

eRegistration

USER MANUAL



Commissioner of Taxes & Excise

Government of Tripura

Document Name	User Manual
Module Name	e-Registration
User Type	Dealer
Location	Tripura

Prepared by	M/s. Wipro Ltd
Reviewed by	NIC Bangalore
Submitted to	Commissioner of Taxes and Excise- Government of Tripura

Version No	0.2
Submission Date	25/05/2012

Version Control

Version no	Submission Date	Description of Changes made
0.1	21 st November, 2011	First version
0.2	25 th May, 2012	Version 0.2 <ul style="list-style-type: none">• Updated screenshots• Explained e-Registration payment• Explained e-Registration for Transporters

Table of Contents

List of Abbreviations	7
About this Manual	8
Introduction to VATSoft application	9
Introduction to e – Registration for VAT & CST module	9
e-Registration.....	9
Process of new dealer Registration for VAT/CST	11
Steps to Perform Online Registration:-	12
Introduction to web portal	12
e-Registration for VAT.....	13
Screen 1 – PART (A) of the form	14
Screen 2 – PART (B) of the form	16
Screen 3 – CST.....	19
Screen 4 – PART (C).....	21
Screen 5 – Bank Details.....	23
Screen 6 – Additional Business Places/ Factories/ Godown/ Warehouse/ Offices	25
Screen 7 – Business Partner Details.....	28
Screen 8 – Documents	31
Screen 9 – Submit all details	33
Screen 10- Acknowledgement Screen	34
e-Registration Payment for VAT	37
Screen 1 – e-Registration Manual Payment	37
Screen 2 –e-Registration Manual Payment	38

e-Registration Status.....	39
Screen 1 – e-Registration Status.....	39
Screen 2 –e-Registration Status Result.....	40
Application Form Print.....	41
Screen 1 – Acknowledgement Print.....	41
Search Acknowledgement Number.....	45
Screen 1 – Search Acknowledgement Number.....	45
Screen 2 – Acknowledgement Search Result.....	46
e-Registration for CST.....	47
Screen 1 – CST Online Registration System.....	47
Screen 2- PART (A).....	49
Screen 3- Business Places / Additional Business Places/ Factories/ Godowns/ Warehouse/ Offices....	53
Screen 4 – Business Partners Details.....	56
Screen 5 – Finish.....	59
Screen 6 – Confirmation Pop up.....	60
Screen 7 – Acknowledgement Screen.....	61
e-Registration Payment for CST.....	64
Screen 1 – e-Registration Manual Payment.....	64
Screen 2 –e-Registration Manual Payment.....	65
e-Registration Status for CST.....	67
Screen 1 – e-Registration Status.....	67
Screen 2 –e-Registration Status Result.....	68
Application Form Print for CST.....	69

Screen 1 – Acknowledgement Print..... 69

Screen 2 – Printable Registration Data 71

e-Registration for Transporters 73

Screen 1:- Form IV (1-5) 74

Screen 2 – Form IV (6-8)..... 76

Screen 3 – Form IV (9-13) 78

Screen 4 – Confirmation pop-up..... 79

Screen 5 – Transporter Registration Acknowledgement notification 80

List of Abbreviations

Abbreviation	Expansion
CST	Central Sales Tax Act
FAQ	Frequently Asked Questions
NIC	National Informatics Centre
VAT	Value Added Tax
PAN	Permanent Account Number
.jpg	Joint Photographic Group. Used as a file extension
.pdf	Portable Document Format. Used as a file extension

About this Manual

Purpose

The purpose of this manual is to describe the e-registration functionality available through the web portal of the Commissioner of Taxes and Excise, Tripura for the dealer who wishes to register for VAT & CST. This User Manual will provide the detailed description of the salient features of the Registration Modules such as,

- Online Registration (e-Registration)
- Online tracking of the registered application (e-Registration Status)
- Application form Print for VAT
- Search Acknowledgement number
- Online Registration for CST (e-Registration for CST)
- Online tracking of the registered application (e-Registration CST Status)
- Application form Print for CST
- Online Payment for VAT and CST Registration (e-Registration Payment)
- Online Registration for Transporters (e-Registration for Transporters)

Intended Audience

This document is intended to the dealers and other business men in Tripura who file their returns with the VAT department.

Organization of the manual

Information on this manual has been organized as follows:-

Chapter	Description
Chapter 1	It provides brief introduction of Web Portal
Chapter 2	It provides brief overview of VAT & CST e-Registration module
Chapter 3	Describes the VAT & CST e-Registration functionality

Introduction to VATSoft application

VATSoft is a software application developed and customized by National Informatics Centre (NIC) for the benefit of the VAT department for the administration of tax that comes under their purview. A link for the VATSoft application is provided in the departmental website under the 'e-services Online' menu. The application mainly caters to the dealers and department officials bringing in the benefits of computerization and modernizing their operations through information technology.

The Salient features of the Registration Modules are:-

- Online Registration (e-Registration)
- Online tracking of the registered application (e-Registration Status)
- Application form Print for VAT
- Search Acknowledgement number
- Online Registration for CST (e-Registration for CST)
- Online tracking of the registered application (e-Registration CST Status)
- Application form Print for CST
- Online Payment for VAT and CST Registration (e-Registration Payment)
- Online Registration for Transporters (e-Registration for Transporters)

Introduction to e – Registration for VAT & CST module

Since e-registration is a new concept to the state of Tripura, this booklet has been prepared with a view to provide step-by-step guidance to the dealers applying for e-registration through the e-registration module. This booklet contains details and screenshots for filling the e-registration for VAT, e-registration status, application form print, searching of acknowledgement number and filling the e-registration for CST.

e-Registration

The Dealers who would like to register their businesses and operations with the VAT department can register online by using the following procedure:-

- Log onto the website <http://tripurataxes.nic.in/>
- Click on the e-Registration link under the e-services online sub menu.

Skip to Main Content Area Accessibility Options

Commissioner of Taxes & Excise
Government of Tripura

Home About us VAT CST Excise Other Taxes RTI Related Links FAQ

e-Services Online

- eRegistration for VAT & CST
- Departmental Users
- Dealers Login
- e-Payment

Tripura Taxes

Welcome to Official Website of the Taxes & Excise Organization

Welcome to official website of the Taxes & Excise Organization, Government of Tripura. The purpose of this website is to enhance the services provided to the Citizens. We are providing a number of services to help you to resolve queries, problems relating to Taxes & Excise, submission of grievances, if any, we also invite your suggestion for improvement of services.

Others

- Photo Gallery

Search

Search this site:

No. of Visitors : 35
Last Updated on : 24/05/12

Latest News

Site is Launching SOON.....

- The following Welcome Page will be displayed.

Government of Tripura
Taxes And Excise
VATSoft - VAT e-Filing System
e-Registration

Welcome to VAT Online Registration System

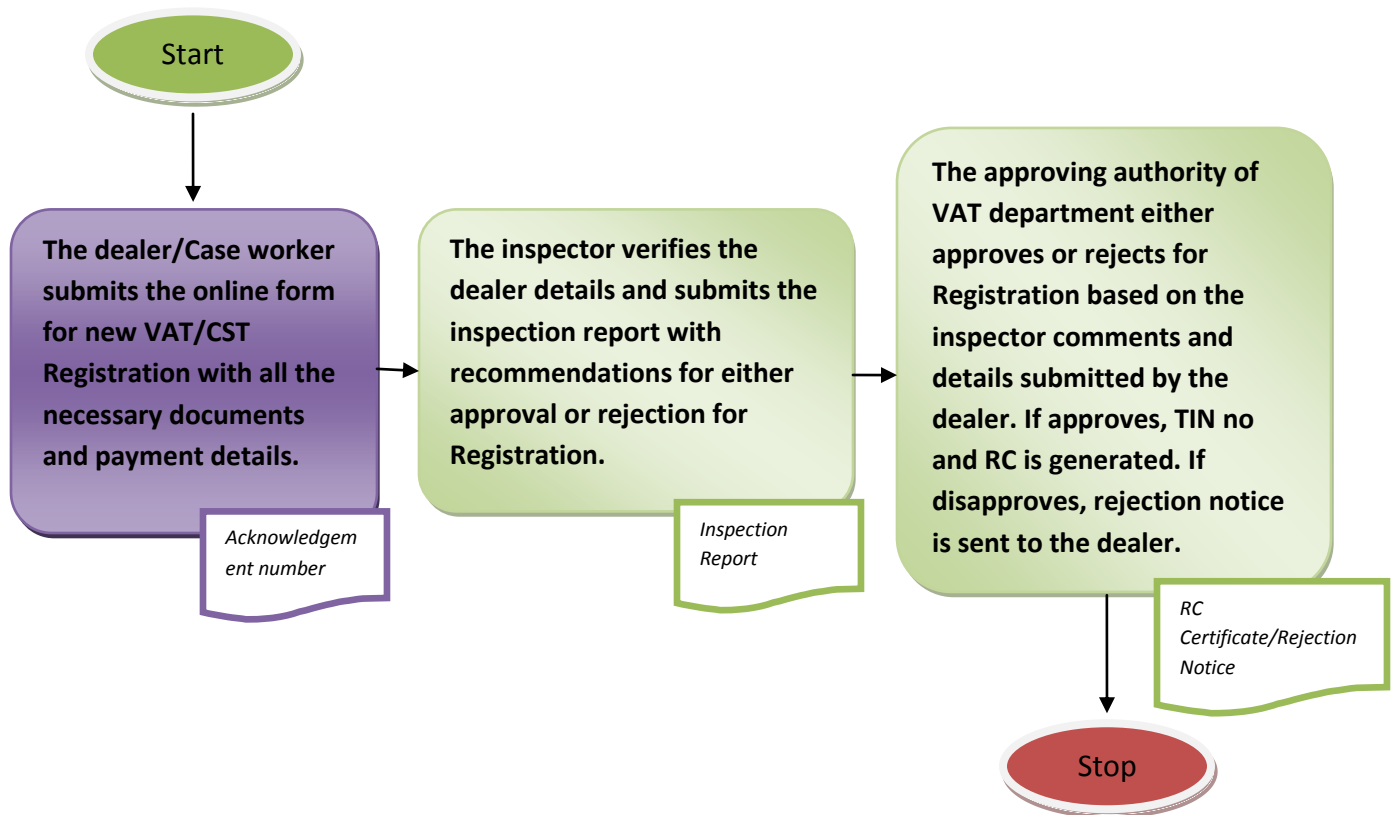
Using this web-site the dealers can request for the registration under VAT Act. Here, the dealer will be requested to enter the Application details online and attach/upload the scanned copies of documents/photos need to be attached with the application form. Once these details are submitted, system will generate the ACK Slip with unique number for the future reference of the dealer. This web-site also allows the dealer to make the payment of registration fee online through e-payment mode. Using the e-registration status option, dealer can check the status of processing of his application by the concerned officer. Once request is approved, the dealer will be sent the copy of the VAT Certificate through post.

[e-Registration for VAT](#)
[e-Registration Payment](#)
[e-Registration Status](#)
[Application Form Print](#)
[Search acknowledgement no.](#)
[e-Registration for CST](#)
[e-Registration for Transporters](#)

The applicant may use the following links, which appears on the Welcome page:-

- e-Registration for VAT—for submitting new application for registering under VAT online
- e-Registration Payment- for payment against the application registered under VAT and CST
- e-Registration Status – for knowing the status of the application online
- Application Form Print – for printing the registration of the application
- Search Acknowledgement No – for searching the acknowledgement no.
- e-Registration for CST- for submitting new application for registering under CST
- e-Registration for Transporters- for submitting new application for Transporters

Process of new dealer Registration for VAT/CST



The online form for new VAT/CST registration is submitted either by the dealers themselves or the caseworker in the VAT department on behalf of the dealer. Upon submission of the online form, an acknowledgement number is generated, which can be used to check the status of the submitted online application. In certain cases, the application directly goes to the inspector for verification and to submit the inspection report to the approving authorities in the VAT department. But in other cases, the new application is manually assigned to the inspector by the officers of VAT department. The inspection report submitted by the inspector includes recommendation for either approval or rejection of the application for registration based on the inspection conducted. The approving authority of the VAT department validates the data and the inspector comments, and either approves or rejects the application for VAT/CST registration. Upon approval, the Registration Certificate (RC) and the TIN number are generated. If the application is rejected, a rejection notice is sent to the dealer mentioning the reasons for rejection of the application.

Steps to Perform Online Registration:-

Introduction to web portal

The Commissioner of Taxes and Excise, Tripura has launched a web portal with the URL <http://tripurataxes.nic.in/>. The web portal offers different kinds of e-services to the dealers under Value Added Tax (VAT) and Central Sales Tax (CST).



The portal offers major functionalities like:-

- e-services like e-registration, e-payment, e-returns, e-amendment, e-refund,online issuance of statutory forms.
- Tracking the status of various applications on-line
- Various dealer services such as Information on Schedules,Tax rates etc.
- Latest News, updates
- Acts,Rules,Notifications
- FAQs, Query posting and replying

e-Registration for VAT

Under e-Registration for VAT, the dealer can request for the registration under VAT & CST act. The dealer can register by clicking 'e-Registration for VAT' in the welcome page. The dealers who want to register under VAT & CST can also register by clicking 'e-Registration for VAT' in the welcome page. Once the dealer clicked 'e-Registration for VAT', the dealer will be directed to Part (A), then Part (B), then CST, and then to Part (C) in which various necessary details has to be filled by the dealer. Upon filling the necessary details, the dealer will then be directed to the Bank Info in which the details have to be filled by the dealer. Once the dealer has completed the Bank Info details, the dealer will be directed to the Additional Business Places, and then Business partner details. Once the details are submitted, the dealer will then be directed to Documents screen in which the dealer can upload the documents. Upon uploading the documents, dealer will then complete the e-Registration for VAT & CST which will generate an acknowledgement number which can be used for future reference by the dealer.

The e-registration application consists of the following sections:-

- PART (A)
- PART (B)
- CST
- PART (C)
- Bank Info
- Additional Business Places
- Business Partner Details
- Documents
- Finish

Screen 1 – PART (A) of the form

The screenshot shows the 'PART(A)' registration form. It includes a sidebar with navigation options: Part (A), Part (B), CST, Part (C), Bank Info, Additional Business Places, Business Partner details, Documents, and Finish. The main form area contains the following fields and sections:

- Part (A)**: Type of Registration* (VOLUNTARY)
- Part (B)**: Select Office* (Ambassa) with a link to know your VAT Office.
- Part (C)**: Business Status/Constitution of Business* (Select)
- Additional Business Places**: Section 1: Name of the Applicant Dealer* (text field)
- Business Partner details**: Section 2: Father's/ Mother's/ Husband's Name (text field)
- Documents**: Section 3: Date of Birth (DD/MM/YYYY) (text field), Sex (M or F)* (radio buttons for Male and Female)
- Finish**: Section 4: Trading Name* (text field)
- Section 5: PAN (text field)
- 6 Business Address (Principle place of business)**:
 - Room/Flat/Premises No.* (text field)
 - Area or Locality (text field)
 - Village/ Town/ City (text field)
 - District* (Dhalai) (dropdown menu), PIN Code* (text field)
 - Occupancy Status (Owned) (dropdown menu)
- 7 Contact Details**:
 - Telephone (text field), Mobile (text field)
 - Fax (text field)
 - Email (text field)

A green note states: "If you have more than one place of business/factory/godown/warehouse, fill up form Additional Business Places". A "Next" button is located at the bottom left.

Action Description Table (1) for Screen 1:-

Label No	Label Name	Action to be Performed	Mandatory
-	Type of Registration	Select the type of registration from the options:- <ul style="list-style-type: none"> • Voluntary • Mandatory 	Y
-	Select Office	Select the appropriate office from the available list.	Y
-	Business Status/Constitution of Business	Select your business status from any one of the following options given in dropdown box :- <ul style="list-style-type: none"> • Proprietary • Unregistered Partnership • Registered Partnership • Private Limited Company • Public Limited Company • Public Sector Undertaking • Statutory Body • Co-operative Society • Trust • Hindu Undivided Family • Other • Government Department • Associations of Persons 	Y
1	Name of the Applicant Dealer	Enter Name of the dealer	Y

2	Father's/ Mother's/ Husband's name	Enter the name of the Father/ Mother/ Husband name of the dealer	N
3	Date of Birth (DD/MM/YYYY)	Enter the Date of Birth of the dealer in the given format of DD/MM/YYYY	N
-	Sex (M or F)	Select the sex of the dealer (Male or Female)	Y
4	Trading Name	Enter the Trade name of the business	Y
5	PAN (Permanent Account Number)	Enter the PAN number in the format AAAAA****A	N
6	Business Address (Principal Place of Business)	Enter the full address of the Principal place of business in the following fields:- <ul style="list-style-type: none"> • Room/Flat/ Premise No. • Area or Locality • Village/ Town/ City • District • Pin Code • Occupancy Status 	Y
If you have more than one place of business / factory/ godown/ warehouse, fill up form for Additional business place			
7	Contact Details	Enter the contact details:- <ul style="list-style-type: none"> • Telephone • Mobile • Fax • Email 	N

After entering all the required details, click on 'Next' and the system will proceed to PART (B) of the form.

Screen 2 – PART (B) of the form

The screenshot shows the 'PART (B)' section of the VATSOFT e-Registration form. It includes the following fields and sections:

- 8 Address:** Residential Address / Address for service of notice. Fields include Number & Street (TEST STREET 1), Locality/ Village/ Town/ City (TEST LOCAL 1), District (Dhalai), State (TRIPURA), PIN Code (440000), and Country (INDIA).
- b) Permanent Address:** Fields include Number & Street (TEST PERMA), Locality/ Village/ Town/ City (TEST PERMA LOCAL), District (Dhalai), State (TRIPURA), PIN Code (440000), and Country (INDIA).
- 9 Name of the Statutory Authority with whom already registered:** REGISTER OF COMPANIES.
- 10 Economic Activity Code *:** Includes checkboxes for Manufacturer, Trader, Seller, Reseller, Importer, and Exporter.
- 11 Major Commodity Traded / Manufactured / You deal / Proposed to deal:** Select Commodity (Battery water, De-mineralised water) and Dealer's description of commodity. A table below shows the inserted commodity:

Act	Code	Commodity	Delear's description
Delete	VAT 218601	Battery water, De-mineralised water	BATTERY WATER
- 12 Date of first Taxable Sale (DD/MM/YYYY) *:** 01/05/1998.
- 13 Do you wish to register for VAT , Composition Scheme(COT).. ?*:** Normal VAT.
- 14 Turnover estimated for 12 months/Quarters *:** 100.
- 15 Frequency of filing returns:** Monthly (selected) or Quarterly.

Action Description Table (2) for Screen 2:-

Label No	Label Name	Action to be Performed	Mandatory
8	Address		N
a)	Residential Address/ Address for service of notice	Enter the relevant details in residential address/ address for service of notice:- <ul style="list-style-type: none"> • Number & Street • Locality/ Village/ Town/ City • District • State • PIN Code • Country 	N
b)	Permanent Address	Enter the relevant details in	

		permanent address:- <ul style="list-style-type: none"> • Number & Street • Locality/ Village/ Town/City • District • State • PIN Code • Country 	
9	Name of the statutory Authority with whom already registered	Select the name of the statutory authority with who already registered. <ul style="list-style-type: none"> • Register of Companies • Register of Firms • Dept. of Industry and Commerce • Dept. of Central Excise • Dept. of State Excise • Dept. of Imports & Exports • Others 	N
-	If others, enter description	If the name of the Statutory Authority is not available in the above drop down, then enter the details of the Statutory Authority along with the description.	N
10	Type of Business/ Nature of Business	Select your nature of business from any one of the following options :- <ul style="list-style-type: none"> • Manufacturer • Trader • Seller • Reseller • Importer • Exporter 	Y
11	Major Commodity Traded/ Manufactured/ You Deal/ Proposed to Deal		
-	Select Commodity	Select the commodity (on the basis of nature of goods sold) as per the Schedule of Commodities. Enter the Description of Item for the selected commodity. Click on 'Add' to populate Commodity Inserted. <i>Note:-If you want to add more commodities, please select the</i>	N

		<i>commodity and add the description for each of the commodities selected as mentioned above.</i>	
-	Dealer's description of Commodity	Select the commodity and enter the description of the commodity <i>Note:-If you want to add more commodities & their description, please select the commodity and add the description for each of the commodities selected as mentioned above.</i>	N
12	Date of first taxable sale (MM/DD/YYYY)	Enter the date of first taxable sale in DD/MM/YYYY format.	Y
13	Do you wish to register for VAT, Composition Scheme (COT)?	Select under which the dealer wants to register:- <ul style="list-style-type: none"> • Normal VAT • Composition Scheme 	Y
14	Turnover Estimated for 12 Months/ Quarters	Enter the Annual turnover estimated.	Y
15	Frequency of Filing Returns	Select from the options :- <ul style="list-style-type: none"> • Monthly • Quarterly <i>Note:-Businesses with a turnover of more than Rs.5 crores are mandatorily required to file returns every month. Businesses with a turnover of less than Rs.5 crores are required to file returns every quarter. They may, however, elect to file their returns every month.</i>	N

After entering all required details, click on 'Next' and the system will proceed to the CST screen.

If you want to return to PART (A) screen, click on 'Previous'.

Screen 3 – CST

If the dealer wishes to apply for registration under CST Act, select Yes, else No.

The screenshot shows the 'Government of Tripura Taxes And Excise VATSoft - VAT e-Filing System' interface. The left sidebar contains navigation links: Part (A), Part (B), CST, Part (C), Bank Info, Additional, Business Places, Business Partner details, Documents, and Finish. The main content area is titled '..e-Registration..' and displays a question: '16) Do you wish to apply for registration under CST Act?' with radio buttons for 'Yes' and 'No'. Below the question are 'Previous' and 'Next' buttons.

If selected yes, then fill the following details.

This screenshot shows the registration form with the following details filled in:

- Question: '16) Do you wish to apply for registration under CST Act?' with 'Yes' selected.
- Date from which following goods are proposed to be purchased (DD/MM/YYYY)*: [Empty field]
- Sub Category: For resale
- Select Commodity: Battery water, De-mineralised water
- Dealer's description of Commodity: [Empty field]

 A '[+] Add' button is visible below the description field. A 'List of CST Commodities' section is partially visible at the bottom. 'Previous' and 'Next' buttons are at the bottom of the form.

This screenshot shows the 'List of CST Commodities' table after a commodity has been inserted. A green message 'Commodity Inserted!' is displayed above the table. The table has the following data:

Act	Sub Category	Code	Commodity	Dealer's description	Effective date
Delete CST 110		218601	Battery water, De-mineralised water	BATTERY WATER	10/05/2000

'Previous' and 'Next' buttons are located at the bottom of the screen.

Action Description Table (3) for Screen 3:-

Label No	Label Name	Action to be Performed	Mandatory
16	Do You wish to apply for registration under CST Act?	If the dealer wants to register under CST Act, select Yes, else No.	N
-	Date from which following goods are proposed to be purchased (DD/MM/YYYY)	Enter the date (DD/MM/YYYY) from which the goods are proposed to be purchased	Y
-	Select Sub Category	Select Sub Category from the drop down. <ul style="list-style-type: none"> • For Resale • For Use in Manufacture or processing of goods for sale • For use in Mining • For use in the generation or distribution of electricity • For use in the packing of goods for sale/ resale • Manufactured/ Processed items 	N
-	Select Commodity	Select the commodity from the drop down menu	N
-	Dealer's description of commodity	Enter the description of the commodity	N
-	Add	To add the details	
-	Previous	On clicking Previous, the system will go back to PART (B) screen	
-	Next	On clicking Next, the system will proceed to Bank Details screen	

After entering all required details, click on 'Next' and the system will proceed to Part (C) screen. If you want to return to PART (B) screen, click on 'Previous'.

Screen 4 – PART (C)

The screenshot shows the 'e-Registration' form for VATSOFT. The header includes the Government of Tripura logo and 'Taxes And Excise VATSOFT - VAT e-Filing System'. The form is divided into sections: Part (A), Part (B), Part (C), Bank Info, Additional Business Places, Business Partner details, Documents, and Finish. The main content area contains the following fields:

- 19 Regd No. under Central Excise and Tariff Act(if any)
- 20 Trade License issued by the Municipality Office / Nagar Panchayet / Local Body
- 21 Date of issue of above certificate (reference to 20 above)
- 22 Date of last renewal of above certificate (reference to 20 above)
- 23 Language to be used in maintaining accounts (Dropdown: English)
- 24 Accounting year (From: April, To: March)
- 25 Amount of sale during (Last Quarter *, Last Year *)
- 26 License Issued Under the Tripura Shops & Establishment Act (No., Date (DD/MM/YYYY))
- 27 Food Staff Licience issued by the Competent Authority (No., Date (DD/MM/YYYY))
- 28 Whether Citizen of India or Not (Y/N) (Radio buttons: Yes, No)

A Declaration section follows, with a text box containing 'TEST', a dropdown for 'Chairman', and a checkbox for 'hereby declare that the particulars given herein are correct and i hereby apply for registration for Value Added Tax .'. A Designation field is also present. Navigation buttons 'Previous' and 'Next' are at the bottom.

Action Description Table (4) for Screen 4:-

Label No	Label Name	Action to be Performed	Mandatory
19	Regd. Number under Central Excise and Tariff Act (if any)	Please enter the Registered number under Central Excise and Tariff Act	N
20	Trade license issued by Municipality office/ Nagar Panchayat/ Local body	Enter number issued by Municipal body/ Local body.	N
21	Date of issue of above certificate (reference to 20 above)	Enter the date of issuance of Certificate of Enlistment.	N
22	Date of last renewal of above certificate (reference to 20 above)	Enter the date of renewal of Certificate of Enlistment.	N
23	Languages to be used in maintaining accounts	Select the scripts /language in which account books are maintained.	N
24	Accounting Year	Enter the accounting year:- <ul style="list-style-type: none"> • From • To 	N
25	Amount of sale during	Enter the amount of sale during the following period:- <ul style="list-style-type: none"> • Last Quarter 	Y

		<ul style="list-style-type: none"> • Last Year 	
26	License issued under the Tripura shops & Establishment Act	Enter the License number and the date on which the license was issued. <ul style="list-style-type: none"> • License Number • Date (DD/MM/YYYY) 	N
27	Food staff license issued by the Competent Authority	Enter the license number and the date on which the license was issued. <ul style="list-style-type: none"> • License Number • Date (DD/MM/YYYY) 	N
28	Whether Citizen of India or not	Select whether citizen of India or not <ul style="list-style-type: none"> • Y • N 	N
-	Declaration	Enter the name and designation in the declaration	
-	Previous	On clicking Previous, the system will go back to CST screen	
-	Next	On clicking Next, the system will proceed to Bank Info screen	

After entering all required details, click on 'Next' and the system will proceed to Bank Info screen. If you want to return to CST screen, click on 'Previous'.

Screen 5 – Bank Details

Enter bank details as shown in the screen and click on the ‘Add’ button. Once the ‘Add’ button is clicked the screen refreshes and the record is displayed in the same screen.

The screenshot shows the 'Bank Details' form in the VATSOFT e-Registration System. The form includes the following fields and values:

- Bank Name*: Agartala Cooperative Urban Bank Ltd.
- Branch Name, Address*: (Empty)
- Account Number*: (Empty)
- Branch Code: (Empty)
- Type of Account: Savings Account

Buttons: (+) Add, [!] Update, [X] Delete

Message: Bank Details Inserted Successfully!

Bank	Branch	AccountNumber	TypeOfAccount	Branch Code
Agartala Cooperative Urban Bank Ltd.	TEST BRANCH, TEST ADDRESS	00000100098479	Savings Account	10012

Navigation: Previous | Next

The added bank detail is listed in the screen and a message “Bank Details inserted successfully” is displayed.

Action Description Table (5) for Screen 5:-

Label No.	Label Name	Action to be Performed	Mandatory
	Bank Name	Enter the name of the bank from the dropdown	Y
-	Branch Name , Address	Enter the name of the branch and its address	Y
-	Account Number	Enter the bank account number	Y
-	Branch Code	Enter the code of the bank branch	N
-	Type of Account	Enter the type of account from the following options :- <ul style="list-style-type: none"> • Savings Account • Current Account 	N
-	Add	To add the details of the Bank	
-	Update	To modify the details of	

		the Bank	
-	Delete	To delete the details of the Bank	
-	Previous	On clicking Previous, the system will go back to the Part (C) screen	
-	Next	On clicking Next, the system will proceed to the Additional Business Place screen	

Note: More than one account details can be provided. If these particulars could not be furnished at the time of registration, the applicants are advised to submit as soon as the bank account details are received.

After entering and adding all the required details, click on 'Next' and the system will proceed to the Additional Business Places.

If you want to return to the PART (C), click on 'Previous'.

Screen 6 – Additional Business Places/ Factories/ Godown/ Warehouse/ Offices

Action Description Table (6) for Screen 6:-

Label No	Label Name	Action to be Performed	Mandatory
-	Name of Applicant	Enter the name of Applicant if it is blank, else leave if the name is pre-populated	N
-	Location of Business Place	Select the location of business place:- <ul style="list-style-type: none"> • Within State • Outside State 	N

-	Registration number of Branch	Enter the registration number of Branch under the following:- <ul style="list-style-type: none"> • Under State Act • Under CST Act, 1958 	N
-	Branch Type	Enter the Branch type from the following:- <ul style="list-style-type: none"> • Warehouse • Godown • Branch Office • Factory 	N
-	Name	Enter the name of Additional business place <ul style="list-style-type: none"> • Factories • Godown • Warehouse • Offices 	Y
-	Number & Street	Enter the number and street of the Branch	N
-	Area or Locality	Enter the Area or Locality of the branch type	N
-	Village/ Town/ City	Enter the Village/ Town/ City where the branch is located	Y
-	District	Select the district where the branch is located	N
-	PIN Code	Enter the PIN code where the branch is located	Y
-	State	Select State where the branch is located	N
-	Telephone number	Enter the telephone number of the Branch	
-	EDR	Enter the date from which the registration shall be effective. <i>EDR (Effective Date of Registration)</i>	N
-	Add	To add the details of the Additional Business places/ Factories/ Godowns/ Warehouse/Offices, as the case may be	
-	Update	To update the details of the Additional Business places/ Factories/ Godowns/ Warehouse/Offices, as the case may be	
-	Delete	To delete the details of the Additional Business places/ Factories/ Godowns/ Warehouse/Offices, as the	

		case may be	
-	Previous	On clicking Previous, the system will go back to the Bank Details screen	
-	Next	On clicking Next, the system will proceed to 'Business Partner Details' screen	

Note:-If there is more than one Additional Business Place please use 'Add button' to add more Business places, as the case may be.

After entering and adding all the required details, click on 'Next' and the system will proceed to the Business Partner Details (if any).

If you want to return to Bank Details, click on 'Previous'.

Screen 7 – Business Partner Details

Government of Tripura
Taxes And Excise
VATSoft - VAT e-Filing System

MainPage
..e-Registration..

Part (A)

Part (B)

CST

Part (C)

Bank Info

Additional Business Places

Business Partner details

Documents

Finish

Business Partner details/Contact Person

Contact Person Partner

Name of the Person*

Father's Name

Date of Birth (DD/MM/YYYY)

Partner Type/ Designation

Educational Qualification

PAN No.

Present Address

Area or Locality

Village/ Town/ City*

Permanent Address

Contact Details

Tel No.

Fax No.

Email ID

Extent of Interest in the Bussiness (%)

Date of Entry To Partnership/ Date from which associated Date of leaving Partnership/ Date upto which associated

Electrolal Details

Voters ID card No

Residential Certificate No issued by the jurisdictional revenue authority of the state in which the dealer resides

List of Partner Details/Contact Person

[Previous](#) | [Next](#)

Government of Tripura
Taxes And Excise
VATSoft - VAT e-Filing System

MainPage
..e-Registration..

Part (A)

Part (B)

CST

Part (C)

Bank Info

Additional Business Places

Business Partner details

Documents

Finish

Business Partner details/Contact Person

Contact Person Partner

Name of the Person*

Father's Name

Date of Birth (DD/MM/YYYY)

Partner Type/ Designation

Educational Qualification

PAN No.

Present Address

Area or Locality

Village/ Town/ City*

Permanent Address

Contact Details

Tel No.

Fax No.

Email ID

Extent of Interest in the Bussiness (%)

Date of Entry To Partnership/ Date from which associated Date of leaving Partnership/ Date upto which associated

Electrolal Details

Voters ID card No

Residential Certificate No issued by the jurisdictional revenue authority of the state in which the dealer resides

List of Partner Details/Contact Person

Type	Name	Father Name	Street	Area	Place	Telephone	Date Of Birth	Date of Entry	Date of Leaving
Select	Contact Person	TEST CONTACT	TEST FNAME	TEST ADDRESS 3	TEST AREA 3	TEST VILLAGE 3	44221100	30/05/1981	

[Previous](#) | [Next](#)

Action Description Table (7) for Screen 7:-

Label No	Label Name	Action to be Performed	Mandatory
-	Business Partner Details/ Contact Person	Select whichever is applicable:- <ul style="list-style-type: none"> • Contact Person • Partner 	N
-	Name of the Person	Enter the name of the Contact Person	Y
-	Father's Name	Enter the Father's name of the Contact person	N
-	Date of Birth (DD/MM/YYYY)	Enter the date of birth of the Contact Person	N
-	Partner type/ Designation	Select the designation of the contact person from the drop down menu	N
-	Educational Qualification	Enter the Educational Qualification of the Contact Person	N
-	PAN No.	Enter the PAN (Permanent Account number) of the Contact Person	N
-	Present Address	Enter the Present Address of the Contact Person	N
-	Area or Locality	Enter the Area or Locality	N
-	Village/Town/City	Enter the Village/Town/City	Y
-	Permanent Address	Enter the permanent address	N
-	Contact details	Enter the contact details :- <ul style="list-style-type: none"> •Telephone no. •Fax no. •Email ID 	N
-	Extent of Interest in the business (%)	Mention the extent of interest in the business	N
-	Date of Entry to Partnership/ Date from which associated	Enter the date of Entry into partnership/ Date from which associated in DD/MM/YYYY	N
-	Date of leaving partnership/ Date upto which associated	Enter the date of leaving partnership or date upto which the partner was associated DD/MM/YYYY	N
-	Electoral Details	Enter the following Electoral details:- <ul style="list-style-type: none"> •Voters ID card number •Residential certificate number issued by the jurisdictional revenue authority of the state in which the dealer reside 	N

-	Add	To add the details of the Business Partner/Contact Details, as the case may be	
-	Update	To update the details of the Business Partner/Contact Details, as the case may be	
-	Delete	To delete the details of Business Partner/Contact Details, as the case may be	
-	Previous	On clicking Previous, the system will go back to the Additional Business Places/ Factories/ Godowns/ Warehouses/ Offices screen	
-	Next	On clicking Next, the system will proceed to Documents screen.	

After entering and adding all the required details, click on 'Next' and the system will proceed to the Documents screen.

If you want to return to Additional Business Places/ Factories/ Godowns/ Warehouses/ Offices screen, click on 'Previous'.

Screen 8 – Documents

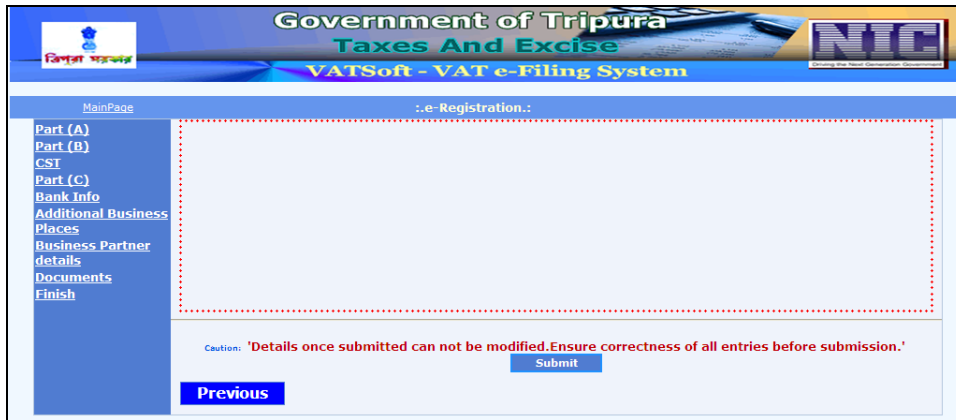
Action Description Table (8) for Screen 8:-

Label No	Label Name	Action to be Performed	Mandatory
-	Document	The list of supporting documents and the formats that can be uploaded can be chosen from the drop down menus. After uploading all the necessary documents, press the 'Next' button. <i>Note:- Maximum size of the document that can be uploaded is 500 KB</i>	N
-	Document type	Select the type of document from the drop down. <ul style="list-style-type: none"> • .jpg • .pdf 	N
-	Select File	Select the file to be uploaded by clicking on the browse button	Y
-	Previous	On clicking Previous, the system will go back to the Business Partner Details screen	
-	Next	On clicking Next, the system will proceed to the Submit all Details screen	

After entering and adding all the required details, click on 'Next' and the system will precede to the Submit all Details screen.

If you want to return to Business Partner Details screen, click on 'Previous'.

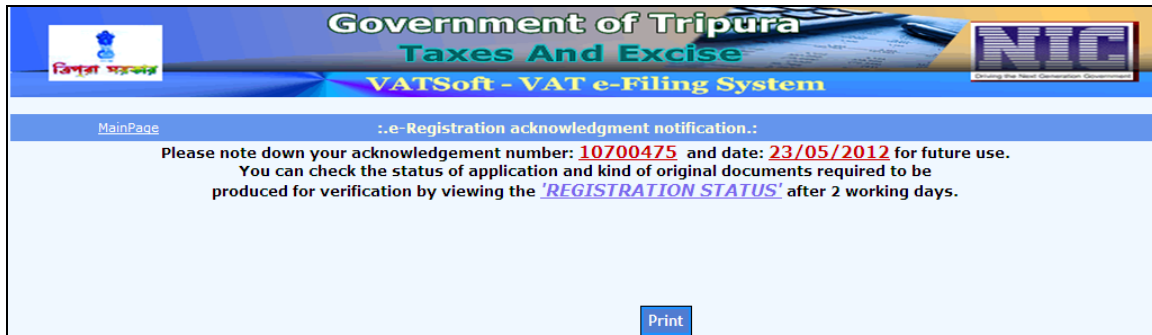
Screen 9 – Submit all details



Action Description Table (9) for Screen 9:-

Label No	Label Name	Action to be Performed	Mandatory
-	Submit all details	Once all the fields are filled, 'Submit all details' screen will be displayed. <i>Note:- Details once submitted cannot be modified</i>	Y
-	Previous	In case any details are to be modified, click 'Previous' button.	N
-	Submit	On clicking Submit, the system will proceed to the Acknowledgement number generation screen, which will generate the acknowledge number and the date of submission.	Y

Screen 10- Acknowledgement Screen



Action Description Table (10) for Screen 10:-

Label No	Label Name	Action to be Performed	Mandatory
-	Print	To print the application form	Y

By clicking on 'Print' the applicant can take the print out of the application form.

Government of Tripura Taxes And Excise VATSoft - VAT e-Filing System									
MainPage	Module Name								
FORM - I THE TRIPURA VALUE ADDED TAX ACT, 2004 APPLICATION FORM FOR REGISTRATION (Under Rule 10 of TVAT Rules)									
ACK NO 10700475 Dated 23/05/2012									
Latest Photograph									
1. Name of Applicant:	TEST								
2. Sex:	M								
3. Trade Name of the Business:	TESTTRADE								
4. Address:	TESTROOM 1 DHALAI,440000 Dhalai								
5. Telephone No:									
6 Partners in Firm, Chief Executive in Company, Co-operative. Etc.	Refer Annexure								
6 (a).									
6 (b) Interest(of partners in Firm, Chief Executive in Company, Co-operative. Etc.) in other in Business	Refer Annexure								
7 Address of All Branches Offices:	Refer Annexure								
8. Location of factory:	Refer Annexure								
9. Location of Godowns:	Refer Annexure								
10. List of items Dealing with									
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Commodity</th> <th style="width: 50%;">Commodity Description</th> </tr> </thead> <tbody> <tr> <td>Battery water, De-mineralised water</td> <td>BATTERY WATER</td> </tr> </tbody> </table>		Commodity	Commodity Description	Battery water, De-mineralised water	BATTERY WATER				
Commodity	Commodity Description								
Battery water, De-mineralised water	BATTERY WATER								
CST Commodities: <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Commodity</th> <th style="width: 30%;">Commodity Description</th> <th style="width: 20%;">Sub Category</th> <th style="width: 20%;">Effective date</th> </tr> </thead> <tbody> <tr> <td>Battery water, De-mineralised water</td> <td>BATTERY WATER</td> <td>For resale</td> <td>10/05/2000</td> </tr> </tbody> </table>		Commodity	Commodity Description	Sub Category	Effective date	Battery water, De-mineralised water	BATTERY WATER	For resale	10/05/2000
Commodity	Commodity Description	Sub Category	Effective date						
Battery water, De-mineralised water	BATTERY WATER	For resale	10/05/2000						
11. Economic Activity Code (Manufacture Importer Reseller Seller):	Manufacturer, Trader, Seller, Reseller, Importer, Exporter								
12. Particulars of Movable and Immovable Property Including Landed Property of Proprietors partners:									
13. Information of Liability:									
14. Banker's Name:	Refer Annexure								
15. Trade Licence Issued by Municipal Corporation/Nagar Panchayat:	No: 1203 Date: 23/05/1996								
16. Licence Issued Under the Tripura Shops & Establishment Act	No: 002010 Date: 11/05/2000								
17. Food Staff Licence issued by the competent Authority:	No: 0010200 Date: 16/05/2001								
18. Whether Citizen of India or Not(Y/N):	Y								
19. PAN No:	AAAAA9900M								
20. Sale of Goods:	Last Quarter: 100 Last Year: 100								
21. Date of First Taxable sale:	01/05/1998								
22. Language to be used in maintaining accounts:	English								
Verification: I TEST Chairman here by declare that the particulars given herein are correct and i hereby apply for registration for value added tax. Designation: XYZ Introduced By: _____									

THE TRIPURA VALUE ADDED TAX ACT, 2004 FORM - I						
Particulars of Person [Proprietor/ karta/ partners/ Directors in the Business/ Members of Executive Committee of societies, clubs etc.] having interest in the Business						
TIN :						
Name of the Applicant	Father's Name	Address	Telephone	Date of Birth	Date of entry to Partnership	Date of leaving Partnership
TEST CONTACT	TEST FNAME	TEST ADDRESS 3 TEST AREA 3	44221100	30/05/1981		

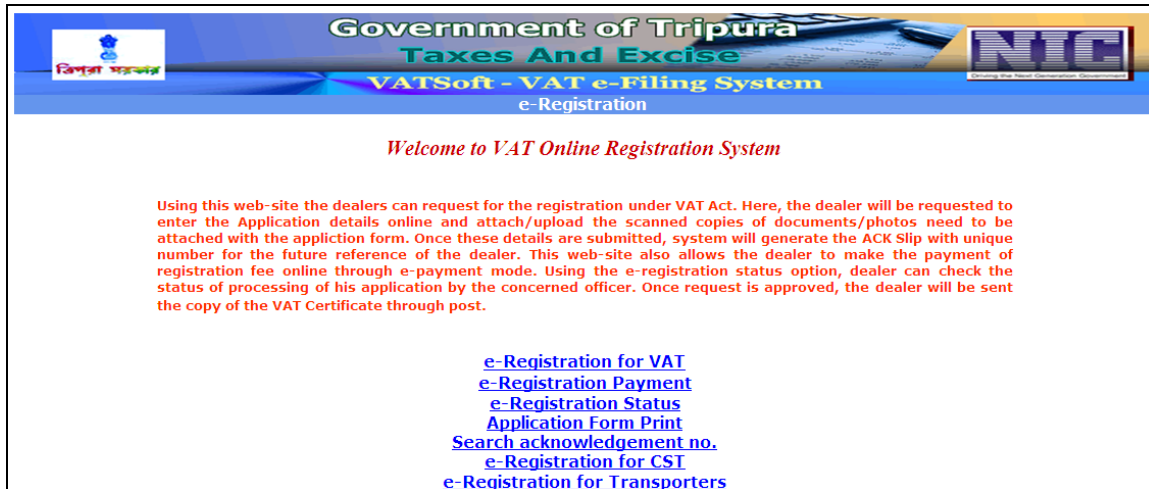
THE TRIPURA VALUE ADDED TAX ACT, 2004 FORM - I					
Details of additional places business					
TIN :					
Name of the Applicant	Address	District	PIN Code	Telephone	
TEST BUSINESS PLACE	TEST STREET 2 TEST AREA 2	Dhalai	440000		

THE TRIPURA VALUE ADDED TAX ACT, 2004 FORM - I				
Details of Bank Accounts				
Bank Code	Bank Name	Branch	Account No.	Account Type
29	Agartala Cooperative Urban Bank Ltd.	TEST BRANCH, TEST ADDRESS	00000100098479	Saving Account

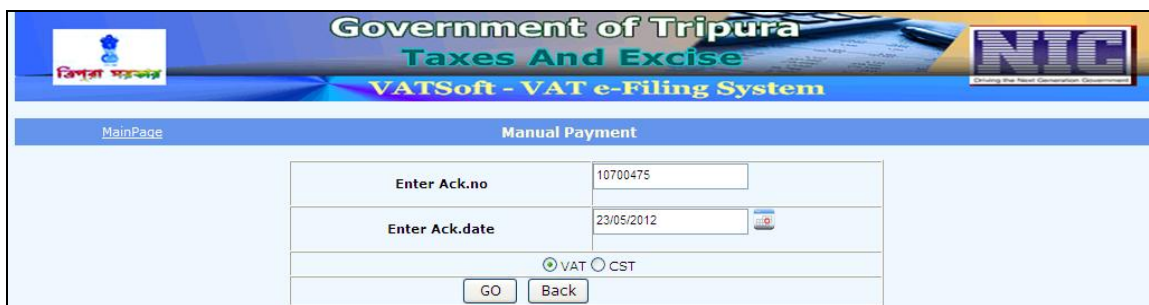
[\[Print\]](#) [\[Exit\]](#)

e-Registration Payment for VAT

Dealers are provided with an acknowledgement number once they submit the registration application. This acknowledgement can be used to make the payment online.



Screen 1 – e-Registration Manual Payment



Action Description Table (1) for Screen 1:-

Label No	Label Name	Action to be Performed	Mandatory
-	Enter Ack. No	Enter the acknowledgement number provided by the software application at the end of e-Registration	Y
-	Enter Ack. Date	Enter the acknowledgement date in the dd/mm/yyyy format	Y
-	VAT/CST	In the options section, select VAT	Y
-	Go	To get the status of the acknowledgement number you have entered	
-	Back	On clicking Back, the	

		system will go back to the previous page namely the Welcome page of the VAT registration system	
--	--	---	--

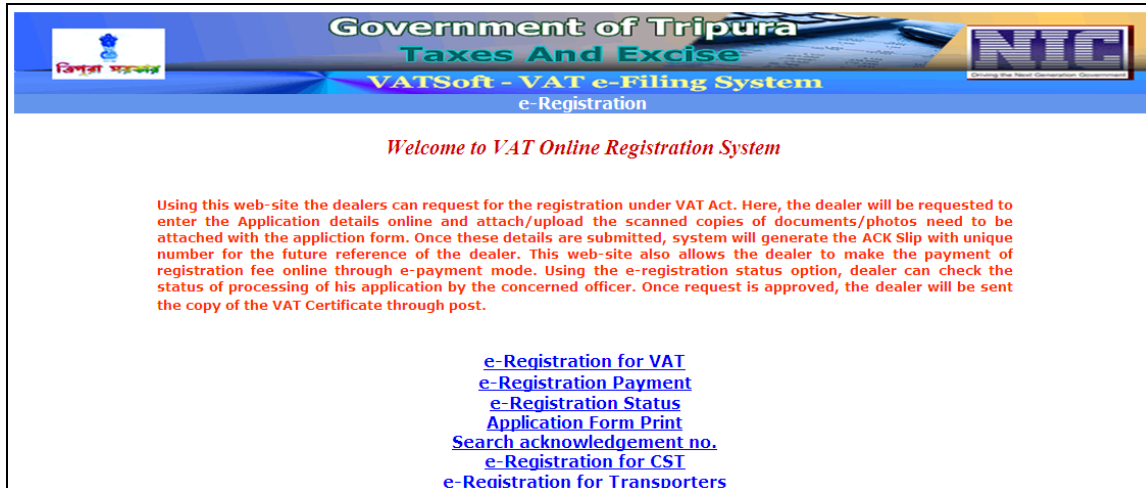
Screen 2 –e-Registration Manual Payment

To make the payment, the dealer shall enter the type of mode of payment, Challan number, Date, MICR code, Bank, Amount. Upon entering the details, the dealer shall upload the file by clicking on the button 'Browse'. Once the dealer has uploaded the file, the dealer shall click on the button 'Add'. Upon clicking the button 'Add', the below mentioned screen shall be displayed.

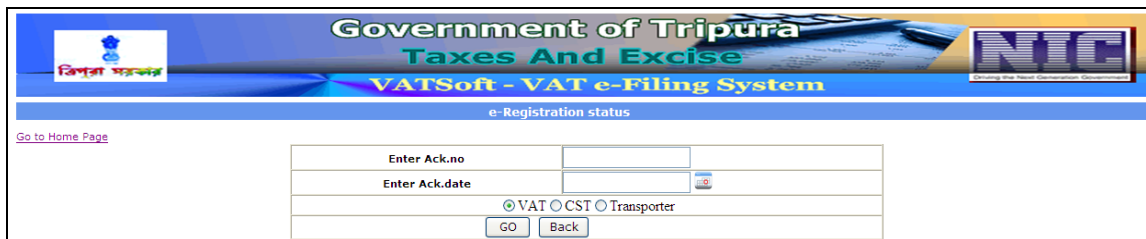
Head Of Account	Mode	Challan No.	Date	MICR Code	Bank	Amount	document type	document size
3-Registration Fee	Challan	0040	23/05/2012	1	XYZ	100	.pdf	257KB

e-Registration Status

Dealers are provided with an acknowledgement number once they submit the registration application. This acknowledgement can be used to view the status of the application online. In order to view the status, click on the “e-Registration status” link from the following Welcome page of VAT online Registration System.



Screen 1 – e-Registration Status



Action Description Table (1) for Screen 1:-

Label No	Label Name	Action to be Performed	Mandatory
-	Enter Ack. No	Enter the acknowledgement number provided by the software application at the end of e-Registration	Y
-	Enter Ack. Date	Enter the acknowledgement date in the dd/mm/yyyy format	Y
-	VAT/CST	In the options section, select VAT	Y
-	Go	To get the status of the acknowledgement number you have entered	

-	Back	On clicking Back, the system will go back to the previous page namely the Welcome page of the VAT registration system	
---	------	---	--

Screen 2 –e-Registration Status Result

Government of Tripura
Taxes And Excise
VATSOFT - VAT e-Filing System

e-Registration status

[Go to Home Page](#)

Enter Ack.no	10700475
Enter Ack.date	23/05/2012
<input checked="" type="radio"/> VAT <input type="radio"/> CST <input type="radio"/> Transporter	
<input type="button" value="GO"/> <input type="button" value="Back"/>	

Ack.no.: 10700475

Applicant Name	TEST
Trade Name	TESTTRADE
VAT Office	Ambassa - DHL

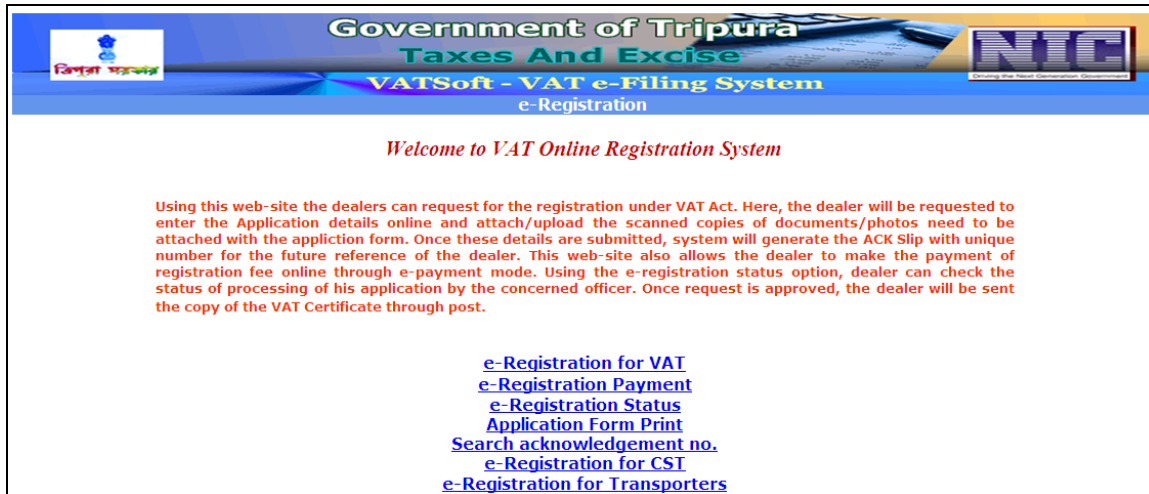
Your Application is forwarded.

Please provide your manual payment details in the E-registration payment Link for completion of the registration process

Once the details are entered, click on 'GO' which will display the Status of the application with the applicant's name, trade name, VAT office and the current status of the application.

Application Form Print

If a dealer wishes to take a print of the data he has submitted to the VAT department then click on Application Form Print.



Screen 1 – Acknowledgement Print



Action Description Table (1) for Screen 1:-

Label No	Label Name	Action to be Performed	Mandatory
-	Enter Ack. No	Enter the acknowledgement number provided by the software application at the end of e-Registration	Y
-	Enter Ack. Date	Enter the acknowledgement date in the dd/mm/yyyy format	Y
-	VAT/CST	In the options section, select VAT	Y
-	Go	To get the data of the application you have submitted to the department	
-	Back	On clicking Back, the system will go back to the previous page namely the Welcome page of the VAT registration system	

Screen 2 – Printable Registration

MainPage		Module Name
 Government of Tripura Taxes And Excise VATSoft - VAT e-Filing System 		
FORM - I THE TRIPURA VALUE ADDED TAX ACT, 2004 APPLICATION FORM FOR REGISTRATION (Under Rule 10 of TVAT Rules)		
ACK NO 10700475 Dated 23/05/2012		
		Latest Photograph <input type="checkbox"/>
1. Name of Applicant:	TEST	
2. Sex:	M	
3. Trade Name of the Business:	TESTTRADE	
4. Address:	TESTROOM 1 DHALAI,440000 Dhalai	
5. Telephone No:		
6 (a). Partners in Firm, Chief Executive in Company, Co-operative. Etc.	Refer Annexure	
6 (b). Interest of partners in Firm, Chief Executive in Company, Co-operative. Etc. in other in Business	Refer Annexure	
7. Address of All Branches Offices:	Refer Annexure	
8. Location of factory:	Refer Annexure	
9. Location of Godowns:	Refer Annexure	
10. List of items Dealing with		
	Commodity	Commodity Description
	Battery water, De-mineralised water	BATTERY WATER

CST Commodities:			
Commodity	Commodity Description	Sub Category	Effective date
Battery water, De-mineralised water	BATTERY WATER	For resale	10/05/2000

11. Economic Activity Code (Manufacture/Importer/Reseller/Seller):	Manufacturer, Trader, Seller, Reseller, Importer, Exporter
12. Particulars of Movable and Immovable Property Including Landed Property of Proprietors/partners:	
13. Information of Liability:	
14. Banker's Name:	Refer Annexure
15. Trade Licence Issued by Municipal Corporation/Nagar Panchayat:	
	No: 1203
	Date: 23/05/1996
16. Licence Issued Under the Tripura Shops & Establishment Act	
	No: 002010
	Date: 11/05/2000
17. Food Staff Licence issued by the competent Authority:	
	No: 0010200
	Date: 16/05/2001
18. Whether Citizen of India or Not(Y/N):	Y
19. PAN No:	AAAAA9900M
20. Sale of Goods:	
	Last Quarter: 100
	Last Year: 100
21. Date of First Taxable sale:	01/05/1998
22. Language to be used in maintaining accounts:	English

Verification:

I **TEST Chairman** here by declare that the particulars given herein are correct and i hereby apply for registration for value added tax.

Designation: **XYZ**

Introduced By: _____

THE TRIPURA VALUE ADDED TAX ACT, 2004
FORM - I
Particulars of Person [Proprietor/ karta/ partners/ Directors in the Business/ Members of Executive Committee of societies, clubs etc.] having interest in the Business

TIN :

Name of the Applicant	Father's Name	Address	Telephone	Date of Birth	Date of entry to Partnership	Date of leaving Partnership
TEST CONTACT	TEST FNAME	TEST ADDRESS 3 TEST AREA 3	44221100	30/05/1981		

THE TRIPURA VALUE ADDED TAX ACT, 2004
FORM - I
Details of additional places business

TIN :

Name of the Applicant	Address	District	PIN Code	Telephone
TEST BUSINESS PLACE	TEST STREET 2 TEST AREA 2	Dhalai	440000	

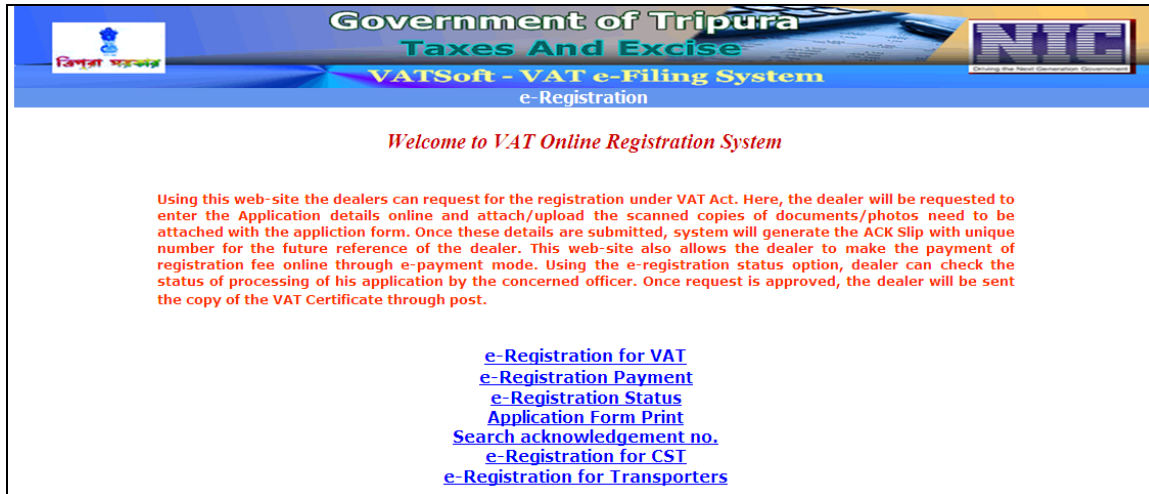
THE TRIPURA VALUE ADDED TAX ACT, 2004
FORM - I
Details of Bank Accounts

Bank Code	Bank Name	Branch	Account No.	Account Type
29	Agartala Cooperative Urban Bank Ltd.	TEST BRANCH, TEST ADDRESS	00000100098479	Saving Account

[\[Print\]](#) [\[Exit\]](#)

Search Acknowledgement Number

When a dealer wants to search the acknowledgement number provided by the system, then click on the 'Search Acknowledgement no.' link in the Welcome page.



Screen 1 – Search Acknowledgement Number



The above screen is displayed once you click the Search Acknowledgement Number.

Action Description Table (1) for Screen 1:-

Label No	Label Name	Action to be Performed	Mandatory
-	Enter PAN. No	Enter the PAN number submitted in the application. PAN number should be of the format AAAAA####A	Y
-	Enter Ack. Date	Enter the acknowledgement date in the dd/mm/yyyy format	Y
-	Search	Clicking this button searches for the application submitted with the PAN number and Acknowledgement (Ack.) date entered.	
-	Back	On clicking Back, the system will go back to the previous page namely the Welcome page of the VAT registration system	

Screen 2 – Acknowledgement Search Result

Government of Tripura
Taxes And Excise
VATSoft - VAT e-Filing System
e-Registration Acknowledgement no. search

Go to Home Page

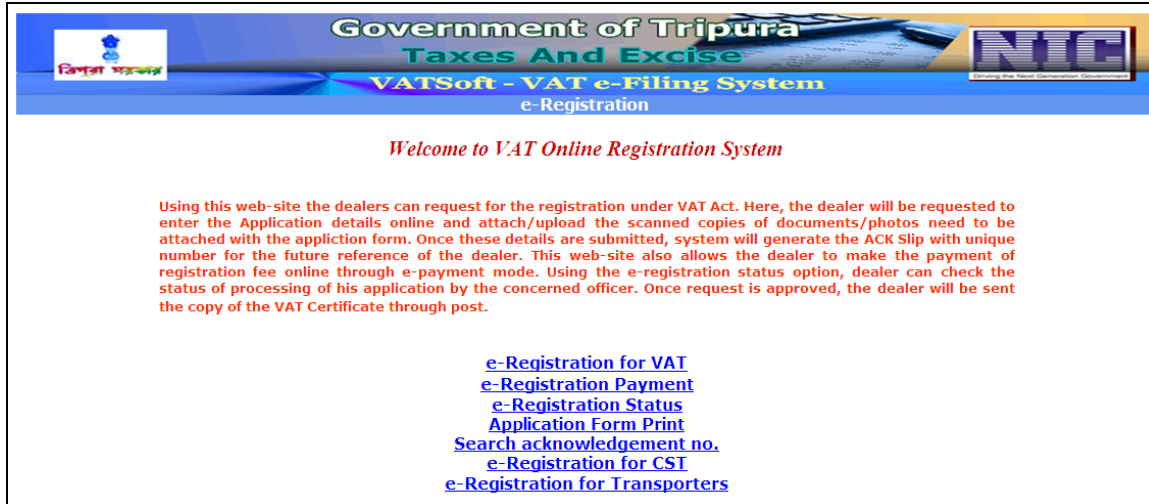
Enter PAN no.	AAAAA5900M
Enter Ack.date	23/05/2012
<input type="button" value="Search"/> <input type="button" value="Back"/>	

Applicant Name	Trade Name	Office Name	Acknowledgement no.
TEST	TESTTRADE	Ambassa - DHL	10700475

Once the details required are entered, above screen displays the Applicant name, Trade name, Office name and the acknowledgement number of the application record.

e-Registration for CST

Dealers who wish to submit their application for CST registration can do so using the e-Registration for CST link provided in the Welcome page of the VAT online Registration System.



Screen 1 – CST Online Registration System

The dealer shall click on the e-Registration for CST link which displays the following page with provisions to select the Dealer type.

If the dealer is a registered dealer, then the dealer is asked to enter the TIN no. provided.

On the other hand, if the dealer is an Un-registered dealer, then the dealer is asked to enter the VAT acknowledgement number.

It is a pre-condition that the dealer should have submitted his VAT registration application prior to CST registration.



The screenshot shows the 'Welcome to CST Online Registration System' page. At the top, it features the Government of Tripura logo and the NITG logo. The main heading is 'VATSOFT - VAT e-Filing System'. Below this, it says 'CST e-Registration' and 'Go to Home Page'. The page is divided into two sections: 'Unregistered Dealers' and 'Registered Dealers'. The 'Registered Dealers' section is active, with instructions: 'To Apply For Registration Under CST Act Enter The TIN No. If You Have Registered Under VAT Already.' Below the instructions is a form with a 'Select Dealer Type' section where 'Registered Dealer' is selected with a radio button. There is also an 'Enter TIN No.' text box and a 'Submit' button.

This screenshot is identical to the one above, but the 'UnRegistered Dealer' radio button is selected. The instructions for 'Unregistered Dealers' are: 'To Apply For Registration Under CST Act Enter The ACK No. If You Have Applied For Registration Under VAT Already.' The form field is labeled 'Enter VAT ACK no.' and the 'Submit' button is present.

If the dealer is an Un-registered Dealer then upon entering the VAT Acknowledgement number, Screen 1- Part (A) for CST Online Registration appears.

Screen 2- PART (A)

Government of Tripura Taxes And Excise VATSoft - VAT e-Filing System		
MainPage ∴ CST : e-Registration.∴		
Part (A)		
Additional Business Places Business Partner details Finish	Name of the Applicant Dealer*	BIDYUT,CHETRY
	Father's/ Mother's/ Husband's Name.	
	Date of Birth*	<input type="text"/> Sex(M or F) <input type="radio"/> Male <input type="radio"/> Female
	Trading Name*	TRIP CON
	PAN.	AAAFT5330J
	1 Name of person deemed to be Manager, in relation to the business of the dealer in said state.	<input type="text"/>
	2 Status Or Relationship Of The Person Who Makes This Application*	Manager
	3 Name of principle place of business in said state and address thereof.	SHIB NAGAR MASZID ROAD, P.O.- AGARTALA COLLEGE, AGARTALA, TRIPURA(W), 799004,,West Tripura-799001
	4 Name(s) of the others place(s) in the said state in which business is carried on and address of every such place.	Fill Details in Additional Business Place Form
	5 Complete list of the warehouses in the said state in which the goods relating to the business are warehoused and address of every such warehouse.	Fill Details in Additional Business Place Form
	6 List of places of business in each of other states together with the address of every such place(if separate application for registration has been made , or separate registration obtain under Central Sales Tax Act,1956,in respect of any such place of business ,particulars thereof should be given in details.	Fill Details in Additional Business Place Form
	7 The Business Is	
	Wholly*	Select
	Mainly*	Select
	Partly*	Select
Partly*	Select	
8 Particulars Relating to registration, Licence,Permission, etc. issued Under Any Law for the time being in force of the dealer	-	
9 We Are Members Of		
10 We Keep Our Accounts In	English	
11 Business Status/ Constitution of Business*	Unregistered Partnership Number of partners/members* 0	
Name(s) and address(es) of the proprietor of the business/ all persons having any interest in the business together with their age, fathers name etc. (with below mentioned fields)	Fill Details in Business Partener Details Form	
12 Business in respect of which this application is made, was first started on*	01/04/2005	
13 The first sale in the course of inter-state trade was effected on	<input type="text"/>	
14 We Observe The Calender Type		
For Purpose Of Accounts Our Year Runs From	From April To March	
15 We Make Up Our Accounts Of Sale To Date At The End Of Every	<input checked="" type="radio"/> Monthly <input type="radio"/> Quarterly <input type="radio"/> Half Year	
16 The Following Goods/Classes Of Goods Purchased By Dealer In The Course Of Inter-State Trade Or Commerce		
Select Sub Category	For resale	
Select Commodity	Battery water, De-mineralised water	
Dealer's description of commodity	<input type="text"/>	
	[+] Add	
List of CST Commodities		
17 We Manufacture,Process Or Extract in Mining The Following Goods Or Generated Or Distribute The Following Form Of Power Namely		
Select Commodity	Battery water, De-mineralised water	
Dealer's description of commodity	<input type="text"/>	
	[+] Add	
List of CST Commodities		
Next		

Action Description Table (1) for Screen 2:-

Label No	Label Name	Action to be Performed	Mandatory
-	Name of Applicant Dealer	The application pre-populates the data entered for VAT registration	Y
-	Father's/Mother's/Husband's Name	The application pre-populates the data entered for VAT registration	Y
-	Date of Birth	The application pre-populates the data entered for VAT registration	Y
-	Sex	The application pre-populates the data entered for VAT registration	Y
-	Trading Name	The application pre-populates the data entered for VAT registration	Y
-	PAN	The application pre-populates the data entered for VAT registration	N
1	Name of the person deemed to be Manager, in relation to the business of the dealer in said state	Enter the name of the person	N
2	Status or Relationship of the person who makes this application	Select the relationship of the person from the following values, <ul style="list-style-type: none"> • Manager • Partner • Proprietor • Director • Officer-in-charge of the Government 	Y
3	Name of Principal Place of Business in said State and Address thereof.	The application pre-populates the data entered for VAT registration	N
4	Name(s) of Other Place(s) in the said State in which business is carried on and address of every such place.	Fill details in Additional Business Places Form	N
5	Complete list of the Warehouses in the said State in which the goods relating to the business are Warehoused and address of every such Warehouse	Fill details in Additional Business Places Form	N
6	List of places of business in each of other states together with the address of every such place (if separate application for registration has been made, or separate registration obtain under Central Sales Tax Act , 1956, in respect of any	Fill details in Additional Business Places Form	N

	such place of business, particulars thereof should be given in details.		
7	The Business is		
	Wholly	Enter the nature of the business from the drop-down list <ul style="list-style-type: none"> • Manufacturer • Trader • Seller • Reseller • Importer • Exporter 	Y
	Mainly	Enter the nature of the business from the drop-down list <ul style="list-style-type: none"> • Manufacturer • Trader • Seller • Reseller • Importer • Exporter 	Y
	Partly	Enter the nature of the business from the drop-down list <ul style="list-style-type: none"> • Manufacturer • Trader • Seller • Reseller • Importer • Exporter 	Y
	Partly	Enter the nature of the business from the drop-down list <ul style="list-style-type: none"> • Manufacturer • Trader • Seller • Reseller • Importer • Exporter 	Y
8	Particulars relating to Registration, License, Permission etc issued under any law for the time being in force of the dealer	Enter the details of any legal approval obtain from the following drop-down list, <ul style="list-style-type: none"> • Register of Companies • Register of Firms • Department of Industry and Commerce • Department of Central Excise • Department of State Excise • Department of Imports and Export • Others 	
9	We are member of	Enter the membership obtained by the business in associations or unions	Y

10	We keep our accounts in	Enter the mode of accounts keeping from the following three methods/language, <ul style="list-style-type: none"> • English • Hindi • Manual System 	
11	Business Status/Constitution of Business	Pre-populated from the data provided under VAT registration	Y
-	Name(s) and address(es) of the proprietor of the business/ all persons having interest in the business together with their age, fathers name etc. (with below mentioned fields)	If business type is Partnership, fill details of the partners in Business Partner Details Form	
12	Business in respect of which this application is made, was first started on	Pre-populated from the data provided under VAT registration	Y
13	The First sale in the course of inter-state trade was effected on	Enter date in dd/mm/yyyy format	Y
14	We observe the calendar type	Enter the calendar type	
-	For purpose of accounts our year runs From	Enter the starting month and ending month for the purpose of your accounting year	
15	We make up our accounts of sale to date at the end of every	Select from the following three options:- <ul style="list-style-type: none"> • Monthly • Quarterly • Half year 	
16	The following Good / Classes of goods purchased by dealer in the course of inter-state trade or commerce	<ul style="list-style-type: none"> • Select Sub Category • Select Commodity • Enter Dealers Description of Commodity 	
17	We manufacture, Process or Extract in Mining The following goods or generated or distribute the following form of Power namely	<ul style="list-style-type: none"> • Select Commodity • Enter Dealers Description of Commodity 	

Screen 3- Business Places / Additional Business Places/ Factories/ Godowns/ Warehouse/ Offices

Government of Tripura Taxes And Excise VATSoft - VAT e-Filing System

MainPage :: CST : e-Registration.:

Part (A) Additional Business Places Business Partner details Finish

Business Places/Additional Business Places/Factories/Godown/Warehouse/Offices

Name of the Applicant: BIDYUT.,CHETRY

Location of Business Place: Within State Outside State

Registration No. of Branch

Under State Act: []

Under CST Act, 1958: []

Branch Type: Warehouse

Name*: []

Number & street: []

Area or Locality: []

Village/ Town/ City*: []

District: West Tripura PIN Code*: []

State: TRIPURA

Tel No.: [] EDR Date: []

[+] Add [!] Update [X] Delete

List of Business Places Added In VAT Registration

Name	Street	Locality	Place	District	State	PIN	Phone No.	Amendment Date	RegNo. State Act	RegNo. CST Act	Business Location	Branch Type
Select	G1	DUKLI INDUSTRIAL AREA, RANIR KHAMAR, AGA	RTALA			0					Within State	Branch Office
Select		DUKLI INDUSTRIAL AREA, RANIR KHAMAR, AGA	RTALA			0					Within State	Branch Office

• Details Inserted Successfully !

List of Business Places

Name	Street	Locality	Place	District	State	PIN	Phone No.	Amendment Date	RegNo. State Act	RegNo. CST Act	Business Location	Branch Type
Select	TEST NAME	TEST STRRET	TEST AREA 40	TEST VILLAGE 41	West Tripura	TRIPURA 440000		01/01/2006	900010	0999300	Within State	Warehouse

Previous | Next

Action Description Table (2) for Screen 3:-

Label No	Label Name	Action to be Performed	Mandatory
-	Name of Applicant	The application pre-populates the data entered for VAT registration	N
-	Location of Business place	Select from the option <ul style="list-style-type: none"> • Within State • Outside State 	N
Registration No. of Branch			
-	Under State Act	Enter the registration number under State Act	N
-	Under CST, 1958	Enter the registration number under CST Act, 1958	N
-	Branch Type	Enter the type of branch from the following drop-down list,	N

		<ul style="list-style-type: none"> • Warehouse • Godown • Branch Office • Factory 	
-	Name	Enter the name of the Additional Business Place/ Warehouse/ Godown/ Branch Office/ Factory	Y
-	Number & Street	Enter number and street of the address	N
-	Area or Locality	Enter the area or locality of the Additional Business Place	N
-	Village/Town/City	Enter Village/Town/City of the Additional Business Place	Y
-	District	Select the District of the Additional Business Place	N
-	Pin Code	Enter the Pin Code of the Additional Business Place	Y
-	State	The application pre-populates the data	N
-	Telephone Number	Enter the telephone number of the Additional Business Place	N
-	EDR Date	Enter the EDR date in the format DD/MM/YYYY <i>EDR (Effective Date of Registration)</i>	N
-	Add	To add the details of Business Places and other additional places of business	
-	Update	To modify the details of Business Places and other additional places of business	
-	Delete	To delete the details of the Business Places and other additional places of business	

After adding a business place record the screens gets refreshed and the information is displayed in the bottom of the page as shown in the following screenshot.

Label No	Label Name	Action to be Performed
-	Previous	On clicking Previous, the system will go back to Part A page
-	Next	On clicking Next, the system will proceed to the Business Partners page

Screen 4 – Business Partners Details

Government of Tripura
Taxes And Excise
VATSoft - VAT e-Filing System

MainPage :: CST : e-Registration.:

Part (A)
Additional Business Places
Business Partner details
Finish

Business Partner details/Contact Person
 Contact Person Auth. Signatory Others

Name in Full*	
Father's Name/Husband's Name	
Age	
Partner Type/ Designation	Chairman
Extent of Interest in the Bussiness (%)	
Present Address	
Area or Locality	
Village/ Town/ City*	
Permanent Address	
Name of witness attesting	
Address of witness attesting	
Contact Details	
Tel No.	
Fax No.	
Email ID	

[+] Add [!] Update [X] Delete

List of Partner Details/Contact Person Entered In VAT Registration Process

No Partners

List of Partner Details/Contact Person

Previous | **Next**

Government of Tripura
Taxes And Excise
VATSoft - VAT e-Filing System

MainPage :: CST : e-Registration.:

Part (A)
Additional Business Places
Business Partner details
Finish

Business Partner details/Contact Person
 Contact Person Auth. Signatory Others

Name in Full*	
Father's Name/Husband's Name	
Age	
Partner Type/ Designation	Contact Person
Extent of Interest in the Bussiness (%)	
Present Address	
Area or Locality	
Village/ Town/ City*	
Permanent Address	
Name of witness attesting	
Address of witness attesting	
Contact Details	
Tel No.	
Fax No.	
Email ID	

[+] Add [!] Update [X] Delete

List of Partner Details/Contact Person Entered In VAT Registration Process

No Partners

• Details Inserted Successfully !

List of Partner Details/Contact Person

Type	Name	Father Name	Age	Extent of Interest	Street	Area	Place	Permanent Address	Name of Witness	Address of Witness	
Select	Contact Person	TEST NAME 1	TEST F NAME 11	25	25	TEST PRESENT ADD	TEST PRESENT AREA	TEST PRESENT VILLAGE	TEST PERMA ADDRESS	TEST WITNESS	TEA STALL TEST 11

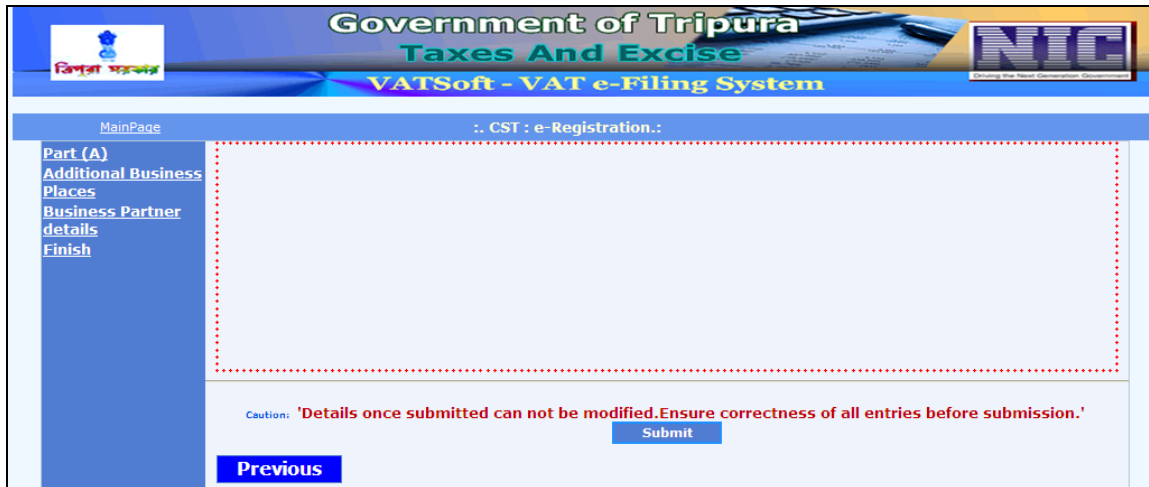
Previous | **Next**

Action Description Table (3) for Screen 4:-

Label No	Label Name	Action to be Performed	Mandatory
-	Relationship	Select the relationship/relationships from the options provided to identify the relationship between the person and the organization <ul style="list-style-type: none"> Contact Person Authorized Signatory Others 	N
-	Name in Full	Enter the name of the person	Y
-	Father's Name/Husband's Name	Enter the Father's name of the Contact Person/ Authorized Signatory/ Others	N
-	Age	Enter the Age of the Contact Person/ Authorized Signatory/ Others	N
-	Partner Type/Designation	Pre-populated based on the selection made in options given at the top of the screen, in case of <ul style="list-style-type: none"> Contact Person Auth. Signatory In case of Others, select Partner type/ Designation from the following <ul style="list-style-type: none"> Chairman Manager 	N
-	Extent of Interest in the Business (%)	Enter the Extent of Interest in the business in % (for e.g. 30%).	N
-	Present Address	Enter the Present address details of the Contact Person/ Authorized Signatory/ Others	N
-	Area or Locality	Enter the area or locality of the Contact Person/ Authorized Signatory/ Others	N
-	Village/Town/City	Enter Village/ Town/ City name of the Contact Person/ Authorized Signatory/ Others	Y
-	Permanent Address	Enter Permanent Address of the Contact Person/ Authorized Signatory/ Others	N
-	Name of Witness attesting	Enter the name of the Witness Attesting	N
-	Address of Witness attesting	Enter the address of the Witness attesting	N
-	Contact Details	Enter the Contact Details for the following:- <ul style="list-style-type: none"> Telephone number 	N

		<ul style="list-style-type: none">• Fax number• Email ID	
-	Add	To add the details of the Business Partner/Contact person	
-	Update	To modify the details of the Business Partner/Contact person	
-	Delete	To delete the details of the Business Partner/Contact person	
-	Previous	On clicking Previous, the system will go back to the Additional Business places page	
-	Next	On clicking Next, the system will proceed to the Finish page	

Screen 5 – Finish

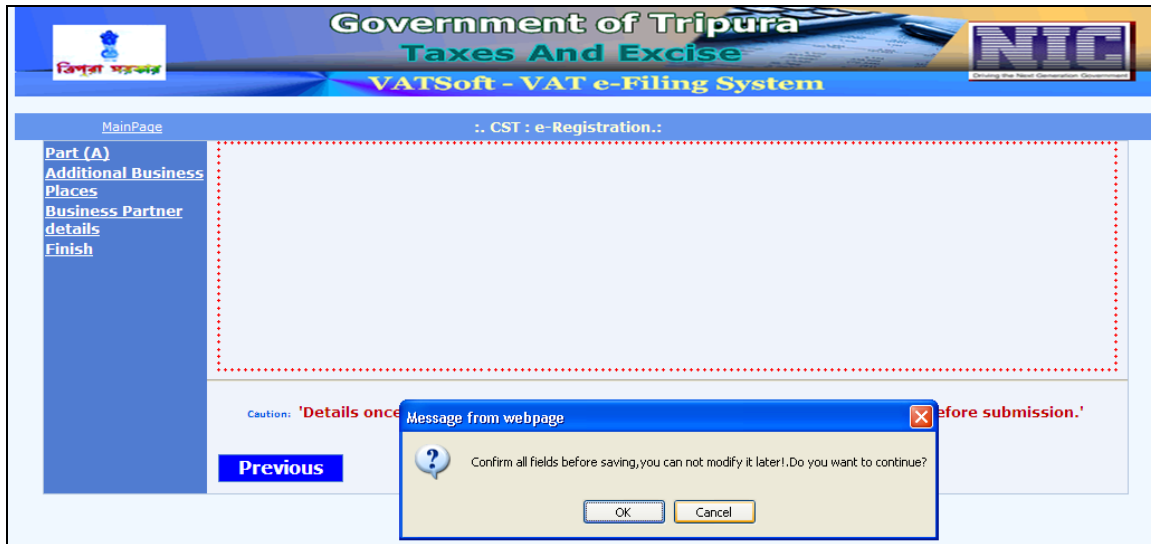


Label No	Label Name	Action to be Performed
-	Submit	To submit the application for registration for CST
-	Previous	On clicking Previous, the system will go back to the Business Partner Details/Contact persons page

After all the details have been entered, confirm the details entered by clicking ‘Submit’ button.

Upon clicking the submit button and if all the required details as required in the application has been entered already, the system shall display the confirmation pop-up.

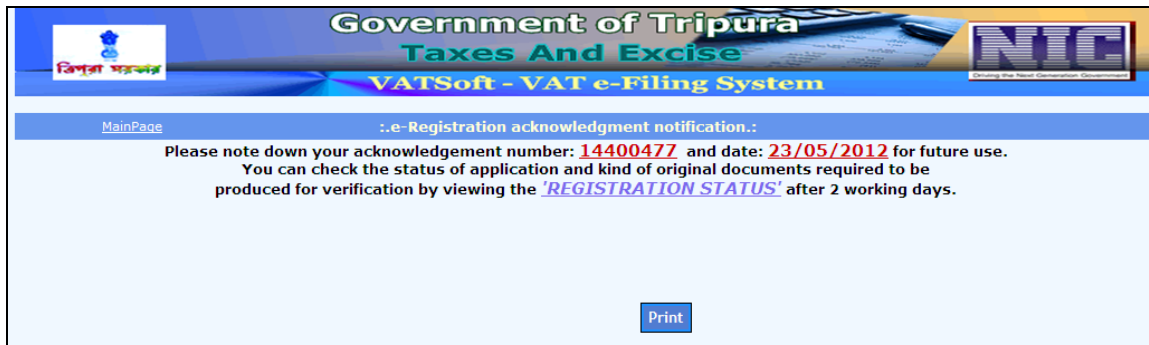
Screen 6 – Confirmation Pop up



Label No	Label Name	Action to be Performed
-	OK	To register the CST application
-	Cancel	To go back to edit the details

If the user wants to submit the CST application, click 'OK'. If the user wants to edit any of the details, entered previously, click 'Cancel'.

Screen 7 – Acknowledgement Screen



Label No	Label Name	Action to be Performed
-	Print	To print the application form

By clicking on 'Print' the applicant can take the print out of the application form.

17. **We Manufacture, Process Or Extract in Mining The Following Goods Or Generated Or Distribute The Following Form Of Power Namely :**

Commodity	Commodity Description
Battery water, De-mineralised water	BATTERY WATER

Verification:

I/we, _____ hereby solemnly affirm and declare that the information given in this form and its Attachments (if any) is true and correct to the best of my/our knowledge and belief and nothing has been concealed there from. Signature of Authorised signatory:

Signature of Authorised Signatory: _____

Full name: _____

Date: _____

**The Central Sales Tax (Registration & Turnover)
Rules 1957
Form- A**

Particulars of Person [Proprietor/ karta/ partners/ Directors in the Business/ Members of Executive Committee of societies, clubs etc.,] having interest in the Business

TIN :

Type	Name of the Applicant	Father's Name	Address	Telephone	Date of Birth
Contact Person	TEST NAME 1	TEST F NAME 11	TEST PRESENT ADD TEST PRESENT AREA		

**The Central Sales Tax (Registration & Turnover)
Rules 1957
Form- A**

Details of additional places of business

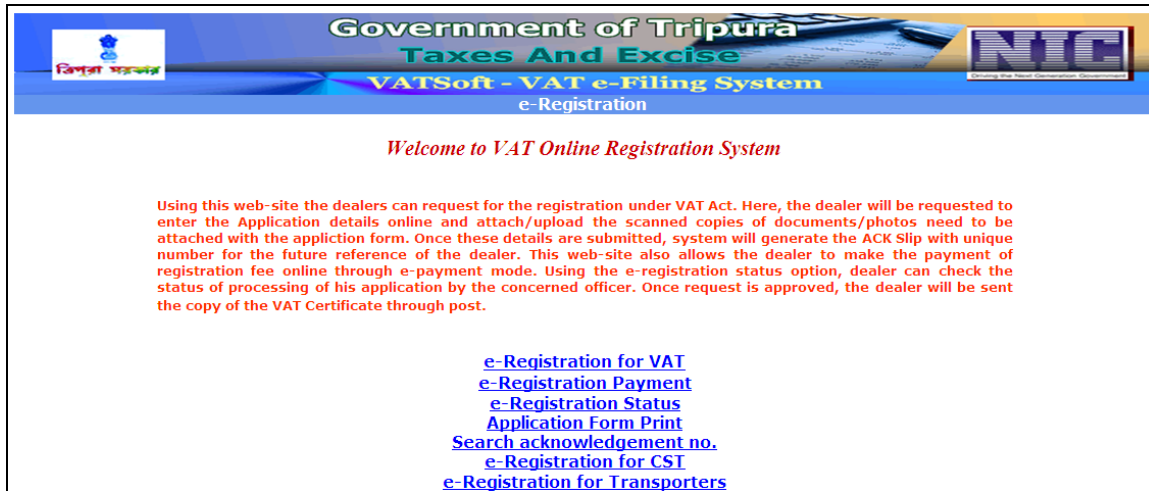
TIN :

Name of the Applicant	Address	District	PIN Code	Telephone
TEST NAME	TEST STRRET TEST AREA 40	West Tripura	440000	

[\[Print\]](#) [\[Exit\]](#)

e-Registration Payment for CST

Dealers are provided with an acknowledgement number once they submit the registration application. This acknowledgement can be used to make the payment online.



Screen 1 – e-Registration Manual Payment



Action Description Table (1) for Screen 1:-

Label No	Label Name	Action to be Performed	Mandatory
-	Enter Ack. No	Enter the acknowledgement number provided by the software application at the end of e-Registration	Y
-	Enter Ack. Date	Enter the acknowledgement date in the dd/mm/yyyy format	Y
-	VAT/CST	In the options section, select VAT	Y
-	Go	To get the status of the acknowledgement number you have entered	

-	Back	On clicking Back, the system will go back to the previous page namely the Welcome page of the VAT registration system	
---	------	---	--

Screen 2 –e-Registration Manual Payment

To make the payment, the dealer shall enter the type of mode of payment, Challan number, Date, MICR code, Bank, Amount. Upon entering the details, the dealer shall upload the file by clicking on the button 'Browse'. Once the dealer has uploaded the file, the dealer shall click on the button 'Add'. Upon clicking the button 'Add', the below mentioned screen shall be displayed.


Government of Tripura
Taxes And Excise
VATSoft - VAT e-Filing System


MainPage
Manual Payment

Reg. Acknowledgment No.	14400477
Trade Name	BIDYUT,, CHETRY TRIF CON
Payment with	<input type="radio"/> Registration(VAT & Both) <input checked="" type="radio"/> Registration(CST Only)
Total Amount Paid	50

Head Of Account	Mode	Challan No.	Date	MICR Code	Bank	Amount
3-Registration Fee	Challan				xyz	
Select File						Browse...
* upload only .jpg or .pdf files with size less than 1MB						
<input type="button" value="ADD"/> <input type="button" value="MODIFY"/>						

Select	Delete	Mode	Number	Date	MICR_CODE	Bank	Amount	document type	document size	View
		CH	1	23/05/2012	0100	XYZ	5	.pdf	78KB	

e-Registration Status for CST

If a dealer wishes to know the status of the CST application submitted then he needs to click on the “e-Registration Status” hyperlink provided in the welcome page of VAT Online Registration system.



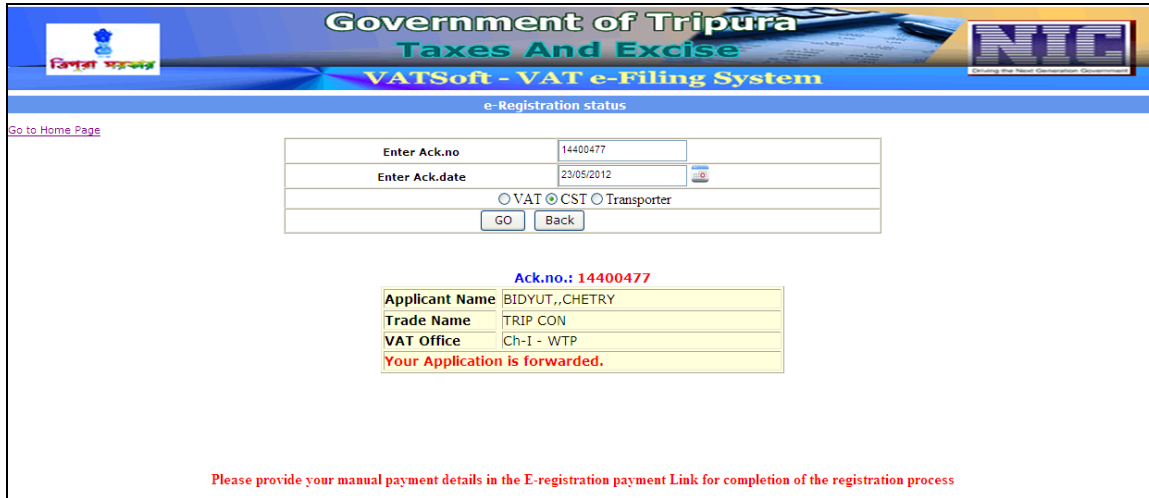
Screen 1 – e-Registration Status



Label No	Label Name	Action to be Performed	Mandatory
-	Enter Ack. No	Enter the acknowledgement number provided by the software application at the end of e-Registration for CST	Y
-	Enter Ack. Date	Enter the acknowledgement date in the dd/mm/yyyy format	Y
-	VAT/CST	In the options section, select CST	Y
-	Go	To get the status of the acknowledgement number you have entered	

-	Back	On clicking Back, the system will go back to the previous page namely the Welcome page of the VAT registration system	
---	------	---	--

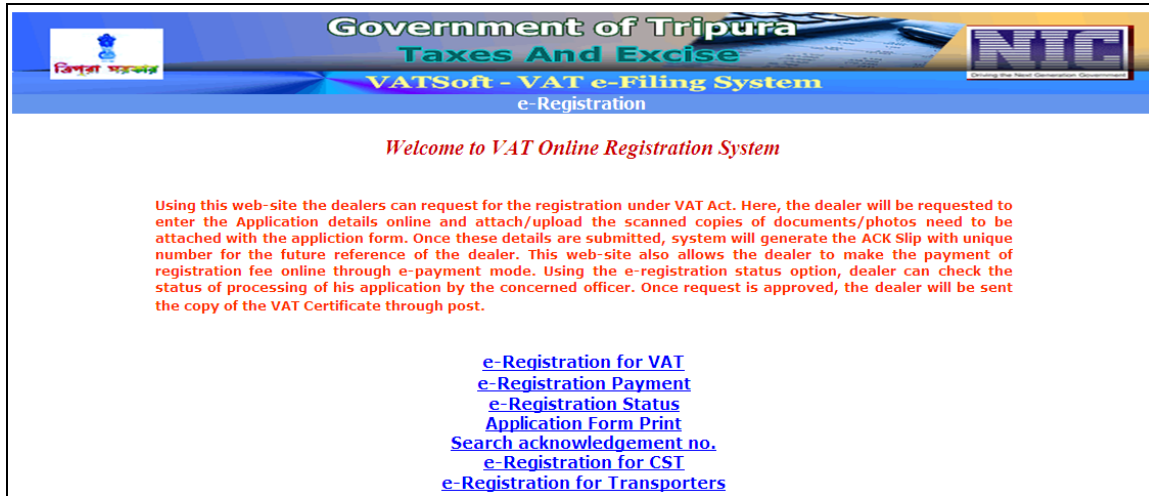
Screen 2 –e-Registration Status Result



Status of the application is provided with the applicant’s name, trade name, VAT office and the current status of the application.

Application Form Print for CST

If a dealer wishes to take a print of the data he has submitted for CST registration then the dealer needs to click on the “Application Form Print” hyperlink provided in the welcome page of VAT Online Registration system.



Screen 1 – Acknowledgement Print



Label No	Label Name	Action to be Performed	Mandatory
-	Enter Ack. No	Enter the acknowledgement number provided by the software application at the end of e-Registration for CST	Y
-	Enter Ack. Date	Enter the acknowledgement date in the dd/mm/yyyy format	Y
-	VAT/CST	In the options section, select CST	Y
-	Go	To get the data of the application you have submitted to the department	

-	Back	On clicking Back, the system will go back to the previous page namely the Welcome page of the VAT registration system	
---	------	---	--

Screen 2 – Printable Registration Data

Government of Tripura Taxes And Excise VATSoft - VAT e-Filing System		
MainPage :CST e-Registration Print.:		
The Central Sales Tax (Registration & Turnover) Rules 1957 Form- A Application for New Registration [See Rule - 3]		
ACK NO 14400477		
Name of Applicant:	BIDYUT,,CHETRY	
Father's Name/Husband's Name:		
Gender	Male	
Trade Name:	TRIP CON	
Address:	SHIB NAGAR MASZID ROAD, P.O.-AGARTALA CO LLEGE, AGARTALA, TRIPURA(W), 799004 ,799001 West Tripura	
1. Name of person deemed to be Manager, in relation to the business of the dealer in said state:	TEST NAME	
2. Name of principle place of business in said state and address thereof:	SHIB NAGAR MASZID ROAD, P.O.-AGARTALA CO LLEGE, AGARTALA, TRIPURA(W), 799004 West Tripura-799001	
3. Name(s) of the others place(s) in the said state in which business is carried on and address of every such place.	Refer Annexure	
4. Complete list of the warehouses in the said state in which the goods relating to the business are warehoused and address of every such warehouse.	Refer Annexure	
5. List of places of business in each of other states together with the address of every such place(if separate application for registration has been made , or separate registration obtain under Central Sales Tax Act,1956,in respect of any such place of business ,particulars thereof should be given in details:	Refer Annexure	
6. Name Additional Business Places Out Side State And Address Of Every Such Place:	Refer Annexure	
7. The Business Is		
Wholly:	Manufacturer	
Mainly:	Trader	
Partly:	Trader	
Partly:	Reseller	
8. Particulars Relating to registration,Licence,Permission, etc. issued Under Any Law for the time being in force of the dealer :	REGISTRAR OF COMPANIES	
9. We Are Members Of :	IOC	
10. We Keep Our Accounts In :	English	
11. Business Status/Constitution of Business :	Unregistered Partnership	
Name(s) and address(es) of the proprietor of the bussiness/ all persons having any interest in the business together with their age, fathers name etc. (with below mentioned fields):	Refer Annexure	
12. Business in respect of which this application is made, was first started on:	01/04/2005	
13. The first sale in the course of inter-state trade was effected on :	01/05/2005	
14. Type of Calender Observed:		
Accounting year:	APR	
From:	MAR	
15. We make up our accounts of sale to date at the end of every.	Monthly	
16. Following Goods Or class Goods Purchased By Dealer In The Course Of Inter-State Trade Or Commerce:		
Commodity	Commodity Description	Sub Category
Battery water, De-mineralised water	BATTERY WATER	For resale

17. **We Manufacture, Process Or Extract in Mining The Following Goods Or Generated Or Distribute The Following Form Of Power Namely :**

Commodity	Commodity Description
Battery water, De-mineralised water	BATTERY WATER

Verification:

I/we, _____ hereby solemnly affirm and declare that the information given in this form and its Attachments(if any) is true and correct to the best of my/our knowledge and belief and nothing has been concealed there from. Signature of Authorised signatory:

Signature of Authorised Signatory: _____

Full name: _____

Date: _____

**The Central Sales Tax (Registration & Turnover)
Rules 1957
Form- A**

Particulars of Person [Proprietor/ karta/ partners/ Directors in the Business/ Members of Executive Committee of societies, clubs etc.,] having interest in the Business

TIN :

Type	Name of the Applicant	Father's Name	Address	Telephone	Date of Birth
Contact Person	TEST NAME 1	TEST F NAME 11	TEST PRESENT ADD TEST PRESENT AREA		

**The Central Sales Tax (Registration & Turnover)
Rules 1957
Form- A**

Details of additional places of business

TIN :

Name of the Applicant	Address	District	PIN Code	Telephone
TEST NAME	TEST STRRET TEST AREA 40	West Tripura	440000	

[\[Print\]](#) [\[Exit\]](#)

e-Registration for Transporters

Under e-Registration for Transporters, the dealer fills the form for Transporter registration, other places of business, location and addresses of Godowns within the state/outside the state, particulars of Trucks/Lorries in the name of Transport itself, particulars of immovable property including landed property of Proprietors/Partners. Upon filling the details in the Transporter Registration form, an acknowledgement is generated for Dealers future reference. Under e-Registration for Transporters, details once submitted cannot be modified at a later stage.

The e-registration for Transporters application consists of the following sections:-

- Form IV (1-5)
- Form IV (6-8)
- Form IV (9-13)

Screen 1:- Form IV (1-5)

Action Description Table (1) for Screen 1:-

Label No	Label Name	Action to be Performed	Mandatory
-	Select Office	Select the appropriate office from the available list.	Y
1	Name of Applicant	Enter the Name of the applicant	Y
2	Status of the Applicant (Proprietor/Director)	Enter the status of the applicant	Y
3	Name of the Transporter, Carrier or Transporting agent	Enter the Name of the Transporter, Carrier or Transporting agent	Y
4	Address of Head Office	Enter the Address of Head Office	Y
-	Telephone number	Enter the Telephone number	Y
5	Name and Address of	Enter the Name and	

	Proprietor, Partner, Director etc.	Address of Proprietor, Partner, Director etc.	
-	Serial Number	Enter the Serial number	Y
-	Role/Position in Business	Select the Role/Position in the business	N
-	Name	Enter the name	Y
-	Father's name	Enter the Father's name	N
-	Age	Enter the Age	Y
-	Extent of Interest in the business	Enter the extent of interest in the business	Y
-	Present Address	Enter the Present address	Y
-	Permanent Address	Enter the Permanent Address	Y
-	Add	To add the details	Y
-	Update	To update the details	N
-	Delete	To delete the details	N
-	Previous	On clicking Previous, the system will go back to PART (B) screen	
-	Next	On clicking Next, the system will proceed to Bank Details screen	

After entering all the required details, click on 'Next' and the system will proceed to Form IV (6-8) of the form.

Screen 2 – Form IV (6-8)

Action Description Table (2) for Screen 2:-

Label No	Label Name	Action to be Performed	Mandatory
6	Name and Address of other place(s) of Business in the state of Tripura	Enter the following details:- <ul style="list-style-type: none"> Serial number Name Address Location of Business place 	Y
7	Location and Address(es) of Godowns in Tripura	Enter the following details:- <ul style="list-style-type: none"> Serial number Address of Godown Location of Godown 	Y
8	Particulars of Truck/Lorries in the name of Transport company itself	Enter the following details:- <ul style="list-style-type: none"> Serial number Registration number with Transport department Valid upto date 	N
-	Add	To add the details	Y
-	Update	To update the details	N
-	Delete	To delete the details	N

-	Previous	On clicking Previous, the system will go back to PART (B) screen	
-	Next	On clicking Next, the system will proceed to Bank Details screen	

After entering all required details, click on 'Next' and the system will proceed to the Form IV (9-13) screen.

If you want to return to Form IV (1-5) screen, click on 'Previous'.

Screen 3 – Form IV (9-13)

Action Description Table (3) for Screen 3:-

Label No	Label Name	Action to be Performed	Mandatory
9	Particulars of Immoveable property including Landed property of Proprietors/Partners	Enter the following details:- <ul style="list-style-type: none"> • Serial number • Details property 	N
10	Bank account of Transport Proprietor and Partners and nature of account held	Enter the following details:- <ul style="list-style-type: none"> • Serial number • Branch name, Address • Name of Bank • Account number • Nature of Account number 	N
11	Pan number of the firm	Enter the PAN number of the firm	Y
12	We keep our account in language and script in	Select the language from the dropdown	N
13	Introduced by (Registered transporter or any Responsible person)	Enter the name of the Registered transporter or any responsible person	N
-	Submit	To submit the details	Y
-	Exit	To exit from the Transporter Registration	N

Screen 4 – Confirmation pop-up

Once the details are filled in the Transporter Registration form, the dealer shall click on the button ‘Submit’ to submit the form. The form once submitted cannot be edited later at any stage. Therefore, it is mandatory for the dealer to check the details in the form before the submission.

The screenshot shows a web application window titled "Transporter Registration." with a sidebar on the left containing menu items: "Form IV(1-5)", "Form IV(6-8)", and "Form IV(9-13)". The main content area is titled "Form IV(9-13)" and contains several sections:

- Section 9: Particulars of Immovable Property Including Landed Property of Proprietors/Partners**
 - Serial No. field
 - Details Property field
 - Buttons: [+ Add], [!] Update, [X] Delete
 - Message: "Property Details Inserted Successfully!"
 - Table with columns: Serial No, Details Property
 - Row: Select 1, TEST PROPERTY
- Section 10: Bank Account of Transport Proprietor and Partners and Nature of Account Hold**
 - Serial No field
 - Branch Name, Address* field
 - Name of Bank dropdown: Agartala Cooperative Urban Bank Ltd.
 - Account Number* field
 - Nature of Account Number dropdown
 - Buttons: [+ Add], [!] Update
 - Message: "Bank Details Inserted"
 - Table with columns: Serial No, Branch, Name, Account No, Nature
 - Row: Select 1, 29, TEST BRANCH, Agartala Cooperative Urban Bank Ltd., 0001009300, SA
- Section 11: Pan Number of the Firm:** KAAAA1209M
- Section 12: We keep our account in language and script in:** English
- Section 13: Introduced by (Registered Transporter or any Responsible person):** TESTNAME


At the bottom of the form are buttons for "Submit", "Exit", and "Previous". A confirmation pop-up window titled "Message from webpage" is overlaid on the form, containing the text: "Confirm all fields before saving, you can not modify it later!. Do you want to continue?" with "OK" and "Cancel" buttons.

Screen 5 – Transporter Registration Acknowledgement notification




Label No	Label Name	Action to be Performed
-	Print	To print the application form

By clicking on 'Print' the applicant can take the print out of the application form.



Government of Tripura
Taxes And Excise

VATSoft - VAT e-Filing System



MainPage
Module Name

FORM - IV
TRIPURA VALUE ADDED TAX ACT, 2004
APPLICATION FORM FOR REGISTRATION OF TRANSPORTERS,CARRIER OR TRANSPORTING AGENT
(Under Rule 17(1) of TVAT Rules)

ACK NO 15100480 Dated
23/05/2012

1.	Name of the Applicant:	TEST NAME
2.	Status Of The Applicant(proprietor,Director):	TEST F NAM
3.	Name Of The Transporter, Carrier Or Transporting Agent	TEST TRANSPORTER
4.	Address Of Head Office-	TESR HEAD OFFICE,102/10-QA,
	Telephone Number:	2300900

5. Name and Address of proprietor, partner,Director etc.:-

Serial No	Name of the Applicant	Father's Name	Age	Extent of Interest in the Business	Presentaddress	PermanentAddress
1	TEST CHAIR	TEST F CHAIR	58	25.00	TEST PRESENT ADDRESS	TEST PERMA ADDRESS

6. Name and Address of other Places(s) of Business in the State of Tripura

Serial No	Name of the Applicant	Address	Location of Business Place
1	TETS NAME	TEST ADDRESS	Within State

7. Location and Address(es) of Godowns In Tripura

Serial No	Address	Location of Business Place
2	TEST GODOWN	Within State

8. Particulars of Truck/Lorries in the Name of the Transport Company itself:

Serial No	Registration Number	Valid up to
1	TR01MP9900	30/12/2025

9. Particulars Of Immovable Property Including Landed Property Of Propreitors

Serial No	Details of property
1	TEST PROPERTY

10. Bank Account of TransportProprietor and Partners and Nature of Account Hold

Serial No	Bank Code	Bank Name	Branch	Account No.	Account Type
1	29	Agartala Cooperative Urban Bank Ltd.	TEST BRANCH	0001009300	SA

11. Pan Number of the Firm: KAAAA1209M

12. We keep our account in language and script in: English

13. Introduced by (Registered Transporter or any Responsible person): TESTNAME

[\[Print\]](#) [\[Exit\]](#)