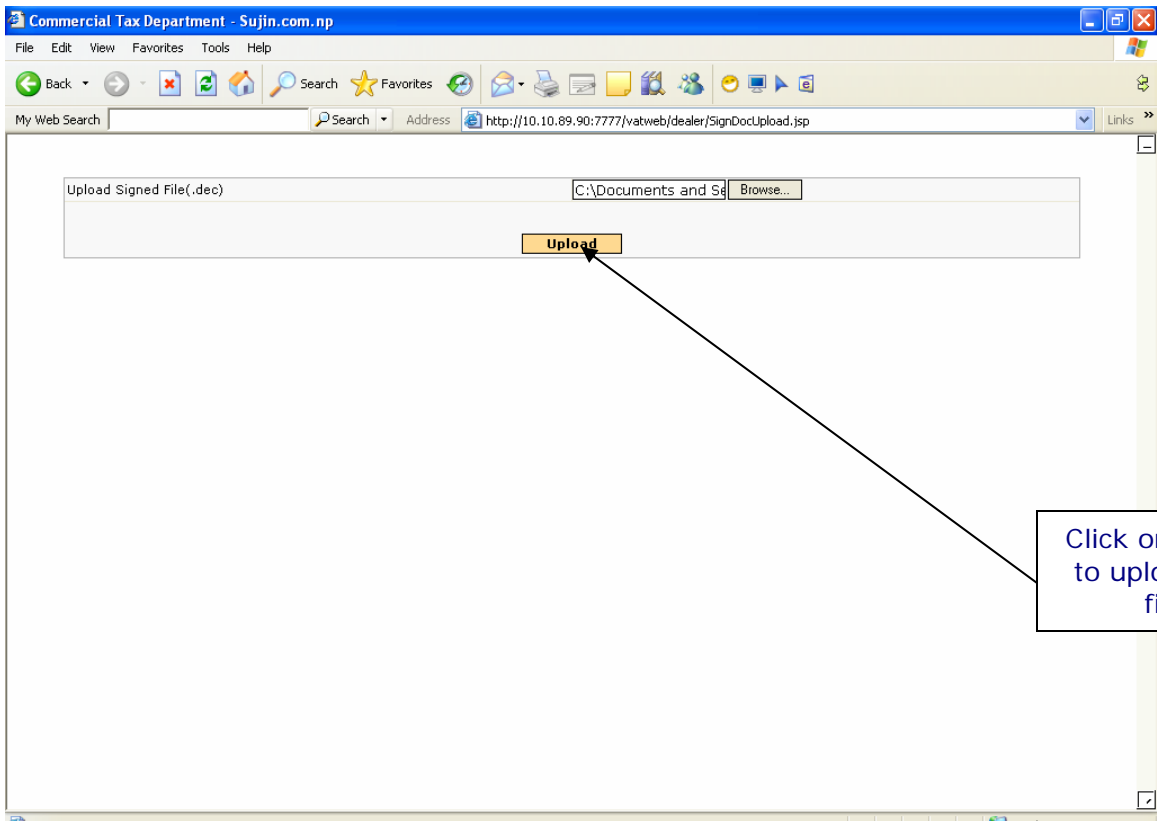


Screen-61

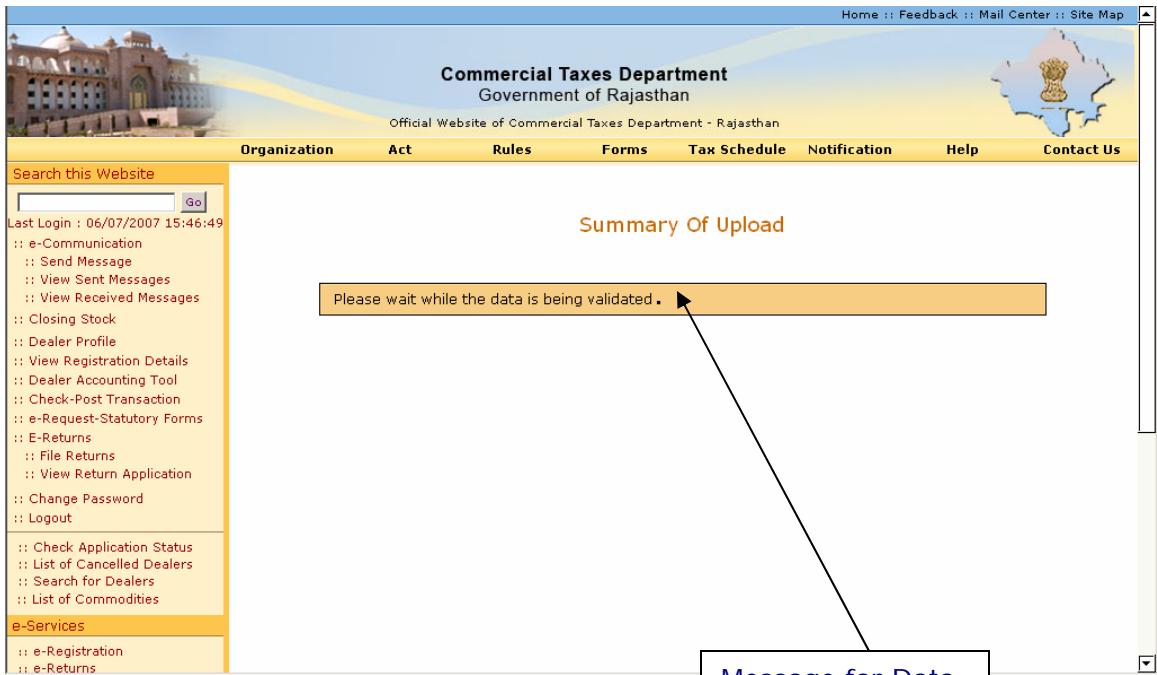
Selection of Digitally Signed file (.dec file) for uploading



Screen-62



Screen-63



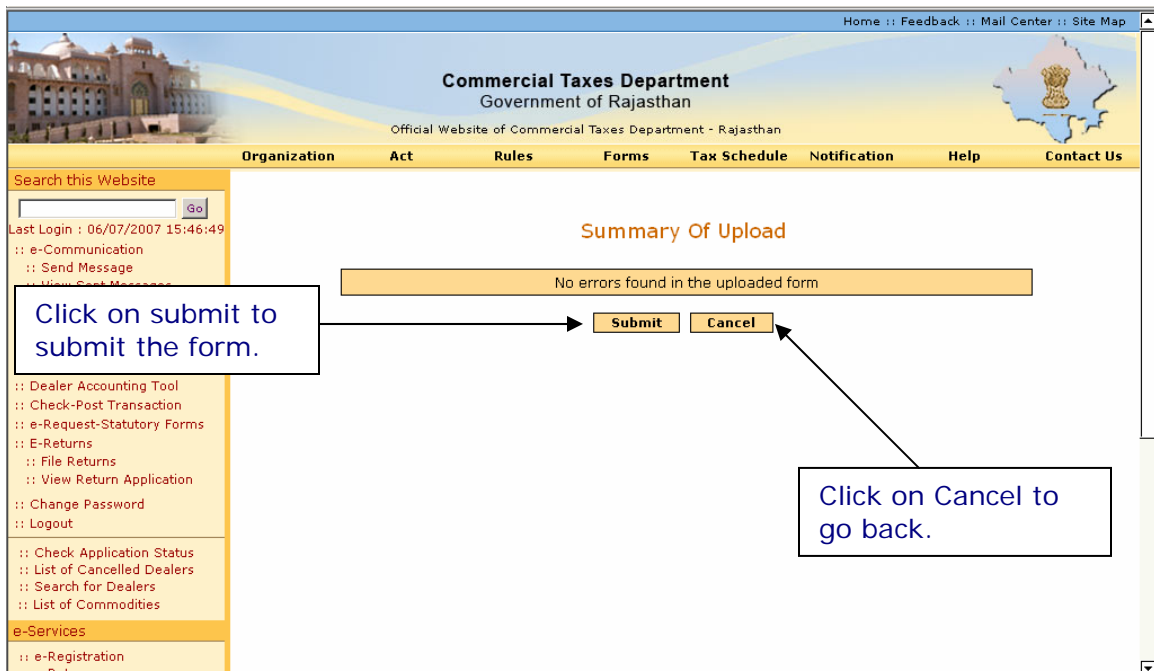
Screen-64

While this message is being shown, the data of the file uploaded is validated. After validation, if there is some error in data entry, then it will show the error list with the error message, row number and sheet details. You need to correct the data, sign the file and upload.

The system will not allow submission/upload of return(s)/annexure(s) till all the errors are corrected.

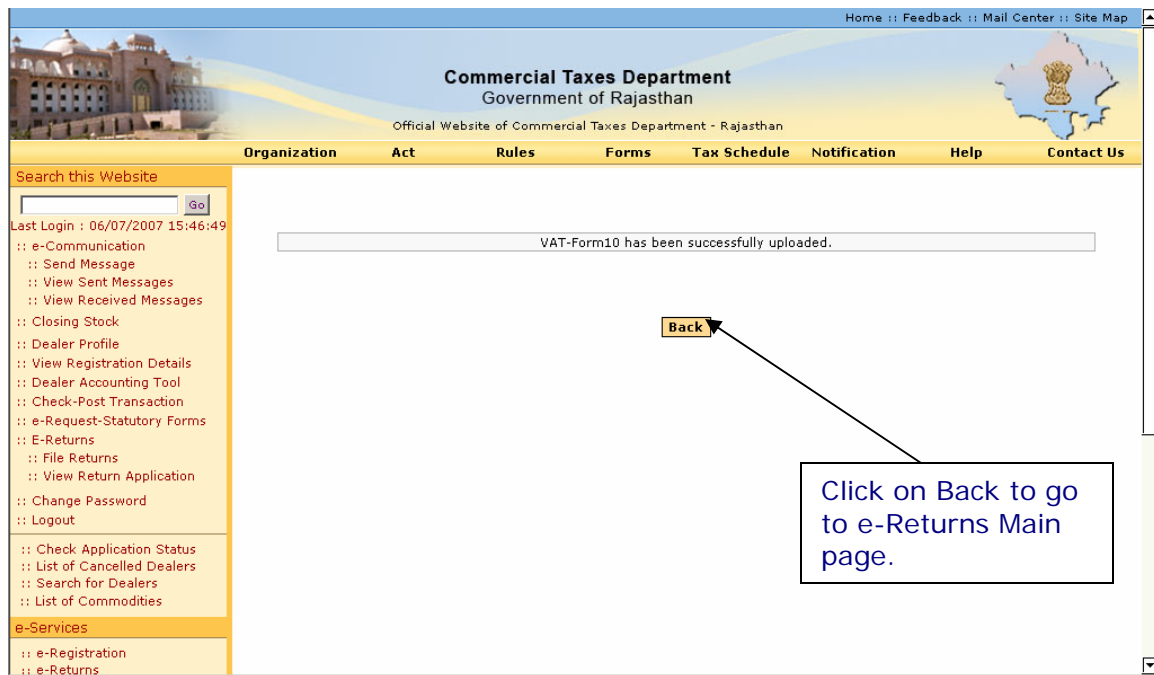
If there are no errors in the uploaded return you will find a submit button on the summary page.

Click on the submit button to file the returns. (Screen-65)



Screen-65

On click of Submit if it shows: "Form uploaded successfully" then it means your form has been uploaded successfully. (Screen-66)



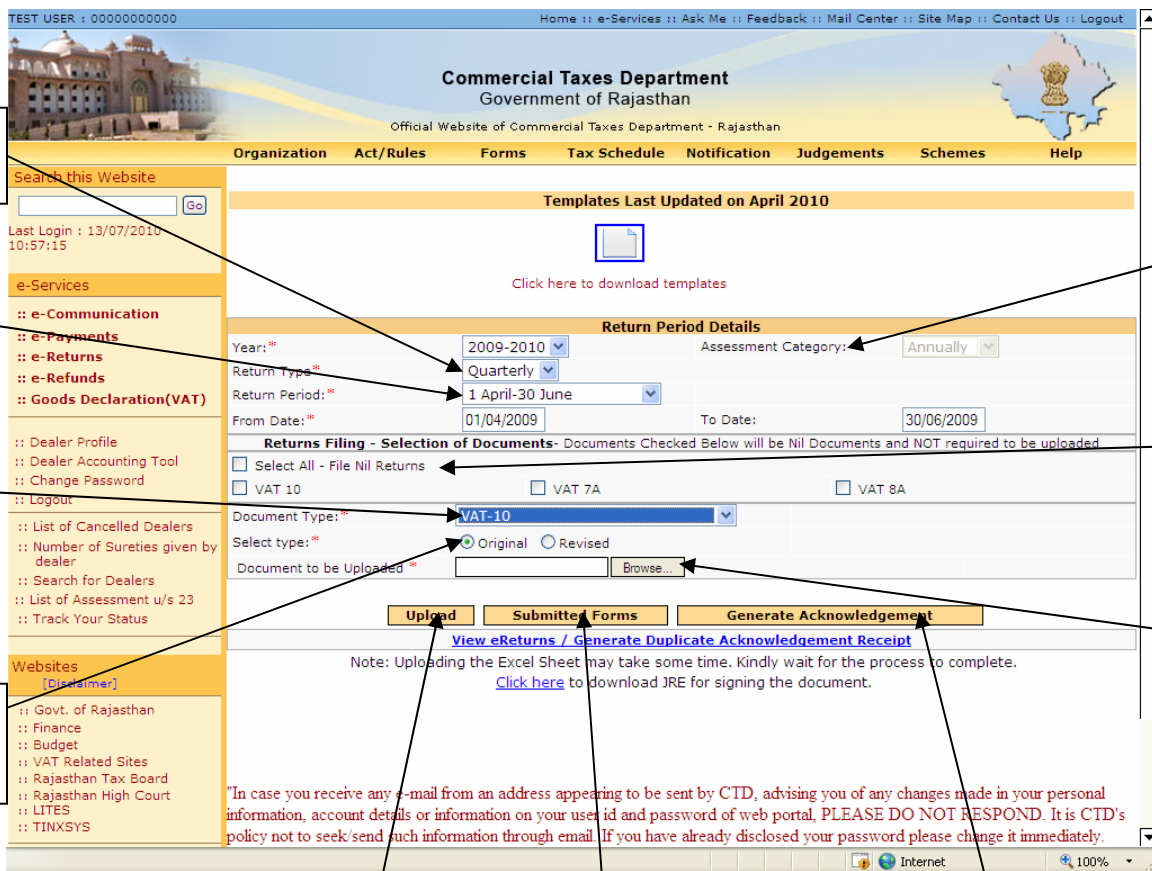
Screen-66

Click "Back" to come to the main e>Returns Page

E>Returns without digital Certificate:-

Now, Dealer can file e>Returns without digital Certificate, in this process, dealer need not to purchase digital certificate or map the digital certificate with rajtax.gov.in

The process will be the same in e>Returns with or without digital certificate apart from the below mentioned screen:-



8. Click on Upload to upload the Forms.

9. Click on Submitted Forms to View the Uploaded Forms.

10. Click on Generate Acknowledgment to generate the acknowledgment receipt

Screen-67

Dealer need not to go for signing the document. Dealer can directly click on the upload button for uploading the document in case of e-returns without digital certificate.

But there is one constraint in e>Returns without digital Certificate, When dealer generate his acknowledgement than they need to submit that acknowledgement receipt in his assessing authority's office. Then dealer will get another acknowledgement receipt from the tax office. That receipt will be considered as a valid acknowledgement receipt.

Thus, Dealer's e-returns without digital certificate will be considered as a complete return.

Steps to Sign, Upload and Submit ".csv" format forms:

(VAT-07A, VAT-08A)

When VAT-07A, VAT08A is selected then following screen appears. (Screen-68)

In the "Sheets to be uploaded" textbox the number of sheets that you have uploaded will be entered automatically.

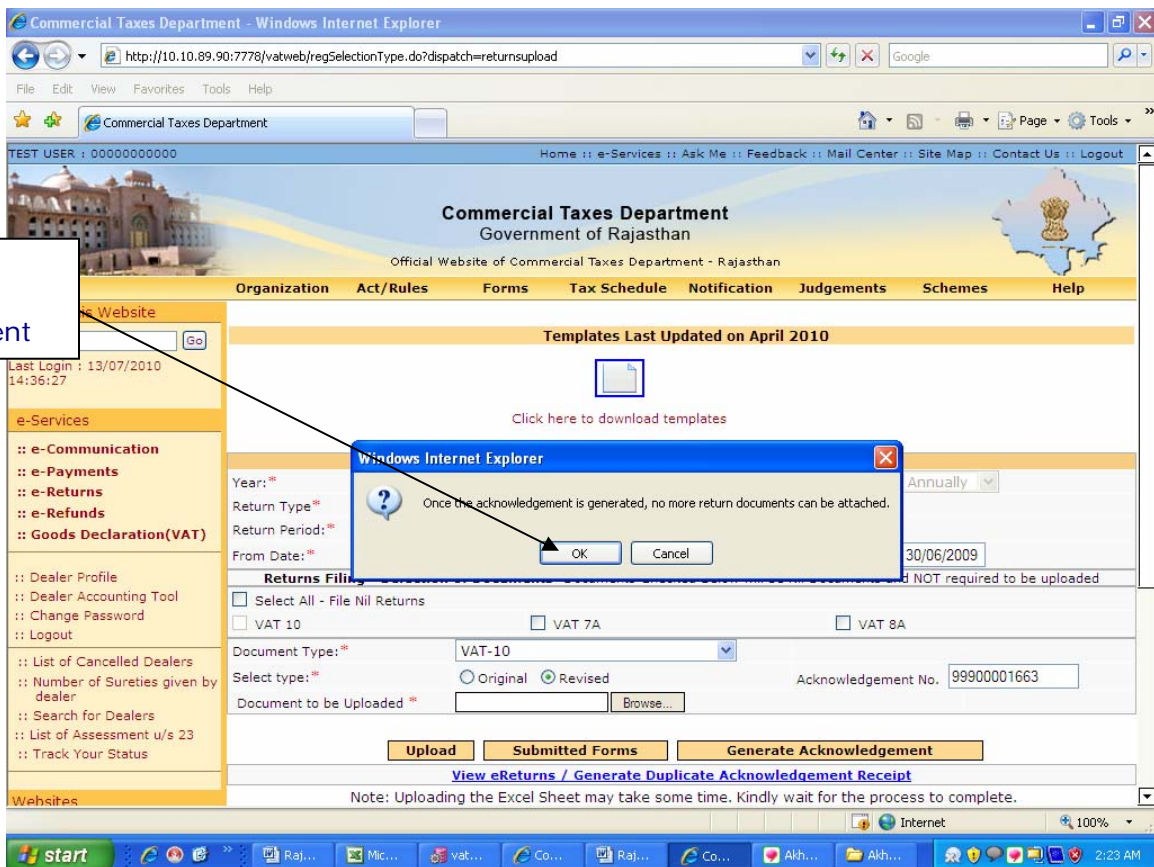
Then browse to the .csv file that you want to upload and click on sign button. Screen-23 to Screen-30 will appear in the same sequence for each of the forms.

The screenshot displays the 'Commercial Taxes Department Government of Rajasthan' website. The page title is 'Official Website of Commercial Taxes Department - Rajasthan'. The navigation menu includes 'Organization', 'Act/Rules', 'Forms', 'Tax Schedule', 'Notification', 'Judgements', 'Schemes', and 'Help'. A search bar is located at the top left. The main content area is titled 'Templates Last Updated on April 2010' and contains a button to 'Click here to download templates'. Below this is the 'Return Period Details' section, which includes fields for 'Year' (2009-2010), 'Assessment Category' (Annually), 'Return Type' (Quarterly), 'Return Period' (1 April-30 June), 'From Date' (01/04/2009), and 'To Date' (30/06/2009). The 'Returns Filing - Selection of Documents' section has checkboxes for 'Select All - File Nil Returns', 'VAT 10', 'VAT 7A', and 'VAT 8A'. The 'Document Type' is set to 'VAT-07A', and the 'Upload' field shows '1 sheets' and 'Uploaded 1 sheets'. The 'Select type' section has radio buttons for 'Original' (selected) and 'Revised'. A 'Document to be Uploaded' field with a 'Browse...' button is also present. At the bottom of the form, there are buttons for 'Upload', 'Submitted Forms', and 'Generate Acknowledgement'. A note states: 'Note: Uploading the Excel Sheet may take some time. Kindly wait for the process to complete. Click here to download JRE for signing the document.' A disclaimer at the bottom reads: 'In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately.'

Screen-68

Step-6 Generating Acknowledgement Receipt

After successfully uploading the templates (VAT-10 for Quarterly Returns and VAT-11 or VAT-10A for Annual Returns) along with its attachments, (VAT-07A, VAT-08A) for quarterly returns. You need to now generate acknowledgement receipt. On click of the button "Generate Acknowledgement", there will be a pop-up saying "Once acknowledgement is generated, no more forms can be attached" (Screen-69).



Screen-69

If you click "Cancel", then the acknowledgement receipt will not be generated.

To generate the acknowledgement receipt click "ok". If you have missed to upload any of the mandatory attachments then following message will appear on screen (Screen-70).

The screenshot shows the Commercial Taxes Department website for Rajasthan. At the top, there is a navigation bar with links: Home, e-Services, Ask Me, Feedback, Mail Center, Site Map, Contact Us, and Logout. The header includes the department name and the state emblem. A yellow navigation menu contains links for Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. On the left, there is a search bar and a sidebar with 'e-Services' and 'Websites' sections. The main content area displays a message: 'Your return is incomplete. Following documents are pending for filing: 1. VAT-07A, 2. VAT-08A. Please file them and generate acknowledgement of your e-return.' Below this message is a 'Back' button. At the bottom of the main content area, there is a disclaimer: 'In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately. You are strongly advised to NOT provide your user id and password to anyone.'

Screen-70

A return is considered to be filed completely only when acknowledgement receipt is generated. Once acknowledgement receipt is generated, you will not be allowed to file e>Returns for same period again. However, revised returns can be filed provided you have filed original returns.

The Acknowledgement Receipt is shown in Screen-71 and 72



**Government of Rajasthan
Commercial Taxes Department**

Acknowledgement Receipt for E>Returns (Quarterly VAT-10) without Digital Signature Certificate

Acknowledgement No	: 99900632821	Receipt Date	: 30/07/2011		
TIN	: 08163257094	Firm Name	: KANCHAN PLASTIC		
Zone	: PALI	Circle	: PALI	Ward	: II
Type of Return	: Quarterly	Period From	: 01/04/2011	Period To	: 30/06/2011
Address	: 55, LAXMI INDUSTRIAL ESTATE, PALI, RAJASTHAN,				

Details of Returns Filed (Original)		
List of Return Documents Uploaded		
1. FORM VAT-10		
List of Return Documents Marked as Nil		
1. VAT-07A		
2. VAT-08A		
Date of Submission: 30/07/2011		
Item	Form VAT-10 Reference	Value
1. Gross Turnover(Rs)	Column 2.1 Gross Turnover	100.00
2. Total Tax Payable(Rs)	Column 7.1.2 - Total Tax Payable Under VAT & CST	10517182.95
3. Total Interest Payable(Rs)	Part 8- Deposit Details - Sum (Amount of Interest VAT+ CST)	10.00
4. Late Fee Payable(Rs)	Part 9- Details of Late fee - Sum(Amount of late fee)	0.00
5. Total Amount Payable(Rs)	Sum of sr no. 2 + 3 + 4 of acknowledgement receipt	10517192.95
6. Total ITC Claimed(Rs)	Column 7.2 ITC	183584.20
7. Tax Deferred(Rs)	Sum of Column 7.4 Tax Deferred (under VAT & CST) / Tax Deducted at Source	265642720.00
8. Amount Deposited(Rs)	Part 8 and 9 sum of column (Tax deposited + amount of Interest + Amount of late fee)	2349821312.00
9. Balance(Rs)	value of sr. no. ((6 + 7 + 8) - 5) of acknowledgement receipt	2605130423.25

Verification :

I/We verify that the above information and its enclosures are true and correct to the best of my/our knowledge and belief.

Screen-71

Acknowledgement No	: 99900632821	Receipt Date	: 30/07/2011		
TIN	: 08163257094	Firm Name	: KANCHAN PLASTIC		
Zone	: PALI	Circle	: PALI	Ward	: II
Type of Return	: Quarterly	Period From	: 01/04/2011	Period To	: 30/06/2011
Address	: 55, LAXMI INDUSTRIAL ESTATE, PALI, RAJASTHAN,				

Details of Returns Filed (Original)		
List of Return Documents Uploaded		
1. FORM VAT-10		
List of Return Documents Marked as Nil		
1. VAT-07A		
2. VAT-08A		
Date of Submission: 30/07/2011		
Item	Form VAT-10 Reference	Value
1. Gross Turnover(Rs)	Column 2.1 Gross Turnover	100.00
2. Total Tax Payable(Rs)	Column 7.1.2 - Total Tax Payable Under VAT & CST	10517182.95
3. Total Interest Payable(Rs)	Part 8- Deposit Details - Sum (Amount of Interest VAT+ CST)	10.00
4. Late Fee Payable(Rs)	Part 9- Details of Late fee - Sum(Amount of late fee)	0.00
5. Total Amount Payable(Rs)	Sum of sr no. 2 + 3 + 4 of acknowledgement receipt	10517192.95
6. Total ITC Claimed(Rs)	Column 7.2 ITC	183584.20
7. Tax Deferred(Rs)	Sum of Column 7.4 Tax Deferred (under VAT & CST) / Tax Deducted at Source	265642720.00
8. Amount Deposited(Rs)	Part 8 and 9 sum of column (Tax deposited + amount of Interest + Amount of late fee)	2349821312.00
9. Balance(Rs)	value of sr. no. ((6 + 7 + 8) - 5) of acknowledgement receipt	2605130423.25

Verification :

I/We verify that the above information and its enclosures are true and correct to the best of my/our knowledge and belief.

Signature : _____
 Name : _____
 Status : _____
 Place : _____
 Date : _____

[Print](#) [Home](#)

Screen-72

To file Revised returns click on Revised as shown in Screen-73 and repeat the steps to file the returns.

The screenshot shows the 'Returns Filing - Selection of Documents' form on the Department of Commercial Taxes, Government of Rajasthan website. The form includes the following fields and options:

- Return Period Details:**
 - Year: 2011-2012
 - Return Type: Quarterly
 - Return Period: 1 April-30 June
 - From Date: 01/04/2011
 - To Date: 30/06/2011
 - Assessment Category: Annually
- Returns Filing - Selection of Documents:**
 - Select All - File Nil Returns:
 - VAT 10: VAT 7A: VAT 8A:
 - Document Type: Select
 - Select type: Original Revised
 - Document to be Uploaded: Browse...
 - Acknowledgement No.: 99900632844
- Buttons:** Upload, Submitted Forms, Generate Acknowledgement
- Links:** View eReturns / Generate Duplicate Acknowledgement Receipt
- Note:** Uploading the Excel Sheet may take some time. Kindly wait for the process to complete. [Click here](#) to download JRE for signing the document.

A callout box on the left side of the form contains the text: "Click on Revised to file Revised Returns." with an arrow pointing to the 'Revised' radio button.

Screen-73

Step-7 View Returns

To view the returns filed go to the home page and click on the link as shown in Screen-38.

The screenshot shows the official website of the Department of Commercial Taxes, Government of Rajasthan. The page features a header with the department's name in English and Hindi, along with the state emblem. A navigation menu includes links for Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. A search bar is located at the top left. The main content area is divided into several sections: a 'WELCOME!!!' message for 'KANCHAN PLASTIC (08163257094)', a 'View e-Return' link, a 'View' section with links to Deemed Assessment Scheme, Result: Tax Asst. Competitive Exam, First Draft on GST, Budget 2011-12, Monthly Newsletter, Tenders, and Advertisements, a 'News and Updates' section with notifications from CCT, and a 'Mission' statement. A callout box with an arrow points to the 'View e-Return' link in the 'e-Returns' section, with the text: 'Click here to view all the returns filed.'

Screen-74

When clicked "View e-Return", a list of previously filed returns is shown (Screen-74).

Handbook of **Select Tax Type: VAT or CST** **Click on the acknowledgement number to view a specific return.**

List of Returns Filed

Tax Type: VAT

Search>> Total Records : 108 Current Page : 1

Rcpt. No.	Sr.No.	Acknowledgement No.	Form Name	From Date	To Date	Acknowledgement Date	Manual/Online	Original/Revised
1		99900001674	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
2		99900001673	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
3		99900001672	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
4		99900001671	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
5		99900001670	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
6		99900001669	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
7		99900001668	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
8		99900001663	Form VAT-10	01/04/2009	30/06/2009	10/07/2010	Online	Revised
9		99900001662	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
10		99900001661	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
11		99900001660	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
12		99900001659	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
13		99900001658	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
14		99900001657	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
15		99900001656	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
16		99900001655	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
17		99900001653	Form VAT-10	01/04/2009	30/06/2009	08/07/2010	Online	Revised
18		99900001652	Form VAT-10	01/01/2010	31/03/2010	08/07/2010	Online	Revised
19		99900001646	Form VAT-10	01/01/2010	31/03/2010	25/06/2010	Online	Revised
20		99900001644	Form VAT-10	01/01/2010	31/03/2010	24/06/2010	Online	Revised

First Previous Next Last

Generate Acknowledgement

Screen-75

Click here to generate the 'acknowledgement receipt'

If you click on the acknowledgment number you will see list of forms and annexure that you have uploaded, as shown in the screen shown below (Screen-75).

You may also regenerate the acknowledgment receipt by following steps given below: -

3. Select the return Type for which you need to regenerate the acknowledgment receipt.
4. Click "Generate Acknowledgment". An acknowledgment receipt shown in Screen-28 will be displayed. You can print the receipt.

TEST USER : 000000000000 Home :: e-Services :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us :: Logout

Commercial Taxes Department
Government of Rajasthan
Official Website of Commercial Taxes Department - Rajasthan

Organization Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

Search this website [Go]

Last Login : 13/07/2010 15:07:53

e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)

:: Dealer Profile
:: Dealer Accounting Tool
:: Change Password
:: Logout

:: List of Cancelled Dealers
:: Number of Sureties given by dealer
:: Search for Dealers
:: List of Assessment u/s 23
:: Track Your Status

Websites
[Disclaimer]

- :: Govt. of Rajasthan
- :: Finance
- :: Budget
- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS

List of Returns Forms

S.No	Document Name	Uploaded Date	View Document
1	VAT-10	09/07/2010 15:32:21	View
2	VAT-07A	09/07/2010 15:34:13	View
3	VAT-08A	09/07/2010 15:34:32	View


[Back](#)

"In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately. You are strongly advised to NOT provide your user id and password to anyone."

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Screen-75

If you click on document name you will be able to see all the details of Turnover, etc. which you have filled (Screen-75).

 99900632821		FORM VAT-10 [See Rule 19 & 19A] Return		Original	
Refund Claimed Yes					
01	Registration No.(TIN)	Year	Period covered by this returns		
	08163257094	2011-2012	From	DD MM YYYY 01 04 2011	To DD MM YYYY 30 06 2011
Full Name of Dealer : KANCHAN PLASTIC					
Address : 55, LAXMI INDUSTRIAL ESTATE, PALI RAJASTHAN					
Phone No : null			Email Address : null		
Refund Claimed					No
02	Details of Turnover Sales				Amount
2.1)	Gross Turnover [Includes- Purchase liable to tax u/s4(2); MRP Value, if opted to pay tax on MRP; payments received from Awarder, goods sold on behalf of Principal & Sales through agent (VAT-35)]				100.00
	Deduct :				
2.2)	Turnover of sales return of goods sold within the return period (RVAT+CST) Sales				1233.00
2.3 a)	Exempted in Schedule-I (sold within state)				66777.00
2.3 b)	Fully exempted in Schedule - II u/s 8(3) of RVAT ACT				4665656656.00
2.3 c)	Sales made for promotion of SEZ or Exports u/s 8(4) of RVAT ACT				6656.00
2.3 d)	Sales of goods purchased & sold outside state				6543.00
2.3 e)	Turnover under section 5 [Composition scheme] of VAT of VAT Act				5.00
2.3 f)	Turnover under section 8(3) [works contract EC] of RVAT ACT				4.00
2.3 g)	Turnover under section 3(2) [in case of switch over] of RVAT ACT				5433.00
2.3 h)	Others not liable to tax under VAT (Please specify)				54354.00
	Total Turnover (a to h)				4665796428.00
2.4)	Turnover of goods taxable at first point which have already suffered tax				545435.00
2.5)	Turnover of goods sold in the state on behalf of principal (against Form VAT 36A)				54435.00
2.6)	Amount of labour deductible from receipts (in case of works Contracts)				7.00
2.7)	Sales to Exporters within the state (against FormVAT-15)				5667.00
2.8)	Sales in course of Export U/s 5(3) of CST ACT, (against Form H)				666.00
2.9)	Sales in course of Export U/s 5(1) of CST ACT				565.00
2.10)	Sales outside State/Branch/Depot/Stock/Transfer/Consignment Sale (against Form F)				465.00
2.11)	Subsequent Inter State sales u/s 6(2) of CST Act				66.00
2.12)	Inter State sales under section 6(3) of CST Act (against Form J)				33435.00
2.13)	Inter State sales made to SEZ under section 8(6) of CST Act (against Form I)				23234344545.00

Screen-75

A return is considered to be filed completely only when acknowledgement receipt is generated. Once acknowledgement receipt is generated, you will not be allowed to file e>Returns for same period again. However, revised returns can be filed once original returns are filed.

Till Financial Year 2010-11 (All returns till 31st Mar 2011)

If the details entered by you are found correct; you will be logged in. You are entitled for number of e-services. Please select e>Returns link on the left hand side column (Screen-76).



Screen-76

After clicking on “e>Returns” link, option for VAT and CST will be displayed for dealers to decide the tax type for which they want to file e>Returns. On clicking VAT link, the following screen would be shown (Screen-77).

You can upload your e>Returns in format .xls format.

The screenshot shows the official website of the Commercial Taxes Department, Government of Rajasthan. The page features a navigation menu with options like Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. A search bar is present at the top left. The main content area displays an "Important Note on e-Filing - July'10" addressed to users, detailing changes in the return process. A callout box on the right points to a "Proceed with e>Returns" button with the text "Click here to proceed". A disclaimer at the bottom of the main content area advises users not to respond to unsolicited emails regarding their account details.

MEDICOSE : 08003300314 Home :: e-Services :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us :: Logout

Commercial Taxes Department
Government of Rajasthan
Official Website of Commercial Taxes Department - Rajasthan

Organization Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

Search this Website
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Last Login :

e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)

:: Dealer Profile
:: Dealer Accounting Tool
:: Change Password
:: Logout

:: List of Cancelled Dealers
:: Number of Sureties given by dealer
:: Search for Dealers
:: List of Assessment u/s 23
:: Track Your Status

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- :: Finance
- :: Budget
- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS

Powered by:

Important Note on e-Filing - July'10

Dear Users,

This is with reference to the changes in return Process. Please follow the instructions as mentioned below before filing the e>Returns:-

1. You need to select the financial year for which you want to file the e-returns. [New!](#)
2. Assessment Category would be shown to you as annually if you have not opted for Quarterly Assessment Category. [New!](#)
3. Assessment Category option would be in frozen state and you can't alter it. [New!](#)
4. If you want to change Assessment Category as Quarterly, then you need to contact to your concerned assessing authority. [New!](#)
5. Rest of the e-Return filling process will be same as previous process. [New!](#)
6. For more details refer to Quick Guide for E-Filing. [New!](#)

[Quick Guide For E-Filing](#) [Proceed with e>Returns](#)

Click here to proceed

"In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately. You are strongly advised to NOT provide your user id and password to anyone."

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Screen-77

Now you will get this screen shown below in screen-78 after you click "proceed with e-returns"

The screenshot shows the web interface of the Department of Commercial Taxes, Government of Rajasthan. The browser window is titled 'Commercial Taxes Department - Windows Internet Explorer' and the address bar shows the URL: <http://10.10.89.90:7778/vatweb/uploadExcelRegistration.do?dispatch=returnsupload&selectedYear=2009&sta>. The page header includes the department's name in English and Hindi, along with the state emblem of Rajasthan. A navigation menu at the top lists: Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. A search bar is located on the left side of the page. The main content area is divided into several sections:

- Search this Website:** Includes a search input field and a 'Go' button. Below it, it shows 'Last Login : 03/08/2011 16:04:01'.
- e-Services:** A list of services including e-Communication, e-Payments, e>Returns, e-Refunds, Goods Declaration(VAT), Dealer Profile, Dealer Data Updation, Dealer Accounting Tool, Change Password, Logout, List of Cancelled Dealers, Number of Sureties given by dealer, Search for Dealers, List of Assessment u/s 23, and Track Your Status.
- Templates Last Updated on July 2010:** A section with a document icon and a link: 'Click here to download templates'.
- Return Period Details:** A form with the following fields:
 - Year: 2009-2010 (dropdown)
 - Assessment Category: Annually (dropdown)
 - Return Type: Quarterly (dropdown)
 - Return Period: 1 April-30 June (dropdown)
 - From Date: 01/04/2009
 - To Date: 30/06/2009
- Returns Filing - Selection of Documents:** A section with the following options:
 - Select All - File Nil Returns
 - VAT 10
 - VAT 7A
 - VAT 8A
 - Document Type: Select (dropdown)
 - Select type: Original (radio), Revised (radio)
 - Document to be Uploaded: [input field] [Browse...]
- Buttons:** Upload, Submitted Forms, and Generate Acknowledgement.
- Links:** View eReturns / Generate Duplicate Acknowledgement Receipt
- Note:** Uploading the Excel Sheet may take some time. Kindly wait for the process to complete. [Click here](#) to download JRE for signing the document.

Screen-78

Important Guidelines

i. For every dealer, Assessment Category will be set as Annual by default for every Financial Year. If dealer wants to opt for Quarterly Assessment Category then he needs to contact his concerned Assessing Authority.

ii. Dealers who are under annual assessment category would upload VAT-07A, VAT-08A along with the Form VAT-10 document and also dealer can file Annual Return as Form VAT-10A. And Dealers who have opted for quarterly assessment shall also submit VAT-12, VAT-48, VAT-50 and declaration forms. (Form VAT-10A is not allowed for Quarterly Assessment Category)

iii. To take the print of the filled return document properly on your system (i.e. VAT-Form7A, VAT-Form8A etc), Users are advised to follow the below guidelines:

(a) From Excel option bar navigate to File (ALT+F) -->Page Setup and adjust the following print settings:

(i) Set orientation to Landscape

(ii) Scaling adjust to 65% of the normal size

(iii) Paper Size Legal

(iv) Click Ok and print the page

To fill up the return, you are required to download the templates from the website. It is advisable to download these templates once and store for future use. You should have Microsoft Excel Sheet (version may be 97, 2000, 2003 or 2007) installed in your computer for this purpose.

Note: If you have downloaded the templates before the last updated date mentioned then you need to download new template.

To download the templates for filing e>Returns, click on required form name (template) as mentioned in the table below based on the Return type and Assessment Category:

Quarterly Dealer

Sr. No.	Return Type	Assessment Category	Document Type	Mandatory/Optional	Upload Format
1.	Quarterly	Annually	VAT-10	Mandatory	.xls
2.	Quarterly	Annually	VAT-7A	Mandatory	.csv
3.	Quarterly	Annually	VAT-8A	Mandatory	.csv
4.	Quarterly	Quarterly	VAT-10	Mandatory	.csv
5.	Quarterly	Quarterly	VAT-7A	Mandatory	.csv
6.	Quarterly	Quarterly	VAT-8A	Mandatory	.csv

	Quarterly	Quarterly	VAT-48	Mandatory	.CSV
	Quarterly	Quarterly	VAT-50	Mandatory	.CSV
	Quarterly	Quarterly	VAT-12	Optional	.CSV
7.	Quarterly	Quarterly	Sales Against Declaration Forms	Mandatory	.CSV
8.	Quarterly	Quarterly	Details of Use of Declaration Forms	Mandatory	.CSV
9.	Quarterly	Quarterly	Account of Declaration Forms	Mandatory	.CSV
10.	Quarterly	Quarterly/Annually	CST-1	Mandatory	.xls

Annual Dealer

Sr. No.	Return Type	Document Type	Mandatory/Optional	Upload Format
1.	Annually	VAT-11	Mandatory. Can be filed only at the year end	.xls
2.	Annually	VAT-10A	Mandatory. Can be filed only at the year end	.xls

After downloading requisite templates, data can be entered in these templates in following steps:

- Open downloaded templates and fill the template with appropriate data.
- Enter the kind of data as per the color shown in the background. The color scheme is:

Light Green: - Only **numbers** are to be entered in the cell.

Dark Green: - Only select data from the displayed **list** only.

Light Blue: - Only **characters** are to be entered in the cell.

Orange: - Only **dates** are allowed to be entered in the cell.

Pink: - Only **characters and numbers** are to be entered in the cell.

VAT-10:

- Download VAT-10.xls and other forms also and save it in your local computer.
- Open it using Microsoft Excel and fill the required details and save the excel sheet

Following is the sample template for VAT-10 (Screen-78)

For Form VAT-07A, VAT-8A, VAT-12, VAT-48, VAT-50, Account of Declaration, Sales against Declaration forms and Details of use of Declaration forms: -

- 1) Download VAT-12, VAT-48, VAT-50, VAT-07A, VAT-8A, and Account of Declaration, Sales against Declaration forms and Details of use of Declaration forms for CTD portal and save it in your local computer.
- 2) Open using Microsoft Excel and fill the required details as shown in (screen-8).
- 3) You need to click on the Validate Button after filling of required details and on successful validation it would generate the upload file on specified path in .CSV format except Form-VAT10 that would be generated in .xls format.

Note:

- 1) You can accordingly add or delete the number of rows in the template as per requirement with the help of "Add Rows" & "Delete Rows" buttons provided in the templates respectively.

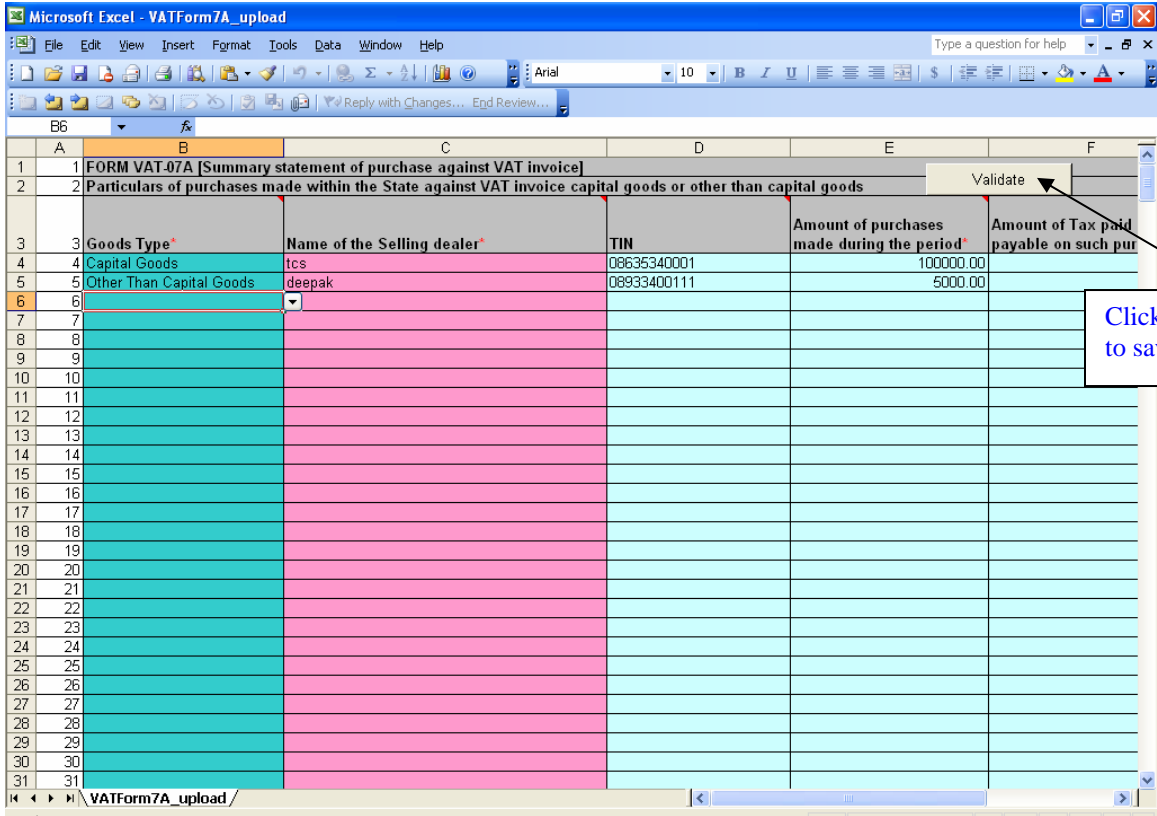
Following is a sample template of VAT-07A.

1	FORM VAT-07A [Summary statement of purchase against VAT invoice]				
2	Particulars of purchases made within the State against VAT invoice capital goods or other than capital goods				
3	Goods Type*	Name of the Selling dealer*	TIN	Amount of purchases made during the period*	Amount of Tax paid payable on such pur
4	Capital Goods	tcs	08635340001	10000.00	
5	Other Than Capital Goods	deepak	08933400111	5000.00	
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
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27					
28					
29					
30					
31					

Screen-79

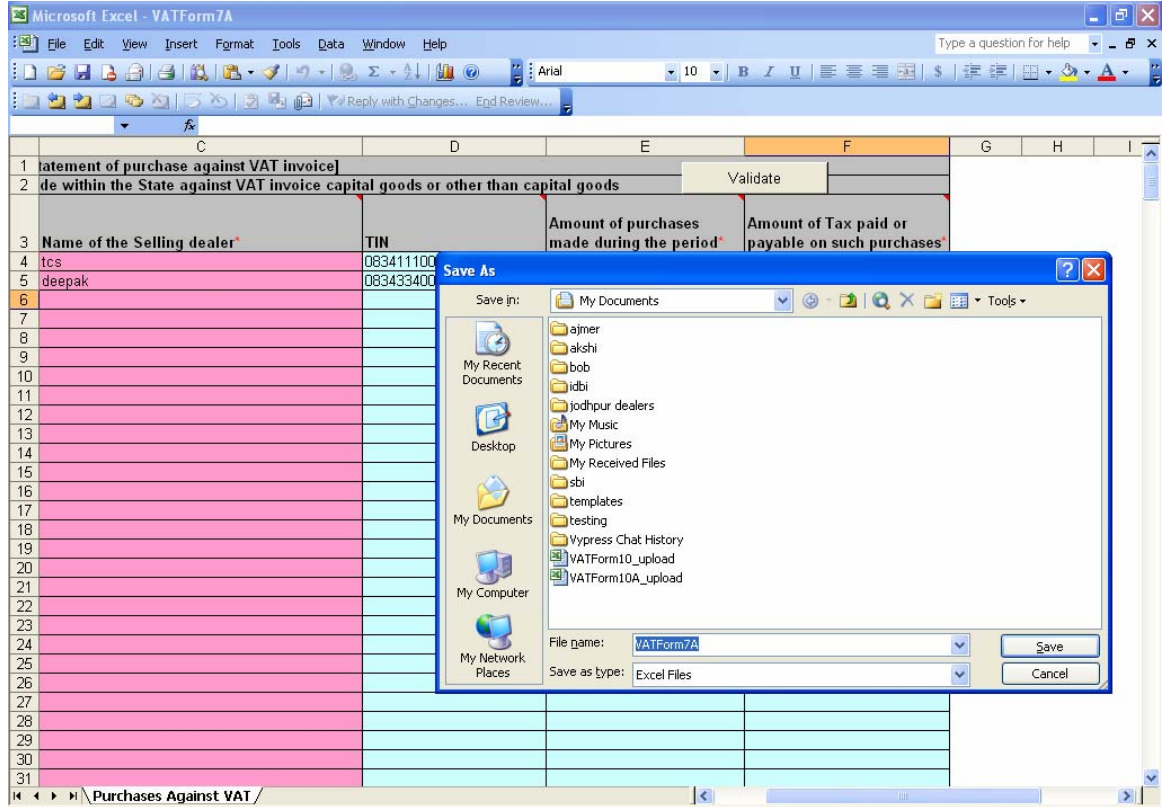
To save the form in .csv format follow the steps given below: -

9. Click on Validate button provided in the template given below (Screen-80).



Screen-80

10. Click on validate and you will get following dialog box as shown below (Screen-81).



Screen-81

Step-4 Mapping Digital Certificate: -

Last Login : 14/07/2010
12:01:37

e-Services

:: e-Communication

View Received Messages Send Message View Sent Messages

e-Payments

VAT e-Payment CST e-Payment Entertainment Tax e-Payment View e-Payment

e>Returns

File VAT e>Returns File CST e>Returns File Entertainment Tax e>Returns View e>Returns

Others

View Dealer Profile Update Contact details for SMS/IVRS Services e-VAT Form 47A Import e-VAT Form 49A Export

Map Digital Certificate Change Password Dealer Accounting Tool Logout

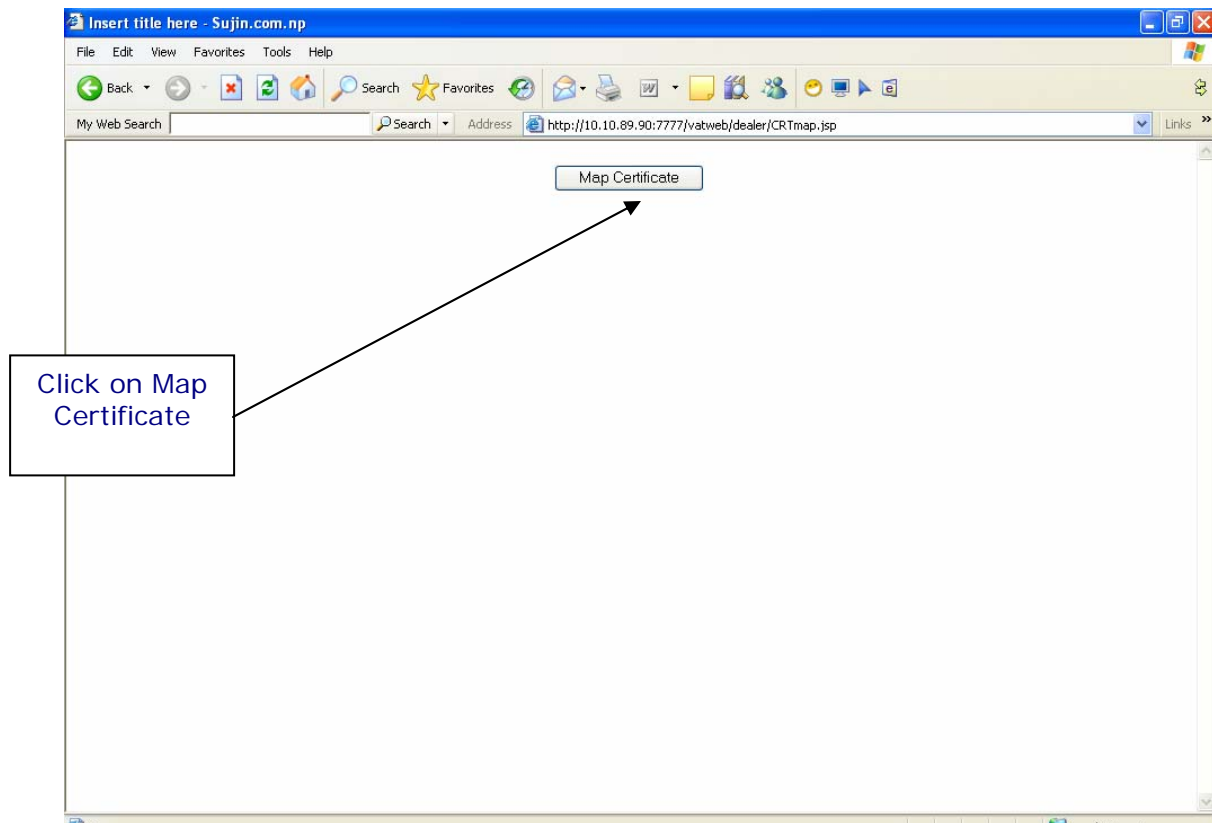
Click on Map Digital Certificate

In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately.

Internet 100%

Screen-85

9. Click on Map Digital Certificate icon to mapping with digital certificate. This link is shown only when mapping is not done. When mapping will be done with the digital certificate this icon will be replaced by Unmap digital Certificate from here.



Screen-86

10. Click on Map Certificate button to view the Digital Certificates installed in your local computer.
11. After Click or Press ENTER/SPACEBAR, the list of digital certificates appears which installed into your local computer.
12. Select the Digital Certificate from list.

After completing above process mapping will be done successfully and the Map Digital Certificate icon will be replaced by Unmap Digital Certificate.

If dealer want to file the return without Digital Signature then he needs to Unmap the digital signature by clicking on Unmap digital Certificate link provided on portal.

Step-5 Sign Upload and Submit the Return Forms: -

The screenshot shows the 'Return Period Details' form on the Commercial Taxes Department website. The form includes the following fields and options:

- Year: 2009-2010
- Return Type: Quarterly
- Return Period: 1 April-30 June
- From Date: 01/04/2009
- To Date: 30/06/2009
- Assessment Category: Annually
- Document Type: VAT-10
- Select type: Original (selected), Revised
- Document to be signed: C:\Documents and S...

Buttons at the bottom of the form include: Sign, Submitted Forms, and Generate Acknowledgement. Below the buttons is a note: "Note: Uploading the Excel Sheet may take some time. Kindly wait for the process to complete. Click here to download JRE for signing the document."

1. Select Year.

2. Select Return Type.

3. Select Return Period.

5. Select Document Type.

4. Assessment category by default annually

6. Choose Original/Revised Returns

7. Browse to the file to be uploaded

8. Click on Sign for digitally signing the document

9. Click on Uploaded Forms to View Uploaded Forms.

10. Click on generate Acknowledgment to generate the acknowledgment receipt

Screen-87

Now select all the required fields as per the table given below:-

Sr. No.	Label Type	Action to be performed
1.	Year	Select the year for which you have to file return.
2.	Return Type	By default comes return type according to your return category.(Quarterly/Annually)
3(a).	Return period	Select the return period which can be only previous quarters of current year for quarterly returns. First quarter is April-June. Second Quarter is July-Sep and so on. For Annual Returns, the return period drop down box will contain previous 15 years. In case you need to select partial return period, select partial given at the end of the list.
3(b).	Return From and To	If you select Return Period automatically return period from and to date will be shown.
4.	Assessment Category	By default assessment category is annually. If you want to opt for Quarterly Assessment category then you need to contact to your assessment category.
5.	Document Type	Select the Form type that you want to upload: (VAT-10, VAT-7A, VAT-8A ,VAT-12, VAT-48, VAT-50, Sales Against Declaration Forms, Details of Use of Declaration Forms and Account of Declaration Forms)
6.	Select Type	Select Original if you are filing the return first time for the specified period or select Revised return if you are filing revised return.
7.	File to be attached	Upload the appropriate file. .xls for VAT-10, CST-1, VAT-11, VAT-10A and .csv for VAT-48, VAT-50, VAT-07A, VAT-08A, Sales against Declaration, Details of use of Declaration & Account of Declaration Forms
8.	Sign	Click on Sign for digitally signing the document.
9.	Uploaded Forms	Click on Uploaded Forms to View Uploaded Forms.
10.	Generate Acknowledgment	Click on Generate Acknowledgment to generate the acknowledgment receipt

Enter these details and select the file to be signed.

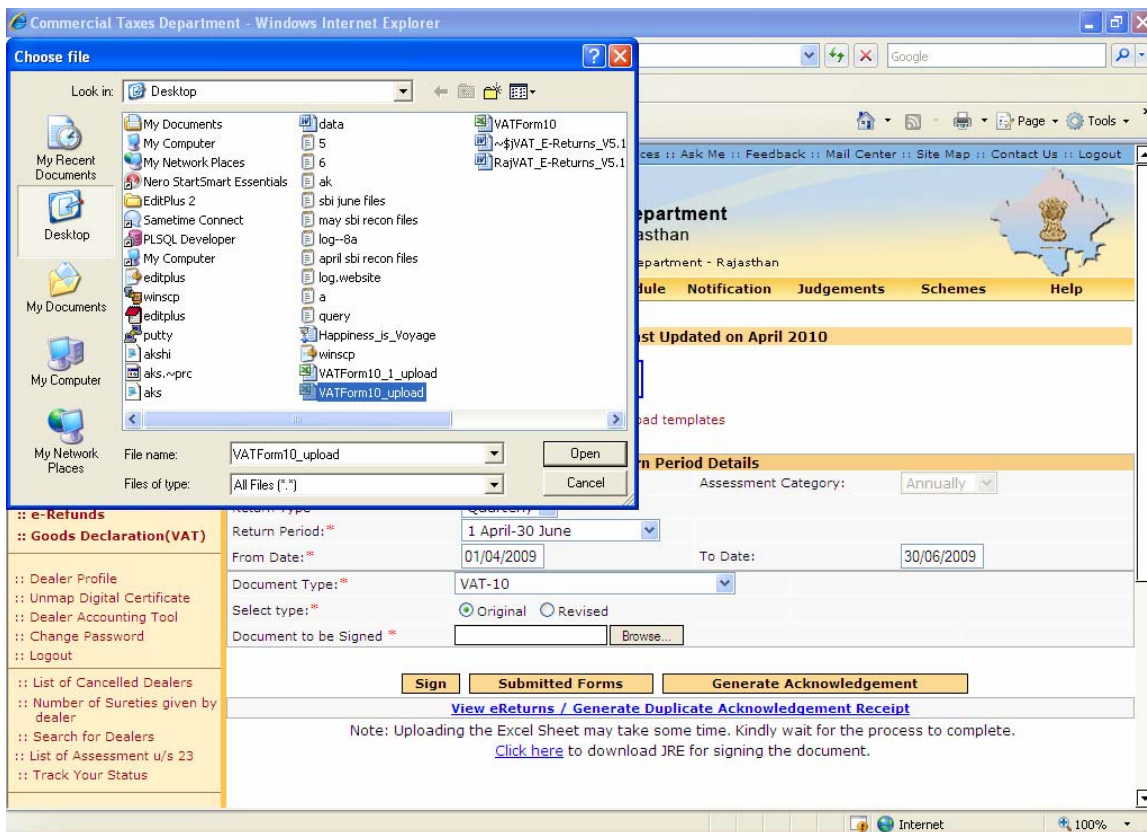
Steps to Sign, Upload and Submit “.xls” format forms:

(VAT-10)

Note:

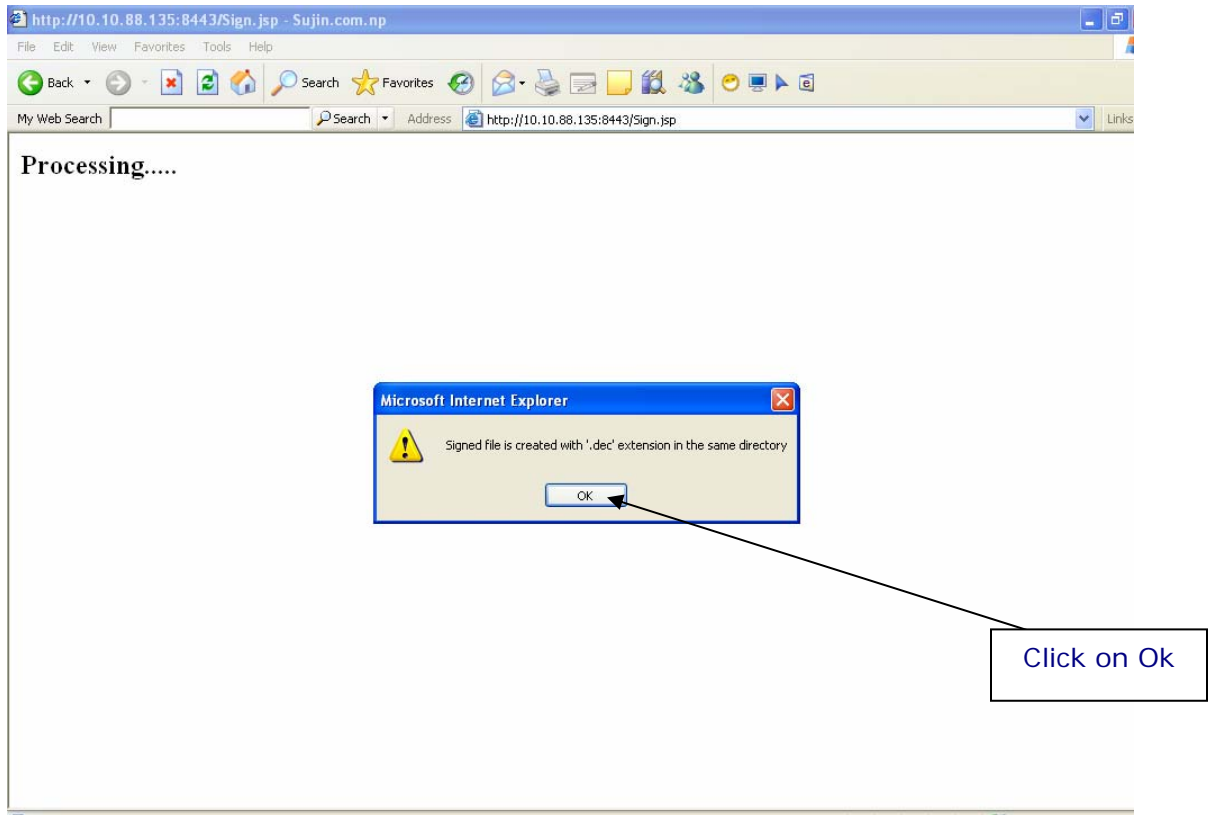
3. All the other forms for Quarterly Returns will be uploaded only if VAT-10 is signed, uploaded and submitted successfully.

When you click browse to select the file for signing, following screen is shown (Screen-88).



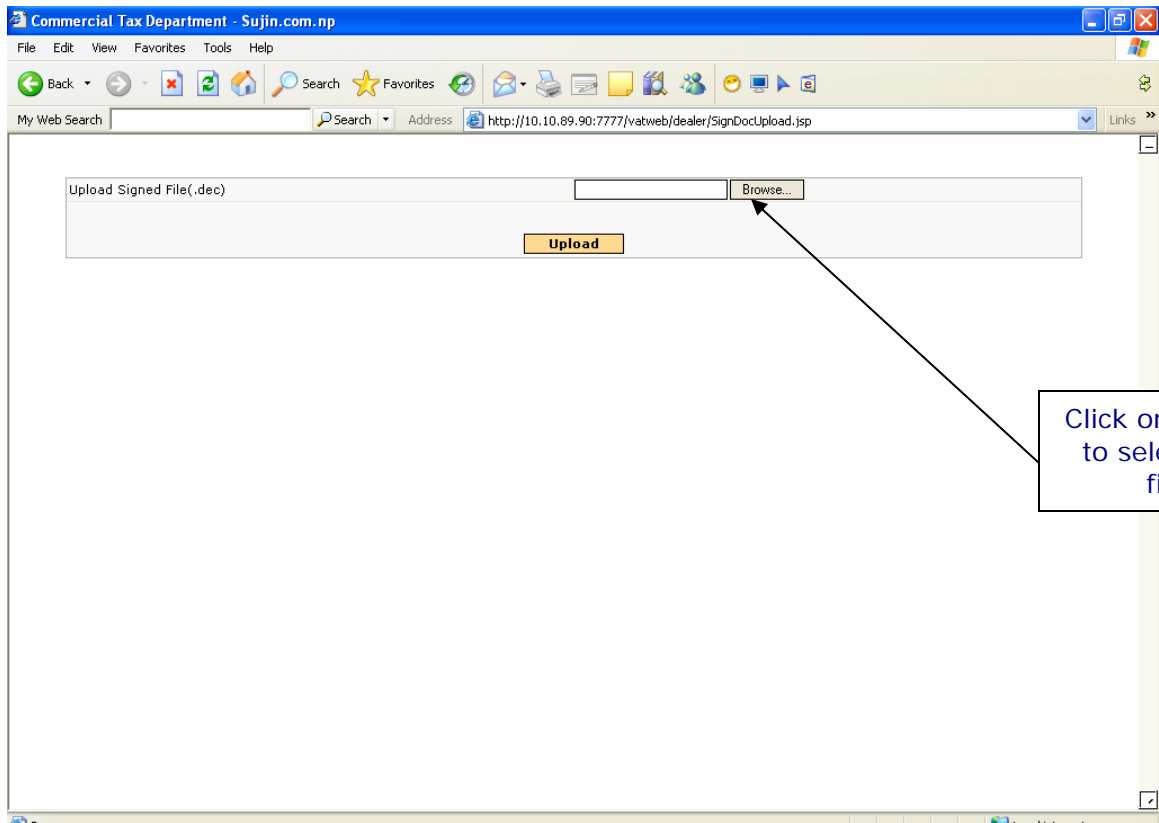
Screen-88

Select the file to be signed and click on open.
Click on Sign for signing the file.



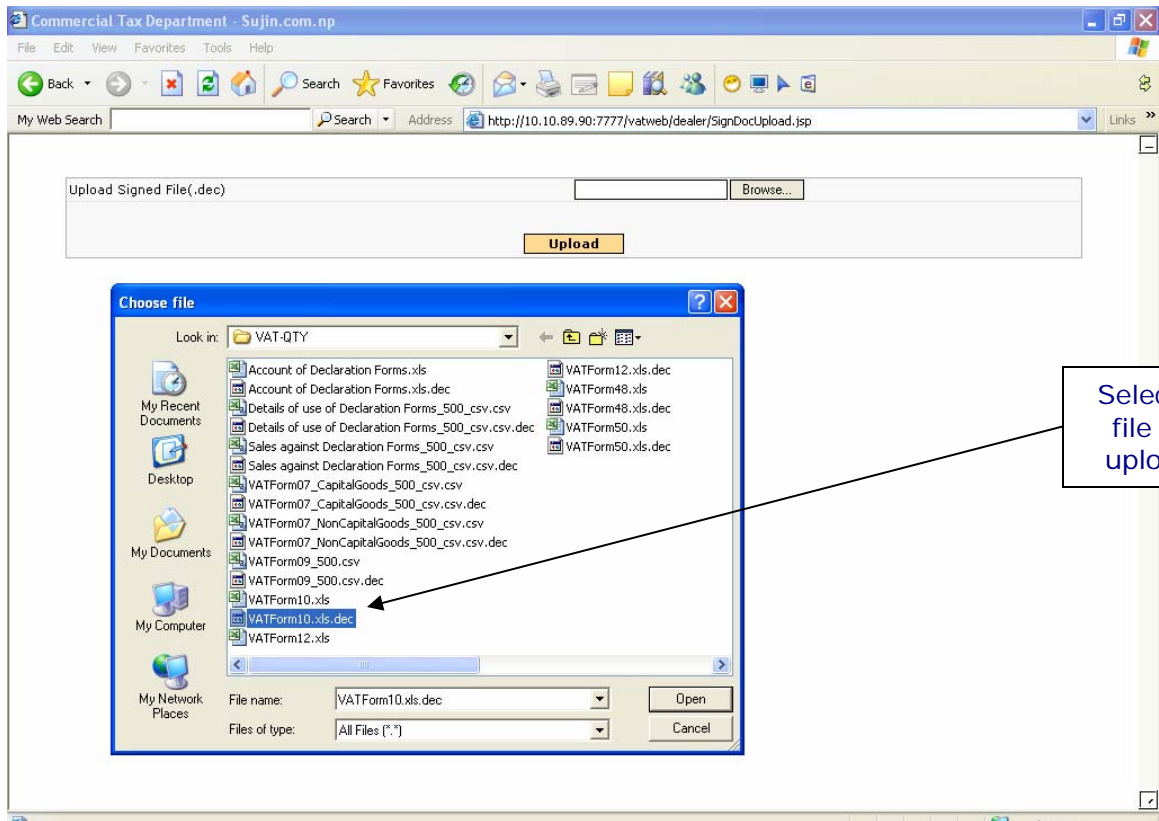
Screen-89

Once the file is signed successfully, you will get a message for the same. The digitally signed file will be created in same directory from where user selects the original file.

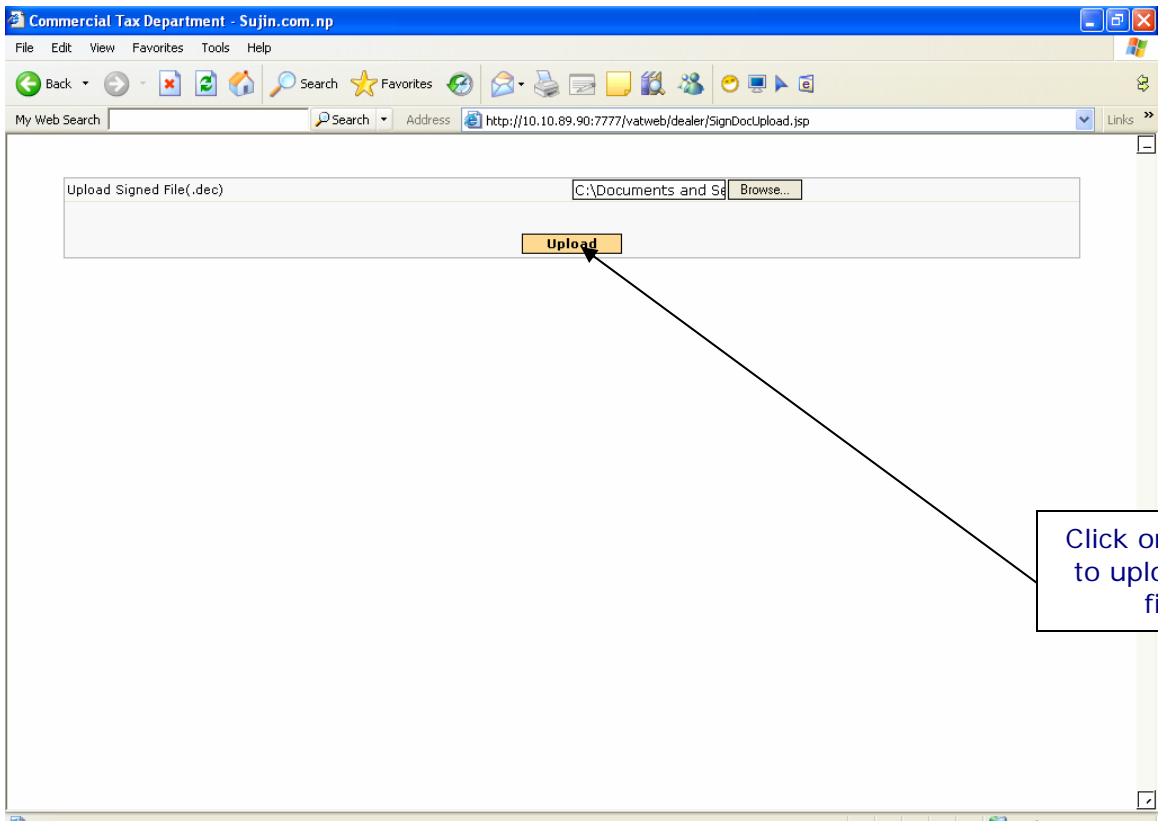


Screen-90

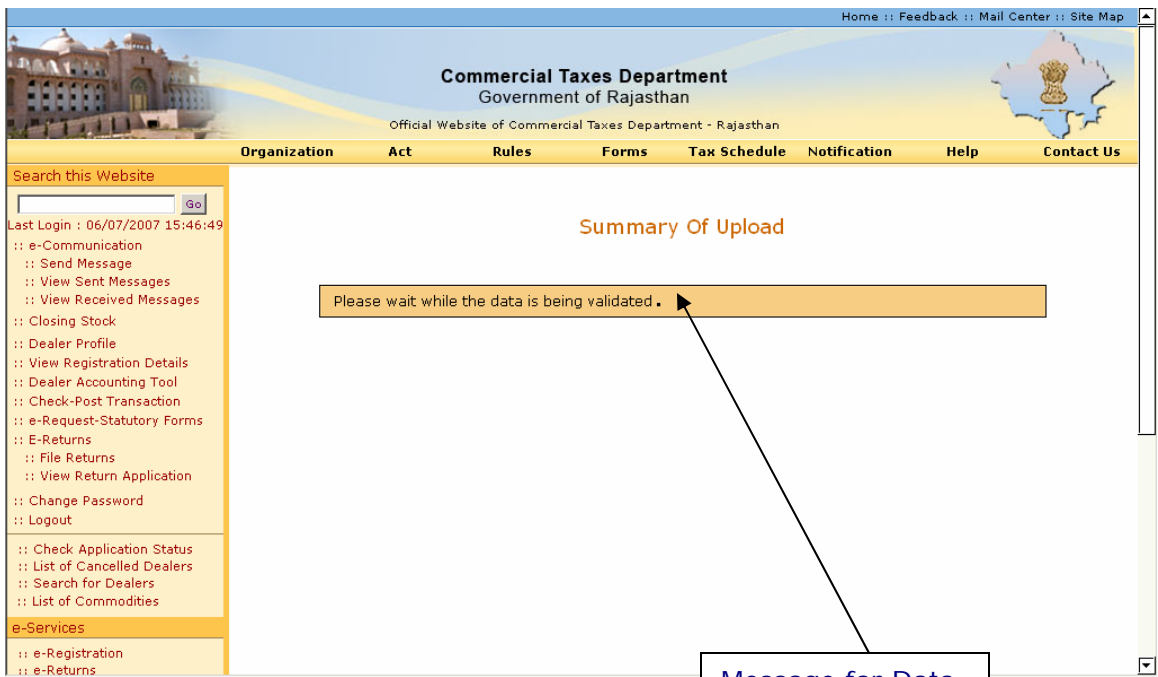
Selection of Digitally Signed file (.dec file) for uploading



Screen-91



Screen-92



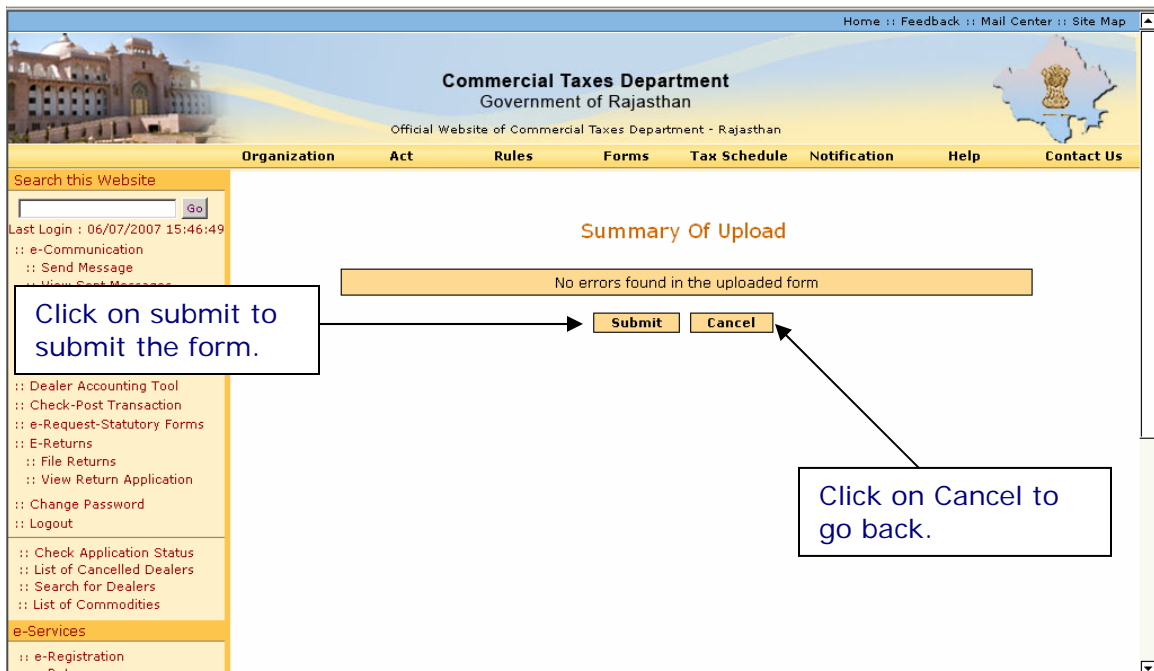
Screen-93

While this message is being shown, the data of the file uploaded is validated. After validation, if there is some error in data entry, then it will show the error list with the error message, row number and sheet details. You need to correct the data, sign the file and upload.

The system will not allow submission/upload of return(s)/annexure(s) till all the errors are corrected.

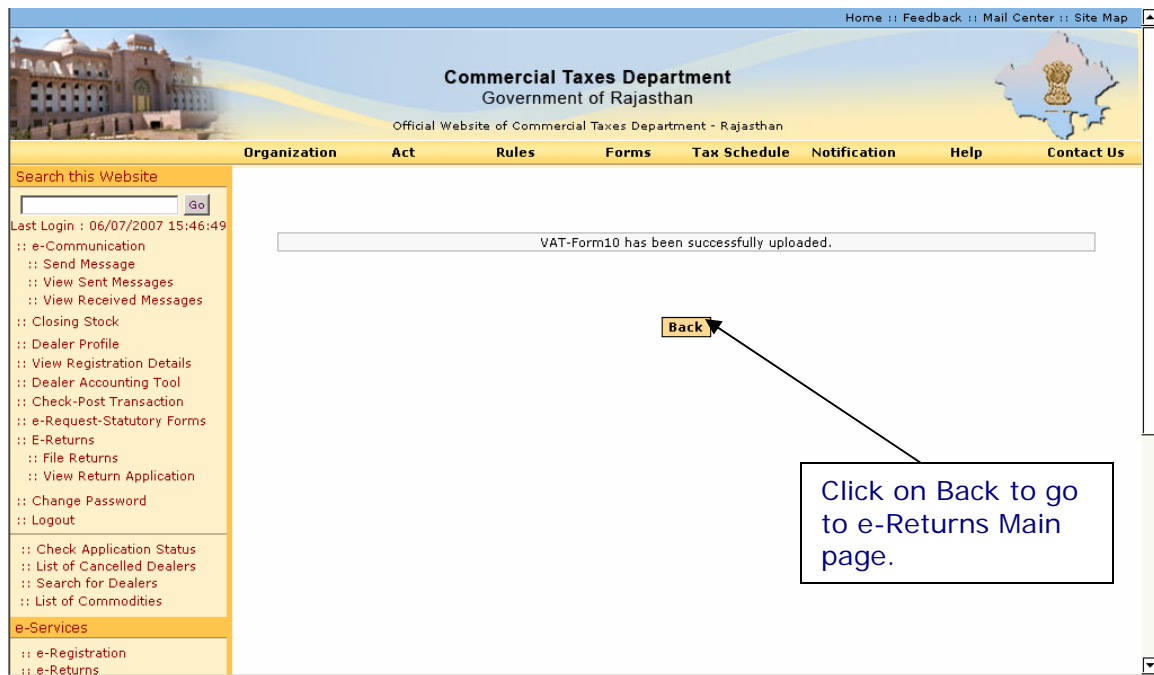
If there are no errors in the uploaded return you will find a submit button on the summary page.

Click on the submit button to file the returns. (Screen-94)



Screen-94

On click of Submit if it shows: "Form uploaded successfully" then it means your form has been uploaded successfully. (Screen-95)



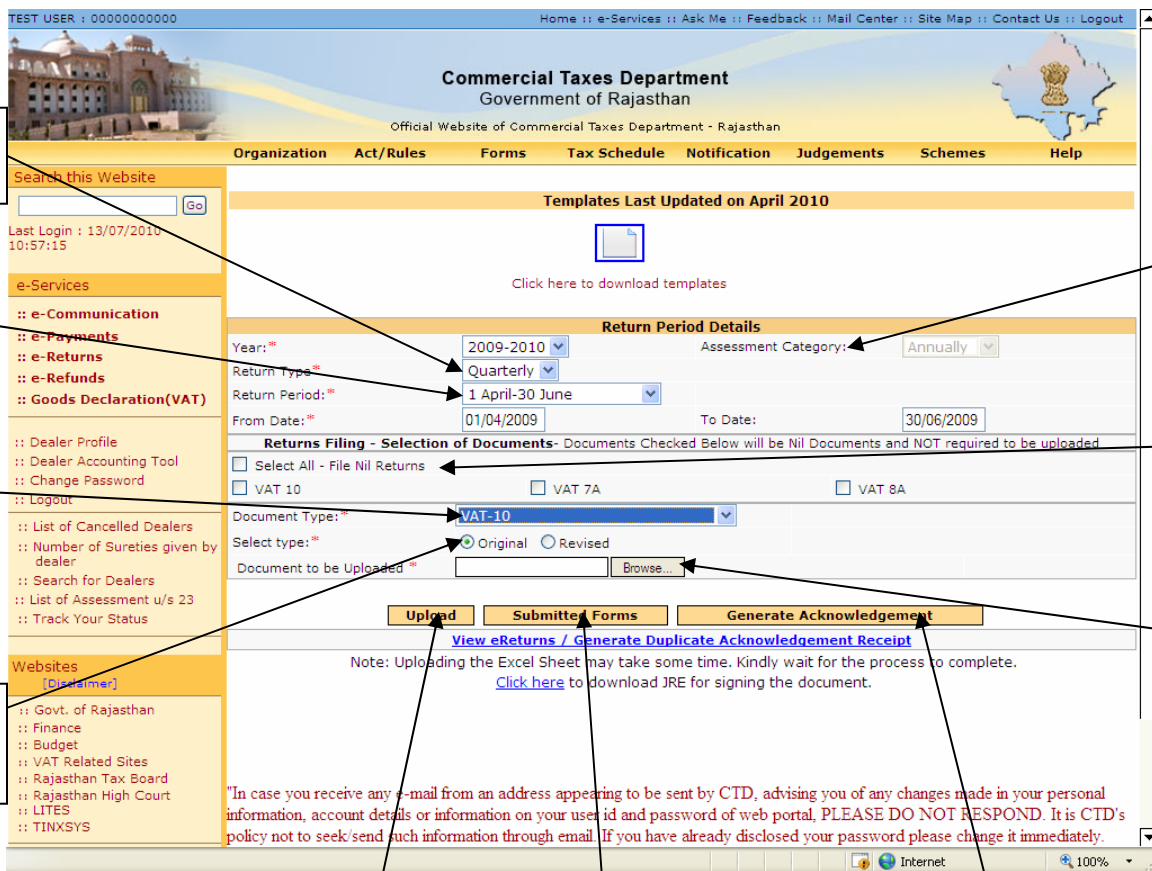
Screen-95

Click "Back" to come to the main e>Returns Page

E>Returns without digital Certificate:-

Now, Dealer can file e>Returns without digital Certificate, in this process, dealer need not to purchase digital certificate or map the digital certificate with rajtax.gov.in

The process will be the same in e>Returns with or without digital certificate apart from the below mentioned screen:-



1. Select Return Type.

2. Select Return Period.

4. Select Document Type.

6. Choose original/Revised Returns

3. Assessment category by default annual

5. Select file Nil Re

7. Browse the file to be uploaded

8. Click on Upload to upload the Forms.

9. Click on Submitted Forms to View the Uploaded Forms.

10. Click on Generate Acknowledgment to generate the acknowledgment receipt

Screen-96

Dealer need not to go for signing the document. Dealer can directly click on the upload button for uploading the document in case of e-returns without digital certificate.

But there is an one constraint in e>Returns without digital Certificate, When dealer generate his acknowledgement than they need to submit that acknowledgement receipt in his assessing authority's office. Then dealer will get another acknowledgement receipt from the tax office. That receipt will be considered as a valid acknowledgement receipt.

Thus, Dealer's e-returns without digital certificate will be considered as a complete return.

Steps to Sign, Upload and Submit ".csv" format forms:

(VAT-12, VAT-48, VAT-50, VAT-07A, VAT-08A, Account of Declaration, Sales against Declaration and Details of use of Declaration)

When VAT-12, VAT-48, VAT-50, VAT-07A, VAT08A, Account of Declaration, Sales against Declaration, Details of use of Declaration is selected then following screen appears.

In the "Sheets to be uploaded" textbox the number of sheets that you have uploaded will be entered automatically.

Then browse to the .csv file that you want to upload and click on sign button.

TEST USER : 00000000000 Home :: e-Services :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us :: Logout

Commercial Taxes Department
Government of Rajasthan
Official Website of Commercial Taxes Department - Rajasthan

Organization Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

Search this Website
[Input Field] [Go]

Last Login : 13/07/2010 12:12:04

e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)

:: Dealer Profile
 :: Dealer Accounting Tool
 :: Change Password
 :: Logout

:: List of Cancelled Dealers
 :: Number of Sureties given by dealer
 :: Search for Dealers
 :: List of Assessment u/s 23
 :: Track Your Status

Websites
[Disclaimer]

- :: Govt. of Rajasthan
- :: Finance
- :: Budget
- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS

Templates Last Updated on April 2010

[Click here to download templates](#)

Return Period Details

Year:* 2009-2010 Assessment Category: Annually
 Return Type* Quarterly
 Return Period:* 1 April-30 June
 From Date:* 01/04/2009 To Date: 30/06/2009

Returns Filing - Selection of Documents- Documents Checked Below will be Nil Documents and NOT required to be uploaded

Select All - File Nil Returns
 VAT 10 VAT 7A VAT 8A

Document Type:* VAT-07A Upload 1 sheets Uploaded 1 sheets
 Select type:* Original Revised
 Document to be Uploaded * [Input Field] [Browse...]

Upload Submitted Forms Generate Acknowledgement

[View eReturns / Generate Duplicate Acknowledgement Receipt](#)

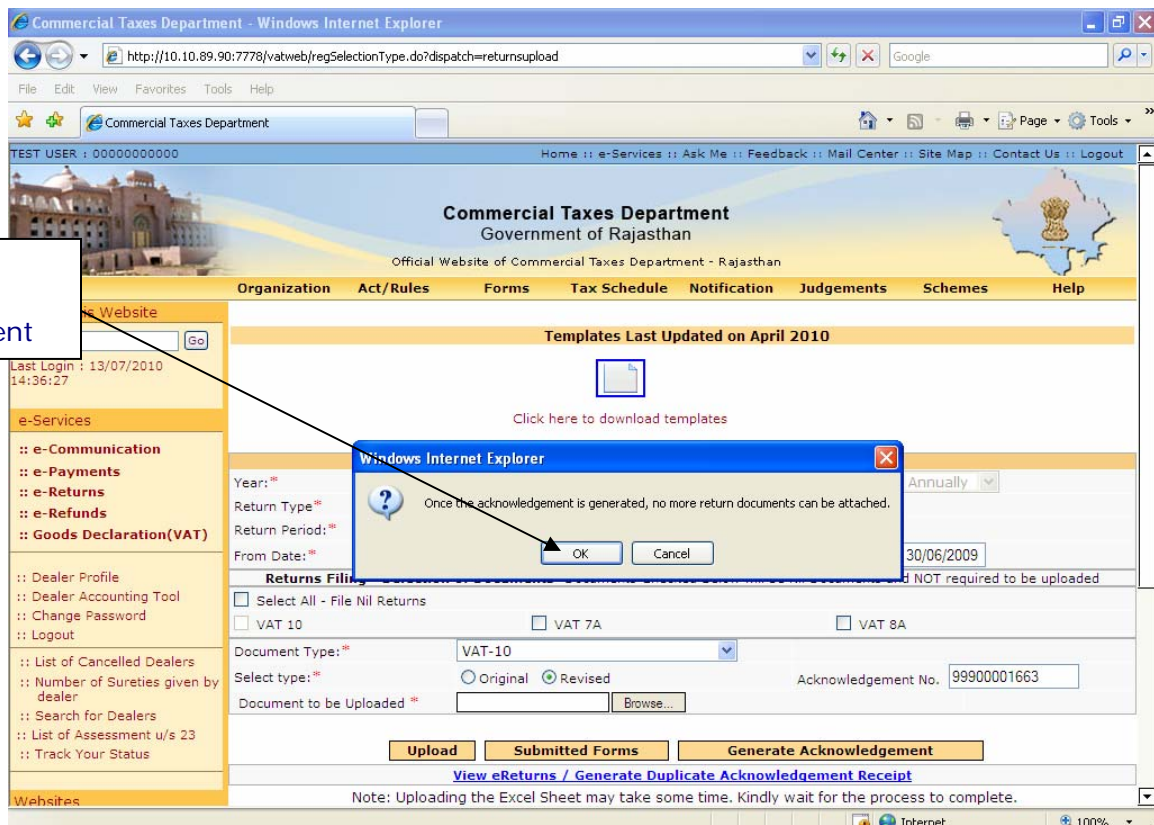
Note: Uploading the Excel Sheet may take some time. Kindly wait for the process to complete.
[Click here](#) to download JRE for signing the document.

"In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately."

Screen-97

Step-6 Generating Acknowledgement Receipt

After successfully uploading the templates (VAT-10 for Quarterly Returns and VAT-11 and VAT-10A for Annual Returns) along with its attachments, (VAT-07A, VAT-08A, VAT-12, VAT-48, VAT-50, Sales against Declaration Forms, Details of Use of Declaration Forms, and Account of Declaration Forms) for quarterly returns. You need to now generate acknowledgement receipt. On click of the button "Generate Acknowledgement", there will be a pop-up saying "Once acknowledgement is generated, no more forms can be attached" (Screen-98).



Screen-98

If you click "Cancel", then the acknowledgement receipt will not be generated.

To generate the acknowledgement receipt click "ok". If you have missed to upload any of the mandatory attachments then following message will appear on screen (Screen-99).

The screenshot shows the Commercial Taxes Department website for Rajasthan. At the top, there is a navigation bar with links: Home, e-Services, Ask Me, Feedback, Mail Center, Site Map, Contact Us, and Logout. Below this is a banner with the department's name and logo. A secondary navigation bar contains links for Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. On the left side, there is a search box and a list of e-Services including e-Communication, e-Payments, e>Returns, e-Refunds, and Goods Declaration (VAT). Below these are links for Dealer Profile, Dealer Accounting Tool, Change Password, Logout, and various dealer-related services. At the bottom left, there is a 'Websites' section with links to Govt. of Rajasthan, Finance, Budget, VAT Related Sites, Rajasthan Tax Board, Rajasthan High Court, LITES, and TINXSYS. The main content area displays a message: 'Your return is incomplete. Following documents are pending for filing: 1. VAT-07A, 2. VAT-08A. Please file them and generate acknowledgement of your e-return.' A 'Back' button is located below the message. At the bottom of the page, there is a disclaimer: 'In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately. You are strongly advised to NOT provide your user id and password to anyone.'

Screen-99

A return is considered to be filed completely only when acknowledgement receipt is generated. Once acknowledgement receipt is generated, you will not be allowed to file e>Returns for same period again. However, revised returns can be filed provided you have filed original returns.

The Acknowledgement Receipt is shown in Screen-100



**Government of Rajasthan
Commercial Taxes Department**

Acknowledgement Receipt for E>Returns (Quarterly VAT-10) without Digital Signature Certificate

Acknowledgement No	: 99900001672	Tax Type	: VAT	Receipt Date	: 13/07/2010
TIN	: 00000000000	Firm Name	:		
Zone	:	Circle	:	Ward	:
Type of Return	: Quarterly	Period From	: 01/04/2009	Period To	: 30/06/2009
Address	: C SCHEME, KAR BHAWAN, JAIPUR, RAJASTHAN,				

Details of Returns Filed (Revised)		
List of Return Documents Uploaded		
1. FORM VAT-10		
Date of Submission: 13/07/2010		
Item	Form VAT-10 Reference	Value
Gross Turnover(Rs)	Column 4.0	1000000000.00
Total Amount of Tax liable to be paid (Rs)	Column 4.17	36024.00
Total Input tax credit available for the period (Rs)	Column 5.5	20120.00
Net Tax Payable(Rs)	Column 6.1	15904.00
Tax Deferred (Rs)	Column 6.2	5904.00
Amount to be adjusted against VAT / CST dues (Rs)	Column 6.4 (c)	1.00
Balance of excess amount (if any) (Rs)	Column 6.5 (a)	1.00
Details of Deposit (Rs)	Column 08	10000.00
Interest Payable (Rs)	Column 08	0.00

Notes:

1. Please submit the copy of such return(s) generated through the official website of the Commercial Taxes Department, Rajasthan (<http://rajtax.gov.in>) duly verified by you / your business manager by affixing the signature, to your Assessing Authority within fifteen days of the last date for filing of such return(s). Failure to do so shall be deemed to be a case of non-filing of return(s).
2. Attach statutory declaration forms, if applicable.
3. Attach proof of deposit of tax.
4. This is a computer generated receipt and does not require signature.

Done

Internet

100%

Screen-100

To file Revised returns click on Revised as shown in Screen-101 and repeat the steps to file the returns.

The screenshot shows the Commercial Taxes Department website interface. At the top, it displays the user ID 'TEST USER : 00000000000' and navigation links like 'Home', 'e-Services', 'Ask Me', 'Feedback', 'Mail Center', 'Site Map', 'Contact Us', and 'Logout'. The main header identifies the 'Commercial Taxes Department, Government of Rajasthan' and provides the official website URL. A navigation menu includes 'Organization', 'Act/Rules', 'Forms', 'Tax Schedule', 'Notification', 'Judgements', 'Schemes', and 'Help'. A search bar is present on the left, along with the user's last login information: 'Last Login : 13/07/2010 14:36:27'. The 'e-Services' menu is expanded, showing options like 'Communication', 'Payments', 'Returns', 'Refunds', and 'VAT Declaration (VAT)'. The 'Returns' option is selected, leading to the 'Returns Filing - Selection of Documents' form. The form includes fields for 'Year' (2009-2010), 'Return Type' (Quarterly), 'Return Period' (1 April-30 June), 'From Date' (01/04/2009), and 'To Date' (30/06/2009). Under 'Returns Filing - Selection of Documents', there are checkboxes for 'Select All - File Nil Returns', 'VAT 10', 'VAT 7A', and 'VAT 8A'. The 'Document Type' is set to 'VAT 10'. Under 'Select type', the 'Revised' radio button is selected, highlighted by a callout box with the text 'Click on Revised to file Revised Returns.'. The 'Acknowledgement No.' is '99900001674'. At the bottom of the form, there are buttons for 'Upload', 'Submitted Forms', and 'Generate Acknowledgement', along with a link to 'View eReturns / Generate Duplicate Acknowledgement Receipt'. A note states: 'Note: Uploading the Excel Sheet may take some time. Kindly wait for the process to complete. Click here to download JRE for signing the document.' A disclaimer at the bottom reads: 'In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately.'

Screen-101

Step-7 View Returns

To view the returns filed go to the home page and click on the link as shown in Screen-102.

The screenshot displays the official website of the Commercial Taxes Department, Government of Rajasthan. The page features a navigation menu with options like Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. A search bar is located at the top left. The main content area is titled 'Templates Last Updated on April 2010' and includes a link to download templates. Below this, the 'Return Period Details' section allows users to select a year (2009-2010), return type (Quarterly), and return period (1 April-30 June). The 'Returns Filing - Selection of Documents' section includes checkboxes for VAT 10, VAT 7A, and VAT 8A, and a dropdown for document type (Original or Revised). A callout box with an arrow points to the 'View e-Return' link in the e-Services menu, with the text: 'Click here to view all the returns filed.'

Screen-102

When clicked "View e-Return", a list of previously filed returns is shown (Screen-103).

Handbook of **g**

Select Tax Type: VAT or CST

Click on the acknowledgement number to view a specific return.

Last Login : 13/07/2010 14:36:27
 e-Services
 :: e-Communication
 :: e-Payments
 :: e>Returns
 :: e-Refunds
 :: Goods Declaration(VAT)
 :: Dealer Profile
 :: Dealer Accounting Tool
 :: Change Password
 :: Logout
 :: List of Cancelled Dealers
 :: Number of Sureties given by dealer
 :: Search for Dealers
 :: List of Assessment u/s 23
 :: Track Your Status
 Websites
 [Disclaimer]
 :: Govt. of Rajasthan
 :: Finance
 :: Budget
 :: VAT Related Sites
 :: Rajasthan Tax Board
 :: Rajasthan High Court
 :: LITES
 :: TINXSYS
 Powered by:
 TATA
 TATA CONSULTANCY SERVICES
 Total Visits: 1016539
 Thank You for Visiting
 Last Updated: 13/05/2010

List of Returns Filed

Tax Type:

Search>> Total Records : 108 Current Page : 1

Rcpt.	Sr.No.	Acknowledgement No.	Form Name	From Date	To Date	Acknowledgement Date	Manual/Online	Original/Revised
<input type="radio"/>	1	99900001674	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
<input type="radio"/>	2	99900001673	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
<input type="radio"/>	3	99900001672	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
<input type="radio"/>	4	99900001671	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
<input type="radio"/>	5	99900001670	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
<input type="radio"/>	6	99900001669	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
<input type="radio"/>	7	99900001668	Form VAT-10	01/04/2009	30/06/2009	13/07/2010	Online	Revised
<input type="radio"/>	8	99900001663	Form VAT-10	01/04/2009	30/06/2009	10/07/2010	Online	Revised
<input type="radio"/>	9	99900001662	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
<input type="radio"/>	10	99900001661	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
<input type="radio"/>	11	99900001660	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
<input type="radio"/>	12	99900001659	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
<input type="radio"/>	13	99900001658	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
<input type="radio"/>	14	99900001657	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
<input type="radio"/>	15	99900001656	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
<input type="radio"/>	16	99900001655	Form VAT-10	01/04/2009	30/06/2009	09/07/2010	Online	Revised
<input type="radio"/>	17	99900001653	Form VAT-10	01/04/2009	30/06/2009	08/07/2010	Online	Revised
<input type="radio"/>	18	99900001652	Form VAT-10	01/01/2010	31/03/2010	08/07/2010	Online	Revised
<input type="radio"/>	19	99900001646	Form VAT-10	01/01/2010	31/03/2010	25/06/2010	Online	Revised
<input type="radio"/>	20	99900001644	Form VAT-10	01/01/2010	31/03/2010	24/06/2010	Online	Revised

Screen-103

Click here to generate the 'acknowledgement receipt'

If you click on the acknowledgement number you will see list of forms and annexure that you have uploaded, as shown in the screen shown below (Screen-104).

You may also regenerate the acknowledgment receipt by following steps given below: -

5. Select the return for which you need to regenerate the acknowledgment receipt.
6. Click "Generate Acknowledgment". An acknowledgment receipt shown in Screen-68 will be displayed. You can print the receipt.

If Dealer is registered in CST & wants to view CST e>Returns then select CST from Tax Type window.

Click on any form to view the details filled in that form.

Commercial Taxes Department
Government of Rajasthan
Official Website of Commercial Taxes Department - Rajasthan

Organization Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

Search this website [Go]

Last Login : 13/07/2010 15:07:53

e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)

:: Dealer Profile

:: Dealer Accounting Tool

:: Change Password

:: Logout

:: List of Cancelled Dealers

:: Number of Sureties given by dealer

:: Search for Dealers

:: List of Assessment u/s 23

:: Track Your Status

Websites [Disclaimer]

- :: Govt. of Rajasthan
- :: Finance
- :: Budget
- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS

List of Returns Forms


S.No	Document Name	Uploaded Date	View Document
1	VAT-10	09/07/2010 15:32:21	View
2	VAT-07A	09/07/2010 15:34:13	View
3	VAT-08A	09/07/2010 15:34:32	View

[Back]

"In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately. You are strongly advised to NOT provide your user id and password to anyone."

Screen-104

If you click on document name you will be able to see all the details of Turnover, etc. which you have filled (Screen-105).



99900001660

FORM VAT-10
[See Rule 19 & 19A]
Quarterly Return

01	Registration No.(TIN) 00000000000	Year 2009-2010	Period covered by this returns From <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td>DD</td><td>MM</td><td>YYYY</td></tr><tr><td>01</td><td>04</td><td>2009</td></tr></table> To <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td>DD</td><td>MM</td><td>YYYY</td></tr><tr><td>30</td><td>06</td><td>2009</td></tr></table>	DD	MM	YYYY	01	04	2009	DD	MM	YYYY	30	06	2009
DD	MM	YYYY													
01	04	2009													
DD	MM	YYYY													
30	06	2009													
Full Name of Dealer : TEST USER															
Address : C SCHEME, KAR BHAWAN, JAIPUR															
Phone No : NA		Email Address : NA													

02	Indicate if there is neither purchase nor sales in the return period.	No
03	Indicate if there is any claim for refund in the return period.	No

04 Tax Liability(details of sales/purchases for the period under Return)				
S.No	Details of Turnover	Amount(Rs.)	Rate of Tax	Tax(Rs.)
4.0	Gross Turnover	45555.88		
4.1	Turnover of Exempted sales	10000000.00		
4.2	Turnover of goods taxable at first point which have already suffered Tax	89898080.88		
4.3	Turnover of goods sold within the state on behalf of principal, for which principal shall discharge tax liability	28838292920.80		
4.4	Turnover of Sales within the State to Exporters	30.00		
4.5	Turnover of Interstate Sales, SOS, Exports	1.00		
4.6	Other turnover, if any , not taxable under VAT (Please Specify)	3.00		
4.7	Turnover of goods liable to tax under section 6(1) (on the basis of weight, volume, measurement of unit)	890002888.89	2%	88892.00
4.8 to 4.12	Sales taxable	2000.00	4%	88.00
4.13	Turnover of sales returns (good returned of earlier period)	15500.80	4%	750.00
4.14	Total output tax [(4.7+4.8+4.9+4.10+4.11+4.12)-4.13]	889989388.09		88230.00
4.15	Turnover of purchases liable to tax under section 4(2)*	45667.00	4%	164.00
4.16	Turnover of goods liable to reverse tax**	1500.00	5%	600.00
4.17	Total Amount of Tax liable to pay [4.14+4.15+4.16]	890036555.09		88994.00

Screen-105

Preparation of CST Returns:

If the details entered by you are found correct; you will be logged in. You are entitled for number of e-services. Please select e>Returns link on the left hand side column (Screen-74).

The screenshot shows the official website of the Commercial Taxes Department, Government of Rajasthan. The page features a navigation menu at the top with links for Home, e-Services, Ask Me, Feedback, Mail Center, Site Map, Contact Us, and Logout. The main content area is divided into several sections: a search bar, a welcome message for SAVIT STONE INDUSTRIES, a mission statement, and various service links. The left sidebar contains a list of e-Services, with 'e>Returns' highlighted. Two callout boxes are present: one pointing to the 'e>Returns' link and another pointing to the 'CST' link under the 'e>Returns' section.

1. Click here to file e>Returns

2. Click here to file CST Return

Screen-106

After clicking on "e>Returns" link, option for VAT and CST will be displayed for dealers to decide the tax type for which they want to file e>Returns. On clicking CST link, the following screen would be shown (Screen-106).

You can upload your e>Returns in format .xls format.

SAVIT STONE INDUSTRIES : 08993001727 Home :: e-Services :: Ask Me :: Feedback :: Mail Center :: Site Map :: Contact Us :: Logout

Commercial Taxes Department
Government of Rajasthan
Official Website of Commercial Taxes Department - Rajasthan

Organization Act/Rules Forms Tax Schedule Notification Judgements Schemes Help

Search this Website
[] [Go]

Last Login : 13/05/2010
13:42:35

e-Services

- :: e-Communication
- :: e-Payments
- :: e>Returns
- :: e-Refunds
- :: Goods Declaration(VAT)

:: Dealer Profile
:: Dealer Accounting Tool
:: Change Password
:: Logout

:: List of Cancelled Dealers
:: Number of Sureties given by dealer
:: Search for Dealers
:: List of Assessment u/s 23
:: Track Your Status

Websites
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- :: Govt. of Rajasthan
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- :: VAT Related Sites
- :: Rajasthan Tax Board
- :: Rajasthan High Court
- :: LITES
- :: TINXSYS

Template Last updated on April-2010

Sample Sheet
Sample filled up forms for reference: [Form CST-1](#)

Template
Download Template for Quarterly Return: [Form CST-1](#)

Upload File

Return Type*: Quarterly
Return Period*: 1 April-30 June
From Date*: 01/04/2010
Document Type*: Select
Select type*: Original Revised
Year: 2010-2011
To Date: 30/06/2010
Document to be Signed*: [] [Browse...]

Upload Submitted Forms Generate Acknowledgement

Note: Uploading the Excel Sheet may take some time. Kindly wait for the process to complete.

[Click here](#) to download JRE 1.6 for signing a page.

"In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately.

Done Internet 100%

Download Re
Templates in
excel format

Screen-107

To fill up the return, you are required to download the templates from the website. It is advisable to download these templates once and store for future use. You should have Microsoft Excel Sheet (version may be 97, 2000, 2003 or 2007) installed in your computer for this purpose.

Note: If you have downloaded the templates before the last updated date mentioned then you need to download new template.

To download the templates for filing e>Returns, click on required form name (template) as mentioned in the table below.

Quarterly Dealer

Sr. No.	Return Type	Document Type	Mandatory/Optional	Download Format
1.	Quarterly	CST Form1	Mandatory	.xls

After downloading requisite templates, data can be entered in these templates in following steps:

1. Open downloaded templates and fill the template with appropriate data.
2. Enter the kind of data as per the color shown in the background. The color scheme is:

Light Green: - Only **numbers** are to be entered in the cell.

Orange: - Only **dates** are allowed to be entered in the cell.

Following is the sample template for CST Form1 – PART – I (Screen-108)

The screenshot shows a Microsoft Excel spreadsheet titled 'CSTForm1'. The spreadsheet has two columns, A and B. The data is as follows:

	A	B
1	PAYMENT PARTICULARS	
2	01. Gross Amount Received/Receivable	1009.00
3	DEDUCTION FOR (01)	
4	I. Sales of Goods Outside the State	189.00
5	II. Sales of goods in course of export outside India(as defined in sec(5) of Central Act)	
6	02. Balance-Turnover of Inter-State sales and sales within the State	820.00
7	DEDUCTION FOR (02)	
8	I. Turnover of Sales within the State	
9	03. Balance-Turnover of Inter-State sales	820.00
10	DEDUCTION FOR (03)	
11	I. Cost of freight, delivery or installation when such cost is separately charged on turnover of Inter-State sales	
12	04. Balance-Total Turnover of Inter-State sales	820.00
13	DEDUCTION FOR (04)	
14	I. Subsequent Sales not taxable under sec 6(2) of the Act	
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		

A 'Validate' button is visible in cell A17. The status bar at the bottom shows 'PART - I / PART - II /'.

Screen-108

Following is the sample template for CST Form1 – PART – II (Screen-109)

	A	B	C	D
1	05. GOODSWISE BREAK-UP			
2	A. DECLARED GOODS			
3	(I) Declared Goods Sold to Registered Dealer on prescribed declaration (vide declaration attached)			
4	(II) Declared Good Sold otherwise			
5	B. OTHER GOODS			
6	(I) Other Goods Sold to Registered Dealer on prescribed declaration (vide declaration attached)			
7	(II) Other Goods Sold otherwise			
8	Goodswise Total Amount :-	0.00		
9	06. TAX AMOUNT BREAK-UP			
10		Rate of Tax	Taxable Turnover	Amount of Tax
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26	07. Total Tax Payable on Rs.	0.00	Amounts to Rs.	0.00
27	08. Tax Paid, if any, by means of Treasury Challan/M.O.			
28	Challan/M.O. No.	Date Of Payment	Amount Of Payment	
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39	Total Tax Paid		0.00	
40	09. Balance Due/Excess Paid, if any	0.00		
41				
42				
43				
44				
45				
46				
47				
48				
49				
50				
51				
52				
53				
54				
55				
56				
57				
58				
59				

Screen-109

Upload and submit the Forms:

If after, downloading templates, if you had logged out of the system, please log-in again and to upload filled templates as described in following steps:

Go to the page where you had previously gone at the time of downloading the templates.

Note: Screens for downloading templates and uploading them on web site are the same.

The screenshot displays the 'Commercial Taxes Department' website interface. At the top, the user is logged in as 'ROHIT KUMAR MOHIT KUMAR : 08020002433'. The main header includes the department name and navigation links like 'Organization', 'Act/Rules', 'Forms', 'Tax Schedule', 'Notification', 'Judgements', 'Schemes', and 'Help'. The central content area features an 'Upload File' form with the following fields: 'Return Type*' (Quarterly), 'Return Period:**' (1 April-30 June), 'Year:' (2010-2011), 'From Date:**' (01/04/2010), 'To Date:' (30/06/2010), 'Document Type:**' (Form CST-1), and 'Select type:*' (Original/Revised). A 'Document to be Signed**' field with a 'Browse...' button is also present. Below the form are three buttons: 'Upload', 'Submitted Forms', and 'Generate Acknowledgement'. A note states: 'Note: Uploading the Excel Sheet may take some time. Kindly wait for the process to complete.' and a link is provided: 'Click here to download JRE 1.6 for signing a page.' At the bottom, a warning message reads: 'In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any change in information, account details or information on your user id and password of web portal, PLEASE DO NOT click on the link through email. If you have already disclosed your password please do not disclose it again.' Eight numbered callout boxes provide step-by-step instructions: 1. Select Return Type. (points to Return Type dropdown), 2. Select Return Period. (points to Return Period dropdown), 3. Select Document Type. (points to Document Type dropdown), 4. Choose Original/Revised Returns (points to Select type radio buttons), 5. Browse to the file to be uploaded (points to Document to be Signed field), 6. Click on Upload to upload the selected file. (points to Upload button), 7. Click on Submitted Forms to view uploaded forms. (points to Submitted Forms button), and 8. Click on Generate Acknowledgement to generate ack (points to Generate Acknowledgement button).

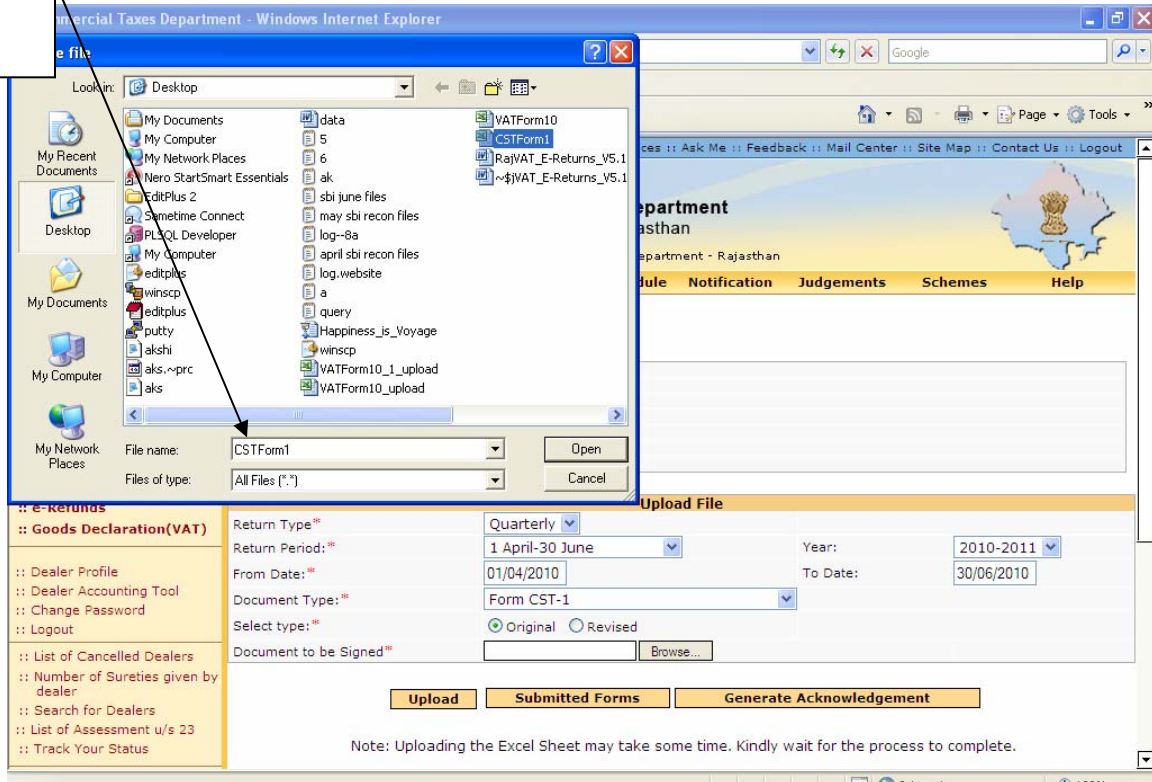
Screen-110

Now select all the required fields as per the table given below:-

Sr. No.	Label Type	Action to be performed
1.	Return Type	Select the return type according to return you want to file.(Quarterly)
2(a).	Return period	Select the return period which can be only previous quarters of current year for quarterly returns. First quarter is April-June, Second Quarter is July-Sep and so on. For Annual Returns, the return period drop down box will contain previous 15 years. In case you need to select partial return period, select partial given at the end of the list.
2(b).	Return From and To	If you select Partial option in Return Period you will get this option. Fill the return period from and to date.
3.	Document Type	Select the Form type that you want to upload.(CST-Form1)
4.	Select Type	Select Original if you are filing the return first time for the specified period or select Revised return if you are filing revised return.
5.	Browse	Browse to the file to be uploaded
6.	Upload	Click on Upload to upload the selected file.
7.	Submitted Forms	Click on Submitted Forms to view uploaded forms.
8.	Generate Acknowledgement	.Click on Generate Acknowledgement to generate ack

When you click browse to select the file to upload, following screen is shown (Screen-111).

Choose the file to be uploaded that should be in .xls format



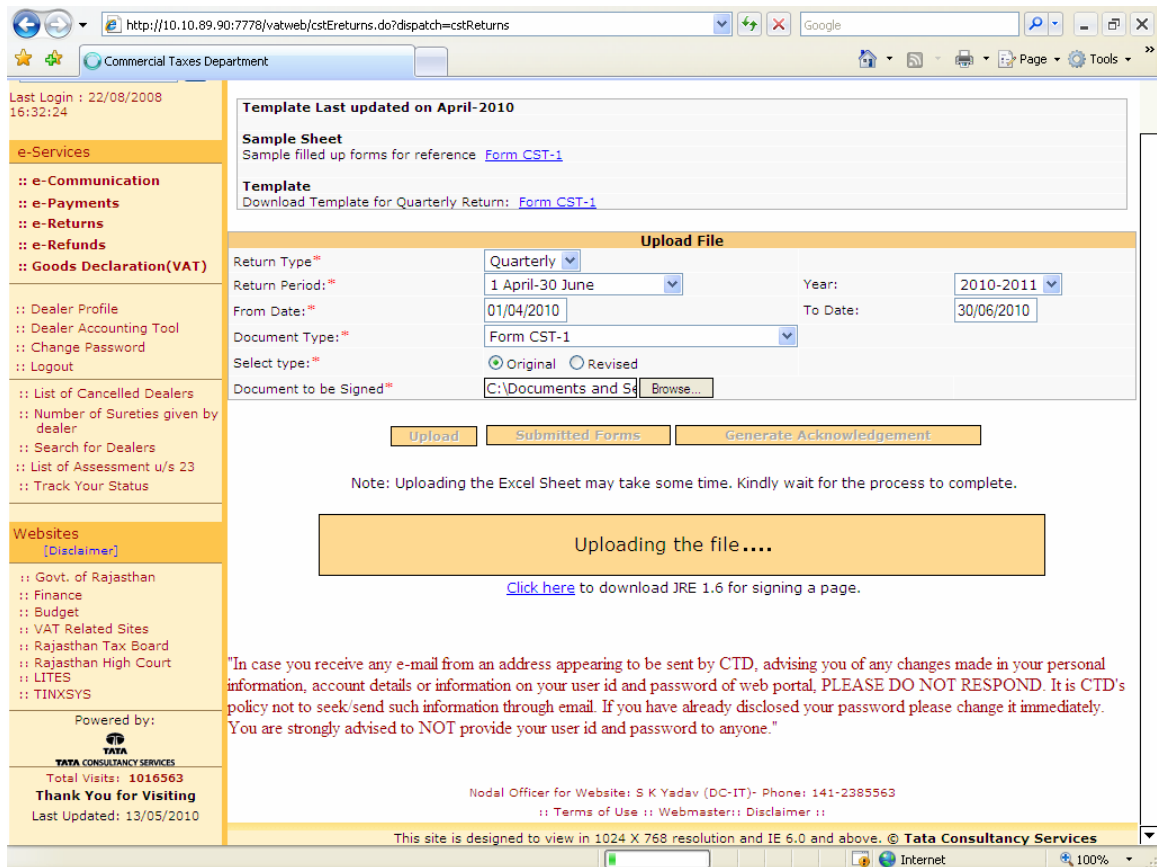
Screen-111

Select the file to be uploaded and click on open.

The Textbox besides "File to be attached" will contain the address of the file to be uploaded.

Click on upload to upload the file.

The signing process of file is same as mentioned in VAT e>Returns



Screen-112

While this message is shown, the file is being uploaded on our server.

If there are no errors in the uploaded template you will find a submit button on the summary page.

Click on the submit button to file the returns. (Screen-112)

The screenshot displays the Commercial Taxes Department website interface. At the top, the header includes the user name 'AR MOHIT KUMAR : 08020002433' and navigation links: Home, e-Services, Ask Me, Feedback, Mail Center, Site Map, Contact Us, and Logout. The main title is 'Commercial Taxes Department Government of Rajasthan', with the subtitle 'Official Website of Commercial Taxes Department - Rajasthan'. A navigation menu contains: Organization, Act/Rules, Forms, Tax Schedule, Notification, Judgements, Schemes, and Help. On the left, there is a search bar and a list of e-Services including: e-Communication, e-Payments, e>Returns, e-Refunds, Goods Declaration(VAT), Dealer Profile, Dealer Accounting Tool, Change Password, Logout, List of Cancelled Dealers, Number of Sureties given by dealer, Search for Dealers, List of Assessment u/s 23, and Track Your Status. Below this is a 'Websites' section with links to Govt. of Rajasthan, Finance, Budget, VAT Related Sites, Rajasthan Tax Board, Rajasthan High Court, LITES, and TINXSYS. The main content area shows a 'Summary Of Upload' message: 'No errors found in the uploaded form'. Below this message are 'Submit' and 'Cancel' buttons. A callout box with the text 'Click on Submit Button' has an arrow pointing to the 'Submit' button. At the bottom of the main content area, there is a disclaimer: 'In case you receive any e-mail from an address appearing to be sent by CTD, advising you of any changes made in your personal information, account details or information on your user id and password of web portal, PLEASE DO NOT RESPOND. It is CTD's policy not to seek/send such information through email. If you have already disclosed your password please change it immediately. You are strongly advised to NOT provide your user id and password to anyone.'

Screen-113

On click of Submit, the Acknowledgement Receipt is shown in Screen-113



**Government of Rajasthan
Commercial Taxes Department**

Acknowledgement Receipt for CST-eReturns

Acknowledgement No : 99900001678 Tax Type : CST Receipt Date : 14/07/2010
TIN : 08020002433 Firm Name : ROHIT KUMAR MOHIT KUMAR
Zone : AJMER Circle : B Ward : III
Type of Return : Quarterly Period From : 01/04/2010 Period To : 30/06/2010
Address : SANOD,IASIRABAD,

Details of Returns Filed (Regular)			
Form CST-1			
Date of Submission:	14/07/2010		
Gross Turnover (Rs)	1000	Total Tax Payable(Rs)	0
Taxable Turnover (Rs)	0	Total Tax Paid (Rs)	0

Note: Please submit following in hard copy to the Assessing Authority:

1. Statutory declaration forms
2. Proof of deposit of tax in case the payment is not made electronically

[Print](#) [Home](#)



Screen-114

A return is considered to be filed completely only when acknowledgement receipt is generated. Once acknowledgement receipt is generated, you will not be allowed to file e>Returns for same period again. However, revised returns can be filed once original returns are filed.