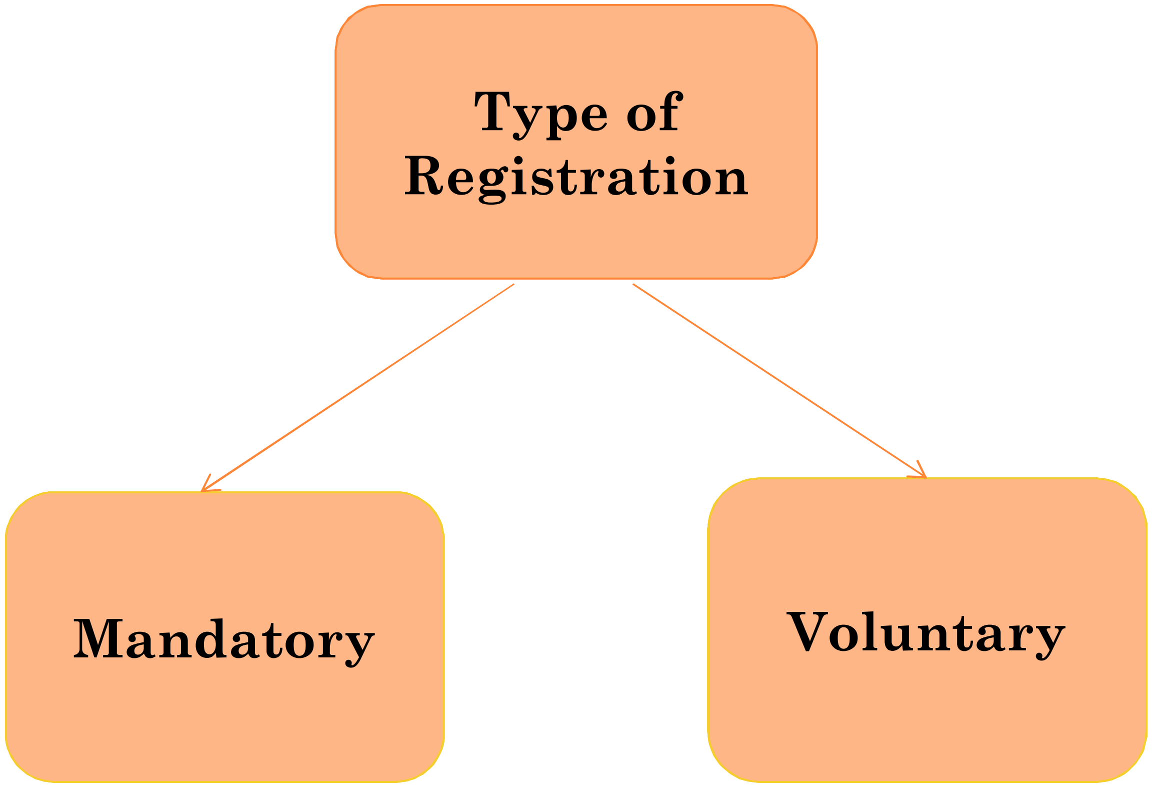
Registration Under HVAT

March 2013

Registration of Dealer



DOCUMENTATION

- Application for Registration in Vat A1
- Copy of Bill of Import/GR/Octroi Receipt
- Copy of Rent Deed/Rent Receipt/Letter of Possession
- Two Surety Bonds in form VAT B2 (on 15 Rs Stamp Paper) or Bank Guarantee.
- Affidavit/Statement of Applicant
- Address of Head Office and other place of business
- Site Map of Business Premises
- Name and Bank Account Number
- Details of Immovable Property held by owner.
- Exbition of Board
- Resolution by Board of Director for applying HVAT registration.(In case of Company)

- List of Directors with Address at present.
- List of items to be purchased on R.C
  - (I) List of Finished Material for resales and manufacturing
  - (ii) List of Raw Materials
  - (iii) List of Machinery/Generator Set
  - (iv) List of Packing Materials
- Copy of Partnership Deed (In case of Partnership Firm)
- Photographs of Proprietor/Partner/Directors.
- Memorandum and Article of Association of Company.
- Photograph of Sureties.
- Residence Proof of Proprietor/Partner/Director.

Condition for Act as an Surety

- Surety must be a registered dealer under HVAT.
- The surety of a dealer who is a registered dealer for not Less than 3 Years is acceptable by HVAT.
- Verification and declaration of Surety in specified format under VAT B2 must be given along with photo of the surety.
- Form VAT B2 must be duly signed and attested by the notary public.

VAT D3

- The declaration to be used by a dealer for dispatch of goods by him from any place in the State to any other place in or outside the State shall be in form VAT-D3 (outward) and for bringing or receiving goods from outside the state who is not required to use a declaration shall be in form VAT D3 (Inward). A declaration shall be in three parts. Each part shall be filled in and signed by the consigner, the consignee and the transporter, as the case may be.
- For Transit- Transit SLIP is required in Form VAT D4.
- The driver or person in charge of goods vehicle shall carry with him a goods carrier record, a trip sheet or a log book, a sale invoice or tax invoice as the case may be.
- For inbound shipment having value> 25000 required form 38/D3

Thank you