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VATMIS User Manual for CST e-Registration

Module – Online CST-Registration

Commercial Taxes Department

Government of Bihar, India

Tata Consultancy Services,

Biscomaun Tower

Floor – 13, Module – A4, Patna

Bihar – 800001

Version v04.00

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Introduction

Background

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

Online Registration Module

This module enables processing of CST Registration details of dealer given by the dealers in CST-Form A 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 Central Sales 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



Home Page of Commercial tax web site

Click on e-registration for online registration.

The screenshot displays the Commercial Taxes Department website for the Government of Bihar. The page features a header with the department's name and logo, a navigation menu, and a sidebar with various registration options. The main content area is titled "CST Registration Form" and contains a form for online registration. A red box highlights the "Download template for Registration Click here" link. The form includes fields for VAT TIN/Ack no., Email id., and Upload File, along with a CAPTCHA verification step. The bottom of the page includes a "Websites" section with links to Concept Note on GST and Stakeholder Consultation on GST, and a "General Information" section with links to CTD Check Posts, CTD Phone Nos., and CTD E-Mail Ids.

Commercial Taxes Department
GOVERNMENT OF BIHAR

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abc test :: XC2VXZ

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

CST Registration Form

Download template for Registration [Click here](#)

VAT TIN/Ack no.: 10124484029

Email id.: tan@gmail.com

Upload File: C:\Documents and Settings\ Browse

A35859

Please enter the text shown in above image: 435859

Upload

Uploading the file

Websites [Disclaimer]

Concept Note on GST
Stakeholder Consultation on GST

General Information

CTD Check Posts
CTD Phone Nos.
CTD E-Mail Ids.

Online registration Page

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

	A	B	C
1	Applicant Name*	Sandeep	
2	Firm Name	Cadbury	
3	01. Business Manager Name*	Harsh	
4	02. Status of Applicant*	Accounts Officer	
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
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27			
28			
29			
30			
31			
32			

Basic Detail	Activity Detail	Account Detail	Commodity Detail
--------------	-----------------	----------------	------------------

Basic Details Tab

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

03. The business is*	
Wholly*	Others
Exporter	
Mainly*	Others
Manufacturer	
Partly*	Others
Manufacturer	
04. Particulars relating to registration licence, permission etc, issued under any law for the time being in force, of the dealer	
05. Chamber of Commerce, Trade Association or Commercial Body of which Dealer is Member	
06. Accounting Language*	Hindi

Basic Detail
Activity Detail
Account Detail
Commodity Detail

Activity Details Tab

	A	B
1	07. Business Start Date*	10/10/2015
2	08. First Inter State Sale Date*	12/10/2015
3	09. Account From*	April to March
4	10. Account Sale*	Daily
5		
6		
7		
8		
9		
0		
1		
2		
3		
4		
5		
6		
7		
8		
9		
0		
1		
2		
3		
4		
5		
6		
7		
8		
9		
0		
1		
2		
	Basic Detail	Account Detail

Account Details Tab

11. Details of goods ordinarily purchased by the dealer in interstate trade: *	
(a) For resale	
(a) Commodity Name*	If Please select one of the commodity from the drop down box only. specify
(a) Incentive Bonus for Wheat procurement during Rabi Marketing Season (RMS) 2007-2008 for the period 15th April 2007 to 15th July 2007.	
(b) Use in manufacture of goods or processing of goods for sale	
(b) Commodity Name*	If others please specify
Petroleum jelly IP.	
(c) Use in the mining	
(c) Commodity Name*	If others please specify
Petroleum jelly IP.	

Basic Detail / Activity Detail / Account Detail / Commodity Detail

A3 commented by 245189

Commodity Details Tab

Commercial Taxes Department - Windows Internet Explorer provided by Yahoo!


172.16.66.81 Certificate Error Google

File Edit View Favorites Tools Help

VATMS-11 VATMS-15 VATMS-20 VATMS-21 VATMS-MAINT WEB_MAINT

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GOVERNMENT OF BIHAR


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abc test xyzvkd

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

CST Registration Form

Download template for Registration [Click here](#)

VAT TIN/Ack no. *	15124484029
Email id. *	can@gmail.com
Upload File *	C:\Documents and Settings\ Browse...
	
Please enter the text shown in above image	
<input type="text" value="435859"/>	
<input type="button" value="Upload"/>	

Uploading the file

Websites [Disclaimer]

- Concept Note on GST
- Stakeholder Consultation on GST

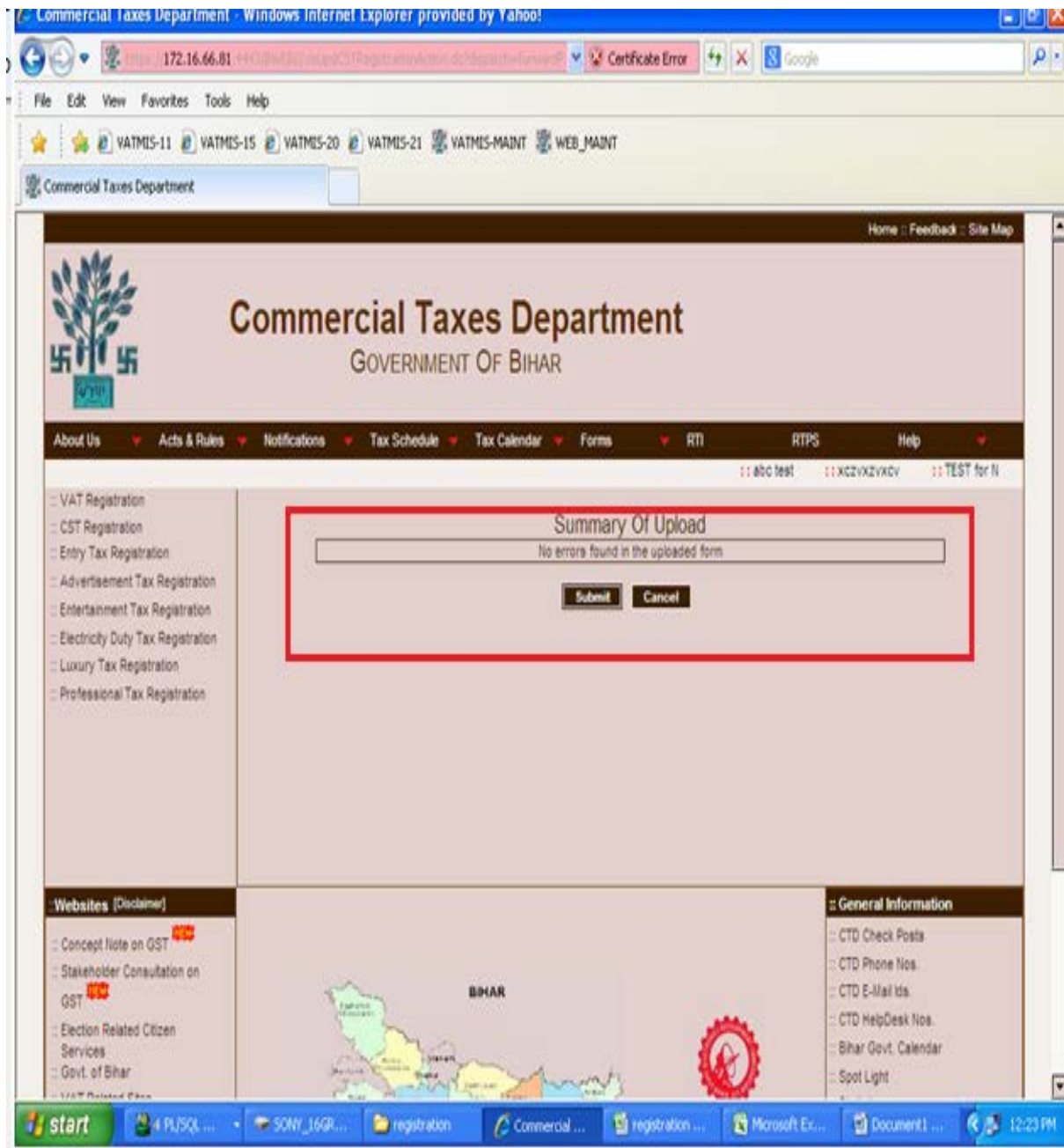
General Information

- CTD Check Posts
- CTD Phone Nos.
- CTD E-Mail Ids.

BIHAR

Online registration Page

Provide the valid VAT TIN number and Email Id and upload the CST registration sheet.



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

Commercial Taxes Department - Windows Internet Explorer provided by Yahoo!

https://172.16.66.81:4443/BWEB2/xlsUpdCSTRegistrationAction.do?dispatch=submit Certificate Error Google

File Edit View Favorites Tools Help

VATMIS-11 VATMIS-15 VATMIS-20 VATMIS-21 VATMIS-MAINT WEB_MAINT

Commercial Taxes Department

Commercial Taxes Department

Government of Bihar

Acknowledgement Receipt

Applicant Name:	bandana
Application Receipt No.:	99900004888
Firm Name:	N.D. STEEL TRADERS
Application Type:	CST Registration
Receipt Date	26/12/2015
R.C. No.:	Applied for
Payment Accompanied	None

Local Tax Office Address	Circle :	Patna South Circle
Kankarbagh , Kautilya Bhavan, IIrd Floor, Anta Ghat, J.C. Road, Patna-1, Patna.	Division :	Patna

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

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

start 4 PL/SQL ... SONY_16GR... registration Commercial ... registration ... Microsoft Ex... CST.docx - ... 12:23 PM

Acknowledgement No Page

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

List of documents required for registration under Central Sales Tax Act, 1956.

1. Signed copy of properly filled prescribed Application Form-A-I
2. Two Passport size Photographs
3. Security like Bank Guarantee or Surety Bond given by registered dealer as per order of the circle in charge.
4. Documents submitted for VAT registration considered for CST registration also.

Upload document for e-registration:

1. User can upload scanned copies of documents which are required for e-registration online.
2. The security documents, including bond or bank guarantee, may be sent by courier/ registered post to the registering authority.
3. User can upload the required documents from **homepage->e-registration->Upload document for –e-registration.**

The screenshot displays the official website of the Commercial Taxes Department, Government of Bihar. The header includes the department's name, logo, and portraits of the Hon'ble Minister (Shri Bijendra Prasad Yadav) and Hon'ble Chief Minister (Shri Nitish Kumar). A navigation menu at the top lists various services like VAT Registration, CST Registration, and Entry Tax Registration. The main content area features a 'Document Management System' section with a form for uploading documents. The form includes fields for 'Select e-Service' (set to Registration), 'Select ACT' (set to Select), 'Acknowledge Number' (set to Select), 'Document Category' (set to Central Sales Tax), and 'Upload File'. Below the form is a table with columns for S.No, View, Delete, File Name, Document Category, and Document Sub-Category. The footer contains links to websites, general information, and a map of Bihar.

S.No	View	Delete	File Name	Document Category	Document Sub-Category
------	------	--------	-----------	-------------------	-----------------------



Commercial Taxes Department

GOVERNMENT OF BIHAR



Shri Bijendra Prasad
Yadav
Hon'ble Minister



Shri Nitish Kumar
Hon'ble Chief Minister

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- 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*	Select	
Acknowledgment Number*	Select	
Document Category*	Value Added Tax	
Upload File*	Central Sales Tax	
	Entry Tax	
	ENT	
	Luxury Tax	
	PT	

Comment Submission

S.No	View	Delete	File Name	Document Category	Document Sub-Category
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Websites [Disclaimer]

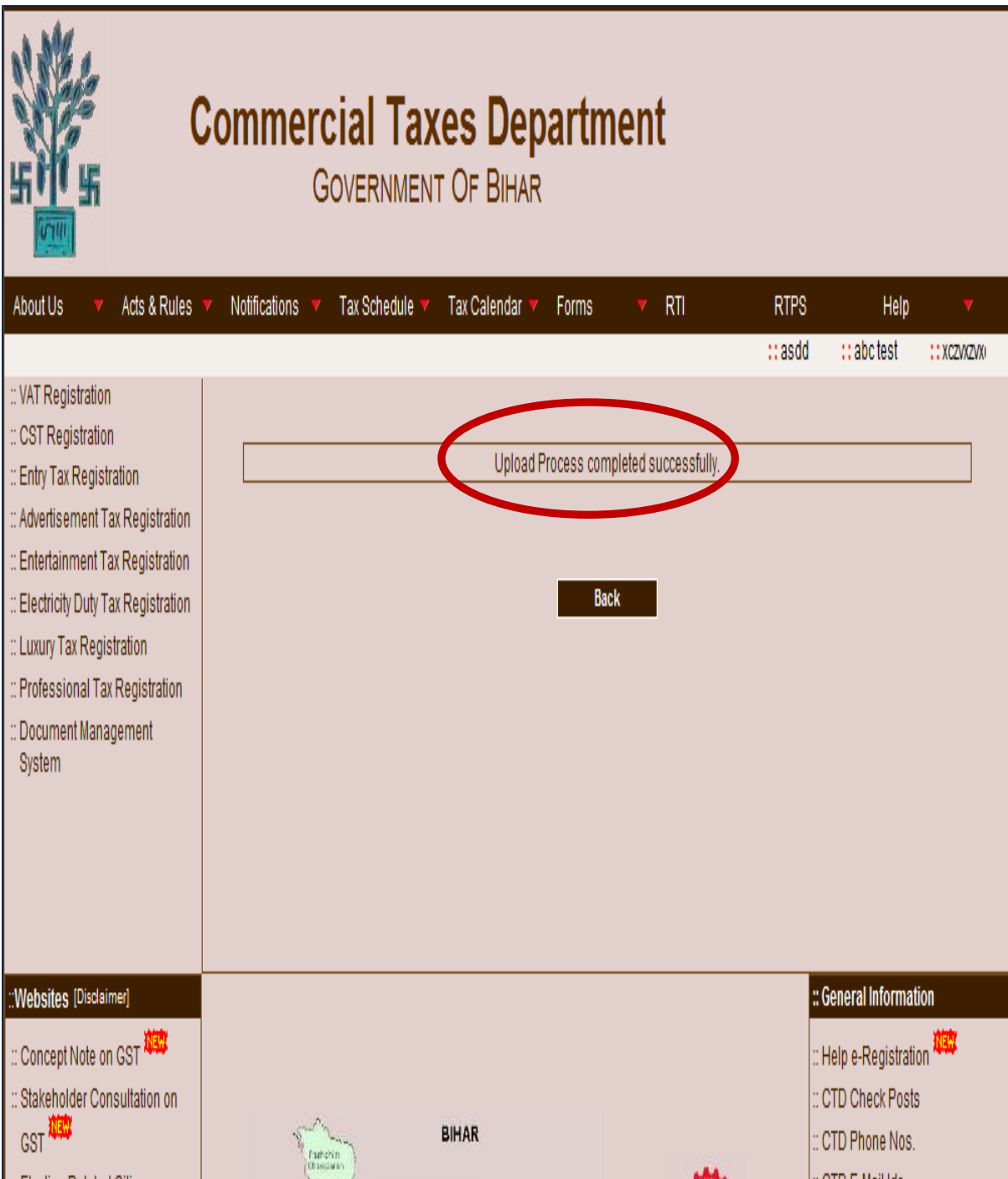
- Concept Note on GST
- Stakeholder Consultation on GST



BIHAR

General Information

- Help e-Registration
- CTD Check Posts
- CTD Phone Nos.



The screenshot displays the official website of the Commercial Taxes Department, Government of Bihar. The header features the department's logo and name. A navigation bar includes links for About Us, Acts & Rules, Notifications, Tax Schedule, Tax Calendar, Forms, RTI, RTPS, and Help. Below the navigation bar, a sidebar on the left lists various registration services such as VAT, CST, Entry Tax, Advertisement Tax, Entertainment Tax, Electricity Duty Tax, Luxury Tax, Professional Tax, and Document Management System. The main content area shows a message box with the text "Upload Process completed successfully." circled in red, and a "Back" button below it. 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.
- The Applicant is not required to visit the office for submission or verification of any document required for the purpose of registration.
- The entire process of registration does not entail the need for any physical touch point.

- User can download the e-Certificate of registration online from **Home Page->Track your Status->Registration Certificate.**

Commercial Taxes Department
GOVERNMENT OF BIHAR

Shri Bijendra Prasad Yadav
Hon'ble Minister

Shri Nitish Kumar
Hon'ble Chief Minister

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ist :: XCZKZKCV :: TEST for NEW WAR :: File Return in Adv Tax :: VAT Reimbursement :: VATMIS e Services facility

Track Your Status

Track Your Status

Select Type* Registration Certificate

Enter Number* 10590046142

(646248)

Please enter the text shown in above image

Search

S.No.	TIN / AckNo	View	File Name	Dealer Type	Document Category
1	99900004526	View	Chrysanthemum.jpg	CST	Registration Certificate

THANK YOU