

Guidelines for New dealer registration Registration (Form VII)

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

Uttar Pradesh Commercial Taxes Department
Welcome to Website of Commercial Taxes Department

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

Welcome Visitor No. **2140562**
Since 11th 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

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

BSNL Toll Free No. for connectivity prob

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

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)
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	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	Form VII G
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	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	Others
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	- 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.

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 Form 7 Select Locations applied to Lucknow

Select Office applied to Lucknow Sector-1, AC

PAN No. of Business entity* BALCS9264B

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 of

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

Complete Address* 11/74 SANJAY NAGAR LUCKNOW

Tehsil City* Post Office PinCode

LUCKNOW LUCKNOW 226001

7. Phone Number (With STD Code)

8. Mobile No.* 9125873192

9. Email * test.123@gmail.com

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 JAIN 11/74 SANJAY NAGAR LUCKNOW	☒	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	☐	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	☐	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 KVIC or 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 AFFADAVIT	
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	Manuf	WC	Dist ele	Lesser	Other
X 1	050000099	SIGNAGE	☐	☐	☒	☐	☐	☐	☐	☐	☒	☐	☐	☐	-
X 2	2A1000001	PRINTED MATERIAL	☐	☐	☒	☐	☐	☐	☐	☐	☒	☐	☐	☐	-

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	123402000001234	-

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 ☐ 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 KVIC or KVIB ☐ 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.				
	Add Item	AnnexureA							(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.

		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	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	05000099							

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

		Add Item						
S. No.	Code							
X 1	2A10001							
X 2	2A04001							
X 3	2C17201							

3. Name of By-Products or Waste Products

		Add Item						
S. No.	Code							

4. Capital Goods

		Add Item						
S. No.	Code							
X 1	0500027							

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

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

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

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

The screenshot shows the 'Uttar Pradesh Commercial Tax Department' web application. The date is 26/10/2013. A note at the top says: 'Please fill out the following form. You can save data typed into this form.' The form fields are as follows:

- Application: Form 7
- Select Locations applied to: Lucknow
- 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*

An Adobe Reader dialog box is open, asking: '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?' with 'Yes' and 'No' buttons. A 'Send Application' button is visible in the top right corner of the form.

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

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.**
**** 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:

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.

SrNo.	Document Name	Delete Doc
1	Scanned copy of Challan	Delete
2	Security bond worth Rs. 25000	Delete
3	PAN Card issued by Income Tax Department, Government of India	Delete
4	Passport	Delete
5	Electricity bill issued by UPPCL	Delete
6	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.	Delete
7	Registered sale deed or registered lease deed of the business premises, as the case may be	Delete
8	Memorandum of association and article of association, or	Delete
9	Registrar of Companies Act	Delete

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



Uttar Pradesh Commercial Taxes Department

उ.प्र. वाणिज्य कर विभाग

Apply Online for Trade Registration Under UP VAT Act, 2008

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\(Only CST for Govt.Organizations\)](#) 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 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**

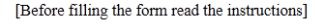
Please Fill the E Registration Id to Print Your Application for Form 7

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

E Registration Id:

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

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



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 KVIB	

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	BCRPJ1000L

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

Name & Status- AMIT, Advocate

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

Instructions regarding filling 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 issued 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 KVIB
 - 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 HUF, 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-privatra-2012-13/1029/1213055 / Vanijya Kar Dated 04 October, 2012 as amended by Circular No. Vidhi-4(1)-Panjiyan Niradesh-privatra-2012-13/1072/1213058/ Vanijya Kar Dated 12 October, 2012 and Circular no. Vidhi-4(1)-Panjiyan Niradesh-privatra-2012-13/1133/1213065 / Vanijya Kar Dated 09 November, 2012 so the applicants are advised to read these circulars before filing 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 is 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

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



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

[Back to User Menu](#)

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.	RAMESH JAIN																			
2.	Status or relationship of the person who makes this application (e.g., manager, partner, proprietor, director, officer-in-charge of the Government business).	The managing Director or Director or a person authorised																			
3.	Name of the principal place of business in the said State and address thereof.	11/74 SANJAY NAGAR LUCKNOW,LUCKNOW Pin-226001																			
4.	Name(s) of the other place(s) in the said State in which business is carried on and address of every such place.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:10%;">S.NO.</th> <th style="width:90%;">Place and Address</th> </tr> <tr> <td align="center">1</td> <td>11/74 SANJAY NAGAR LUCKNOW</td> </tr> </table>		S.NO.	Place and Address	1	11/74 SANJAY NAGAR LUCKNOW														
S.NO.	Place and Address																				
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.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:10%;">S.NO.</th> <th style="width:90%;">Warehouse and Address</th> </tr> <tr> <td align="center">1</td> <td>NIL</td> </tr> </table>		S.NO.	Warehouse and Address	1	NIL														
S.NO.	Warehouse and Address																				
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).	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:10%;">S.NO.</th> <th style="width:90%;">Place and Address</th> </tr> <tr> <td align="center">1</td> <td>NIL</td> </tr> </table>		S.NO.	Place and Address	1	NIL														
S.NO.	Place and Address																				
1	NIL																				
7.	\$ The business is-	TRADING																			
	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.	TRADING																			
9.	We are members of @	Trade Association																			
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.																				
	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:5%;">Sl.NO.</th> <th style="width:15%;">Name in Full</th> <th style="width:15%;">Father's Husband's Name</th> <th style="width:5%;">Age</th> <th style="width:15%;">Extent of interest in the business</th> <th style="width:15%;">Present address</th> <th style="width:15%;">Permanent address</th> <th style="width:10%;">Signature</th> <th style="width:20%;">Signature and address of witness attesting signature in column 8</th> </tr> <tr> <td align="center">1</td> <td>RAMESH JAIN</td> <td>MAHESH JAIN</td> <td align="center">25</td> <td align="center">50.00</td> <td>11/74 SANJAY NAGAR LUCKNOW</td> <td>11/74 SANJAY NAGAR LUCKNOW</td> <td></td> <td></td> </tr> </table>	Sl.NO.	Name in Full	Father's Husband's Name	Age	Extent of interest in the business	Present address	Permanent address	Signature	Signature and address of witness attesting signature in column 8	1	RAMESH JAIN	MAHESH JAIN	25	50.00	11/74 SANJAY NAGAR LUCKNOW	11/74 SANJAY NAGAR LUCKNOW				
Sl.NO.	Name in Full	Father's Husband's Name	Age	Extent of interest in the business	Present address	Permanent address	Signature	Signature and address of witness attesting signature in column 8													
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- 01/10/2013																				
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	The following goods or classes of goods are purchased by the dealer in the course of inter-State trade or commerce for-																				
16.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:5%;">(a)</td> <td>resale - PRINTED MATERIAL</td> </tr> <tr> <td>(b)</td> <td>use in the manufacture or processing of goods for sale -</td> </tr> <tr> <td>(c)</td> <td>use in mining -</td> </tr> <tr> <td>(d)</td> <td>use in the generation or distribution of electricity or any other form of power -</td> </tr> <tr> <td>(e)</td> <td>use in the packing of goods for sale/resale -</td> </tr> </table>			(a)	resale - PRINTED MATERIAL	(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 -								
(a)	resale - PRINTED MATERIAL																				
(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 %% PRINTED MATERIAL]																				
18.	The above statements are true to the best of my knowledge and belief.																				
	Name of the applicant in full	RAMESH JAIN																			
	Signature																				
	Status in relation of the dealer	The managing Director or Director or a person authorised																			
	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



Uttar Pradesh Commercial Taxes Department

उ.प्र. वाणिज्य कर विभाग

Apply Online for Trade Registration Under UP VAT Act, 2008

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\(Only CST for Govt.Organizations\) new](#)
- ❖ [Print Form A as per E-Token Id](#)
- ❖ [Check Form A\(Only CST\) Status](#)
- ❖ [Re-print receipt Form A \(only CST\)](#)

Click here to check application status



Uttar Pradesh Commercial Tax Department

उ.प्र. वाणिज्य कर विभाग

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

Please Fill the E Registration Id to Check Your Application Status

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

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)
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	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 **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. A D R C S 3 3 5 6 M

Select Locations applied to Lucknow

Select Office applied to Lucknow Sector-1, AC

TIN 09550024947 CST Type 7(2) Section

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

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

-----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 multiline. Values can be written Comma separated.**

16. Select category under section 16

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

Government Of Uttar Pradesh Department Of Commercial Taxes E-Registration Acknowledgement Receipt			
E Registration Id:	1305500E000011	Application Date:	01/10/2013
TIN:	09752100005	PAN No.	ALBPD1111P
Dealer Name:	ABCD	Father Name:	TEST
CST Type:	7(1) Section		
Location:	Lucknow		
Application Type:	Form A		

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](#)

E-Registration Id:
 PAN No:

[Back to User Menu](#)

TIN : 09550035988
 Mobile No. : 9889918000
 Location : Lucknow

PAN No : AAEPO7837M
 Application Type : Only CST

Select Enclosure: --Select--

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:

1305500e000029

Submit

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.



**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:

1305500e000029

Submit

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.	ARUSH SAMRAT MISRA																		
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.	1/8 GROUND FLOOR N K ROAD LUCKNOW,LUCKNOW Pin:226005																		
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	retail																		
	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.	registered																		
9.	We are members of @	Trade Association																		
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.																			
	<table border="1"> <thead> <tr> <th>Sl.NO.</th> <th>Name in Full</th> <th>Father's Husband's Name</th> <th>Age</th> <th>Extent of interest in the business</th> <th>Present address</th> <th>Permanent address</th> <th>Signature</th> <th>Signature and address of witness attesting signature in column 8</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>ARUSH SAMRAT MISRA</td> <td>SHRI B C MISRA</td> <td>0</td> <td></td> <td>553/A/80 PATEL NAGAR ALAMBAGH LUCKNOW</td> <td>553/A/80 PATEL NAGAR ALAMBAGH LUCKNOW</td> <td></td> <td></td> </tr> </tbody> </table>	Sl.NO.	Name in Full	Father's Husband's Name	Age	Extent of interest in the business	Present address	Permanent address	Signature	Signature and address of witness attesting signature in column 8	1	ARUSH SAMRAT MISRA	SHRI B C MISRA	0		553/A/80 PATEL NAGAR ALAMBAGH LUCKNOW	553/A/80 PATEL NAGAR ALAMBAGH LUCKNOW			
Sl.NO.	Name in Full	Father's Husband's Name	Age	Extent of interest in the business	Present address	Permanent address	Signature	Signature and address of witness attesting signature in column 8												
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- 01/01/1900								
13.	The first sale in the course of inter-State trade was effected on- 04/12/2013								
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 - 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) 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.								
	<table border="1"> <tr> <td>Name of the applicant in full</td> <td>ARUSH SAMRAT MISRA</td> </tr> <tr> <td>Signature</td> <td>.....</td> </tr> <tr> <td>Status in relation of the dealer</td> <td></td> </tr> <tr> <td>Date:</td> <td>.....</td> </tr> </table>	Name of the applicant in full	ARUSH SAMRAT MISRA	Signature		Status in relation of the dealer		Date:	
Name of the applicant in full	ARUSH SAMRAT MISRA								
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

- 🔔 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



Uttar Pradesh Commercial Tax Department



Dated:31/03/2014

उ.प्र. वाणिज्य कर विभाग

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 Select Locations applied to

Select Office applied to

PAN No. of Business entity*

1. Name Of Applicant*

2. Father's Name

3. Designation

Mobile No. Email

5. Status Code Of Applicant

Name and address of Contractee/Purchaser/ Govt. Department

Name*

Address*

Phone Number(With STD Code) *

TIN (If any) w.e.f.

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

Name*

Address*

Phone Number(With STD Code) *

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

Official Post Name*

Address*

Phone Number(With STD Code) * Name of Dealer*

PAN of Office* Firm Address*

Constitution Of Trade/Office/Business Details

Constitution of Trade/Office/Bussiness

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	☒	2000.00	01/04/2014
X	2	in Add buss2	05222298817	in owner2	☒	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	☒	2000.00	01/03/2014
X	2	out Add buss2	05222298817	out owner2	☒	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

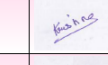
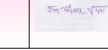
First Enquiry Date

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 PERSON	PRESENT ADD1	PER ADD1	SELF	PROP		
X	2	NAME PERSON SECOND	F PERSON SECOND	PRESENT ADD2	PER ADD2	FATHER	PROP		

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

Government Of Uttar Pradesh Department Of Commercial Taxes			
E-Registration Application No.(TDN): 1304500E000006 dated 31/03/2014			
Firm Name	: M/S DEALER NAME	PAN No	: BALCS9264V
Mobile No.	: 9696039181	E-Mail	: aprathour.89@gmail.com
Location	: Lucknow	Sector	: Lucknow Sector- 1, AC
Tentative Enquiry Dates	: 01/04/2014, 31/03/2014		
Your Application Submitted Successfully, Please upload your selected documents on site http://comtax.up.nic.in 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.**

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** 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:

Print Final Receipt

All Documents are uploaded.

Sr.No.	Document Name	Delete Doc
1	Scanned copy of Challan	Delete

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](#)

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[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**

[Back to User Menu](#)

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

6. 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	ALLAHABAD BANK Kiko	SAVING	Holder Name: TEST, A/C No:12354879
2	ALLAHABAD BANK Kiko	current	Holder Name: TEST, A/C No:12354879

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

8. 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	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](#) ←
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Click on **Check TDN Status** Link to check your status for TDN registration at any time.



[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(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	Form VII G
🔔 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	🔔 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	Others
🔔 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	➤ 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 Accept Send Application

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.

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

34

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	☒ Same as Principal Place Address	Testing
(ii) For Last Year	☒ Same as Principal Place Address	Testing
(iii) For other Year	☒ 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	☒	(il) Mandi Act	☒
(ill) 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 KVIC or KVIB	☐	(X) Others	☐

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	☒	☒	☐	☐	☐	☐	☐	☐	☒	☐	☐	☒	-

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 KVIB or KVIC☐ 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:

Government Of Uttar Pradesh Department Of Commercial Taxes		
E-Registration Application No.(Form 7G):1302500E000014 dated 16/01/2014		
Applicant Name:	: Testing	TAN No : ADRVR5566S
Mobile No.	: 9696039181	E-Mail : aprathour.8@gmail.com
Location	: Lucknow	Sector : Lucknow Sector- 1, AC
Tentative Enquiry Dates : 19/01/2014 , 20/01/2014		
Your Application Submitted Successfully,Please upload your selected documents on site http://comtaxup.nic.in 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

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[Check Form VII G Status](#)

[Upload Enclosure](#)

[Reprint Receipt](#)

Click on **Upload Enclosures** Link to upload scanned copy of selected 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](#)
**** 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:

Print Final Receipt

All Documents are uploaded.

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

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

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

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	2	3	4
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

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Department Of Commercial Taxes, Government Of Uttar Pradesh

Please Fill the E Registration Id to Check Your Application Status

E-Token Id:

1302500E000014

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	aprathour.8@gmail.com	Application reached to respective sector office