

DVAT REGISTRATION ONLINE PROCESS

IN 2015



Hello readers, we all are fond of changes that took place in the near past under DVAT Act consequently nearly everything goes online including registration process; which was much simpler earlier when conducted manually , atleast in my opinion.

"But wo kehte hair na Chaliti ka naam Zindagi" so I learn online process too with some ambiguity.

Now I bring an easy and step by step illustrative approach for new Professionals and existing ones like me.

STEP 1 - First of all visit website of DVAT Department using following URL.

<http://dvat.gov.in/website/home.html>

Then go to New Registration Segment.



STEP2 - Fill this form very carefully which you will get after you click on NEW REGISTRATION.

Request For Registration

Dealer Registration

All fields marked with (*) are mandatory.

Name of The Firm/Company :*

Constitution of Business:*

Type of Dealer:*

PAN (Permanent Account Number) of the Firm/Company:

Name in PAN Record, if different from name of the Firm:

Do You Have AADHAR Card:*

Enter Your UID: *

Name as per AADHAR :*

Date Of Birth of AADHAR Card holder:*

Designation of AADHAR Card holder:*

Mobile No of Applicant:*

Email of Applicant:*

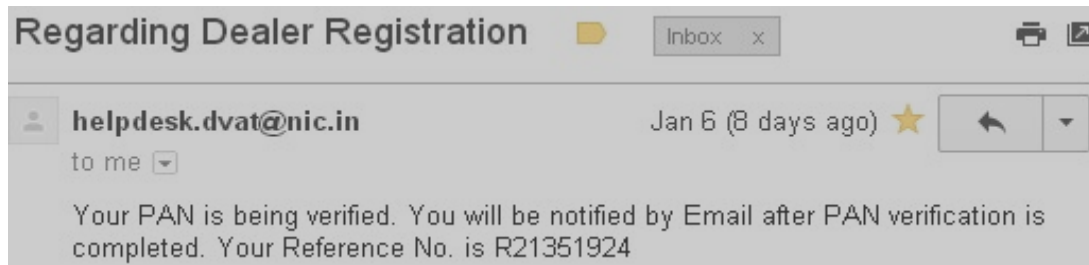
Image Character:*

Enter the Image Characters:*

Submit

Whose Moto is to get the information of Proprietor/Partner/Authorised Signatory For their respective PAN verification by the department.

After submitting this form you will receive first confirmation mail from Helpdesk DVAT.



STEP 3 - Now your PAN verification may took 1-4 days and after which you will receive second confirmation mail from Help desk DVAT.

STEP 4 - Again visit site using first URL and go to Dealer login segment.



Use Reference no as User ID and Mobile No as password that you have received in second confirmation in Step 3.

A login form with a blue header bar containing the word 'Login'. Below the header, it displays 'UserId : R21353132'. There is a 'Password' label followed by a text input field. To the right of the password field is a link that says 'Forget Password'. Below the password field is a CAPTCHA image showing the characters 'B4H16' in a green box, with a 'Reset' button to its right. At the bottom of the form is a 'Sign In' button.

Now it require you to change your existing password (which was your mobile

number) to new password.

STEP 5 - Then you need to start fill registration form ; for which go to Part A of DVAT 4 Segment and fill and save it wisely.

Form DVAT 04 PART-A

Similar process shall be done for PartB ,PartC & Part D.

STEP 6 - Go to CST ---- segment and fill Form ---- only if you want to register your dealer for CST also.

Central Sales Tax Registration - FORM A

STEP 7 - Upload the scanned requisite documents in PDF Format.

Upload Documents			
List of Documents Required to be Uploaded			
Document	Document Type	Uploading Status	
☐ BABLOO KHAN	Photo	Yes	
☐ BABLOO KHAN	PAN	Yes	
☐ Aadhar Card	Identity Details of Authorized Signatory	Yes	
☐ Ownership Proof/Rent Agreement/NOC of the Landlord/Telephone Bill/Electricity Bill	Business Premises	Yes	

List of Uploaded Documents			
Select For Download	Document For Submission	Type/Name of Document	Submission Id
☐	Identity Details of Authorized Signatory	Aadhar Card	285480
☐	Business Premises	NOC of the landlord	285483
☐	PAN	BABLOO KHAN	286852
☐	Photo	BABLOO KHAN	286854

Download

STEP 8 - Now it is the time for you to make payment of Court Fee either through online mode or offline mode.

Rs.1000 for VAT REGISTRATION

Rs.1000 + Rs.25 for VAT + CST REGISTRATION

Online/Offline Payment

TIN:*	R21353132			
Tax Period:*	From:*	01-01-2015 (DD-MM-YYYY)	To:*	31-01-2015 (DD-MM-YYYY)
Payment Type:*	VAT+CST			
Tax:*	0 (In case you do not want to pay Tax then enter Zero)			
Penalty:				
Interest:				
Other Dues:	1025			
Deduction:				
Total:	1025			
Date:*	14-01-2015			
Payment Mode:*	☒ Online ☐ Print Offline Challan			
Select Bank:*	Select			
Proceed for Payment				

If you choose to make payment through online mode then you can see your payment record here only but it may take 1-2 days and until it reflect here as paid ,further process is not possible.

STEP 9 - Go to submit section and submit it.

Final Submission

Select the authorized signatory:*	Select
Ward:*	Select
Enter SMS Code:*	Enter SMS Code

☒ The above details & uploaded documents are correct & verified. In Case inconsistency is found in the information/attach documents at the time of scrutiny/field verification the registration granted to me may be cancelled. (You cannot make changes after you submit!)

STEP 10 - Take print out.

NOTE : - SOURCE OF PICTURES TAKEN IS “ <http://dvat.gov.in/website/home.html>”

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