

**E-APPLICATION**

**FOR**

**REGISTRATION**

**UNDER**

**VAT & CST**

**USER MANUAL**

**Preface :**

Government desires to reorient itself towards Citizen centric Services, to bring more transparency in provisioning of the services. Introduction of ICT was already introduced in most of the departments. With the fast changing world, it is the need of time to introduce e-Governance solution in the Government. In Consequence, transformation in Government functions is aimed towards better orientation of service provision, keeping transparency in service availability and enabling simplification in availing the service. The Directorate of Commercial Taxes, Government of West Bengal, is no exception in its stride to attain and retain its goal to provide all possible services, available by simple and transparent manner.

**Purpose :**

This User Manual explains the steps for electronic-submission of a application for getting registration under VAT Act 2003 or CST Act 1956. This Manual details various steps and the procedure that is to be followed while submission of application for registration on-line.

**Definition, Acronyms & Abbreviations**

<b>Acronym</b>	<b>Description</b>
DCT	Directorate of Commercial Taxes
ICT	Information and Communication Technology
VAT	Value Added Tax
CST	Central Sales Tax
TIN	Tax Identification Number
RC	Registration Certificate

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**Pre-requisite for e-Application for Registration**

- Application must get a PAN No. / TAN No. from Income Tax Department
- Applicant must have a valid e-mail id for future correspondence.
- Client computer must have the following components installed
  - Internet Explorer v6.0 and above

**E-APPLICATION FOR REGISTRATION****PROCESS FLOW:**

Dealers are required to visit the website of Directorate of Commercial Taxes and follow the link “Apply online for Registration”, clicking on which following page will be displayed.

Department of Finance, Govt. of WB

Directorate of Commercial Taxes

Select the online application type

VAT e-Registration     
  CST e-Registration

**INSTRUCTION FOR E- APPLICATION FOR REGISTRATION**

1. Applicant must get a valid E-Mail address and PAN number before going for e-application.
2. Select the online application type.
3. On the “Dealer Info/Dealer Details” page, applicant should enter all details. After filing of “Dealer Info/Dealer Details” page, applicant may click other tabs for entering
  - a) Branch office details/Addl. Place of business
  - b) Contact Person (In case of VAT)
  - c) Warehouse address (In case of CST)
  - d) Warehouse & Factory address (In case of VAT)
  - e) Commodity details
  - f) Bank Details (In case of VAT)
  - g) Proprietor-Partners-Karta (In case of CST)
  - h) Business Details (In case of CST)
4. For Proprietorship / Partnership firm, then **Annexure – A** should be mandatorily filled in (In case of VAT)
5. If the applicant dealer’s firm is Pvt. Company, **Annexure-B** should be mandatorily filled in (In case of VAT)
6. At least the mandatory details such as Name, Trade Name, Address of Principal place of business, Status of business, Nature of business, Occupancy status of applicant, status of applicant etc. should be filled in.
7. In case the data in any of the fields is not entered, then the applicant would get error message and would be prompted to enter the said data.
8. After the completely filled application form is submitted then the acknowledgment slip generated along with “Application Number”.
9. Print the acknowledgment slip & copy of application with data.
10. Make payment of Rs.100/- in appropriate bank challan as “Fee for Registration”
11. Send all the necessary documents duly signed as mentioned in Acknowledgment Slip along with printed copy of application with data & acknowledgment slip, within three days of application.

For all correspondence please mention **Application Number**.

Important Links    Disclaimer

Site designed, hosted and maintained by National Informatics Centre  
Information provided and updated by Directorate of Commercial Taxes, Govt. of WB

For application for vat e\_Registration user will have to select the VAT e-Registration radio button and for CST e\_Registration user will have to select the CST e\_Registration radio button

- On the "Dealer Info/Dealer Details" page, applicant should enter all details. After filing of "Dealer Info/Dealer Details" page, applicant may click other tabs for entering.
  - Branch office details/Addl. Place of business.
  - Contact Person (In case of VAT)
  - Warehouse address (In case of CST)
  - Warehouse & Factory address (In case of VAT)
  - Commodity details
  - Bank Details (In case of VAT)
  - Partner Bank Detail (In case of VAT)
  - Proprietor-Partners-Karta (In case of CST)
  - Business Details (In case of CST)
- For Proprietorship / Partnership firm [Annexure-A](#) should be mandatorily filled in (In case of VAT).
- For Private Company, [Annexure-B](#) should be mandatorily filled in (In case of VAT)
- At least the mandatory details such as Name, Trade Name, Address of Principal place of business, Status of business, Nature of business, Occupancy status of applicant, status of applicant etc. should be filled in.
- In case the data in any of the fields is not entered, then the applicant would get error message and would be prompted to enter the said data.
- After the completely filled application form is submitted then the acknowledgement slip is generated along with "Application Number".
- Make payment of Rs.100/- in appropriate bank Challan as "Fee for Registration"
- Send all the necessary documents duly signed as mentioned in Acknowledgment Slip along with printed copy of the Acknowledgement page and Application with data both duly signed within three days of application.
- For all correspondence please mention [Application Number](#).

### **HOW TO FILL UP APPLICATION FOR VAT REGISTRATION**

- User will follow the link “[Application for VAT registration](#)” in the website of Directorate of Commercial Taxes.
- User will be redirected to “[Dealer Info](#)” page . User will have fill at least the mandatory fields which are specified by “\*” mark. Unless the user fills the mandatory fields user will not be able to proceed.
- All the multiple entry fields must be added by clicking add button.

The “Dealer Info” page is shown below

THE WEST BENGAL VALUE ADDED TAX RULES , 2005 FORM1 Application for New Registration [See sub-rule (1) of rule 5] [Please see Instructions before filling up the Application]											
<table border="0"> <tr> <td><a href="#">Dealer Info</a></td> <td><a href="#">Branch Office</a></td> <td><a href="#">Contact Person</a></td> <td><a href="#">Warehouse &amp; Factory</a></td> <td><a href="#">Commodity</a></td> <td><a href="#">Bank Detail</a></td> <td><a href="#">Annexure A</a></td> <td><a href="#">Partner Bank Detail</a></td> <td><a href="#">Annexure B</a></td> <td><a href="#">Submit</a></td> </tr> </table>		<a href="#">Dealer Info</a>	<a href="#">Branch Office</a>	<a href="#">Contact Person</a>	<a href="#">Warehouse &amp; Factory</a>	<a href="#">Commodity</a>	<a href="#">Bank Detail</a>	<a href="#">Annexure A</a>	<a href="#">Partner Bank Detail</a>	<a href="#">Annexure B</a>	<a href="#">Submit</a>
<a href="#">Dealer Info</a>	<a href="#">Branch Office</a>	<a href="#">Contact Person</a>	<a href="#">Warehouse &amp; Factory</a>	<a href="#">Commodity</a>	<a href="#">Bank Detail</a>	<a href="#">Annexure A</a>	<a href="#">Partner Bank Detail</a>	<a href="#">Annexure B</a>	<a href="#">Submit</a>		
If it is an application for New Registration, state whether <input type="radio"/> Compulsory under section 24(1)(a) <input checked="" type="radio"/> Voluntary under section 24(1)(b) <input type="radio"/>											
<b>Name Of the Applicant:</b>											
First Name *	<input type="text"/>										
Middle Name	<input type="text"/>										
Last Name *	<input type="text"/>										
Gender	Male <input checked="" type="radio"/> Female <input type="radio"/>										
Father's Name /Husband's Name	<input type="text"/>										
Trade Name*	<input type="text"/>										
<b>Address of Principal place of Business:</b>											
Room/ Flat No.	<input type="text"/>										
Street*	<input type="text"/>										
Post Office*	<input type="text"/>										
District*	--select--										
Telephone No.*	<input type="text"/>										
Mobile No.	<input type="text"/>										
Premise No	<input type="text"/>										
City/Town/Village*	<input type="text"/>										
Pin Code*	<input type="text"/>										
Municipal/Local Body	<input type="text"/>										
Fax	<input type="text"/>										
Occupancy Status*	--select--										
Status of the business *	--select--										
Number Of Partner	--select--										
Nature of Business.	A) --select-- B) --select-- C) --select-- D) --select--										
Profession Tax Enrolment No. ECC Number under the central Excise and Tariff Act,1985 .	<input type="text"/> <input type="text"/>										
PAN/TAN Number of the Firm(if any) *	<input type="text"/>										
<b>Trade License/Certificate of Enlistment issued by the Munalpal/Local Body:</b>											
Trade License/Enlistment Certificate No	<input type="text"/>										
Date of first issue of the certificate	<input type="text"/> (dd-mm-yyyy)										
Date of last renewal of the certificate	<input type="text"/> (dd-mm-yyyy)										
<b>Total amount of purchases,sales and contractual transfer price(C.T.P) of goods:</b>											
Last Year Purchase(Rs.)	<input type="text"/>										
Last Year Sales(Rs.)	<input type="text"/>										
Last Year C.T.P(Rs.)	<input type="text"/>										
Last Quarter Purchase(Rs.)	<input type="text"/>										
Last Quarter Sales (Rs.)	<input type="text"/>										
Last Quarter C.T.P(Rs.)	<input type="text"/>										
<b>Date of commencement of purchase,sale and works contract:</b>											
Date of commencement of purchase	<input type="text"/> (dd-mm-yyyy)										
Date of commencement of sale	<input type="text"/> (dd-mm-yyyy)										
Date of commencement of works contract	<input type="text"/> (dd-mm-yyyy)										
<b>Voluntary Liability</b>											
Gross sales first exceeded sales of Rs.50,000/-	<input type="text"/> (dd-mm-yyyy)										
CTP sales first exceeded sales of Rs. 50,000/-	<input type="text"/> (dd-mm-yyyy)										
Accounting Year	From <input type="text"/> APR <input type="text"/> TO <input type="text"/> MAR <input type="text"/>										
<b>NEXT</b>											
Developed by NIC											

➤ After filling the mandatory fields in “Dealer Info”(in VAT) the user can go to other pages either following the “next” button or following the tabs already mentioned before. The pages are shown below one by one

**THE WEST BENGAL VALUE ADDED TAX RULES , 2005**  
**FORM1**  
**Application for New Registration**  
 [See sub-rule (1) of rule 5]  
 [Please see Instructions before filling up the Application]

Dealer Info | **Branch Office** | Contact Person | Warehouse & Factory | Commodity | Bank Detail | AnnexureA | Partner Bank Detail | AnnexureB | Submit

**Address of all Branch Offices within West Bengal**

Room/Flat No  District

Premises No. & Street\*  Pin Code\*

City/Town\*  Municipal/Local body

Telephone No

**ADD**

---

**Name of the State and Registration Number of the Branch Offices outside West Bengal(if any)**

Name of the State\*  Name\*

Address\*  State RC No.

Central RC No.  Vat RC No..

**ADD**  
**NEXT**

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User will have to fill at least the mandatory fields and then press the “ADD” button. After entering the data when the user clicks on “ADD” button, data entered will be added and will be shown under the “ADD” button. If required users can either edit or delete those data.

Process is same for other pages which are shown below

**THE WEST BENGAL VALUE ADDED TAX RULES , 2005**  
**FORM1**  
**Application for New Registration**  
 [See sub-rule (1) of rule 5]  
 [Please see Instructions before filling up the Application]

Dealer Info | Branch Office | **Contact Person** | Warehouse & Factory | Commodity | Bank Detail | AnnexureA | Partner Bank Detail | Annexure B | Submit

**Contact Person Detail**

Name\*  Telephone No.\*

Designation\*  Mobile No.

Email  Fax No.

Address

**ADD** **NEXT**

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**THE WEST BENGAL VALUE ADDED TAX RULES , 2005**  
**FORM1**  
**Application for New Registration**  
[See sub-rule (1) of rule 5]  
[Please see Instructions before filling up the Application]

Dealer Info | Branch Office | Contact Person | **Warehouse & Factory** | Commodity | Bank Detail | Annexure A | Partner Bank Detail | Annexure B | Submit

**Address and Telephone numbers of all Warehouse in West Bengal**

Address\*

Telephone Number (with STD)  **ADD**

---

**Address and Telephone numbers of all Factories in West Bengal**

Address\*

Telephone Number (with STD)  **ADD**

**NEXT**

Developed by NIC

**THE WEST BENGAL VALUE ADDED TAX RULES , 2005**  
**FORM1**  
**Application for New Registration**  
[See sub-rule (1) of rule 5]  
[Please see Instructions before filling up the Application]

Dealer Info | Branch Office | Contact Person | Warehouse & Factory | **Commodity** | Bank Detail | Annexure A | Partner Bank Detail | Annexure B | Submit

**Commodity**

Commodity Name\*  Nature Of Dealing

Sale/Purchase\*  Raw Material/Fin Goods

Taxable/Non Taxable

**ADD** **NEXT**

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**THE WEST BENGAL VALUE ADDED TAX RULES , 2005**  
**FORM 1**  
**Application for New Registration**  
[See sub-rule (1) of rule 5]  
[Please see Instructions before filling up the Application]

Dealer Info | Branch Office | Contact Person | Warehouse & Factory | Commodity | **Bank Detail** | Annexure A | Partner Bank Detail | Annexure B | Submit

**Detail of Bank Account**

Bank Name\*  Account Type

Branch\*  Account Number\*

Account Holder\*

Address

Developed by NIC

**THE WEST BENGAL VALUE ADDED TAX RULES , 2005**  
**FORM 1**  
**Application for New Registration**  
[See sub-rule (1) of rule 5]  
[Please see Instructions before filling up the Application]

Dealer Info | Branch Office | Contact Person | Warehouse & Factory | Commodity | Bank Detail | Annexure A | **Partner Bank Detail** | Annexure B | Submit

**Detail of Bank Account Of Partner**

Name\*  Account Type

Branch\*  Account Number\*

Account Holder\*

Address

Developed by NIC

**NB:** The users are here by suggested to fill annexure A before filling the partner bank detail. Otherwise Account Holder list will not be populated consequently the user will not be able to add data for Partner Bank Account.

### VALIDATIONS IN CASE OF APPLICATION FOR VAT

- Some important validation are kept E-registration
  - a) Date validation: Date must be in “dd-mm-yyyy” format.
  - b) PAN number validation: Pan Number must be in “XXXXX9999X” format.
  - c) User will not be able to add duplicate “nature of business” in VAT registration. In
  - d) In “Bank Detail” & “Partner Bank Detail” data will populated in the “Bank Branch” list after selecting a particular bank name from the list.
  - e) Invalid special characters like “\?=\_<>\$%! etc will not be allowed.

- **Filing up Annexure A/B for VAT**  
**Annexure A page is show below**

THE WEST BENGAL VALUE ADDED TAX RULES , 2005			
FORM1			
Application for New Registration			
[See sub-rule (1) of rule 5]			
[Please see Instructions before filling up the Application]			
Dealer Info	Branch Office	Contact Person	Warehouse & Factory
Commodity	Bank Detail	AnnexureA	Partner Bank Detail
Annexure B	Submit		
Annexure A			
<b>You must have to make atleast one entry in Annexure A</b> (*) specified fields are mandatory			
First Name*	<input type="text"/>		
Middle Name	<input type="text"/>		
Last Name *	<input type="text"/>		
Date of Birth	<input type="text"/> (dd-mm-yyyy) <small>single click to select date</small>	Father's/ Husband's name	<input type="text"/>
Extent of interest in the business	--Select-- %	How long associated with the business	--Sel-- YEARS --Sel-- MONTHS
Other Business interest in the state	--Select-- %	Other business interest outside the state	--Select-- %
Present Address	<input type="text"/>	Permanent Address	<input type="text"/>
Telephone No.	<input type="text"/>	Mobile No.	<input type="text"/>
Fax No.	<input type="text"/>	Email Id *	<input type="text"/>
Details of personal immovable assets:	<input type="text"/>	Income Tax Pan No.*	<input type="text"/>
<input type="button" value="ADD"/> <input type="button" value="NEXT"/>			
Developed by NIC			

- If it is not a private company user will have to make at least one entry in Annexure –A, otherwise user will not be able to submit the form. To make an entry in Annexure –A the user will have to fill at least the mandatory fields and click on “**ADD**” button at the bottom section.

THE WEST BENGAL VALUE ADDED TAX RULES , 2005  
FORM1  
Application for New Registration  
[See sub-rule (1) of rule 5]  
[Please see Instructions before filling up the Application]

Dealer Info | Branch Office | Contact Person | Warehouse & Factory | Commodity | Bank Detail | **AnnexureA** | Partner Bank Detail | Annexure B | Submit

Your Information have been added...You can add more

**Annexure A**  
You must have to make atleast one entry in Annexure A  
(\* )specified fields are mandatory

First Name*	<input type="text"/>	Father's/ Husband's name	<input type="text"/>
Middle Name	<input type="text"/>		
Last Name *	<input type="text"/>		
Date of Birth	<input type="text"/> (dd-mm-yyyy) <small>single click to select date</small>		
Extent of interest in the business	--Select %	How long associated with the business	--Sel YEARS --Sel MONTHS
Other business interest in the state	--Select %	Other business interest outside the state	--Select %
Present Address	<input type="text"/>	Permanent Address	<input type="text"/>
Telephone No.	<input type="text"/>	Mobile No.	<input type="text"/>
Fax No.	<input type="text"/>	Email Id *	<input type="text"/>
Details of personal immovable assets:	<input type="text"/>	Income Tax Pan No.*	<input type="text"/>

**ADD** **NEXT**

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➤ After successful entry a message will be displayed at the top of the page indicating “Your data have been added...You can add more”. Now if the user wants, can go for multiple entries.

➤ In the “Dealer Info” page if the user selects “Pvt./Public Limited Company” as his/her “business status”, user will have to make at least one entry in Annexure –B. Otherwise user will not be able to submit the page. Annexure B page is shown below

THE WEST BENGAL VALUE ADDED TAX RULES , 2005  
FORM1  
Application for New Registration  
[See sub rule (1) of rule 5]  
[Please see Instructions before filling up the Application]

Dealer Info | Branch Office | Contact Person | Warehouse & Factory | Commodity | Bank Detail | AnnexureA | Partner Bank Detail | **Annexure B** | Submit

**Annexure B**  
(\* )specified fields are mandatory

**Name of the Managing Director/Director/Secretary/Trustee**

First Name*	<input type="text"/>		
Middle Name	<input type="text"/>		
Last Name*	<input type="text"/>		
Date Of Birth	<input type="text"/> (dd-mm-yyyy) <small>double click to select date</small>		
Official Designation	<input type="text"/>	How long associated with the business	--Sel YEARS --Sel MONTHS
Present Address	<input type="text"/>	Permanent Address	<input type="text"/>
Telephone No.	<input type="text"/>	Mobile No.	<input type="text"/>
Fax No.	<input type="text"/>	Email Id *	<input type="text"/>
Income Tax Pan No.*	<input type="text"/>		

**ADD** **NEXT**

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➤ After filling the mandatory fields the user will have click on “ADD” button.

➤ After successful data entry a message will be displayed as “Your data have been added ....You can add more”. Now if the user wants can go for another entry in annexure B.

• CAPTCHA IN SUBMIT FORM

➤ “CAPTCHA” is incorporated in the submit page. In the submit page a code will be displayed. What the user has to do is to read the code carefully from left to right, enter that code in the **input box** given there and submit the form. If the code entered mismatches, “Incorrect” message will be displayed and another code will be provided. If the code entered by user matches code in “CAPTCHA” an acknowledgement page will be generated.

❑ Declaration must be checked.

- User has to print out the acknowledgement page, Dealer Info, Annexure A(if any),Annexure B(if any).

**HOW TO FILL UP APPLICATION FOR CST REGISTRATION**

- User will follow the link “Application for CST registration” in the website of Directorate of Commercial Taxes.
- User will be redirected to “Dealer Details” page , user will have fill at least the mandatory fields which are specified by “\*” mark. Unless the user fills the mandatory fields user will not be able to proceed.
- All the multiple entry fields must be added by clicking add button.

The “Dealer Details” page is shown below

**The Central Sales Tax (Registration and Turnover) Rules, 1957**  
**FORM A**  
 (See Rule 3)  
**APPLICATION FOR REGISTRATION**  
 [Under Section 7(1)/7(2) of the Central Sales Tax Act, 1956]

DEALER DETAILS
ADDL. PLACE OF BUSINESS
WAREHOUSE
COMMODITY DETAILS
PROPRIETOR-PARTNERS-KARTA
BUSINESS DETAILS

NOTE :- \* Marked are mandatory field.

You are liable to pay tax under the W.B.V.A.T. Act,2003 under section 10(7).  
 Applicant either have to give TIN number or VAT application number.[Not both]

If you are a registered dealer under WBVAT ACT 2003 mention the TIN\*

If you have applied online for registration under the WBVAT Act 2003 the application number thereof\*

I, **Name\***  son/daughter of **Father Name\***  on behalf of the dealer carrying on the business under the trade name **Trade Name\***  within the State of WEST BENGAL hereby apply for a certificate of Registration under Section 7(1) of the Central Sales Tax Act, 1956.

**1. Address of the Principal Place of Address**

Room/Flat No. <input type="text"/>	Premise No. <input type="text"/>	
Street* <input type="text"/>	City/Town/Village* <input type="text"/>	
Post Office* <input type="text"/>	District* <input type="text" value="Select District"/>	
State* <input type="text" value="WEST BENGAL"/>	Pin Code* <input type="text"/>	
E-MAIL* <input type="text"/>	Phone Number(With STD)* <input type="text"/>	
Fax Number (with STD)(if any) <input type="text"/>	Mobile Number(if any) <input type="text"/>	

**2. Particulars relating to registration licence, permission etc. issue under any law for the time being in force.**

Enrolment no. (if any) under West Bengal State Tax on Professions, Trades, Callings and Employments Act, 1979

PAN / TAN Number of the dealer/concern under the Income Tax Act,1961\*

ECC No. under the Central Excise and Tariff Act,1985 (if any)

**Certificate of Enlistment issued by Municipal /Local Body**

Name of Municipal /Local Body

Enlistment No.  Date of Issue (DD/MM/YYYY)  CALENDAR To remove double click on Date of Issue input box

**3. We observe the**  **calendar and for the purpose of accounts.**

Accounting year From\*  To\*

4. We make up our accounts of sales to the date at the end of every

**5. CONTACT PERSON**

Name of the person deemed to be the Manager in relation to the business of the dealer in the State of West Bengal\*

Status or relationship of the person who makes this application\*

6. Name of the applicant\*

Status in relation to the dealer\*

6. Name of the applicant\*

Status in relation to the dealer\*

I declare that the above statements are true and correct. I would post/send a printed copy of the application duly signed along with a copy of the acknowledgement slip & photocopies of documents through the Department of Post / Courier to the officer of Central Registration Cell within 3 days from the date of filing the application.

DEVELOPED BY NIC



Read the characters/numbers from left to right and enter the code below.(No blank space)

Enter the code from above image

Enter TIN number or VAT application number.  
 You have to fill up all mandatory fields marked (\*), additional place of business & warehouse details are not mandatory.  
 All the multiple entry fields must be added by clicking add button.

**ADDL. PLACE OF BUSINESS**

**The Central Sales Tax (Registration and Turnover) Rules, 1957**  
**FORM A**  
 (See Rule 3)  
**APPLICATION FOR REGISTRATION**  
 [Under Section 7(1)/7(2) of the Central Sales Tax Act, 1956]

DEALER DETAILS
**ADDL. PLACE OF BUSINESS**
WAREHOUSE
COMMODITY DETAILS
PROPRIETOR-PARTNERS-KARTA
BUSINESS DETAILS

NOTE :- \* Marked are mandatory field.

**1. Name(s) of the other place(s) in the State of West Bengal where business is carried on and address of every such place**

Room/Flat No.	<input type="text"/>	Premise No.	<input type="text"/>
Street*	<input type="text"/>	City/Town/Village*	<input type="text"/>
Post Office*	<input type="text"/>	District*	Select District <input type="button" value="v"/>
State*	WEST BENGAL <input type="button" value="v"/>	Pin Code*	<input type="text"/>
E-Mail (if any)	<input type="text"/>	Phone Number (if any)	<input type="text"/>
Fax Number (if any)	<input type="text"/>		

Delete	Modify	Room/Flat No.	Premise No.	Street	City/Town/Village	Post Office	District	State	Pin Code	E-Mail	Phone Number	FAX
<b>2. List of the place of business in each of the other States together with the address of every such place</b>												
		<input type="text"/>										
		<input type="text"/>										
		<input type="text"/>										

I declare that the above statements are true and correct. I would post/send a printed copy of the application duly signed along with a copy of the acknowledgement slip & photocopies of documents through the Department of Post / Courier to the officer of Central Registration Cell within 3 days from the date of filing the application.

DEVELOPED BY NIC



Read the characters/numbers from left to right and enter the code below.(No blank space)

Enter the code from above image

ADD information of additional branch office of West Bengal.

ADD information of additional branch office of other state.

### WAREHOUSE

**The Central Sales Tax (Registration and Turnover) Rules, 1957**  
**FORM A**  
(See Rule 3)  
**APPLICATION FOR REGISTRATION**  
[Under Section 7(1)/7(2) of the Central Sales Tax Act, 1956]

**DEALER DETAILS    ADDL. PLACE OF BUSINESS    WAREHOUSE    COMMODITY DETAILS    PROPRIETOR-PARTNERS-KARTA    BUSINESS DETAILS**

**NOTE :- \* Marked are mandatory field.**

Complete list of the warehouses in the State of West Bengal where goods relating to the business are warehoused and address of every such warehouse

Premise No.	<input type="text"/>	Street*	<input type="text"/>
City/Town/Village*	<input type="text"/>	Post Office*	<input type="text"/>
State*	WEST BENGAL	District*	Select District
Pin Code*	<input type="text"/>	E-Mail(if any)	<input type="text"/>
Phone Number(with STD) (if any)	<input type="text"/>	Fax Number(with STD) (if any)	<input type="text"/>

**ADD**

Delete	Modify	Premise No.	Street	City/Town/Village	Post Office	District	State	Pin Code	E-Mail	Phone Number	FAX
--------	--------	-------------	--------	-------------------	-------------	----------	-------	----------	--------	--------------	-----

I declare that the above statements are true and correct. I would post/send a printed copy of the application duly signed along with a copy of the acknowledgement slip & photocopies of documents through the Department of Post / Courier to the officer of Central Registration Cell within 3 days from the date of filing the application.

DEVELOPED BY NIC



Read the characters/numbers from left to right and enter the code below.(No blank space)

Enter the code from above image

**Submit**

ADD information of warehouse.

COMMODITY

The Central Sales Tax (Registration and Turnover) Rules, 1957  
**FORM A**  
(See Rule 3)  
**APPLICATION FOR REGISTRATION**  
[Under Section 7(1)/7(2) of the Central Sales Tax Act, 1956]

DEALER DETAILS    ADDL. PLACE OF BUSINESS    WAREHOUSE    **COMMODITY DETAILS**    PROPRIETOR-PARTNERS-KARTA    BUSINESS DETAILS

**NOTE :- \* Marked are mandatory field.**

**Please select atleast one commodity from below given list**  
The following goods or classes of goods are purchased by the dealer in the course of Inter-State trade or commerce for:

Select Nature of Dealing	SELECT COMMODITY	ADD
Delete	Nature of Dealing	Commodity

OR

Generate or distribute the following form of power

SELECT FORM OF POWER	ADD
Delete	Form of Power

I declare that the above statements are true and correct. I would post/send a printed copy of the application duly signed along with a copy of the acknowledgement slip & photocopies of documents through the Department of Post / Courier to the officer of Central Registration Cell within 3 days from the date of filing the application.

DEVELOPED BY NIC



Read the characters/numbers from left to right and enter the code below.(No blank space)

Enter the code from above image

Submit

ADD information of commodity.

**PROPRIETOR-PARTNERS-KARTA**

**The Central Sales Tax (Registration and Turnover) Rules, 1957**  
**FORM A**  
 (See Rule 3)  
**APPLICATION FOR REGISTRATION**  
 [Under Section 7(1)/7(2) of the Central Sales Tax Act, 1956]

DEALER DETAILS	ADDL. PLACE OF BUSINESS	WAREHOUSE	COMMODITY DETAILS	PROPRIETOR-PARTNERS-KARTA	BUSINESS DETAILS
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NOTE :- \* Marked are mandatory field.

Name(s) and address(es) of the proprietor of the business/partners of the business/all persons having any interest in the business together with their age,father's name etc.

1. Name in Full\*

2. Father's / Husbands Name\*

3. Date of Birth (DD/MM/YYYY)\*

4. Extent of Interest in the business\*  %

5. Present Residential Address\*

6. Permanent Residential Address\*

Delete	Modify	Name in Full	Father's/Husbands Name	Date of Birth	Extent of Interest	Present Residential Address	Parmanent Residential Address	Signature (Column9)	Address & Signature of witness attesting signature in Column 9
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I declare that the above statements are true and correct. I would post/send a printed copy of the application duly signed along with a copy of the acknowledgement slip & photocopies of documents through the Department of Post / Courier to the officer of Central Registration Cell within 3 days from the date of filing the application.

**ADD information of PROPRIETOR/PARTNERS/KARTA.**

**Note: -**

1. Extent of Interest in the business must a Whole number and cannot be greater than 100.
2. Date of birth of PROPRIETOR/PARTNERS/KARTA must be greater than 18 years.

