

## Guidelines for New dealer registration Registration (Form VII)

Step 1: Access the URL :(<http://comtax.up.nic.in/>) in your browser

Sampark Kendra Number 0522-2721944  
Toll 18001805223(Toll Free)

Uttar Pradesh  
Commercial Taxes Department  
Welcome to Website of Commercial

Welcome Visitor No. 2140562  
Since 11<sup>th</sup> Nov-2013

My Homepage  
Last updated on: 30/03/2014

Home UPGOV Dealer/Commodity Search About Us Contact Us RTI Feedback

**UPDATE**

- Kindly update your mobile no. & email id to get regular update by department
- It will help you to get acknowledgement of online transaction & other regular updates

PAY YOUR TAXES, PARTICIPATE IN THE DEVELOPMENT OF STATE

**Department Services**

- MIS Reports
- Mobile OCS / S.I.B. OCS
- Administrators
- Employees Information System

BSNL Toll Free No. for connectivity prob

**Dealer Services**

- e-Form / e-Sancharan
- e-Registration
- e-Pargaman (List of Assessing Officer for TDF)
- e-Payment
- e-Return / Sugar Mill Form (e-Return and Sugar Mill Form Registration)
- e-Refund
- Online Grievance Redressal System
- Know your Registration Status
- Deemed Assessment Status and order
- List of Cancelled Dealers

**Notice Board/Bulletin Board**

- CIRCULAR No. 1314148 REGARDING HARDWARE DISTRIBUTION
- ADD.COMM GR-2 AND JC JURISDICTION LT.NO.7389 DT 31/ 03/2014
- CLARIFICATION ON ENTRY OF TRACTORS, TRACTOR TROLLEY ETC
- REGARDING AC ANNUAL ENTRY Lt. No. 7362 DATED 28/03/2014
- AC NOC FOR EXAM. LT.NO.388 DT 28/ 02/2014

**Step 2:** Move the mouse pointer to Dealer Services and Click on **E-Registration** Link to bring up the following screen

The screenshot displays the website of the Uttar Pradesh Commercial Taxes Department. The header includes the department's name in English and Hindi, along with its logo and a map of Uttar Pradesh. Below the header, there is a navigation bar with the text "Apply Online for Trade Registration Under UP VAT Act, 2008". The main content area is divided into several sections, each with a title and a list of links:

- Form VII** (New Dated - 22/01/2014):
  - Download Offline Tool in PDF:: Form VII
  - Print Form VII as per E-Token Id
  - Print Form A (Registration with CST) as per E-Token Id
  - Check Form VII Status
  - Upload Enclosure
  - Reprint Receipt
- Form A (Only CST)** (New Dated - 11/11/2013):
  - Download Offline Tool in PDF:: Form A(Only CST)
  - Download Offline Tool in PDF:: Form A(Only CST for Govt. Organizations) \*
  - Print Form A as per E-Token Id
  - Check Form A(Only CST) Status
  - Re-print receipt Form A (only CST)
  - Upload documents
- Entry Tax** (New Dated - 09/12/2013):
  - Download Offline Tool in PDF:: Entry Tax
  - Print Entry Tax Form A as per E-Token Id
  - Check Entry Tax Form A Status
- Form VII G** (New Dated - 06/01/2014):
  - Download Offline Tool in PDF:: Form VII G
  - Print Form VII G as per E-Token Id
  - Check Form VII G Status
  - Upload Enclosure
  - Reprint Receipt
- TDN** (New Dated - 02/04/2014):
  - Download Offline Tool in PDF:: TDN
  - Print TDN Form as per E-Token Id
  - Check TDN Status
  - Reprint TDN Receipt
  - Upload documents
- Others**:
  - Detail Guidelines
  - Commodity Code List
  - Download Adobe Reader 9.3

**Note:**

- In Name fields only Alphabets,dot(.) and space is allowed
- In Address fields Alphanumeric , dot(.), slash(/) and space is allowed
- Partial applications will be locked after 15 days and will not be maintainable , to seek registration you have to apply a fresh application again.

**Step 3:** Move the mouse pointer to the link (**Download Offline Tool in PDF::form VII**) under Form VII section and click on it.

User can proceed with the downloading of tool. The Downloaded file will be available in .Zip format. User has to extract the .zip file to pull out its contents. Finally, the Form7.pdf file will be available to the user. This E-registration.pdf file is a form which has to be filled up by the dealers, it comprises of 9 pages.

- The Fields marked by (\*) are mandatory.
- For Fields like (Father's Name, Locations Status Code of Applicant, Bank name) user has to click on the down arrow to pull up the list and select the appropriate one.

In the Section 12(A,B,C),16,20,30 of the form dealers are required to enter information in the tables provided. User has to add a blank row by clicking the "Add Item" button provided on top of each table . Next page shows the complete Filled form for **New dealer registration** with or without Central Sales Tax (CST) Registration.



Note: Please Keep on saving this form either from file->Save or click on save icon of tool bar before sending.

Application  Select Locations applied to

Select Office applied to

PAN No. of Business entity\*

1. Name Of Applicant\*

2. Father's Name

3. Residential Address\*

4. Permanent Address

(E) Name Of Dealer

5. Status Code Of Applicant

6. Principal Place Of Business In Uttar Pradesh With Complete Address\*

Complete Address\*

Telsil  City\*  Post Office  PinCode

7. Phone Number (With STD Code)

8. Mobile No.\*

9. Email \*

10. Fax (if any)

Head office address if Outside UP

11. Name And Address Of Registered/Head Office,If Situated outside Uttar Pradesh with Sales Tax Registration Nos

Complete Address

Phone Number(With STD Code)  Fax (if any)  City  C.S.T. No.

Email  Reg No (State)  Pin Code

Depots inside UP

12(A). Principal Place of Business, Depot / Branches / Godowns / Warehouses or Manufacturing places in or outside U.P.

S. No.	Add Item	Address Of Business Place	Telephone No.	Name and Complete address of Owner of the Premises	Rented	Amount Of Rent per Month	Date from which taken on rent(DD/MM/YYYY)
X 1		11/74 SANJAY NAGAR LUCKNOW	-	RAM JI JAIN11/74 SANJAY NAGAR LUCKNOW	<input checked="" type="checkbox"/>	1000.00	01/04/2013

Depots Outside UP

12(B). Name And Address Of all Other Places of Business: Including Depots And Branches outside Uttar Pradesh:

S. No.	Add Item	Address Of Business Place	Telephone No.	Name and Complete address of Owner of the Premises	Rented	Amount Of Rent per Month	Date from which taken on rent(DD/MM/YYYY)
X 1		NIL	-	NIL	<input type="checkbox"/>	0.00	

Factories/ Workshop

12(C). Location of Factories,Workshops,Godowns,Ware Houses etc.:

S. No.	Add Item	Purpose(Factory/ Workshop)	Address Of Business Place	Telephone No.	Name and Complete address of Owner of the Premises	Rented	Amount Of Rent per Month	Date from which taken on rent(DD/MM/YYYY)
X 1		NIL	NIL	-	NIL	<input type="checkbox"/>	0.00	

13. Select Constitution of business

Constitution of Business

4-Company

4-Company

14. Type of Registration

Permanent

Voluntary

Any Other Kind (Casual Registration)

15. Date of Commencement of business:

25/10/2013

(18) Whether Accounts Maintained (Tick which is applicable)

Computerised

Manual

(19) Description of accounts to be maintained :

BILL BOOK,PURCHASE VOUCHER,LEDGER

21 (A). Total Amount of Sale And Purchase of Goods

Purchase

Sale

(i) During Current Year( Estimated)

2,000,000

2,500,000

(ii) During Last Year (if Old Business)

0

0

21. Estimated Annual Turn Over (in lakh)

50

22. Date of First Purchase :

23. Date of First Sale :

24. Details of deposit of registration Fees(including late fee,if any)

Treasury Challan No :

A010112

Dated

25/10/2013

Registration Fee

100

Late Fee(If Any)

0

Bank Name

STATE BANK OF INDIA

Bank Branch

MAIN BRANCH LUCKNOW

25. Registration obtained under other Acts

(i) Shop or Commercial establishment Act

(ii) Mandi Act

(iii) Central Excise Act

(iv) Service tax Act

(v) Registrar of Companies Act

(vi) Registrar of Firms and society Act

(VII) Drugs and Cosmetic Act

(VIII) Industry Department

(IX) Registration with KV'S

(X) Others

27. Job work to be done ( if any )

Yes  No

28. job Work to be outsourced ( If any )

Yes  No

25. Registration obtained under other Acts

(i) Shop or Commercial establishment Act

(ii) Mandi Act

(iii) Central Excise Act

(iv) Service tax Act

**Documents to be Submitted**

- Residential Address Documents  Own Premise  Rented
- Business Place Address Documents  Own Premise  Rented
- Branch and Depot Address Documents  Own Premise  Rented
- Bank Documents
- Registered Partnership Deed Documents(Only for Partnership)
- Article Of Association and memorandum Document(Only for Ltd and Private Ltd companies)
- Registered Society Document(only for society/Trusts)

Add Item		Documents Submitted
S. No.	Documents	
X 1	PAN CARD	
X 2	PASSPORT	
X 3	ELECTRICITY BILL AND AFFADAVID	
X 4	RENT DEED	
X 5	BANK STATEMENT	

**16.Nature of Bussiness & 17. Commodity code of class of goods**  
 (WS=Whole Seller, PC=Purchasing Commission,SC=Selling Commission,P of A pro=Product of Agri Product,WC=Work Contractor  
 Dist ele Energy=Distribution Electrical Energy, C code=Commodity code)

Add Item															
S. No.	C Code	Exact Description of Commodity(*)	Impor	Expor	WS	Reta	PC	SC	P of A Pro	Proc	Ma	WC	Dist ele	Lesser	Other
X 1	05000099	SIGNAGE	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	-					
X 2	2A100001	PRINTED MATERIAL	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	-					

**20. Details of Banks with whom account is Maintained or through which Transactions carried on:(\*)**

Add Item							
S. No.	Name Of Bank	Branch Address	Nature of Account	Name of Account holder	Authorised Operator of Act	Account Number	Remarks
X 1	STATE BANK OF INDIA	LUCKNOW	CURRENT	JAIN OUTDOOR MEDIA PRIVATE LIMITED	RAMESH JAIN	12340200001234	-

**30. Details of Outstandings dues on the person/s having interest in the business under the following Acts**

Add Item						
S. No.	Name Of Persons having interest	Under UPTT Act	Under CST Act	Under UP Tax on Entry of Goods Act	UPVAT Act	Total
X 1	RAMESH JAIN	0.00	0.00	0.00	0.00	0

**20. Details of Banks with whom account is Maintained or through which Transactions carried on:(\*)**

Add Item							
S. No.	Name Of Bank	Branch	Nature of	Name of	Authorised	Account	Remarks

Introducer  Dealer  Advocate

Name

Status

Firm's Name

Firm's Address/Registration No.

TIN

First Enquiry Date  Second Enquiry Date

For sensitive commodities:- Enquiry date >2 days from current date and Enquiry date < 7 days from current date  
 For Non-sensitive commodities:- Enquiry date >2 days from current date and Enquiry date < 15 days from current date

Enclosures

- Proof of identity(Any of the following)
- Electoral Identity Card issued by Election Commission of India
  - PAN Card issued by Income Tax Department, Government of India
  - Passport
  - Bank Passbook which embodies the photograph of the A/c Holder certified by the branch manager of the Bank
- Proof of residential address of the dealer(Any of the following)
- In case of own premises certified copy of registered sale deed or water tax, house tax or such document which certifies the ownership of the premises or in case of rented premises copy of lease deed
  - Electricity bill issued by UPPCL
  - Certificate of Gram pradhan/Copy of Kisan Bahi/Other revenue document
  - Property tax receipt or telephone bill
  - Certificate issued by Tehsildar
  - if the Applicant residing with his parents and owner of the house is his father or mother, then affidavit of such father or mother (who own the house) that the applicant is residing with him/her
- Proof of the address of business premises or branch or depot or workshop of the dealer(Any of the following)
- In case of own premises certified copy of registered sale deed or water tax, house tax or such document which certifies the ownership of the premises or in case of rented premises copy of lease deed/rent deed
  - Certificate issued by Tehsildar
  - Certificate issued by U.P.S.I.D.C. or D.I.C. as the case may be
  - Electricity Bill
  - In case of own ancestral property, house tax or water tax receipt or such other document in name of family member who owns such property, which certifies ownership of such property
- Documents related to the constitution of the dealer other than proprietor (Any of the following)
- Registered partnership deed in case of partnership firm.
  - Document by which HUF has been created, in case of HUF
  - Memorandum of association & article of association in case of company or corporation
  - Bylaws of society, club or trust in case of society, club or trust.
  - General power of attorney in case of business in the name of minor or in case of incapacitated person
  - Certificate issued by Head of the Department or Office in case of Department of State or Central Government
- If the applicant dealer is is permanent resident of a city or tehsil which is different from the city or tehsil in which he executing his business(Any of the following)
- Certificate issued by Tehsildar
  - Electricity bill issued by UPPCL if it is in the name of applicant dealer
  - If the applicant dealer is the owner of such residence or owns some other premises then the copy of registered deed to certify the ownership or if he owns some ancestral property, then the certificate of Tehsildar, receipt of house tax or water tax or any other document which certifies the ownership
  - if the Applicant residing with his parents and owner of the house is his father or mother, then affidavit of such father or mother (who own the house) that the applicant is residing with him/her
- Registration under other Acts, if applicable
- Shop or commercial establishment Act
  - Registrar of firms and Society Act
  - Industry Department Act
  - Drugs & Cosmetics Act
  - Registration with KVIC or KVIB
  - Mandi Act
  - Service Tax Act
  - Central Excise Act
  - Registrar of Companies Act
  - Any other Act
- Annexure-A  Annexure-B  Annexure-C  Annexure-D

You must Upload the scanned copy of security bond worth Rs. 25000 /- positively for your Application Acceptance.

Details of Particulars of Proprietors / Partners / Karta of the HUF / Director authorized by board of directors of the company / other authorized person										Particulars of immovable properties owned by or in which the proprietor / partners of the firm / karta of HUF has interest and those owned by society, trust, club & company or corporation.				PAN No. / Nationality of Proprietor. All the Partners, Karta, President and Secretary of Society, Club and Association, Directors of Company or Corporation.			
Annexure A										(Item 26)				(Item 29)			
S. No.	Name Of Persons having interest	Age	F=Father H=Husband	Father's/ Husband Name	Present Address	Permanent Address	Nature and extent of interest (%)	Photograph of Dealer	Scanned Thumb Impression	Description of properties owned or in which the person named in col.2 has any interest	Location of property house no. khata no. khasra no. Mohalla village Town, P.O. Tehsil, Dist.etc.	Nature and extent of interest held in property	Estimated value of Property (Rs. in lakh)	Status	Nationality	PAN Number	
X	1	RAMESH JAIN	25	F	MAHESH JAIN	11/74 SANJAY NAGAR LUCKNOW	11/74 SANJAY NAGAR LUCKNOW	50.00			SHOP	P5 23 AB TOWER LUCKNOW	100.00	100.00	DIRECTOR	Indian	BCRPJ1000L

**Annexure-B**  
(Annexure -to Application for Registration)

Particulars of Authorized Signatory For Authentication of Tax Invoice and other Documents.

Annexure B										
S. No.	2a- Name of the Person	F=Father, H=Husband Name	3- Present Address	4-Permanent Address	5- Relation With The Dealer	6- Status of the person in Firm or Company etc as the case may be	7- Photograph of Authorized Signatory	8- Scanned Signature of Authorized Signatory		
X	1	RAMESH JAIN	F	MAHESH JAIN	11/74 SANJAY NAGAR LUCKNOW	11/74 SANJAY NAGAR LUCKNOW	SELF	DIRECTOR		

Annexure C

1. Description of Manufactured Goods

Add Item	
S. No.	Code
X	1
	0 5 0 0 0 0 9 9

2. Name of Goods or class of Goods required for use as raw material for manufactured Goods

Add Item	
S. No.	Code
X	1
	2 A 1 0 0 0 0 1
X	2
	2 A 0 4 0 0 0 1
X	3
	2 C 1 7 2 0 0 1

3. Name of By-Products or Waste Products

Add Item	
S. No.	Code

4. Capital Goods

Add Item	
S. No.	Code
X	1
	0 5 0 0 0 0 2 7

5. Packing Material

Add Item	
S. No.	Code

6. Fuel & Lubricants

Add Item	
S. No.	Code

7. Consumables Stores

		Add Item							
S. No.	Code								
X	1	2	A	0	8	7	0	0	1
X	2	0	5	0	0	0	0	6	1

8. Source of Power

		Add Item		
S. No.	Source	capacity in KVA	Feedback Stock for Power Generation	

9. Trade mark

		Add Item		
S. No.	Code	Trade Mark	ISI Mark	Registered under Trademark act 1999. If Yes then attach certificate.

Whether Applying for CST  Yes  No 7(1) Section v

1. Manager Name RAMESH JAIN

7. The Business is  Wholly  Mainly

Wholly TRADING

8. Particulars relating to Registration, License, Permission, etc issued under any law for the time being in force of Dealer(\*) TRADING

9. We are member of Trade Association v

13. The first sale in course of inter state trade was effected on 01/10/2013

15. We make up our account of sales to date at end of Year v

17. We manufacture/process/extracts in mining the classes of goods or generate/distribute the form of power, namely (\*) PRINTED MATERIAL

(\*) marked fields are multiline. Values can be written Comma separated.

16. Select category under section 16

		Add Item									
S. No.	Code	Exact description Of Commodity(*)									
X	1	resale	2	A	0	8	7	0	0	1	PRINTED MATERIAL

Step 4: Click on **Send Application** Button to submit your Application. **Send Application** button is given on right corner of first page.

For continue press “Yes” button

Please fill out the following form. You can save data typed into this form.

Uttar Pradesh Commercial Tax Department  
 Dated:26/10/2013  
 उ.प्र. वाणिज्य कर विभाग

**Note: Please Keep on saving this form either from file->Save or click on save icon of tool bar before sending.**

Application: Form 7 | Select Locations applied to: Lucknow | **Send Application**

Select Office applied to: Lucknow Sector-1

PAN No. of Business entity\*: BALCS9

1. Name Of Applicant\*: RAMESH JAIN

2. Father's Name: MAHESH JAIN

3. Residential Address\*: 11/74 SANJAY NAGAR LUCKNOW

4. Permanent Address: 11/74 SANJAY NAGAR LUCKNOW

(E) Name Of Dealer: JAIN OUTDOOR MEDIA PVT. LTD | Business

5. Status Code Of Applicant: 04-The managing Director or Director or a person authorised by the Board

6. Principal Place Of Business In Uttar Pradesh With Complete Address\*

Adobe Reader: This PDF file is attempting to launch: file:///C:/Users/User/AppData/Local/Temp/acord32\_sbx/A9R8E66.htm. Are you sure you want to continue? [Yes] [No]

Receiving data...

User has to wait till the processing of the submitted form is completed. Finally, an E- Registration Application Receipt is generated. User should note down the E-Registration Token Id no (14 Digit) and use this no. to take a print of the form and to upload scanned documents.

Government Of Uttar Pradesh Department Of Commercial Taxes			
E-Registration Acknowledgement Receipt			
<b>Receipt No.</b>	1301500E000094	<b>Application Date of PDF upload :</b>	06/11/2013
<b>Firm Name:</b>	JAIN OUTDOOR MEDIA PVT. LTD	<b>PAN No.</b>	BALCS9264B
<b>Mobile No.:</b>	9125873192	<b>E-Mail:</b>	test.123@gmail.com
<b>Location:</b>	Lucknow	<b>Application Type:</b>	Form 7
<b>Tentative Enquiry Dates:</b>	09/11/2013 , 11/11/2013		
<b>Your Application Submitted Successfully, Please upload your selected documents on site <a href="http://comtaxup.nic.in">http://comtaxup.nic.in</a> against this Acknowledgement Receipt Number</b>			

## Step5: Upload Scanned documents

To upload documents click on **Upload Enclosure** Link under Form VII section

**Form VII**

🔔 **New Dated - 22/01/2014**

- ❖ [Download Offline Tool in PDF:: Form VII](#)
- ❖ [Print Form VII as per E-Token Id](#)
- ❖ [Print Form A \(Registration with CST\) as per E-Token Id](#)
- ❖ [Check Form VII Status](#)
- ❖ [Upload Enclosure](#) ←
- ❖ [Reprint Receipt](#)

Click here to upload your Scanned and Attested documents.



**Uttar Pradesh Commercial Taxes Department**



**उ.प्र. वाणिज्य कर विभाग**

\*\* Please Upload all Enclosures , otherwise your registration application will not proceed further. [Back to User Menu](#)  
 \*\* Document should be in Pdf format and size should not be greater than 500 KB.  
 \*\* Convert Online JPG to PDF [Click here](#)

E-Registration Id :  PAN No:

Firm Name : JAIN OUTDOOR MEDIA PVT. LTD      PAN No : BALCS9264B  
 Mobile No. : 9125873192      Application Type : Form 7  
 Location : Lucknow

Select Enclosure:    
Please check your Status on site <http://comtaxup.nic.in>.

Note: Please click on **Finally Submit My Application** otherwise your documents will not be considered uploaded.

Sr.No.	Document Name	Delete Doc
1	<a href="#">Scanned copy of Challan</a>	<a href="#">Delete</a>
2	<a href="#">Security bond worth Rs. 25000</a>	<a href="#">Delete</a>
3	<a href="#">PAN Card issued by Income Tax Department, Government of India</a>	<a href="#">Delete</a>
4	<a href="#">Passport</a>	<a href="#">Delete</a>
5	<a href="#">Electricity bill issued by UPPCL</a>	<a href="#">Delete</a>
6	<a href="#">If the applicant is residing with his parents and the owner of the house is his father or mother, then the affidavit of such father or mother ( who owns the house ) that the applicant is residing with him/her.</a>	<a href="#">Delete</a>
7	<a href="#">Registered sale deed or registered lease deed of the business premises, as the case may be</a>	<a href="#">Delete</a>
8	<a href="#">Memorandum of association and article of association, or</a>	<a href="#">Delete</a>
9	<a href="#">Registrar of Companies Act</a>	<a href="#">Delete</a>

You can print complete application in the format of Form VII by clicking on the link given in menu.



*Apply Online for Trade Registration Under UP VAT Act, 2008*

Form VII	Form A (Only CST)
<p><small>New Dated - 22/01/2014</small></p> <ul style="list-style-type: none"><li>Download Offline Tool in PDF:: Form VII</li><li>Print Form VII as per E-Token Id</li><li>Print Form A (Registration with CST) as per E-Token Id</li><li>Check Form VII Status</li><li>Upload Enclosure</li><li>Reprint Receipt</li></ul>	<p><small>New Dated - 11/11/2013</small></p> <ul style="list-style-type: none"><li>Download Offline Tool in PDF:: Form A(Only CST)</li><li>Download Offline Tool in PDF:: Form A(Only CST for Govt.Organizations) <small>new</small></li><li>Print Form A as per E-Token Id</li><li>Check Form A(Only CST) Status</li><li>Re-print receipt Form A (only CST)</li><li>Upload documents</li></ul>

[Click here to view and print the complete form VII.](#)



Uttar Pradesh Commercial Tax Department  
उ.प्र. वाणिज्य कर विभाग

[Back to User Menu](#)

**Department Of Commercial Taxes,  
Government Of Uttar Pradesh**

**Please Fill the E Registration Id to Print Your Application for Form 7**

**Please Set the Page Setup left Margin: 0, Right Margin: 0, Top Margin: 0, Bottom Margin: 0**

**E Registration Id:**

1301500E000094

Submit

[Enter E-registration Id \(Receipt No.\) and Click on submit button to view and print the complete form VII.](#)

**UPVAT-VII**  
Department of Commercial Taxes, Government of Uttar Pradesh  
[See rule-32 of the UPVAT Rules, 2008]  
Application for Registration



[Before filling the form read the instructions]

To,  
Registering Authority,  
Lucknow

Receipt Number: 1301500E000094

Date: 06/11/2013

Sir, I **RAMESH JAIN** s/o, d/o, w/o: **MAHESH JAIN** status: **04-The managing Director or Director or a person authorized.**  
M/S(name of the firm): **JAIN OUTDOOR MEDIA PVT. LTD.** hereby apply for the registration under Section-17 of UP Value Added Tax Ordinance, 2007 and allotment of Taxpayers' Identification Number. For the purpose of registration I furnish the particulars of business as follows:

- |  |  |
|--|--|
| PAN No. of Business entity   | - BALCS9264B   |
| 1. Full Name of Applicant  | - RAMESH JAIN  |
| 2. Full name of Applicant's father / husband                                       | - MAHESH JAIN  |
| 3. Applicant's present address   | - 11/74 SANJAY NAGAR LUCKNOW<br>PIN: 226001                            |
| 4. Applicant's permanent address   | - 11/74 SANJAY NAGAR LUCKNOW<br>PIN: 226001                            |
| 5. Status code of applicant  | - 04-The managing<br>Director or<br>Director or a<br>person authorized |
| 6. Principal place of business in U.P. with complete address                       | - 11/74 SANJAY NAGAR LUCKNOW<br>,, LUCKNOW, LUCKNOW<br>PIN:226001      |
| 7. Phone No. with STD Code (if any)  | -  |
| 8. Mobile No. (if any)   | - 9125873192   |
| 9. E-Mail ID (if any)  | - test.123@gmail.com   |
| 10. Fax No. (if any)   | -  |
| 11. Address of the Regd. office / Head Office, if any, situated in or outside U.P. | - ''''<br>PIN:   |

12. Principal Place of Business, Depot / Branches / Godowns / Warehouses or Manufacturing places in or outside U.P.

Sl.No	Full address of Principal Place of Business/Depot / Branch / Warehouse/ Godown / Manufacturing place	Name and address of the owner of the premises	If on Rent then Rent per Month	Date from which on Rent
1	2	3	4	5
1	11/74 SANJAY NAGAR LUCKNOW	RAM JI JAIN 11/74 SANJAY NAGAR LUCKNOW, Phone: -	1000.00	01/04/2013
2	NIL	NIL, Phone: -	0.00	
3	NIL	NIL, Phone: -	0.00	

13. Constitution of Business (Please Tick the appropriate box and cross the others)

Proprietorship	Partnership	HUF	Company (X)	Society
State or Central Govt. Corporation	Club	Association	Any other	

14.	Type of Registration	Permanent (X)	Voluntary	Casual	Any other Kind
-----	----------------------	---------------	-----------	--------	----------------

15. Date of Commencement of Business 25/10/2013

16. Nature of Business (Tick the appropriate Box/Boxes)

Whole sale (X)	Retail	Manufacturer / Processor (X)	Importer
Commission agent	Works contract	Transferor of right to use of goods	Hire purchase
Any other			

17. Commodity Code of class of goods

1	05000099	1	SIGNAGE
2	2A100001	2	PRINTED MATERIAL

18. Whether Accounts are maintained On computer (X) Manually

19. Description of accounts to be maintained

BILL BOOK,PURCHASE VOUCHER,LEDGER

20. Details of Bank Accounts; Details of Bank Accounts

Sl.No	Name and address of the branch	Nature of A/c	Account Number
1	2	3	4
1	STATE BANK OF INDIA LUCKNOW	CURRENT	Holder Name: JAIN OUTDOOR MEDIA PRIVATE LIMITED, A/C No:123402000001234

21. Estimated annual turn over - (Rs. In lakh) 50.00000000

22. Date of first purchase

23. Date of first sale

24. Details of Registration Fee and late fee

Sl.No	Description	Amount	Treasury Challan No.	Date	Name of branch of bank
1	Late Fee	0	A010112	25/10/2013	STATE BANK OF INDIA, Branch: MAIN BRANCH LUCKNOW
2	Registration Fee	100	A010112	25/10/2013	STATE BANK OF INDIA, Branch: MAIN BRANCH LUCKNOW

25. Registration obtained under other Acts

Shop or commercial establishment Act	Mandi Act	Registrar of Firms and Society Act	Service Tax Act	Industry Department
Central Excise Act	Drugs and Cosmetic Act	Registrar of companies Act (X)	Registration with KVVC or KVVB	

Under any other Act (mention)

26. Particulars of immovable properties owned by or in which the proprietor / partners of the firm / karta of HUF has interest and those owned by society, trust, club & company or corporation.

Sl.No	Name of persons having interest in business	Description of properties owned or in which the person named in col.2 has any interest	Location of property house no. khata no. khasra no. Mohalla village Town, P.O.Tehsil, Dist.etc.	Nature and extent of interest held in property	Estimated value of Property (Rs. in lakh)
1	2	3	4	5	6
1	RAMESH JAIN	SHOP	P5 23 AB TOWER LUCKNOW	100.00	100.00

27. Job work to be done, if any Yes (X) No
28. Job work to be outsourced, if any Yes No (X)

29. PAN No. / Nationality of Proprietor, All the Partners, Karta, President and Secretary of Society, Club and Association, Directors of Company or Corporation.

Sl.No	Name and Address	Status	Nationality	PAN Number
1	2	3	4	5
1	RAMESH JAIN, 11/74 SANJAY NAGAR LUCKNOW	DIRECTOR	Indian	BCRP11000L

30. Details of outstanding dues on the person/s having interest in the business under the following Acts / Ordinance

Sl.No	Name of person/s having interest	Under UPTT Act	Under CST Act	Under UP Tax on Entry of Goods Act	UPVAT Ordinance	Total
1	2	3	4	5	6	7
1	RAMESH JAIN	0.00	0.00	0.00	0.00	0.00

Annexures attached

	A- Yes	B- Yes	C- Yes	D- Yes	E- Yes	No	No	No	No	No

**DECLARATION**

I **RAMESH JAIN** S/o, D/o, w/o: **MAHESH JAIN** Status: **04**, do hereby declare that the particulars given above are correct and true to the best of my knowledge and belief. I undertake to inform immediately to the registering authority / assessing authority in the Commercial Taxes Department of any change in the above particulars.

Date- Signature-

Place- Status-

**Introducer (a registered dealer)**

Date- Signature-

Place- Name & Status- AMIT, Advocate  
Firm's Name & Registration No. -, 1234

**Instructions regarding filing of the registration application form-VII**

Any other Act

- Form-VII is to be filled in Capital Letters only.
- Read the provisions of section-17 & 18 of the Uttar Pradesh Value Added Tax Ordinance, 2007 and Rule 32, 33, 34, 35,36 & 37 of Uttar Pradesh Value Added Tax Rules, 2008.
- For the proof of identity verification certified copies of any two of the following shall be annexed with the application
  - Electoral Identity Card issued by Election Commission of India
  - Permanent Account Number (PAN) issued by Income Tax Department, Government of India
  - Passport
  - Bank Passbook which embodies the photograph of the account holder certified by the branch manager of the Bank
- For the proof of verification of the residential address certified copies of any two of the following shall be annexed with the application
  - In case of own premises certified copy of registered sale deed or water tax, house tax or such document which certifies the ownership of the premises or in case of rented premises copy of lease deed.
  - Copy of electricity bill issued by UPPCL of the premises.
  - Certificate issued by Tehsildar.
  - Certificate of Gram Pradhan / Copy of Kisan Bahi /Other revenue document.
  - If the applicant is residing with his parents and the owner of the house is his father or mother, then the affidavit of such father or mother ( who owns the house ) that the applicant is residing with him/her .
- For the proof of verification of the business place or branch or depot or workshop, certified copies of any two of the following shall be annexed with the application
  - In case of own premises certified copy of registered sale deed, or water tax, house tax or such document which certifies the ownership of the premises or in case of rented premises copy of lease deed/rent deed .
  - Certificate issued by Tehsildar.
  - Certificate by UPSIDC or DIC as the case may be.
  - Electricity Bills.
  - In case of ancestral property, house tax receipt or water tax receipt or such other document in the name of any family member who owns such property, which certifies the ownership of such property .

(It is clarified that where any premises or business place has been taken on rent then it is not necessary to get the rent deed registered where such premises has been taken on rent for a period less than one year. Government Order No.-U.O.-12/XI-2-2007 Dated 31-1-2007 was issued in this respect which was circulated by the Headquarter by Circular No. -Vidhi-4(2)-Samanya General -36-2005-06 to 2006-07 / 1771 / Vyapar Kar Dated 2-2-2007 . The clear instructions were issued by this circular that only rent deeds spanning for period more than an year will be required to be registered. As per the provisions embodied in The Registration Act, 1908 if the rent deed has been executed for a period less than an year then it is not necessary to get it registered. However such rent deed is to be signed by two witnesses and once the period of such rent deed expires it will be necessary to file a fresh rent deed on the due stamp paper failing which the registration may be suspended .
- Documents related to the constitution of the dealer other than the proprietor
  - Registered partnership deed in case of Partnership firm.
  - Document by which HUF has been created, in case of HUF.
  - Memorandum of association & article of association in case of company or corporation.
  - Bylaws of society, club or trust in case of society, club or trust.
  - General power of attorney in case of business in the name of minor or in case of incapacitated person.
  - Certificate issued by Head of the Department or Office in case of Department of State or Central Government.
- It is hereby clarified that if the applicant dealer is the permanent resident of a city or tehsil which is different from the city or tehsil in which he is executing his business, then he will have to furnish the following documents in respect of such permanent residence :
  - Certificate issued by Tehsildar; or
  - Copy of electricity bill issued by UPPCL, if it is in the name of the applicant dealer ; or
  - If the applicant dealer is the owner of such residence or owns some other premises then the copy of registered deed to certify the ownership or if he owns some ancestral property, then the certificate of Tehsildar, receipt of house tax or water tax or any other document which certifies the ownership ;or
  - If the applicant is residing with his parents and the owner of the house is his father or mother, then the affidavit of such father or mother ( who owns the house ) that the applicant is residing with him/her
- Certified copy of registration certificate issued under other Act if applicable.
  - Shop or commercial establishment Act
  - Mandi Act
  - Registrar of firms and Society Act
  - Service Tax Act
  - Industry Department Act
  - Central Excise Act
  - Drugs & Cosmetics Act
  - Registrar of Companies Act
  - Registration with KVVC or KVVB
  - Any other Act
- If the applicant is a company incorporated under the Company Act then the Director signing the resolution of the Board of Directors nominating any representative to file an application shall affix his self attested photograph on such resolution .
- In respect of the particulars of Form VII besides declaring the requisite PAN at serial no. 29, it will be obligatory on the part of the applicant to mention the PAN of his Business Entity also e.g. if the applicant is a firm then the PAN of the Firm, if the applicant is a Company then the PAN of the Company, if the applicant is a society or club or association of persons then their PAN and if it is a H.U.F. then its PAN shall be declared. If such Business Entity has not been issued PAN by the Income Tax Deptt. till the date of application filed by such Entity then it will be required to file the evidence of applying for PAN and shall be required to file PAN within a month of filing such application.
- Original copy of challan of registration fees or late fee, if any, shall be annexed as a proof of deposit of fee.
- Applicant must be introduced by a registered dealer who is registered for not less than three years with the Commercial Tax / Trade Tax Department. or by an advocate.
- There are several penalties for making false declaration and giving wrong information. Therefore the applicants are advised to give correct information only. Dealers are advised to go through the penal provisions provided under section-54 of The Uttar Pradesh Value Added Tax Ordinance, 2007. .
- Refund of excess input tax credit or any other kind of refund shall be made through account payee cheque issued by the Treasury Officer of the District; therefore the applicants are advised to give the correct account number and address of the bank / branch in which refund is to be credited. The applicant shall also be required to intimate the IFSC Code and MICR Code of the Bank in which he is account holder .

15. Application should be signed by the authorized person as provided under rule-32(6) which are described in column-2 and their status code in column-3. Please write the status code in serial no.5 of the application.

Sl.No	Particular	Status Code	
1	2	3	
(i)	The proprietor in case of proprietorship business; or	0	1
(ii)	A partner duly authorized by all other partners; or	0	2
(iii)	The Karta in case of Hindu Undivided Family; or	0	3
(iv)	The Managing Director or Director or a person authorized by the Board of Directors, in the case of limited companies; or	0	4
(v)	The President or Secretary in the case of Society or a Club; or	0	5
(vi)	The Head of the office or any other person authorized by him in case of a department of a State Government or the Central Government; or	0	6
(vii)	The guardian of minor where business is in the name of the minor; or	0	7
(viii)	Duly authorized person having a general power of attorney where business is in the name of an incapacitated person, or	0	8
(ix)	Trustee in case of a trust; or	0	9
(x)	Any other	1	0

16. Registration application should be submitted before the registering authority within 30 days from the date the dealer becomes liable to tax.
17. Late fee is Rs. 100/- per month or part thereof.
18. Tax invoice is the primary proof for claiming the Input Tax Credit and this tax invoice is to be authenticated by the person mention in the annexure-B. Since it involves tax impact on the dealers, therefore the dealers are advised to authorize genuine persons related to business.
19. If annexure-B is not submitted as provided in the columns, the applicant is the only person who can authenticate the tax invoice and other document.
20. Registration certificate issued under U.P. Value Added Tax Ordinance, 2007 and rules made thereunder will be effective from the date of application. Therefore, the dealers are advised to submit the application complete in all respect along with the annexures provided.
21. Photograph and signature of the partner, proprietor, Karta of HUF, director authorized by board of directors in case of company, trustee in case of trust mentioned in annexure-A must be attached.
22. Attested signature of signatory authorized by the dealer to authenticate the tax invoice and other documents must be marked in annexure-B.
23. List of the documents must be attached alongwith the registration application as mentioned in annexure-E.
24. Registration application shall not be accepted by Registering Authority if all information except at serial no. 7, 8, 9, 10, 11 and 25 are not completely filled.
25. Application may be rejected on furnishing wrong information. Therefore dealers are advised to give the correct and complete information.
26. The application may be rejected if the dealer found to be defaulter under UPTT Act, CST Act, UPVAT Ordinance and UP Entry of Goods Act.
27. Only those Codes for Commodities are to be filled in column-17 which is prescribed by the Commissioner.
28. Annexure-D is to be filled in case of partnership concerns only.
29. Attestations of signature in this form will mutatis mutandis carry the same meaning as in Section-3 of the Transfer of Property Act.
30. Other instructions have been mentioned in Circular No. Vidhi-4(1)-Panjiyan Niradesh-ppratra-2012-13/1029/1213055 / Vanija Kar Dated 04 October, 2012 as amended by Circular No. Vidhi-4(1)-Panjiyan Niradesh-ppratra-2012-13/1072/1213058 / Vanija Kar Dated 12 October, 2012 and Circular no. Vidhi-4(1)-Panjiyan Niradesh-ppratra-2012-13/1133/1213065 / Vanija Kar Dated 09 November, 2012 so the applicants are advised to read these circulars before filling the application. These circulars are available on the Website of the Department i.e. <http://comtax.up.nic.in>.
31. Please contact concerned selected office within 30 days of acceptance of application and later on please contact Joint Commissioner of that range.
32. Biometric is mandatory within 30 days from the date of approval of application.

#### Annexure-A

Details of Particulars of Proprietors / Partners / Karta of the HUF / Director authorized by board of directors of the company / other authorized person									
Sl. No.	Name of the person having interest in the business	Age	Father's / Husband Name	Present Address	Permanent address	Nature and extent of interest	Photograph of the person mentioned in col.2	Thumb Impression of the person mentioned in col.2	Attestation by Applicant
1	2	3	4	5	6	7	8	9	10
1	RAMESH JAIN	25	MAHESH JAIN	11/74 SANJAY NAGAR LUCKNOW	11/74 SANJAY NAGAR LUCKNOW	50.00			

Signature of the applicant  
Status & Date

#### Annexure-B

##### Particulars of authorized signatory for authentication of tax invoice and other documents

Sl. No.	Name of the person	Present Address	Permanent address	Relation with the dealer	Status of the person in the firm or company etc. as the case may be	Photograph of the person mentioned in column -2	Signature of the person	Attestation by the applicant
1	2	3	4	5	6	7	8	9
1	RAMESH JAIN	11/74 SANJAY NAGAR LUCKNOW	11/74 SANJAY NAGAR LUCKNOW	SELF	DIRECTOR			

**Annexure-C**

1. Description of manufactured goods			
Sl. No.	Name of manufactured goods	Commodity Code	
1	All other goods not mentioned in schedule 1, 2, 3 or 4 (Goods to be specified)	05000099	
2. Name (s) of goods or class of goods required for use as raw materials for manufactured goods			
Sl. No.	Name of raw material	Commodity Code	
1	Printed materials including diary and calendar	2A100001	
2	Iron and steel as defined under section 14 of the Central Sales Tax Act, 1956	2A040001	
3	Other plates, sheets, film, foil and strip of plastics, non-cellular, whether lacquered or metallised or laminated, supported or similarly combined with other materials or not.	2C172001	
3. Name (s) of by-product or waste product			
Sl. No.	Name of by-products/waste products	Commodity Code	
4. Capital goods			
Sl. No.	Name of capital goods	Commodity Code	
1	Machinery and spare parts of machinery other than those mentioned in schedule 1, 2, 3 or 4	05000027	
5. Packing material			
Sl. No.	Name of packing material	Commodity Code	
6. Fuel & Lubricants			
Sl. No.	Name of fuel / lubricants	Commodity Code	
7. Consumable stores			
Sl. No.	Name of consumable stores	Commodity Code	
1	Nuts, bolts, screws and fasteners that is to say – hinges, nails, rivets, cotter, cotter pins, staples, panel pins	2A087001	
2	Hardware and Millstores	05000061	
8. Sources of power			
Sl. No.	Source	Capacity in KVA	Feed stock for power generation
	Self Generation		
9. Trade mark			
Sl. No.	Name of manufactured goods	Trade mark	I.S.I.Mark. Registered under The Trade Marks Act, 1999. If yes, then attach registration certificate

\* If space in above tables are not sufficient, then attach separate sheets in above given formats of tables.

Signature of the applicant  
Status & Date

**Annexure-D**

[Only for partnership firm]

**Declaration of Partners**

I / We, partners of the firm M/s- do hereby declare that I/We have read the particulars as described or mentioned in the registration application and do hereby certify that they are correct and complete to the best of my / our knowledge and belief and that no particulars have been suppressed.

Sl. No.	Name of the partners	Father's / Husband Name	Signature	Date
1	2	3	4	5
1	RAMESH JAIN	MAHESH JAIN		

**Annexure-E**

Sl. No.	Name of Document- certified copy to be submitted; [Tick (X) as applicable]	
1.	Proof of identity, any two of the followings;	
	a. Electoral Identity Card issued by Election Commission of India.	
	b. PAN Card issued by Income Tax Department, Government of India.	(X)
	c. Passport	(X)
	d. Bank Passbook which embodies the photograph of the A/c Holder certified by the branch manager of the Bank.	
2.	Proof of residential address of the dealer, any two of the following	
	a. In case of own premises certified copy of registered sale deed or water tax, house tax or such document which certifies the ownership of the premises or in case of rented premises copy of lease deed	
	b. Electricity bill issued by UPPCL .	(X)
	c. Certificate issued by Tehsildar.	
	d. Property tax receipt or telephone bill.	
	e. Certificate of Gram pradhan/ Copy of Kisan Bahi/ Other revenue document.	
	f. If the Applicant residing with his parents and owner of the house is his father or mother, then affidavit of such father or mother (who own the house) that the applicant is residing with him/her.	(X)
3.	Proof of the address of business premises or branch or depot or workshop of the dealer- any two of the following :	
	a. In case of own premises certified copy of registered sale deed or water tax, house tax or such document which certifies the ownership of the premises or in case of rented premises copy of lease deed/rent deed.	(X)
	b. Certificate issued Tehsildar.	
	c. Certificate issued by U.P.S.I.D.C. or D.I.C. as the case may be .	
	d. Meter sealing certificate issued by UPPCL.	
	e. In case of own ancestral property, house tax or water tax receipt or such other document in name of family member who owns such property, which certifies ownership of such property.	

4.	Documents related to the constitution of the dealer other than proprietor -	
a.	Registered partnership deed in case of firm.	
b.	Document by which HUF has been created, in case of HUF.	
c.	Memorandum of association & article of association in case of company or corporation.	(X)
d.	Bylaws of society, club or trust in case of society, club or trust.	
e.	General power of attorney in case of business in the name of minor or in case of incapacitated person.	
f.	Certificate issued by Head of the Department or Office in case of Department of State or Central Government.	
5.	If the applicant dealer is permanent resident of a city or tehsil which is different from the city or tehsil in which he executing his business(Any of the following)	
a.	Certificate issued by Tehsildar.	
b.	Electricity bill issued by UPPCL.	
c.	If the applicant dealer is the owner of such residence or owns some other premises then the copy of registered deed to certify the ownership or if he owns some ancestral property, then the certificate of Tehsildar, receipt of house tax or water tax or any other document which certifies the ownership.	
d.	If the Applicant residing with his parents and owner of the house is his father or mother, then affidavit of such father or mother (who own the house) that the applicant is residing with him/her.	
6.	Registration under other Acts, if applicable	
a.	Shop or commercial establishment Act	
b.	Mandi Act	
c.	Registrar of firms and Society Act	
d.	Service Tax Act	
e.	Industry Department Act	
f.	Central Excise Act	
g.	Drugs & Cosmetics Act	
h.	Registrar of Companies Act	(X)
i.	Registration with KVIC or KVIB	
j.	Registration certificate under The Trade Marks Act, 1999.	
k.	Any other Act	
7.	Annexure-A	(X)
8.	Annexure-B	(X)
9.	Annexure-C	(X)
10.	Annexure-D	
11.	Original copy of challan of registration / late fee Signature	

Signature of the applicant  
Status & Date

Checked by  
Signature of registering officer  
Name of registering officer / Seal

**For official use only**

Certificate of particulars of partners / proprietors etc. and authorized signatory

Sl. No.	Name	Father's Name	Photo	Left hand's thumb impression	Signature	Attestation by registering authority
1	2	3	4	5	6	7

This is certified that above mentioned persons have signed and impressed left hand thumb before me. Prima-facie there is no discrepancy between the photograph and signature given in registration application and Annexure-B.

Signature & name of Registering Authority with seal  
Circle .....

If you are applying with CST you can view and print Form A (only CST ) report from the link **Print Form A(registration with CST) as per E-Token Id** ,as given in screen shot below:

**Uttar Pradesh Commercial Taxes Department**  
उ.प्र. वाणिज्य कर विभाग

*Apply Online for Trade Registration Under UP VAT Act, 2008*

Form VII	Form A (Only CST)
<p>New Dated - 22/01/2014</p> <ul style="list-style-type: none"><li>Download Offline Tool in PDF:: Form VII</li><li>Print Form VII as per E-Token Id</li><li>Print Form A (Registration with CST) as per E-Token Id</li><li>Check Form VII Status</li><li>Upload Enclosure</li><li>Reprint Receipt</li></ul>	<p>New Dated - 11/11/2013</p> <ul style="list-style-type: none"><li>Download Offline Tool in PDF:: Form A(Only CST)</li><li>Download Offline Tool in PDF:: Form A(Only CST for Govt.Organizations) <b>new</b></li><li>Print Form A as per E-Token Id</li><li>Check Form A(Only CST) Status</li><li>Re-print receipt Form A (only CST)</li><li>Upload documents</li></ul>

Click here to view and print Form A(only CST) report



**Department Of Commercial Taxes,  
Government Of Uttar Pradesh**

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**Please Fill the E Registration Id to Print Your Application for Form A (Registration With CST)**

Please Set the Page Setup left Margin: 0, Right Margin: 0, Top Margin: 0, Bottom Margin: 0  
E Registration Id:

**FORM A**  
(See rule 3)

**Application for registration under section 7(1)(2) of the Central Sales Tax Act, 1956**

To,  
I, **RAMESH JAIN** son of **MAHESH JAIN** on behalf of the dealer, carrying the business known as **JAIN OUTDOOR MEDIA PVT. LTD** within the State of U.P. hereby apply for a certificate of registration under section 7(1) of the Central Sales Tax Act, 1956, and give the following particulars for this purpose:

PAN No. of Business entity	BALCS9264B								
1. Name of the person deemed to be the manager in relation to business of the dealer in the said State.	<b>RAMESH JAIN</b>								
2. Status or relationship of the person who makes this application (e.g., manager, partner, proprietor, director, officer-in-charge of the Government business).	<b>The managing Director or Director or a person authorised</b>								
3. Name of the principal place of business in the said State and address thereof.	<b>11/74 SANJAY NAGAR LUCKNOW,LUCKNOW Pin:226001</b>								
4. Name(s) of the other place(s) in the said State in which business is carried on and address of every such place.	S.NO.	<b>Place and Address</b>							
	1	11/74 SANJAY NAGAR LUCKNOW							
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.	S.NO.	<b>Warehouse and Address</b>							
	1	NIL							
6. List of the place of business in each of the other State together with the address of every such place (if separate application for registration has been made, or separate registration obtained under the Central Sales Tax Act, 1956, in respect of any such place of business particulars thereof should be given in detail).	S.NO.	<b>Place and Address</b>							
	1	NIL							
7. § The business is-	<b>TRADING</b>								
wholly									
mainly									
* Here enter the authority specified in the general or special order issued by the Central Government under Section 7(1) of the Act.									
% Here enter the name and style under which the business is carried on.									
# Here enter the name of the State in which the application for registration is made.									
§ Enter here whether business is wholly agriculture, horticulture, mining, manufacturing, wholesale distribution, retail distribution, contracting or catering, etc. or any combination of two or more of them.									
partly									
partly									
partly									
8. Particulars relating to registration, licence, permission, etc. issued under any law for the time being in force, of the dealer.	<b>TRADING</b>								
9. We are members of @	<b>Trade Association</b>								
10. We keep our accounts in language and script.									
111. 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.									
	<b>SI.NO.</b>	<b>Name in Full</b>	<b>Father's Husband's Name</b>	<b>Age</b>	<b>Extent of interest in the business</b>	<b>Present address</b>	<b>Permanent address</b>	<b>Signature</b>	<b>Signature and address of witness attesting signature in column 8</b>
	1	RAMESH JAIN	MAHESH JAIN	25	50.00	11/74 SANJAY NAGAR LUCKNOW	11/74 SANJAY NAGAR LUCKNOW		
12. Business in respect of which this application is made, was first stated on-									
13. The first sale in the course of inter-State trade was effected on- <b>01/10/2013</b>									
14. We observe the ## English calendar and for purposes of accounts our year runs from the (English date \$\$..... day of @ Here enter the name of the Chamber of Commerce, Trade Association or commercial body, of which the dealer is a member									
!! To be filled in if the applicant is not a company (* * *) under any other law.									
## Enter here English, Bengali, Farsi, Hijra, Marwari or other calendar followed.									
\$\$ In filing up these entries dealers who do not observe the English calendar should give the dates according to their own calendar and the corresponding date of the English calendar.									
! Signature of each of the persons concerned should be obtained and attached.									
..... (Indian date)@ @ ..... day of..... of the (English date/Indian date) ..... day of.....									
15. We make up our accounts of sales to date at the end of every month/quarter/half-year/year. Year									
***2 [16. The following goods or classes of goods are purchased by the dealer in the course of inter-State trade or commerce for-									
(a) resale - <b>PRINTED MATERIAL</b>									
(b) use in the manufacture or processing of goods for sale -									
(c) use in mining -									
(d) use in the generation or distribution of electricity or any other form of power -									
(e) use in the packing of goods for sale/resale -									
17. We manufacture process, or extract in mining the following classes of goods or generate or distribute the following form of power, namely %% <b>PRINTED MATERIAL</b> ]									
18. The above statements are true to the best of my knowledge and belief.									
Name of the applicant in full	<b>RAMESH JAIN</b>								
Signature	.....								
Status in relation of the dealer	<b>The managing Director or Director or a person authorised</b>								
Date:	.....								
@ @ In filing up these entries dealers who do not observe the English calendar should give the dates according to their own calendar and the corresponding date of the English calendar.									
2 Substituted by G. S. R. 896, dated 23-9-1958.									
*** Here enter the name of the goods or classes of goods against each category.									

You can check your registration application status by visiting the **Check Form VII status** link given under Form VII

*Apply Online for Trade Registration Under VP VAT Act, 2008*

**Form VII**

New Dated - 22/01/2014

- ❖ [Download Offline Tool in PDF:: Form VII](#)
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**Form A (Only CST)**

New Dated - 11/11/2013

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**Department Of Commercial Taxes,  
Government Of Uttar Pradesh**

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E-Token Id:

1301500E000094

Submit

Status Of E-Token Id(Form 7) : 1301500E000094

Token Id	Application Date	Dealer Name	Father Name	PAN No	Phone Number	Email Address	Remark by Office
1301500E000094	06/11/2013	JAIN OUTDOOR MEDIA PVT. LTD	MAHESH JAIN	BALCS9264B	9125873192	test.123@gmail.com	TIN-09450035913 has been granted agalst your application Number.

Application Status is sent to your mobile Number and Email given in your application as and when some action is taken upon your application.

## Guidelines for Only CST Registration :

For CST Registration only for already existing dealers having TIN number

### 1) Download Offline tool For Only CST



The screenshot displays the website of the Uttar Pradesh Commercial Taxes Department. The header includes the department's logo, name in English ('Uttar Pradesh Commercial Taxes Department'), and name in Hindi ('उ.प्र. वाणिज्य कर विभाग'). Below the header, it states 'Apply Online for Trade Registration Under UP VAT Act, 2008'. Two main sections are visible: 'Form VII' and 'Form A (Only CST)'. The 'Form A (Only CST)' section is highlighted with a green box, and an arrow points to the 'Download Offline Tool in PDF::Form A (only CST)' link. A callout box below the screenshot contains the text: 'Click on **Download Offline Tool in PDF::Form A (only CST)**'.

**Form VII**

New Dated - 22/01/2014

- ❖ [Download Offline Tool in PDF:: Form VII](#)
- ❖ [Print Form VII as per E-Token Id](#)
- ❖ [Print Form A \(Registration with CST\) as per E-Token Id](#)
- ❖ [Check Form VII Status](#)
- ❖ [Upload Enclosure](#)
- ❖ [Reprint Receipt](#)

**Form A (Only CST)**

New Dated - 11/11/2013

- ❖ [Download Offline Tool in PDF:: Form A\(Only CST\)](#)
- ❖ [Download Offline Tool in PDF:: Form A\(Only CST for Govt.Organizations\) <sup>new</sup>](#)
- ❖ [Print Form A as per E-Token Id](#)
- ❖ [Check Form A\(Only CST\) Status](#)
- ❖ [Re-print receipt Form A \(only CST\)](#)
- ❖ [Upload documents](#)

Click on **Download Offline Tool in PDF::Form A (only CST)**

### 2) Fill all mandatory fields and send application.

Fill all mandatory fields and Click on **Send Application** button on pdf form to Submit Application. On successful Submission of Application A receipt will be generated. User should note down the E-Registration receipt no (14 Digit) and use this no. to take a print of the form and to upload scanned documents.

Sample filled pdf form for Only CST Registration is given below



Note: Please Keep on saving this form either from file->Save or click on save icon of tool bar before sending.

Application Form A

PAN No. ADRCS3356M

Select Locations applied to Lucknow

Select Office applied to Lucknow Sector-1, AC

TIN 09550024947

CST Type 7(2) Section

I do hereby declare that the particulars given are correct and true to the best of my knowledge and belief. I undertake to inform immediately to the registering authority / assessing authority in the Commercial Taxes Department of any change in the given particulars.

I Accept

Send Application

1. Applicant Name Ramesh jain

2. Father's Name Mahesh Jain

Mobile No.\* 9125873192

Email \* test.93@gmail.com

7. The Business is Wholly Mainly

Wholly PRINTED MATERIAL

8. Particulars relating to Registration, License, Permission, etc issued under any law for the time being in force of Dealer(\*)

PRINTED MATERIAL

9. We are member of Trade Association

13. The first sale in course of inter state trade was effected on 11/11/2013

15. We make up our account of sales to date at end of Year

17. We manufacture/process/extracts in mining the classes of goods or generate/distribute the form of power, namely (\*)

PRINTED MATERIAL

-----Challan Detail-----

Challan No. 12455 Challan Amount 1022

Challan Date(DD/MM/YYYY) 11/11/2013

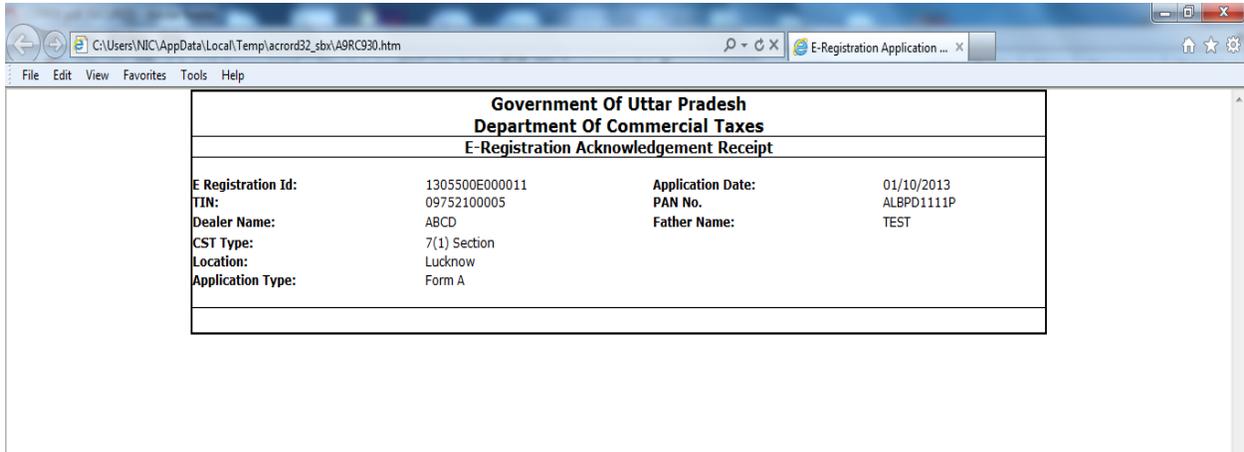
Challan \*\*You must Upload the scanned copy of challan.

Security \*\*You must Upload the scanned copy of security.

(\*) marked fields are multilne. Values can be written Comma separated.

16. Select category under section 16

		Add Item		
S. No.			Exact description Of Commodity(*)	
X	1	resale	2A087001	PRINTED MATERIAL



### 3) Upload scanned copy of Challan and Security Documents:

Form A (Only CST)

🔔 New Dated - 11/11/2013

- ❖ [Download Offline Tool in PDF:: Form A\(Only CST\)](#)
- ❖ [Download Offline Tool in PDF:: Form A\(Only CST for Govt.Organizations\) new](#)
- ❖ [Print Form A as per E-Token Id](#)
- ❖ [Check Form A\(Only CST\) Status](#)
- ❖ [Re-print receipt Form A \(only CST\)](#)
- ❖ [Upload documents](#) ←

Click on **Upload Documents Link**

**Uttar Pradesh Commercial Taxes Department**

**उ.प्र. वाणिज्य कर विभाग**

**\*\* Please Upload all Enclosures , otherwise your registration application will not proceed further.**  
**\*\* Document should be in Pdf format and size should not be greater than 500 KB.**  
**\*\* Convert Online JPG to PDF [Click here](#)**

[Back to User Menu](#)

E-Registration Id:

PAN No:

TIN : 09550035988

PAN No : AAEPO7837M

Mobile No. : 9889918000

Application Type : Only CST

Location : Lucknow

Select Enclosure:

No file chosen

**All Documents are uploaded.**

SrNo.	Document Name	Delete Doc
1	Scanned copy of Challan	Delete
2	Scanned copy of security submitted	Delete

4) Check Application Status:

**Form A (Only CST)**

🔔 New Dated - 11/11/2013

- ❖ [Download Offline Tool in PDF:: Form A\(Only CST\)](#)
- ❖ [Download Offline Tool in PDF:: Form A\(Only CST for Govt.Organizations\)](#) new
- ❖ [Print Form A as per E-Token Id](#)
- ❖ [Check Form A\(Only CST\) Status](#)
- ❖ [Re-print receipt Form A \(only CST\)](#)
- ❖ [Upload documents](#)

Click on **Check Form A(only CST Status)** and enter receipt No. to view Your Application status.



[Back to User Menu](#)

**Department Of Commercial Taxes,  
Government Of Uttar Pradesh**

Please Fill the E Registration Id to Check Your Application Status

E-Token Id:

Status Of E-Token Id(Form A) : 1305500E000029

Token Id	Application Date	Dealer Name	Father Name	PAN No	Phone Number	Email Address	Remark by Office
1305500E000029	04/12/2013	ARUSH SAMRAT MISRA	BHUWAN CHANDRA MISHRA	BZSPM0555Q	9452223179	arueh.samrat@gmail.com	CST has been granted soon against Application Number-1305500E000029

5) Print Form A (only CST) Report:

Form A (Only CST)

🔔 New Dated - 11/11/2013

- ❖ [Download Offline Tool in PDF:: Form A\(Only CST\)](#)
- ❖ [Download Offline Tool in PDF:: Form A\(Only CST for Govt.Organizations\) new](#)
- ❖ [Print Form A as per E-Token Id](#)
- ❖ [Check Form A\(Only CST\) Status](#)
- ❖ [Re-print receipt Form A \(only CST\)](#)
- ❖ [Upload documents](#)

Click on **Print Form A as per E-Token Id** and enter receipt No. to print your CST application.



[Back to User Menu](#)

**Department Of Commercial Taxes,  
Government Of Uttar Pradesh**

**Please Fill the E Registration Id to Print Your Application for Form A (Only CST)**

**Please Set the Page Setup left Margin: 0, Right Margin: 0, Top Margin: 0, Bottom Margin: 0**

**E Registration Id:**

**FORM A**  
(See rule 3)

**Application for registration under section 7(1)(2) of the Central Sales Tax Act, 1956**

To,

I, **ARUSH SAMRAT MISRA** son of **BHUWAN CHANDRA MISHRA** on behalf of the dealer, carrying the business known as **M/S GLACIER CORE** within the State of U.P. hereby apply for a certificate of registration under section 7(1),7(2) of the Central Sales Tax Act, 1956, and give the following particulars for this purpose:

1.	Name of the person deemed to be the manager in relation to business of the dealer in the said State.	<b>ARUSH SAMRAT MISRA</b>							
2.	Status or relationship of the person who makes this application (e.g., manager, partner, proprietor, director, officer-in-charge of the Government business).								
3.	Name of the principal place of business in the said State and address thereof.	<b>1/8 GROUND FLOOR N K ROAD LUCKNOW,LUCKNOW Pin.226005</b>							
4.	Name(s) of the other place(s) in the said State in which business is carried on and address of every such place.								
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.								
6.	List of the place of business in each of the other State together with the address of every such place (if separate application for registration has been made, or separate registration obtained under the Central Sales Tax Act, 1956, in respect of any such place of business particulars thereof should be given in detail).								
7.	§ The business is-								
	wholly	<b>retail</b>							
	mainly								
*	Here enter the authority specified in the general or special order issued by the Central Government under Section 7(1) of the Act.								
%	Here enter the name and style under which the business is carried on.								
#	Here enter the name of the State in which the application for registration is made.								
§	Enter here whether business is wholly agriculture, horticulture, mining, manufacturing, wholesale distribution, retail distribution, contracting or catering, etc. or any combination of two or more of them.								
	partly								
	partly								
	partly								
8.	Particulars relating to registration, licence, permission, etc. issued under any law for the time being in force, of the dealer.	<b>registered</b>							
9.	We are members of @	<b>Trade Association</b>							
10.	We keep our accounts in _____ language and script.								
!!11.	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.								
	<b>Sl.NO.</b>	<b>Name in Full</b>	<b>Father's Husband's Name</b>	<b>Age</b>	<b>Extent of interest in the business</b>	<b>Present address</b>	<b>Permanent address</b>	<b>Signature</b>	<b>Signature<sup>1</sup> and address of witness attesting signature in column 8</b>
	1	ARUSH SAMRAT MISRA	SHRI B C MISRA	0		553/A/80 PATEL NAGAR ALAMBAGH LUCKNOW	553/A/80 PATEL NAGAR ALAMBAGH LUCKNOW		

12.	Business in respect of which this application is made, was first stated on- <b>01/01/1900</b>
13.	The first sale in the course of inter-State trade was effected on- <b>04/12/2013</b>
14.	We observe the ## <b>English</b> calendar and for purposes of accounts our year runs from the (English date) \$\$. ..... day of
@	Here enter the name of the Chamber of Commerce, Trade Association or commercial body, of which the dealer is a member
!!	To be filled in if the applicant is not a company (***) under any other law.
##	Enter here English, Bengali, Farsi, Hijra, Marwari or other calendar followed.
\$\$	In filing up these entries dealers who do not observe the English calendar should give the dates according to their own calendar and the corresponding date of the English calendar.
!	Signature of each of the persons concerned should be obtained and attached.
	..... (Indian date) @@ ..... day of ..... of the (English date/Indian date) ..... day of .....
15.	We make up our accounts of sales to date at the end of every month/quarter/half-year/year. <b>Year</b>
**2[16.	The following goods or classes of goods are purchased by the dealer in the course of inter-State trade or commerce for-
(a)	resale - <b>Refrigeration and Air-conditioning Plants, and all kinds of Refrigerating Appliances and equipments, including refrigerators, deep freezers, mechanical water coolers, air conditioners, bottle coolers,</b>
(b)	use in the manufacture or processing of goods for sale -
(c)	use in mining -
(d)	use in the generation or distribution of electricity or any other form of power -
(e)	use in the packing of goods for sale/resale -
17.	We manufacture process, or extract in mining the following classes of goods or generate or distribute the following form of power, namely %/ % ]
18.	The above statements are true to the best of my knowledge and belief.
	Name of the applicant in full <b>ARUSH SAMRAT MISRA</b>
	Signature .....
	Status in relation of the dealer
	Date: .....
@@	In filing up these entries dealers who do not observe the English calendar should give the dates according to their own calendar and the corresponding date of the English calendar.
2	Substituted by G. S. R. 896, dated 23-9-1958.
**	Here enter the name of the goods or classes of goods against each category.

## **Guidelines for TDN Registration :**

### **1) Download Offline Pdf tool for TDN Registration:**

**Entry Tax**

- 🔔 New Dated - 09/12/2013
- ❖ [Download Offline Tool in PDF:: Entry Tax](#)
- ❖ [Print Entry Tax Form A as per E-Token Id](#)
- ❖ [Check Entry Tax Form A Status](#)

**Form VII G**

- 🔔 New Dated - 06/01/2014
- ❖ [Download Offline Tool in PDF:: Form VII G](#)
- ❖ [Print Form VII G as per E-Token Id](#)
- ❖ [Check Form VII G Status](#)
- ❖ [Upload Enclosure](#)
- ❖ [Reprint Receipt](#)

**TDN**

- 🔔 New Dated - 02/04/2014
- ❖ [Download Offline Tool in PDF:: TDN](#)
- ❖ [Print TDN Form as per E-Token Id](#)
- ❖ [Check TDN Status](#)
- ❖ [Reprint TDN Receipt](#)
- ❖ [Upload documents](#)

**Others**

- ❖ [Detail Guidelines](#)
- ❖ [Commodity Code List](#)
- ❖ [Download Adobe Reader 9.3](#)

**Note:**

1. In Name fields only Alphabets,dot(.) and space is allowed
2. In Address fields Alphanumeric , dot(.) , slash(/) and space is allowed
3. Partial applications will be locked after 15 days and will not be maintainable , to seek registration you have to apply a fresh application again.

Visit website and click on **Download offline tool in PDF::TDN**

### **2) Fill-up pdf form and send application**

Fill all mandatory fields and send application, after successful submission of application an E-receipt will be generated. A sample filled form for TDN is given below



Note: Please Keep on saving this form either from file->Save or click on save icon of tool b

Accept and click on send application button to submit Application

Application TDN Select Locations applied to Lucknow

Select Office applied to Lucknow Sector-1, AC

PAN No. of Business entity\* DALCS9264S

1. Name Of Applicant\* APPLICANT NAME

2. Father's Name FATHER NAME

3. Designation APPLICANT DESIGNATION

Mobile No. 9125873192 Email aprathour.89@gmail.com

5. Status Code Of Applicant 01- The proprietor in case of proprietorship business

I do hereby declare that the particulars given above are correct and true to the best of my knowledge and belief. I undertake to inform immediately to the registering authority / assessing authority in the Commercial Tax Department of any change in the given particulars.

I Accept Send Application

Name and address of Contractee/Purchaser/ Govt. Department

Name\* CONTRACTEE

Address\* ADD CONTRACTEE

Phone Number(With STD Code) \* 05222298817

TIN (If any) 09700000001 w.e.f. 01/01/2013

Name and address of Individual person, who is working as D.D.O.

Name\* DDO NAME

Address\* DDO ADD

Phone Number(With STD Code) \* 05222298817

Official Post Name and Address of D.D.O.

Official Post Name\* DDO POST

Address\* ADD OFF

Phone Number(With STD Code) \* 05222298817 Name of Dealer\* M/S DEALER NAME

PAN of Office\* CTRDR2244J Firm Address\* ADD FIRM

Constitution Of Trade/Office/Business Details

Constitution of Trade/Office/Bussiness 1-Proprietorship

1-Proprietorship

Depots inside UP

(A). Name & Address Of all Other Places of Business Including Depots & Branches in UP.

Add Item							
S. No.	Address Of Business Place	Telephone No.	Name and Complete address of Owner of the Premises	Rented	Amount Of Rent per Month	Date from which taken on rent(DD/MM/YYYY)	
X	1	in Add buss1	05222298817	in owner1	<input checked="" type="checkbox"/>	2000.00	01/04/2014
X	2	in Add buss2	05222298817	in owner2	<input checked="" type="checkbox"/>	3000.00	05/03/2014

Depots Outside UP

(B). Name & Address Of all Other Places of Business Including Depots & Branches outside UP.

Add Item							
S. No.	Address Of Business Place	Telephone No.	Name and Complete address of Owner of the Premises	Rented	Amount Of Rent per Month	Date from which taken on rent(DD/MM/YYYY)	
X	1	out Add buss1	05222298817	out owner1	<input checked="" type="checkbox"/>	2000.00	01/03/2014
X	2	out Add buss2	05222298817	out owner2	<input checked="" type="checkbox"/>	5000.00	26/03/2014

(D)..Details of Banks with whom account is Maintained or through which Transactions carried on:(\*)

Add Item								
S. No.	Name Of Bank	Branch Address	Nature of Account	Name of Account holder	Authorised Operator of Act	Account Number	Remarks	
X	1	ALLAHABAD BANK	lko	SAVING	TEST	TEST	12354879	REMARKS

Details of deposit of registration Fees(including late fee,if any)

Treasury Challan No : 12055 Dated 03/03/2014

Registration Fee 100 Late Fee(If Any) 0

Bank Name ANDHRA BANK Bank Branch LKO

Whether Accounts Maintained (Tick which is applicable)  Computerised  Manual

Description of accounts to be maintained : BILL BOOK,PURCHASE VOUCHER,LEDGER

Enquiry Dates

First Enquiry Date 01/04/2014 Second Enquiry Date 31/03/2014

Authorized Signatory  
(Annexure -to Application for Registration)  
Particulars of Authorized Signatory For Authentication of Tax Invoice and other Documents.

Add Item									
5- No.	2a- Name of the Person	F=Father, H=Husband Name	3- Present Address	4-Permanent Address	5- Relation With The Dealer	6- Status of the person in Firm or Company etc as the case may be	7- Photograph of Authorized Signatory	8- Scanned Signature of Authorized Signatory	
X	1	NAME PERSON FIRST	F - F PERSON	PRESENT ADD1	PER ADD1	SELF	PROP	 	
X	2	NAME PERSON SECOND	F - F PERSON SECOND	PRESENT ADD2	PER ADD2	FATHER	PROP	 	

Generated E-receipt for TDN application will be in following format:

<b>Government Of Uttar Pradesh Department Of Commercial Taxes</b>			
<b>E-Registration Application No.(TDN): 1304500E000006 dated 31/03/2014</b>			
<b>Firm Name</b>	: M/S DEALER NAME	<b>PAN No</b>	: BALCS9264V
<b>Mobile No.</b>	: 9696039181	<b>E-Mail</b>	: aprathour.89@gmail.com
<b>Location</b>	: Lucknow	<b>Sector</b>	: Lucknow Sector- 1, AC
<b>Tentative Enquiry Dates</b>	: 01/04/2014, 31/03/2014		
Your Application Submitted Successfully,Please upload your selected documents on site <a href="http://comtax.up.nic.in">http://comtax.up.nic.in</a> against this Application Number.You will get final Acknowledgement Receipt after uploading complete documents.			

### 3) Upload scanned copy of documents

**TDN** new

🔔 New Dated - 31/03/2014

- ❖ [Download Offline Tool in PDF:: TDN](#)
- ❖ [Print TDN Form as per E-Token Id](#)
- ❖ [Check TDN Status](#)
- ❖ [Reprint TDN Receipt](#)
- ❖ [Upload documents](#) ←

Click on **Upload documents** Link to upload scanned copy of documents.



## Uttar Pradesh Commercial Taxes Department

उ.प्र. वाणिज्य कर विभाग

**\*\* Please Upload all Enclosures , otherwise your registration application will not proceed further.**  
**\*\* Document should be in Pdf format and size should not be greater than 500 KB.**

[Back to User Menu](#)

\*\* Cont

E-Registration Id :  PAN No:

Firm Name : M/S DEALER NAME PAN No : BALCS9264V  
 Mobile No. : 9696039181 Application Type : TDN  
 Location : Lucknow

Select Enclosure:

All Documents are uploaded.

[Print Final Receipt](#)

Sr.No.	Document Name	Delete Doc
1	<a href="#">Scanned copy of Challan</a>	<a href="#">Delete</a>

Enter E-registration Id and PAN No. click on submit button. After that select enclosure and brows your document to be uploaded and click on Upload button. Documents should be in pdf format and size of each document should not be greater than 500 kb.

#### 4) Print TDN report

**TDN** new

- ❖  New Dated - 31/03/2014
- ❖ [Download Offline Tool in PDF:: TDN](#)
- ❖ [Print TDN Form as per E-Token Id](#) ←
- ❖ [Check TDN Status](#)
- ❖ [Reprint TDN Receipt](#)
- ❖ [Upload documents](#)

Click on **Print TDN Form as per E-Token Id** Link to print your TDN Report



**Department Of Commercial Taxes,  
Government Of Uttar Pradesh**

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Please Fill the E Registration Id to Print Your Application for TDN  
Please Set the Page Setup left Margin: 0, Right Margin: 0, Top Margin: 0, Bottom Margin: 0

E Registration Id:

**UPVAT-XXIX**  
 Department of Commercial Taxes, Government of Uttar Pradesh  
 [See rule-48(1) of the UPVAT Rules, 2008]  
 Application for allotment of Tax Deduction Number



[Before filling the form read the instructions]

To,  
 Registering Authority,  
 Lucknow

Receipt Number: 1304500E000006

Date: 31/03/2014

Sir, I **APPLICANT NAME** s/o, d/o, w/o: **FATHER NAME** status: **01- The proprietor in case of proprietorship business.**

herby apply for the Allotment of Tax Deduction Number under section-35 of UP Value Added Tax Ordinance, 2007. For this purpose particulars of business are given as follows:

1.	Name and Address of Contractee / Purchaser / Government Department	-	CONTRACTEE
	Phone No. (if any)	-	ADD CONTRACTEE
	TIN (if any) - 09700000001	-	5222298817
		-	w.e.f - 01/01/2013
2.	Designation of D.D.O.	-	DDO POST
	Phone No. (if any)	-	5222298817
3.	Name and Address of Individual person who is working as D.D.O.	-	DDO NAME
	Phone No.(if any)	-	DDO ADD
		-	5222298817
4.	Constitution of Trade/Office/Business	-	1-Proprietorship
5.	Branches in U.P. & outside U.P.		

Sl.No	Full address of Principal Place of Business/Depot / Branch / Warehouse/ Godown / Manufacturing place	Name and address of the owner of the premises	If on Rent then Rent per Month	Date from which on Rent
1	2	3	4	5
1	in Add buss1	in owner1, Phone: 05222298817	2000.00	01/04/2014
2	in Add buss2	in owner2, Phone: 05222298817	3000.00	05/03/2014
3	out Add buss1	out owner1, Phone: 05222298817	2000.00	01/03/2014
4	out Add buss2	out owner2, Phone: 05222298817	5000.00	26/03/2014

Sl.No	Name and address of the branch	Nature of A/c	Account Number
1	2	3	4
1	ALLAHABAD BANKlko	SAVING	Holder Name: TEST, A/C No:12354879
2	ALLAHABAD BANKlko	current	Holder Name: TEST, A/C No:12354879

Whether Accounts are maintained	On computer	Manually (X)
		<input checked="" type="checkbox"/>
Description of accounts to be maintained		
BILL BOOK,PURCHASE VOUCHER,LEDGER		

Sl.No	Description	Amount	Treasury Challan No.	Date	Name of branch of bank
1	Late Fee				
2	Registration Fee	100	12055	03/03/2014	ANDHRA BANK, Branch: LKO

Please allot a Number for making tax deduction at source.

**DECLARATION**

I **APPLICANT NAME** S/o, D/o, w/o: **FATHER NAME** Status: **01- The proprietor in case of proprietorship business**, do hereby declare that the particulars given above are correct and true to the best of my knowledge and belief. I undertake to inform immediately to the registering authority / assessing authority in the Commercial Taxes Department of any change in the above particulars.

Date- Signature Of authorized person-

Place- Name and designation of authorized person-

**Authorized Signatory**

Particulars of authorized signatory for authentication of tax invoice and other documents

Sl. No.	Name of the person	Present Address	Permanent address	Relation with the dealer	Status of the person in the firm or company etc. as the case may be	Photograph of the person mentioned in column -2	Signature of the person	Attestation by the applicant
1	2	3	4	5	6	7	8	9
1	NAME PERSON FIRST	PRESENT ADD1	PER ADD1	SELF	PROP			
2	NAME PERSON SECOND	PRESENT ADD2	PER ADD2	FATHER	PROP			

Signature of the applicant  
 Status & Date

Checked by  
 Signature of registering officer  
 Name of registering officer / Seal

## 5) Check TDN Status

**TDN** new

- ❖ New Dated - 31/03/2014
- ❖ [Download Offline Tool in PDF:: TDN](#)
- ❖ [Print TDN Form as per E-Token Id](#)
- ❖ [Check TDN Status](#) ←
- ❖ [Reprint TDN Receipt](#)
- ❖ [Upload documents](#)

Click on **Check TDN Status** Link to check your status for TDN registration at any time.



### Department Of Commercial Taxes, Government Of Uttar Pradesh

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Please Fill the E Registration Id to Check Your Application Status

E-Token Id:



Status Of E-Token Id(TDN) : 1304500E000006

Token Id	Application Date	Dealer Name	Father Name	PAN No	Phone Number	Email Address	Remark by Office
1304500E000006	31/03/2014	APPLICANT NAME	FATHER NAME	BALCS9264V	9696039181	aprathour.89@gmail.com	Application No. 1304500E000006 accepted. Officers will visit to you on 31/03/2014. Be ready with original Documents and two attested copies.

## Guidelines for Form VII-G Registration :

### 1) Download offline pdf tool

**Entry Tax**

- 📌 New Dated - 09/12/2013
- 👉 [Download Offline Tool in PDF:: Entry Tax](#)
- 👉 [Print Entry Tax Form A as per E-Token Id](#)
- 👉 [Check Entry Tax Form A Status](#)

**Form VII G**

- 📌 New Dated - 06/01/2014
- 👉 [Download Offline Tool in PDF:: Form VII G](#)
- 👉 [Print Form VII G as per E-Token Id](#)
- 👉 [Check Form VII G Status](#)
- 👉 [Upload Enclosure](#)
- 👉 [Reprint Receipt](#)

**TDN**

- 📌 New Dated - 02/04/2014
- 👉 [Download Offline Tool in PDF:: TDN](#)
- 👉 [Print TDN Form as per E-Token Id](#)
- 👉 [Check TDN Status](#)
- 👉 [Reprint TDN Receipt](#)
- 👉 [Upload documents](#)

**Others**

- 👉 [Detail Guidelines](#)
- 👉 [Commodity Code List](#)
- 👉 [Download Adobe Reader 9.3](#)

**Note:**

1. In Name fields only Alphabets,dot(.) and space is allowed
2. In Address fields Alphanumeric , dot(.), slash(/) and space is allowed
3. Partial applications will be locked after 15 days and will not be maintainable , to seek registration you have to apply a fresh application again.

Visit website and click on **Download offline tool in PDF::Form VII G**

### 2) Fill-up pdf form and send application

Fill all mandatory fields and send application, after successful submission of application an E-receipt will be generated. A sample filled form for **Form VII G** is given below



Uttar Pradesh Commercial Tax Department

14/12/2013

उ.प्र. वाणिज्य कर विभाग

Note: Please Keep on saving this form either from file->Save or click on save icon of tool bar before sending.

Application Form 7G PAN No. of Govt. Department A D R V R 5 5 6 6 S

Select Locations applied to Lucknow

Select Office applied to Lucknow Sector-1, AC

I do hereby declare that the particulars given are correct and true to the best of my knowledge and belief. I undertake to inform immediately to the registering authority / assessing authority in the Commercial Taxes Department of any change in the given particulars.

I Accept Send Application

**Form 7G Related: Government Department**

1a. Name Testing      1b. Address test

**Applicant Detail:**

2a. Name Of Applicant\* Testing      2b. Designation Testing

2c. Permanent Address Testing

**Form 7G Realted: Drawing and Distribution Officer**

3a. Name  3b. Designation   
3c. Address

**4a. Principal Place Of Business In Uttar Pradesh With Complete Address Complete Address\***

Complete Address\*   
Tehsil  City\*  Post Office  PinCode

Head office address if Outside UP

**4b. Name And Address Of Registered/Head Office.If Situated outside Uttar Pradesh with Sales Tax Registration Nos**

Complete Address   
City  Reg No (State)  C.S.T. No.  Fax (if any)   
Phone Number  Email  Pin Code

5a. Phone Number  5b. Mobile No.

7. Email  8. Fax (if any)

**9a. Select Constitution of business**

Constitution of Business  01- The prop rietor in case of proprietorship business

9b. Type of Registration  Permanent  Voluntary  Any Other Kind

9c. Date of Commencement of business:

10. Estimated Annual Turn Over

(13) Whether accounts are maintained in (Tick which is applicable)  Computerised  Manual

(14) Name of heads of account maintained :

2: Address of places where books of Accounts are/will be ordinarily kept

(i) For Cur Year	<input checked="" type="checkbox"/> Same as Principal Place Address	Testing
(ii) For Last Year	<input checked="" type="checkbox"/> Same as Principal Place Address	Testing
(iii) For other Year	<input checked="" type="checkbox"/> Same as Principal Place Address	Testing
Accounting Year From	April	To March
3: Language of Accounting Books	English	Hindi Urdu English

15. Date of First Purchase : 10/12/2013      16. Date of First Sale : 11/12/2013

17. Details of deposit of registration Fees(including late fee,if any)

Treasury Challan No/ Stamp : 100      Dated : 19/12/2013

Registration Fee : 100      Late Fee(If Any) : 0

Bank Name : ALLAHABAD BANK      Bank Branch : Lucknow

18. Registration Number (if any)

(i) Shop or Commercial establishment Act	<input checked="" type="checkbox"/>	(ii) Mandi Act	<input checked="" type="checkbox"/>
(iii) Central Excise Act	<input type="checkbox"/>	(iv) Service tax Act	<input type="checkbox"/>
(v) Registrar of Companies Act	<input type="checkbox"/>	(vi) Registrar of Firms and society Act	<input type="checkbox"/>
(VII) Drugs and Cosmetic Act	<input type="checkbox"/>	(VIII) Industry Department	<input type="checkbox"/>
(IX) Registration with KVIC or KVIB	<input type="checkbox"/>	(X) Others	<input type="checkbox"/>

11.Nature of Bussiness & 12. Commodity code of class of goods

Add Item															
S. No.	C Code	Exact Description of Commodity(*)	Imp	Exp	WS	Reta iler	PC	SC	P of A Pro	Proc essor	Ma nu	WC	Dist ele Energy	Lesser	Other
X 1	2A087001	Testing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-						

13(b) Details of Banks with whom account is Maintained or through which Transactions carried on: (\*)

Add Item							
S. No.	Name Of Bank	Branch Address	Nature of Account	Name of Account holder	Authorised Operator of Act	Account Number	Remarks
X 1	RANI LAXMI BAI CO	lko	saving	Testing	-	12345678	-

First Enquiry Date 19/01/2014

Second Enquiry Date 20/01/2014

For sensitive commodities:- Enquiry date >2 days from current date and Enquiry date < 7 days from current date

For Non-sensitive commodities:- Enquiry date >2 days from current date and Enquiry date < 15 days from current date

#### Enclosures

##### Proof of identity

Electoral Identity Card issued by Election Commission of India

Passport

PAN Card issued by Income Tax Department, Government of India

Bank Passbook

##### Proof of residential address of the dealer

Registered sale deed or registered lease deed of the house, as the case may be

Certificate issued by the Revenue Department, not below the rank of Tehsildar

Electricity bill issued by UPPCL

Property tax receipt or telephone bill

##### Proof of the address of business premises of the dealer

Registered sale deed or registered lease deed of the business premises, as the case may be

Certificate issued by U.P.S.I.D.C. or D.I.C. or Development Authority

Certificate issued by Revenue Department, not below the rank of Tehsildar

Meter sealing certificate issued by UPPCL

##### Documents related to the constitution of the dealer other than proprietor

Registered partnership deed in case of firm.

Memorandum of association & article of association in case of company or corporation

General power of attorney in case of business in the name of minor or in case of incapacitated person

Declaration of trust, in case of trust.

Document by which HUF has been created, in case of HUF

Bylaws of society, club or trust in case of society, club or trust.

Certificate issued by Head of the Department or Office in case of Department of State or Central Government

##### Registration under other Acts, if applicable

Shop or commercial establishment Act

Registrar of firms and Society Act

Industry Department Act

Drugs & Cosmetics Act

Registration with KVIC or KVIB

Mandi Act

Service Tax Act

Central Excise Act

Registrar of Companies Act

Any other Act

##### Annexure-A

##### Annexure-B

##### Annexure-C

##### Annexure-D

Annexure-A  
(Annexure -to Application for Registration)  
Particulars of Authorized Signatory For Authentication of Tax Invoice and other Documents.

Add Item									
S. No.	2a- Name of the Person	F=Father, H=Husband Name	3- Present Address	4-Permanent Address	5- Relation With The Dealer	6- Status of the person in Firm or Company etc as the case may be	7- Photograph of Authorized Signatory	8- Scanned Signature of Authorized Signatory	
X	1	Testing	F - Testing	Testing	Testing	self	prop		
X	2	Testing	F - Testing	Testing	Testing	dir	dir		

Generated E-receipt for Form VII G application will be in following format:

<b>Government Of Uttar Pradesh Department Of Commercial Taxes</b>			
<b>E-Registration Application No.(Form 7G):1302500E000014 dated 16/01/2014</b>			
<b>Applicant Name:</b>	: Testing	<b>TAN No</b>	: ADRVR5566S
<b>Mobile No.</b>	: 9696039181	<b>E-Mail</b>	: aprathour.8@gmail.com
<b>Location</b>	: Lucknow	<b>Sector</b>	: Lucknow Sector- 1, AC
<b>Tentative Enquiry Dates</b> : 19/01/2014 , 20/01/2014			
Your Application Submitted Successfully,Please upload your selected documents on site <a href="http://comtaxup.nic.in">http://comtaxup.nic.in</a> against this Application Number.You will get final Acknowledgement Receipt after uploading complete documents			

**3) Upload scanned copy of selected documents**

**Form VII G**

- ❖ New Dated - 14/12/2013  
[Download Offline Tool in PDF:: Form VII G](#)
- ❖ [Print Form VII G as per E-Token Id](#)
- ❖ [Check Form VII G Status](#)
- ❖ [Upload Enclosure](#) ←
- ❖ [Reprint Receipt](#)

Click on **Upload Enclosures** Link to upload scanned copy of selected documents.



\*\* Please Upload all Enclosures , otherwise your registration application will not proceed further.

[Back to User Menu](#)

\*\* Document should be in Pdf format and size should not be greater than 500 KB.

\*\* Convert Online JPG to PDF [Click here](#)

E-Registration Id :  PAN No:

Firm Name : Testing PAN No : ADRV5566S  
Mobile No. : 9696039181 Application Type : Form 7G  
Location : Lucknow

Select Enclosure:

All Documents are uploaded.

Sr.No.	Document Name	Delete Doc
1	<a href="#">PAN Card issued by Income Tax Department, Government of India</a>	<a href="#">Delete</a>
2	<a href="#">Electricity bill issued by UPPCL</a>	<a href="#">Delete</a>
3	<a href="#">Meter sealing certificate issued by UPPCL</a>	<a href="#">Delete</a>
4	<a href="#">Document by which H.U.F. has been created; or</a>	<a href="#">Delete</a>
5	<a href="#">Register of firms and Society Act</a>	<a href="#">Delete</a>

Enter E-registration Id and PAN No. click on submit button. After that select enclosure and brows your document to be uploaded and click on Upload button. Documents should be in pdf format and size of each document should not be greater than 500 kb.

#### 4) Print form VII-G report

### Form VII G

- ❖ [New Dated - 14/12/2013](#)
- ❖ [Download Offline Tool in PDF:: Form VII G](#)
- ❖ [Print Form VII G as per E-Token Id](#)
- ❖ [Check Form VII G Status](#)
- ❖ [Upload Enclosure](#)
- ❖ [Reprint Receipt](#)

Click on **Print Form VII-G as per E-token Id** Link to print form VII-G application form report.

[Back to User Menu](#)

**Department Of Commercial Taxes,  
Government Of Uttar Pradesh**

**Please Fill the E Registration Id to Print Your Application for Form 7G**  
**Please Set the Page Setup left Margin: 0, Right Margin: 0, Top Margin: 0, Bottom Margin: 0**  
**E Registration Id:**

**UPVAT-VIIG**

Department of Commercial Taxes, Government of Uttar Pradesh  
 [See rule-32(1) of the UPVAT Rules, 2008]  
 Application of Registration For Government Department



[Before filling the form read the instructions]

To,  
 Registering Authority,  
 Lucknow

Receipt Number: 1302500E000014

Date: 16/01/2014

Sir, I **Testing** s/o, d/o, w/o: **Testing** status: **01- The proprietor in case of proprietorship business**  
 hereby apply for the registration under Section-17 of UP Value Added Tax Ordinance, 2007 and allotment of Taxpayers' Identification Number. For the purpose of registration I furnish the particulars of business as follows:

- |  |   |
|--|---|
| 1. Name and Address of Government Department                         | - Testing<br>test                                       |
| 2. Name, Designation and address of Applicant                        | - Testing<br>Testing<br>Testing<br>PIN:                 |
| 3. Name, Designation and address of Drawing and Disbursement Officer | - Testing<br>Testing<br>Testing<br>PIN:                 |
| 4. Principal place of business in U.P. with complete address         | - Testing<br>Testing, Testing, Testing<br>PIN:226022    |
| 5. Phone No. with STD Code (if any)                                  | -   |
| 6. Status code of applicant  | - 01- The proprietor in case of proprietorship business |
| 7. E-Mail ID (if any)  | - aprathour.8@gmail.com                                 |
| 8. Fax No. (if any)  | -   |
| 9. Date of Commencement of Business                                  | - 10/12/2013  |
| 10. Estimated annual turn over - (Rs. In lakh)                       | - 20.00000000   |
| 11. Nature of Business (Tick the appropriate Box/Boxes)              |   |

Whole sale	Retail	Manufacturer / Processor (X)	Importer (X)
Commission agent	Works contract	Transferor of right to use of goods	Hire purchase
Any other			

12. Commodity Code of class of goods

1	2A087001	1	Testing
---	----------	---	---------

13. Details of Bank Accounts

Sl.No	Name and address of the branch	Nature of A/c	Account Number
1	RANI LAXMI BAI COOPERATIVE BANKiko	saving	Holder Name: Testing , A/C No:12345678

14. Details of Head Accounts

Whether Accounts are maintained	On computer	Manually (X)
Description of accounts to be maintained		
BILL BOOK,PURCHASE VOUCHER,LEDGER		

15. Date of first purchase: 10/12/2013  
 16. Date of first sale: 11/12/2013

17. Details of Registration Fee and late fees

Sl.No	Description	Amount	Treasury Challan No.	Date	Name of branch of bank
1	Late Fee				
2	Registration Fee	100	100	19/12/2013	ALLAHABAD BANK

**DECLARATION**

I S/o, D/o, w/o: Status: , do hereby declare that the particulars given above are correct and true to the best of my knowledge and belief. I undertake to inform immediately to the registering authority / assessing authority in the Commercial Taxes Department of any change in the above particulars.

Date- \_\_\_\_\_ Signature Of Applicant-

Place- \_\_\_\_\_ Status-

**Instructions regarding filling of the registration application form-VIIG**

- Form-VIIG is to be filled in Capital Letters only.
- Read the provisions of section-17 & 18 of the Uttar Pradesh Value Added Tax Ordinance, 2007 and Rule 32, 33, 34, 35, 36 & 37 of Uttar Pradesh Value Added Tax Rules, 2008.
- Original copy of challan of registration fees or late fee, if any, shall be annexed as a proof of deposit of fee.
- There are several penalties for making false declaration and giving wrong information. Therefore the applicants are advised to give correct information only. Dealers are advised to go through the penal provisions provided under section- 54 of The Uttar Pradesh Value Added Tax Ordinance, 2007
- Refund of excess input tax credit or any other kind of refund shall be made through account payee cheque issued by the Treasury Officer of the District; therefore the applicants are advised to give the correct account number and address of the bank / branch in which refund is to be credited.
- Application should be signed by the authorized person as provided under rule-32(6) which are described in column-2 and their status code in column-3. Please write the status code in serial no.5 of the application.

Sl.No	Particular	Status Code	
1	2	3	
(i)	The proprietor in case of proprietorship business; or	0	1
(ii)	A partner duly authorized by all other partners; or	0	2
(iii)	The Karta in case of Hindu Undivided Family; or	0	3
(iv)	The Managing Director or Director or a person authorized by the Board of Directors, in the case of limited companies; or	0	4
(v)	The President or Secretary in the case of Society or a Club; or	0	5
(vi)	The Head of the office or any other person authorized by him in case of a department of a State Government or the Central Government; or	0	6
(vii)	The guardian of minor where business is in the name of the minor; or	0	7
(viii)	Duly authorized person having a general power of attorney where business is in the name of an incapacitated person, or	0	8
(ix)	Trustee in case of a trust; or	0	9
(x)	Any other	1	0

- Registration application should be submitted before the registering authority within 30 days from the date the dealer becomes liable to tax.
- Late fee is Rs. 100/- per month or part thereof.
- Tax invoice is the primary proof for claiming the Input Tax Credit and this tax invoice is to be authenticated by the person mention in the annexure-A. Since it involves tax impact on the dealers, therefore the dealers are advised to authorize genuine persons related to business.
- If annexure-A is not submitted as provided in the columns, the applicant is the only person who can authenticate the tax invoice and other document.
- Registration certificate issued under U.P. Value Added Tax Ordinance, 2007 and rules made thereunder will be effective from the date of application. Therefore, the dealers are advised to submit the application complete in all respect along with the annexures provided.
- Attested signature of signatory authorized by the dealer to authenticate the tax invoice and other documents must be marked in annexure-A.
- List of the documents must be attached alongwith the registration application as mentioned in annexure-B.
- Application may be rejected on furnishing wrong information. Therefore dealers are advised to give the correct and complete information.
- The application may be rejected if the dealer found to be defaulter under UPTT Act, CST Act, UPVAT Ordinance and UP Entry of Goods Act.
- Only those Codes for Commodities are to be filled in column-12 which is prescribed by the Commissioner.
- Attestations of signature in this form will mutatis mutandis carry the same meaning as in Section-3 of the Transfer of Property Act.

**Annexure-A**

Particulars of authorized signatory for authentication of tax invoice and other documents

Sl. No.	Name of the person	Present Address	Permanent address	Relation with the dealer	Status of the person in the firm or company etc. as the case may be	Photograph of the person mentioned in column -2	Signature of the person	Attestation by the applicant
1	2	3	4	5	6	7	8	9
1	Testing	Testing	Testing	self	prop			
2	Testing	Testing	Testing	dir	dir			

**Annexure-B**

Sl.No	ParticularName of Document- certified copy to be submitted; [Tick (P) as applicable]
1.	The proprietor in case of proprietorship business; orProof of identity of the applicant – A certificate with attestation of photo issued by head of the department
2.	Certificate issued by head of the office in relation to office address
	a.Shop or commercial establishment Act
	b.Mandi Act
	c.Registrar of firms and Society Act
	d.Service Tax Act
	e.Industry Department Act
	f Central Excise Act
	g.Drugs & Cosmetics Act
	h.Registrar of Companies Act
	i.Registration with KVIC or KVIB
	j.Registration certificate under The Trade Marks Act, 1999.
	k.Any other Act
3.	Annexure-A
4.	Annexure-B
5.	Original copy of treasury challan of registration / late fee

Signature of the applicant  
Status & Date

Checked by  
Signature of registering officer  
Name of registering officer / Seal

## 5) Check status of VII-G Registration

### Form VII G

- ❖  **New Dated - 14/12/2013**
- ❖ [Download Offline Tool in PDF:: Form VII G](#)
- ❖ [Print Form VII G as per E-Token Id](#)
- ❖ [Check Form VII G Status](#)
- ❖ [Upload Enclosure](#)
- ❖ [Reprint Receipt](#)

Click on **Check Form VII-G status** Link to check your VII-G registration Status



[Back to User Menu](#)

### Department Of Commercial Taxes, Government Of Uttar Pradesh

Please Fill the E Registration Id to Check Your Application Status

E-Token Id:

1302500E000014

Submit

Status Of E-Token Id(Form 7G) : 1302500E000014

Token Id	Application Date	Applicant Name	Designation	PAN No	Phone Number	Email Address	Remark by Office
1302500E000014	16/01/2014	Testing	Testing	ADVR5566S	9696039181	aprahour.8@gmail.com	Application reached to respective sector office



# E-Registration of SPN

Under

VYAS

(Varnijya Kar Automation System)

FOR DEALER

## Different Steps Involved

- GO to **Dealer E-registration** on commercial tax portal <http://comtax.up.nic.in>
- Select **e-Registration** option from Dealer Services section
- Download Offline Tool in PDF:SPN .
- Fill in user friendly PDF with ease.
- Contact concerned sector office for two enquiry dates at its convenience.

## Apply Online for Trade Registration Under UP VAT Act, 2008

Online Payment Of Challan <sup>new</sup>

( Now Unregistered Dealer can deposit Registration fees Online )

### Form VII

 New Dated - 03/05/2014

- ❖ [Download Offline Tool in PDF:: Form VII](#)
- ❖ [Print Form VII as per E-Token Id](#)
- ❖ [Print Form A \(Registration with CST\) as per E-Token Id](#)
- ❖ [Check Form VII Status](#)
- ❖ [Upload Enclosure](#)
- ❖ [Reprint Receipt](#)

### Form A (Only CST)

 New Dated - 19/06/2014

- ❖ [Download Offline Tool in PDF:: Form A\(Only CST\)](#)
- ❖ [Download Offline Tool in PDF:: Form A\(Only CST for Govt.Organizations\)](#) <sup>new</sup>
- ❖ [Print Form A as per E-Token Id](#)
- ❖ [Check Form A\(Only CST\) Status](#)
- ❖ [Re-print receipt Form A \(only CST\)](#)
- ❖ [Upload documents](#)

### Entry Tax

 New Dated - 09/12/2013

- ❖ [Download Offline Tool in PDF:: Entry Tax](#)
- ❖ [Print Entry Tax Form A as per E-Token Id](#)
- ❖ [Check Entry Tax Form A Status](#)

### Form VII G

 New Dated - 03/05/2014

- ❖ [Download Offline Tool in PDF:: Form VII G](#)
- ❖ [Print Form VII G as per E-Token Id](#)
- ❖ [Check Form VII G Status](#)
- ❖ [Upload Enclosure](#)
- ❖ [Reprint Receipt](#)

### TDN <sup>new</sup>

 New Dated - 03/05/2014

- ❖ [Download Offline Tool in PDF:: TDN](#)
- ❖ [Print TDN Form as per E-Token Id](#)
- ❖ [Check TDN Status](#)
- ❖ [Reprint TDN Receipt](#)
- ❖ [Upload documents](#)

### SPN <sup>new</sup>

 New Dated - 01/07/2015

- ❖ [Download Offline Tool in PDF:: SPN](#)
- ❖ [Print SPN Form as per E-Token Id](#)
- ❖ [Check SPN Status](#)
- ❖ [Reprint SPN Receipt](#)
- ❖ [Upload documents](#)

➤ Complete the 8 page long PDF and upload clicking on Send Application Button.

t Reader DC

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Uttar Pradesh Commercial Tax Department  
Dated: 08/07/2015  
उ.प्र. याणिज्य कर विभाग

Note: Please Keep on saving this form either from file->Save or click on save icon of tool bar before sending.

Application:  Select Locations applied to:   
Select Office applied to:   
PAN No. of Business entity:   
1. Name Of Applicant\*:   
2. Father's Name:   
3. Residential Address\*:   
4. Permanent Address\*:   
4(A) Trade Name of the Transporter,Carrier\*:   
5. Status Code Of Applicant\*:   
6. Principal Place Of Business In Uttar Pradesh With Complete Address\*  
Complete Address\*:   
Tehsil:  City\*:  Post Office\*:  PmcCode\*:   
7. Phone Number (With STD Code):   
8. Mobile No.\*:   
9. Email\*:   
10. Fax (if any):   
Head office address if Outside UP  
11. Name And Address Of Registered/Head Office,If Situated outside Uttar Pradesh with Sales Tax Registration Nos.

I do hereby declare that the particulars given are correct and true to the best of my knowledge and belief. I undertake to inform immediately to the registering authority / assessing authority in the Commercial Taxes Department of any change in the given particulars.

I Accept

Submit  
Application

11. Name And Address Of Registered/Head Office,If Situated outside Uttar Pradesh with Sales Tax Registration Nos

Complete Address: Testing

Phone Number(With STD Code): 05222635986

Fax (if any):

City: Testing

C.S.T. No.: dgs4353

Email: dgs@hj.com

Reg No (State): sdgsd3453

Pin Code: 208111

Depots inside UP

12(A). Principal Place of Business, Depot / Branches / Godowns / Warehouses or Manufacturing places in or outside U.P.

S. No.	Add Item	Address Of Business Place	Telephone No.	Name and Complete address of Owner of the Premises	Rented	Amount Of Rent per Month	Date from which taken on rent(DD/MM/YYYY)
X 1		safsf	05122365895	Testing	<input checked="" type="checkbox"/>	150000.00	12/02/2015

Depots Outside UP

12(B). Name And Address Of all Other Places of Business Including Depots And Branches outside Uttar Pradesh:

S. No.	Add Item	Address Of Business Place	Telephone No.	Name and Complete address of Owner of the Premises	Rented	Amount Of Rent per Month	Date from which taken on rent(DD/MM/YYYY)
X 1		hgghjm	7686667868	Testing	<input type="checkbox"/>		

Factories/ Workshop

12(C). Location of Factories,Workshops,Godowns,Ware Houses etc.:

S. No.	Add Item	Purpose(Factory/ Workshop)	Address Of Business Place	Telephone No.	Name and Complete address of Owner of the Premises	Rented	Amount Of Rent per Month	Date from which taken on rent(DD/MM/YYYY)
X 1		sfsf	sfsf	0522334534	sfs	<input type="checkbox"/>	0.00	

# Precautions while filling up PDF

- PAN no., Mobile no. and email id should be valid and unique.
- Enter two tentative Enquiry dates as directed on PDF form.
- Fill up all mandatory fields marked as (\*)
- Upload all the scanned documents as selected in PDF.
- No rubbish documents should be uploaded.
- Scanned documents should be in PDF format only.
- Maximum Size of scanned document should not be greater than 300 KB.

- Acknowledgement receipt will be generated if submission is successful.

**Government Of Uttar Pradesh  
Department Of Commercial Taxes**

**E-Registration (SPN ) Application No.: 1503500E000006 dated 01/07/2015**

<b>Firm Name:</b>	Testing	<b>PAN No.</b>	ASJPH5555C
<b>Mobile No.:</b>	9235790318	<b>E-Mail:</b>	shumail.mohd@gmail.com
<b>Location:</b>	Lucknow	<b>Sector:</b>	Lucknow Sector- 1, AC
<b>Tentative Enquiry Dates:</b>	03/07/2015 , 07/07/2015		

**Your Application Submitted Successfully, Please upload your selected documents on site [comtax.up.nic.in/main.htm](http://comtax.up.nic.in/main.htm) against this Application Number. You will get final Acknowledgement Receipt after uploading complete documents.**

- One need to keep this receipt safe for further action upon the application.

➤ Go to site to upload mandatory scanned documents. Click on Upload Enclosure link.



## Uttar Pradesh Commercial Taxes Department

उ.प्र. वाणिज्य कर विभाग

**\*\* Please Upload all Self Attested Enclosures , otherwise your registration application will not proceed further.** [Back to User Menu](#)

**\*\* Document should be in Pdf format and size should not be greater than 500 KB.**

**\*\* Convert Online JPG to PDF [Click here](#)**

E-Registration Id :  PAN No:

Firm Name : Testing PAN No : ASJPK3825C  
Mobile No. : 9795868866 Application Type : SPN  
Location : Lucknow

Select Enclosure:

No file selected.

**All Documents are uploaded.**

SrNo.	Document Name	Delete Doc
1	<a href="#">Scanned copy of Challan</a>	<a href="#">Delete</a>
2	<a href="#">Security bond worth Rs. 25000</a>	<a href="#">Delete</a>
3	<a href="#">Passport</a>	<a href="#">Delete</a>
4	<a href="#">Bank Passbook which embodies the photograph of the account holder certified by the branch manager of the Bank.</a>	<a href="#">Delete</a>
5	<a href="#">Property tax receipt or telephone bill</a>	<a href="#">Delete</a>

- Once all the document are uploaded, application status changes and it goes to concerned selected sector office incharge automatically next day.
- Applicant can check complete application in the format of Form XIV by clicking on the link.

The screenshot displays the official website of the Uttar Pradesh Commercial Tax Department. At the top, there is a banner with the department's name in English and Hindi, along with a map of Uttar Pradesh and various charts. Below the banner, the text reads "Department Of Commercial Taxes, Government Of Uttar Pradesh". A red instruction states: "Please Fill the E Registration Id to Check Your Application Status". There is a form field for "E-Token Id" containing the value "1503500E000006" and a "Submit" button. Below the form, the status is shown as "Status Of E-Token Id(SPN) : 1503500E000006". A table below lists the application details:

Token Id	Application Date	Applicant Name	Designation	PAN No	Phone Number	Email Address	Remark by Office
1503500E000006	01/07/2015	Testing	Testing	ASJPH5555C	9235790318	shumail.mohd@gmail.com	Complete application

➤ Applicant can print complete application in the format of Form XIV by clicking on the link.



[Back to User Menu](#)

**Department Of Commercial Taxes,  
Government Of Uttar Pradesh**

**Please Fill the E Registration Id to Print Your Application for Form SPN**

**Please Set the Page Setup left Margin: 0, Right Margin: 0, Top Margin: 0, Bottom Margin: 0**

**E Registration Id:**

1503500E000011

Submit

[Before filling the form read the instructions]

To,  
Registering Authority,  
Lucknow

Receipt Number: 1503500E000011

Date: 01/07/2015

Sir, I **Testing** s/o, d/o, w/o: **Testing** status: **01- The proprietor in case of proprietorship business**

M/S(name of the firm): **Testing**, hereby apply for the registration under Section-17 of UP Value Added Tax Ordinance, 2007 and allotment of Taxpayers' Identification Number. For the purpose of registration I furnish the particulars of business as follows.

- PAN No. of Business entity - ASJPK3825C
1. Full Name of Applicant - Testing
  2. Full name of Applicant's father / husband - Testing
  3. Applicant's present address - Testing  
PIN: 208011
  4. Applicant's permanent address - Testing  
PIN: 208011
  - 4(A) Trade Name of the Transportor,Carrier - Testing
  5. Status code of applicant - 01- The proprietor in case of proprietorship business  
Testing
  6. Principal place of business in U.P. with complete address - , Testing, Testing , Testing  
PIN: 208011
  7. Phone No. with STD Code (if any) -
  8. Mobile No. (if any) - 9795868866
  9. E-Mail ID (if any) - sandeepbhatt786@gmail.com
  10. Fax No. (if any) -
  11. Address of the Regd. office / Head Office, if any, situated in or outside U.P. - Testing  
5122635420, , Testing , Testing  
,sandoopbhatt786@gmail.com, 25689  
PIN: 208011
  12. Principal Place of Business, Depot / Branches / Godowns / Warehouses or Manufacturing places in or outside U.P.

Sl No	Full address of Principal Place of Business/Depot / Branch / Warehouse/ Godown / Manufacturing place	Name and address of the owner of the premises	If on Rent then Rent per Month	Date from which on Rent
1	2	3	4	5
1	Testing	Testing, Phone: 05122635420	5.00	12/02/2009
2	Testing	Testing, Phone: 05122365420		
3	Testing	Testing, Phone: 0512236533	0.00	

13. Constitution of Business (Please Tick the appropriate box and cross the others)

Proprietorship (X)	Partnership	HUF	Company	Society
State or Central Govt. Corporation	Club	Association	Any other	

15. Date of Commencement of Business 12/08/2010  
 16. Whether Accounts are maintained On computer Manually (X)

17. Description of accounts to be maintained

BILL BOOK,PURCHASE VOUCHER,LEDGER

19. Estimated annual turnover - (Rs. in lakh) 285.00000000

20. Date of first purchase 15/07/2010

21. Date of first sale 12/08/2010

22. Details of Registration Fee and late fee

SLNo	Description	Amount	Treasury Challan No.	Date	Name of branch of bank
1	Late Fee	115	2342saf	06/03/2015	ABN AMRO BANK, Branch: Testing
2	Registration Fee	100	2342saf	06/03/2015	ABN AMRO BANK, Branch: Testing

23. Registration obtained under other Acts

Service Tax Act	The Carriers by Road Act,2007	Under any other Act (mention) (X)

24. Particulars of Lorries/Trucks in the name of Transport Company or in the name of its properties,partners,etc.

Vehicle No.	Engine No.	Chassis No.	Name of the Owner	Address Of the Owner	Designation of the Transport Registering
1	2	3	4	5	6
1	352	Testing	Testing	Testing	Testing

25. Details of Bank Accounts, Details of Bank Accounts

SLNo	Name and address of the branch	Nature of A/c	Account Number
1	2	3	4
1	ABN AMRO BANK Testing	Testing	Holder Name: Testing, A/C No.45797

26. Particulars of immovable properties owned by or in which the proprietor / partners of the firm / karta of HUF has interest and those owned by society, trust, club & company or corporation.

SLNo	Name of persons having interest in business	Description of properties owned or in which the person named in col.2 has any interest	Location of property house no. khata no. khasra no. Mohalla village Town, P.O. Tehsil, Dist.etc.	Nature and extent of interest held in property	Estimated value of Property (Rs. in lakh)
1	2	3	4	5	6
1	Testing	Testing	Testing	4.00	4.00

27. Job work to be done, if any Yes No (X)

28. Job work to be outsourced, if any Yes No (X)

**Thank You**

