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# VATMIS User Manual for ENT e-Registration

## Module – Online ENT-Registration

Commercial Taxes Department

Government of Bihar, India

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Bihar – 800001

Version v04.00

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## Introduction

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## Background

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VATMIS project has been implemented by TCS for CTD. This document forms an integral part of the application. The online application is web based and hosted in servers located at BRAIN DC. The connectivity to the different offices has been achieved through SECLAN and BSWAN

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# Online Registration Module

This module enables processing of Entertainment Tax Registration details of dealer given by the dealers in ENT-Form 1A format (That is prescribed by CTD) input for this module. This is entered along with other details in the application and related workflow is generated for required processing and report generation.

## Online Registration User Manual

### Purpose

This manual has been written to help you understand and use the registration module of Entertainment Tax Management Information. It presents the functional capabilities and operational details of Tax types prescribed by CTD.

### Getting Started

To login into the application, follow the below mentioned steps:

1. Click Internet Explorer icon then type URL <https://biharcommercialtax.gov.in>.

The following page will appear as per figure shown below

The screenshot shows the home page of the Commercial Taxes Department, Government of Bihar. The page features a header with the department's logo, name, and portraits of the Hon'ble Minister and Hon'ble Chief Minister. A navigation menu includes links for About Us, Acts & Rules, Notifications, Tax Schedule, Tax Calendar, Forms, RTI, RTPS, and Help. A central banner displays various services: e-Payment, e>Returns, e-Registration (highlighted with a red box), Composition Schemes, and SUIDHA. Below this, there are icons for Track Your Status, Downloads, Search Dealers, Cancelled Dealers, and User Profile. On the right, a 'Sign-In Registered Dealers' section includes a login form with fields for Login ID and Password, a CAPTCHA image, and a 'Login' button. A 'New User? REGISTER NOW' link is also present. The page footer contains an 'Announcements' section.

Home Page of Commercial tax web site

Click on e-registration for online registration.

The screenshot displays the Government of Bihar's online registration portal. At the top, the logo and name 'GOVERNMENT OF BIHAR' are visible. A navigation bar contains links for 'About Us', 'Acts & Rules', 'Notifications', 'Tax Schedule', 'Tax Calendar', 'Forms', 'RTI', and 'RTPS'. Below this, there are links for 'abc test', 'xczvxwcv', 'TEST for NEW WAR', and 'File Return in Adv Ta'. The main content area is titled 'Entertainment Registration Form'. On the left, a sidebar lists various registration options: VAT, CST, Entry Tax, Advertisement Tax, Entertainment Tax, Electricity Duty Tax, Luxury Tax, and Professional Tax. The main form area features a button to 'Download template for Registration Form-1 Form-1A'. Below this, there are several input fields: 'Dealer Type\*' (dropdown), 'Registration Type\*' (dropdown), 'Circle\*' (dropdown), 'District\*' (dropdown), 'Email Id.\*' (text), 'Select Form\*' (radio buttons for 'ENT Registration Form (FORM 1A)' and 'ENT Registration Form (FORM I)'), and 'Upload File\*' (text with a 'Browse...' button). At the bottom of the form, there is a CAPTCHA with the text '9 6 4 4 8 9' and a request to 'Please enter the text shown in above image'. An 'Upload' button is located at the very bottom of the form area.

### Online registration Page

Download the template for ENT registration as shown in above figure. Open the downloaded ENT registration form and fill all the mandatory fields as shown in below figures.

	A	B	C
1	<b>Bihar ENT Registration Form (FORM 1A)</b>		
2	<b>Dealer Details</b>		
3	VAT TIN/Acknowledgement Number		
4	Applicant Name *	Bandana	
5	01. Name of proprietor *	Harsh	
6	Name of Business *	Health care	
7	02. Status *	Company	
8	03. Style of Entertainment *	None	
9	04. Nature of Entertainment *	None	
10	<b>05. Location of place of Entertainment</b>		
11	Room/Block No/Flat No		122
12	Building Name	biscoman tower	
13	Municipality No		324
14	Street Name	punaichak	
15	Area/Locality *	punaichak	
16	Village/Town/City *	patna	
17	District *	patna	
18	State *	Bihar	
19	PIN Code		800023
20	E-Mail Id	ban@gmail.com	
21	Phone No.		9876543210
22	Fax No.		1234567890
23			
24			
25			
26			
27			
28			
29			
30			

### Dealer DetailsTab

**NOTE**-This symbol\*indicating the fields are mandatory. It must be filled.







:: abc test    :: xczvxzvcv    :: IES

- : VAT Registration
- : CST Registration
- : Entry Tax Registration
- : Advertisement Tax Registration
- : Entertainment Tax Registration
- : Electricity Duty Tax Registration
- : Luxury Tax Registration
- : Professional Tax Registration

## Entertainment Registration Form

[Download template for Registration Form-1 Form-1A](#)

Dealer Type*	Regular
Registration Type*	Voluntary
Circle*	Begusarai Circle
District*	Begusarai
Email Id.*	ban@gmail.com
Select Form*	<input checked="" type="radio"/> ENT Registration Form (FORM 1A) <input type="radio"/> ENT Registration Form (FORM I)
Upload File*	C:\Documents and Settin <input type="button" value="Browse..."/>



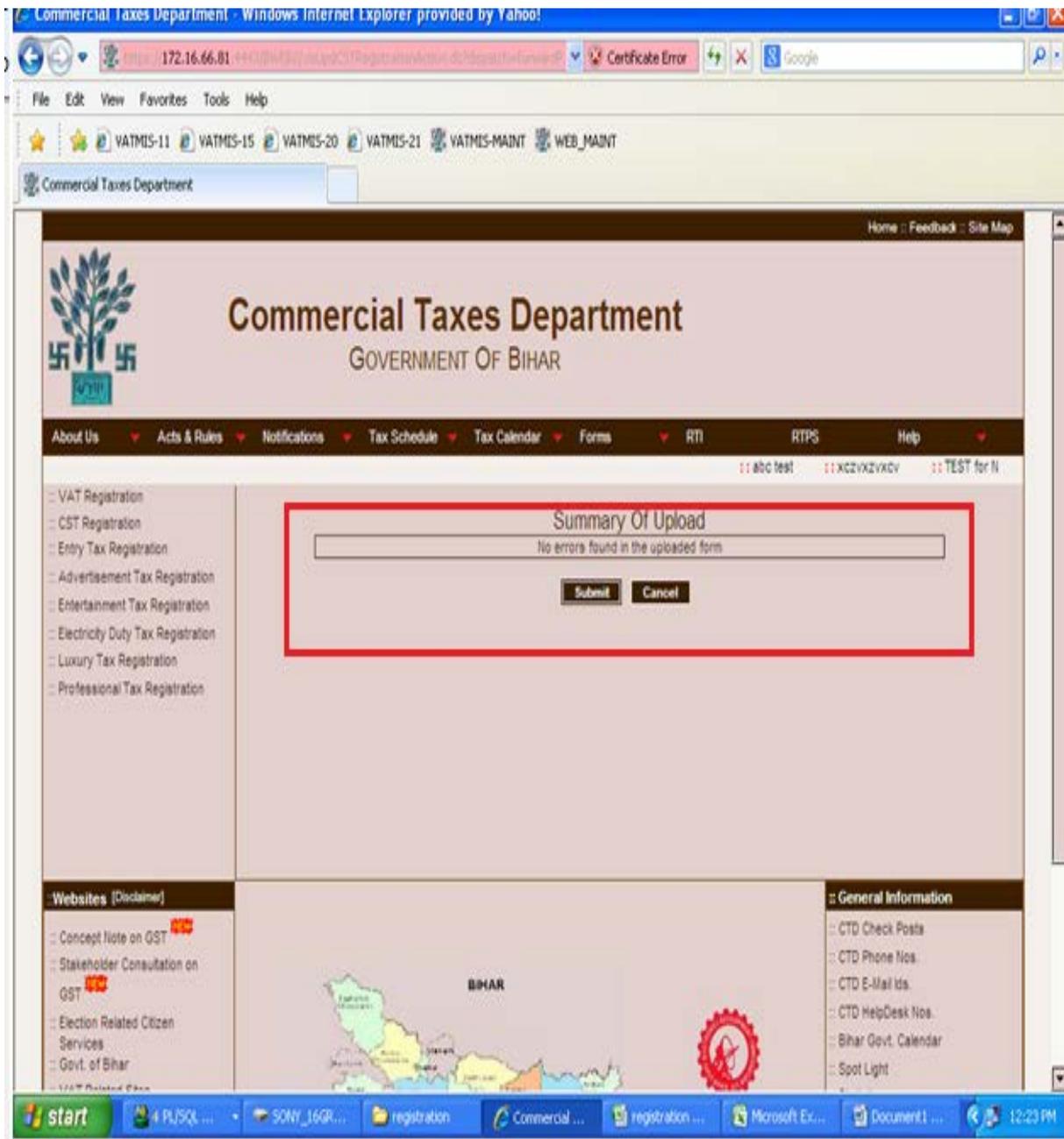
399998

Please enter the text shown in above image

Uploading the file ....

### Online registration Page

Provide all the mandatory fields and upload the ENT registration form



Above shown message will be displayed if the uploaded ENT registration sheet is validated successfully. Click on “Submit” button to submit the sheet and generate acknowledgement as shown in below figure.



# Commercial Taxes Department

Government of Bihar

## Acknowledgement Receipt

Applicant Name:	Bandana
Application Receipt No.:	99900004890
Application Type:	Entertainment Tax Registration
Receipt Date	28/12/2015
R.C. No.:	Applied for
Payment Accompanied	None

Local Tax Office Address	Circle :	Begusarai Circle
Begusarai ,	Division :	Begusarai

[Print](#)[Back](#)

Note:-Please submit hard copy of the form and all the related attachments to CTD office within 15 days

**Acknowledgement No Page**

Click on print button and take the print out of Acknowledgement receipt.

### **Documents required for registration Under Bihar Entertainment Tax Act, 1948**

1. Signed copy of properly filled prescribed Application Form--I / I A
2. Two Passport size Photographs
3. Bank Account Details through which transactions are carried out (copy of Passbook / statement of Bank Account showing Bank Name & Bank Account Numbers and other details)
4. Copy of PAN CARD of Firm / Proprietor/ Partners/ Karta of HUF
5. Address Proof of Principal Place of Entertainment – Copy of rent receipt/ lease agreement deed /Municipal Corporation receipt/ Malguzari receipt
6. Complete list of other places of Entertainments of the proprietor with address proof, if any
7. Permanent address proof of Applicant.
8. Identity proof of proprietor/partners/ Karta of HUF –Like copy of Voter Identity Card/ Aadhar Card/ Driving License/ Passport.
9. Declaration of Complementary ticket
10. Declaration of Seating Capacity and their ticket rates.

### **In case of cable operators following more details required**

- i. List of channels to be exhibited
- ii. proof of security money- copy of Challan,
- iii. Rate of Cable Connection (Package)

### **Additional documents required in case of company.**

- i. Resolution of the company passed by Board of Directors
- ii. List of Directors
- iii. PAN card of Directors along with address proof and identity proof – like Voter Identity Card/ Aadhar Card/ Driving License/ Passport.
- iv. Copy of PAN card of the company.
- v. Memorandum of Association
- vi. Article of Association.
- vii. Power of Attorney issued in favour of Applicant

### Upload document for e-registration:

1. User can upload scanned copies of documents which are required for e-registration online.
2. User can upload the required documents from **homepage->e-registration->Upload document for –e-registration.**

Home :: Feedback :: Site Map

**Commercial Taxes Department**  
GOVERNMENT OF BIHAR

Shri Bijendra Prasad Yadav  
Hon'ble Minister

Shri Nitish Kumar  
Hon'ble Chief Minister

About Us | Acts & Rules | Notifications | Tax Schedule | Tax Calendar | Forms | RTI | RTPS | Help

Test-2 | test | asdd | abc test | xczvzvcv | TEST for NEW WAR | File R

VAT Registration  
CST Registration  
Entry Tax Registration  
Advertisement Tax Registration  
Entertainment Tax Registration  
Electricity Duty Tax Registration  
Luxury Tax Registration  
Professional Tax Registration  
**Upload Document for e-Registration**

**Document Management System**

Select e-Service\* Registration  
Select ACT\* ENT  
Acknowledgment Number 99900001917  
Document Category\* Other places of Entertainments  
Upload File\* [Browse...]

Upload  
Confirm Submission

S.No.	View	Delete	File Name	Document Category	Document Sub-Category
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---Websites [Disclaimer]  
Concept Note on GST **NEW**  
Stakeholder Consultation on GST **NEW**  
Election Related Citizen

--- General Information  
Help e-Registration **NEW**  
CTD Check Posts  
CTD Phone Nos.  
CTD E-Mail Ids.

BIHAR

The screenshot displays the homepage of the Commercial Taxes Department, Government of Bihar. The header features the department's logo on the left and the title 'Commercial Taxes Department GOVERNMENT OF BIHAR' in the center. A navigation menu includes links for 'About Us', 'Acts & Rules', 'Notifications', 'Tax Schedule', 'Tax Calendar', 'Forms', 'RTI', 'RTPS', and 'Help'. Below the menu, there are three user-related links: 'asdd', 'abc test', and 'xczxczvx'. The main content area shows a list of registration services on the left, such as VAT, CST, and Entry Tax. The central part of the page displays a message box with the text 'Upload Process completed successfully.', which is circled in red. Below this message is a 'Back' button. The footer contains sections for 'Websites (Disclaimer)', 'General Information', and a map of Bihar.

- After generation of acknowledgement number, Online Task of registration is processed at circle end.
- Once the registration is approved from the circle office, user will be intimated through SMS and e-mail.
- User can download the e-Certificate of registration online from Home **Page->Track your Status->Registration Certificate.**

Home :: Feedback :: Site Map



## Commercial Taxes Department

GOVERNMENT OF BIHAR




Shri Bijendra Prasad Yadav  
Hon'ble Minister

Shri Nitish Kumar  
Hon'ble Chief Minister

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About Us ▾ Acts & Rules ▾ Notifications ▾ Tax Schedule ▾ Tax Calendar ▾ Forms ▾ RTI ▾ RTPS ▾ Help ▾

:: Test-2 :: test :: :

Track Your Status

### Track Your Status

Select Type*	Registration Certificate ▾
Enter Number*	10120074481



Please enter the text shown in above image

S.No.	TIN / Ack No	View	File Name	Dealer Type	Document Category
1	99900046016	View	Hydrangeas.jpg	ENT	Registration Certificate

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**Websites** [Disclaimer]

- Concept Note on GST
- Stakeholder Consultation on GST
- Election Related Citizen Services
- Govt. of Bihar



BIHAR



**General Information**

- Help e-Registration
- CTD Check Posts
- CTD Phone Nos.
- CTD E-Mail ids.
- CTD HelpDesk Nos.

# THANK YOU