

Goods and Service Tax Laws



E-Way Bill System

- **Registration / Enrolment**

E-Way Bill System Registration

Registration by GST Registered Person

The GST registered person can register on the e-way bill and create his user credentials to use the e-way bill system by entering his GSTIN. GST registered person can be a supplier, recipient or transporter. Visit E-way Bill website at <http://ewaybillgst.gov.in>



The screenshot displays the E-Way Bill System website interface. At the top, the title "E - WAY BILL SYSTEM" is centered. The navigation bar includes links for HOME, LAWS, HOW TO USE, SEARCH, and CONTACT US. A banner area on the left contains two messages: "Welcome to Tax Payers and Transporters. Have a nice e-waybill operations" and "Now, One Nation One e-Waybill for movement of goods throughout the country". Below these messages is a large image of a truck on a highway. A red arrow points from the text "Click here" to the "e-Way Bill Registration" link in the right-hand sidebar. The sidebar also includes a "Login" section with fields for Username and Password, a "Login" button, and links for "Forgot Password?", "Forgot Username?", "Enrolment for Transporters", and "Enrolment for Citizens". A "Latest Updates" section is visible at the bottom of the sidebar.

E-Way Bill System Registration

IMP to remember

- A) GSTIN number is required being a starting point for Registration.
- B) After entering the GSTIN, details as per GSTIN database are displayed. Verify the same and if there is any mistake, check the details on GST website.
- C) If details as per GST website need to be modified, first amend the details on GST website by applying for Amendment and after amendments are effected, Click Update Details.
- D) Keep Registered Mobile Number as per GSTIN database active to receive the OTP.
- E) The username should be of at least 8 characters with a combination of alphabets (A-Z/a-z), numerals (0-9) and special characters (@, #, \$, %, &, *, ^) and can not exceed more than 15 characters.
- F) The password should be of at least 8 characters.

E-Way Bill System Registration

Enter GSTIN

For Registration by GST Registered Person, whether Supplier, Recipient or Transporter of Goods, by clicking on the 'e-way bill Registration' link on Home page, the user will be displayed with a simple registration form to enter his GSTIN.



The screenshot shows the 'E - WAY BILL SYSTEM' registration form. It features a header with the system name and a sub-header 'E-Way Bill Registration Form'. Below this, there is a text input field labeled 'Enter GSTIN'. To the right of the GSTIN field, there is a CAPTCHA section displaying the code 'U F E Q J' with a refresh icon. Below the CAPTCHA, there is a text input field labeled 'Enter the code as shown above'. At the bottom right, there are two buttons: 'Go' (blue) and 'Exit' (red).

Enter the GSTIN number and Code shown and click 'Go' to submit the request .

E-Way Bill System Registration

Verify your Details

• Details of the Tax Payer as per GSTIN database will be auto populated In the form consisting of –

- Applicant name;
- Trade name;
- Address;
- Mail ID; and
- Mobile Number.

- Please check the details.
- If there is any change or mistake, click on **'Update from GST Common Portal'** to update the details.
- If details are correct, click on **'Send OTP'** to get the OTP on the registered mobile.

The screenshot shows a registration form for the E-Way Bill System. The form is titled 'Verify your Details' and contains the following fields:

- Applicant Name:** A text input field with a masked value (*****).
- Trade Name:** A text input field with a masked value (*****).
- ii. Address:** A section containing several input fields:
 - Line 1:** A text input field with a masked value (*****).
 - Line 2:** A text input field with a masked value (*****).
 - City:** A text input field with a masked value (*****).
 - PIN:** A text input field with a masked value (*****).
 - State:** A dropdown menu with a masked value (*****).
- Mail ID:** A text input field with a masked value (*****@gmail.com).
- Mobile:** A text input field with a masked value (*****3:3).

Below the form, there is a note: "Note: If the details shown above have changed or incorrect then click on 'Update from GST Common Portal' button or click on 'Send OTP'". At the bottom of the form, there are two buttons: "Send OTP" and "Update from GST Common Portal". A red arrow points from the text "Send OTP" in the instructions to the "Send OTP" button.

E-Way Bill System Registration

Verify OTP and Create Login Credentials

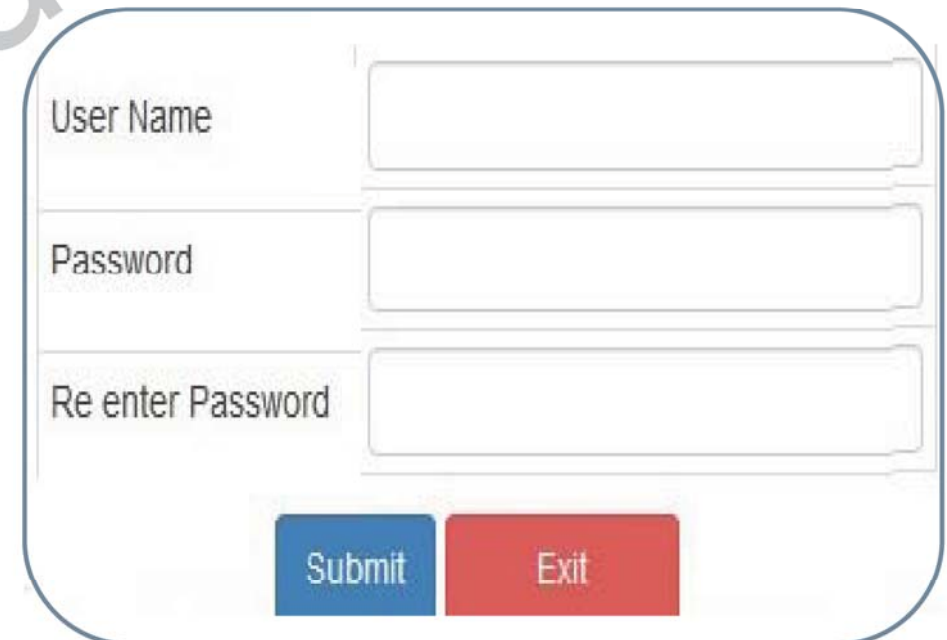
- Once OTP is received on the registered mobile number, enter the OTP and verify the same in the system. Click on 'verify OTP' to verify the same and validate.
- On successful verification, messagebox will appear displaying "OTP verified successfully".
- After successful verification, Provide User Name of 8 to 15 alphanumeric characters and can include special characters and Password.
- Click '**Submit**' and the system validates the entered values and pops up the appropriate message if there is any error.
- Otherwise User Name and Password is created and user is registered with e-Way Bill System and can use Login Credentials.



Enter OTP

Verify OTP

A red arrow points from the text 'verify the same and validate' in the first bullet point to the 'Verify OTP' button.



User Name

Password

Re enter Password

Submit **Exit**

E-Way Bill System Enrolment

Enrolment by Transporter

The transporter, who is un-registered in GST system, does not have GSTIN and accordingly cannot register with GSTIN option and needs to enrol by providing his business details. Visit E-way Bill website at <http://ewaybillgst.gov.in>

The screenshot displays the E-Way Bill System website. The header includes the Government of India logo, the title "E - WAY BILL SYSTEM", and the "NATION TAX MARKET" logo. The navigation bar contains links for HOME, LAWS, HOW TO USE, SEARCH, and CONTACT US. A welcome message states: "Welcome to Tax Payers and Transporters. Have a nice e-waybill operations" and "Now, One Nation One e-Waybill for movement of goods throughout the country". A large image of a truck on a highway is shown with a "Click here" text and a red arrow pointing to the "Enrolment for Transporters" link in the right sidebar. The sidebar also includes a "Login" section with fields for Username and Password, a "Login" button, and links for "Forgot Password?", "Forgot Username?", "e-Way Bill Registration", "Enrolment for Transporters", and "Enrolment for Citizens" and "Forgot Trans ID". A "Latest Updates" section is at the bottom of the sidebar.

E-Way Bill System

Enrolment

IMP to remember

- A) PAN is required being a starting point for Enrolment.
- B) After verifying the PAN, other business details such as Address of Principal Place of Business, contact details, Aadhar or mobile details of Proprietor or main person for verification etc. to be given.
- C) If Aadhar of Proprietor or main person exist, confirm that mobile No is updated at Aadhar database as verification will be required through OTP on Aadhar registered mobile number.
- D) Keep Registered Mobile Number as per GSTIN database active to receive the OTP.
- E) The username should be of at least 6 characters and can contain special characters (-, _, @, \$) and can not exceed more than 15 characters.
- F) The password should be of at least 8 characters.

E-Way Bill System

Enrolment

Enrolment Form

For Enrolment by GST un-Registered Transporter, click on the 'Enrolment for Transporters' link on Home page and the user will be displayed with a enrolment form to enter his details.

A) Select State;

B) Enter Name as per PAN details available on Income Tax website [login to your Income Tax E-filing website and check your Profile] and it may not be same as per PAN Card;

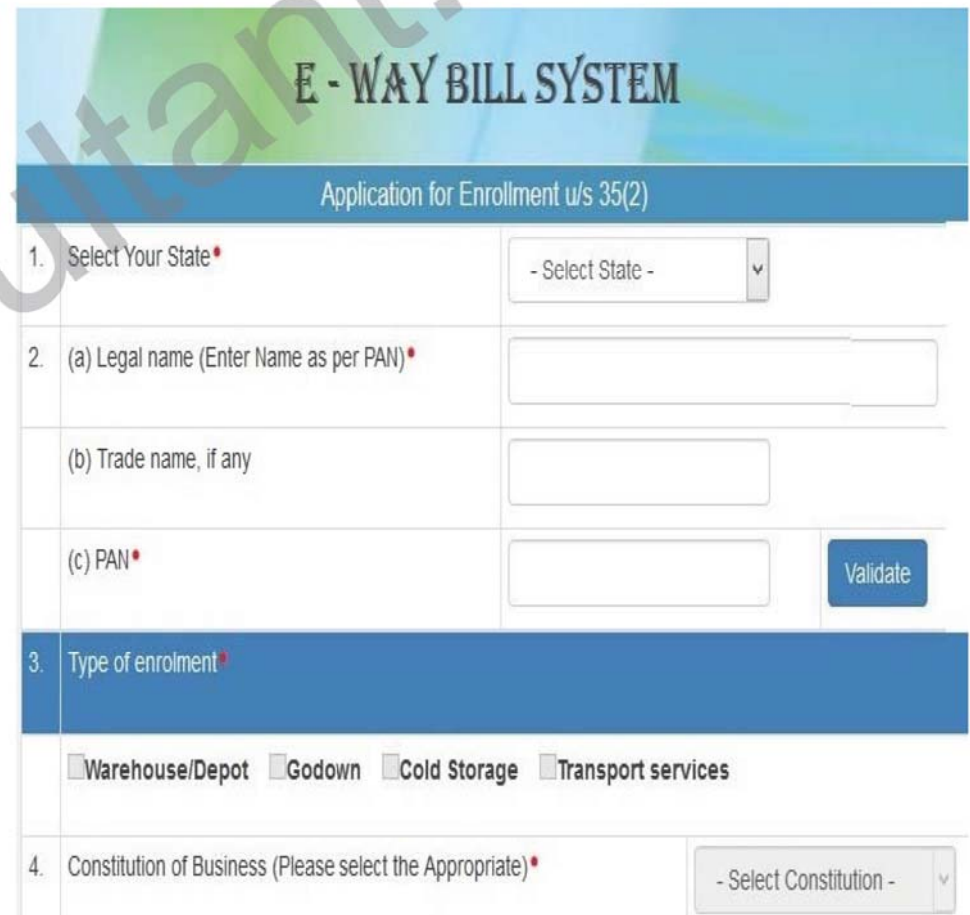
C) Enter PAN and click 'Validate'.

D) Only after your PAN is validated, you are allowed to enter the other details.

E) Select applicable Type of Enrolment. You can select multiple types.

F) Constitution needs to be selected from

- Proprietorship, Partnership
- Public/Private/Unlimited/Foreign Company
- Others



The screenshot shows the 'E - WAY BILL SYSTEM' enrolment form. The title bar reads 'Application for Enrollment u/s 35(2)'. The form is divided into several sections:

- 1. Select Your State ***: A dropdown menu with the option '- Select State -'.
- 2. (a) Legal name (Enter Name as per PAN) ***: A text input field.
- (b) Trade name, if any**: A text input field.
- (c) PAN ***: A text input field with a 'Validate' button next to it.
- 3. Type of enrolment ***: A section with four checkboxes: 'Warehouse/Depot', 'Godown', 'Cold Storage', and 'Transport services'.
- 4. Constitution of Business (Please select the Appropriate) ***: A dropdown menu with the option '- Select Constitution -'.

E-Way Bill System Enrolment

Enrolment Form (continued...)

For Enrolment by GST un-Registered Transporter, enter address of Principal Place of Business -

5. Particulars of Principal Place of Business			
(a). Address			
Building No./Flat No. *		Floor No. *	
Name of the Premises/Building *		Road/Street *	
City/Town/Locality/Village *		Taluka/Block *	
District *		PIN Code *	
State *	- Select State -		
Latitude		Longitude	

E-Way Bill System

Enrolment

Enrolment Form (continued...)

For Enrolment by GST un-Registered Transporter, enter contact Details, ID and Address Proof -

(b). Contact Information (the email address and mobile number will be used for authentication)			
Email Address		Telephone Number with STD	STD Telephone
Fax number with STD	STD OfficeFax		
(c). Nature of premises	☒ Own ☐ Leased ☐ Rented ☐ Consent ☐ Shared ☐ Others		
7 Upload			
Address Proof	Browse... No file selected. Upload		
ID Proof	Browse... No file selected. Upload		

E-Way Bill System

Enrolment

Enrolment Form (continued...)

- For Enrolment by GST un-Registered Transporter, If the Proprietor or Main Person is holding the Aadhar Card, Enter Aadhar Number, Name and Mobile No as per Aadhar.
- To verify the details as per Aadhar, click on 'Verify Detail & Send OTP' and on receipt of OTP, enter OTP received in the Box provided and click 'Verify OTP'.
- On successful verification, you can proceed.

6. Do you have aadhar number of Proprietor or Main person of Company / Firm ☒ Yes ☐ No			
☐ I on behalf of the holder of Aadhaar number give consent to "Goods and Services Tax Network" to obtain my details from UIDAI for the purpose of authentication. "Goods and Services Tax Network" has informed me that identity information would only be used for validating identity of the Aadhaar holder and will be shared with Central Identities Data Repository only for the purpose of authentication.			
Aadhar No (Prop or Main person of Company / Firm) *		Name (As per Aadhar) *	
Mobile No (As per Aadhar) *		Verify OTP Received from Aadhar *	
Verify Detail & Send OTP		Verify OTP	

E-Way Bill System

Enrolment

Enrolment Form (continued...)

- For Enrolment by GST un-Registered Transporter, If the Proprietor or Main Person is NOT holding the Aadhar Card, Enter his Name and Mobile Number.
- To verify, click on 'Send OTP' and on receipt of OTP, enter OTP received in the Box provided and click 'Verify OTP'.
- On successful verification, you can proceed.

6. Do you have aadhar number of Proprietor or Main person of Company / Firm ☒ Yes ☐ No			
Name of the Proprietor or Main person of Company / Firm			
Mobile No		Verify OTP	
	Send OTP		Verify OTP

E-Way Bill System Enrolment

Create Login Credentials

- After successful verification, Provide User Name of 6 to 15 characters and can include special characters (-,_,@,\$ only) and Password. Click 'Check' for availability of User Name.
- Tick the Verification and Click 'Save' and the system validates the entered values and pops up the appropriate message if there is any error.
- Otherwise User Name and Password is created and system generates the 15 digits TRANS ID and shows him. Accordingly, Transporter is registered and can use Login Credentials.

8.	Login Details		
	User Name *		Check
	Password *		
	Confirm Password *		
9.	Verification *		
	☐ I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.		
	Save Exit		

E-Way Bill System Enrolment

Enrolment by Citizens

The other citizens, other than GST Registered Persons and un-registered Transporter, needs to enrol to use the E-way Bill system. Visit E-way Bill website at <http://ewaybillgst.gov.in>

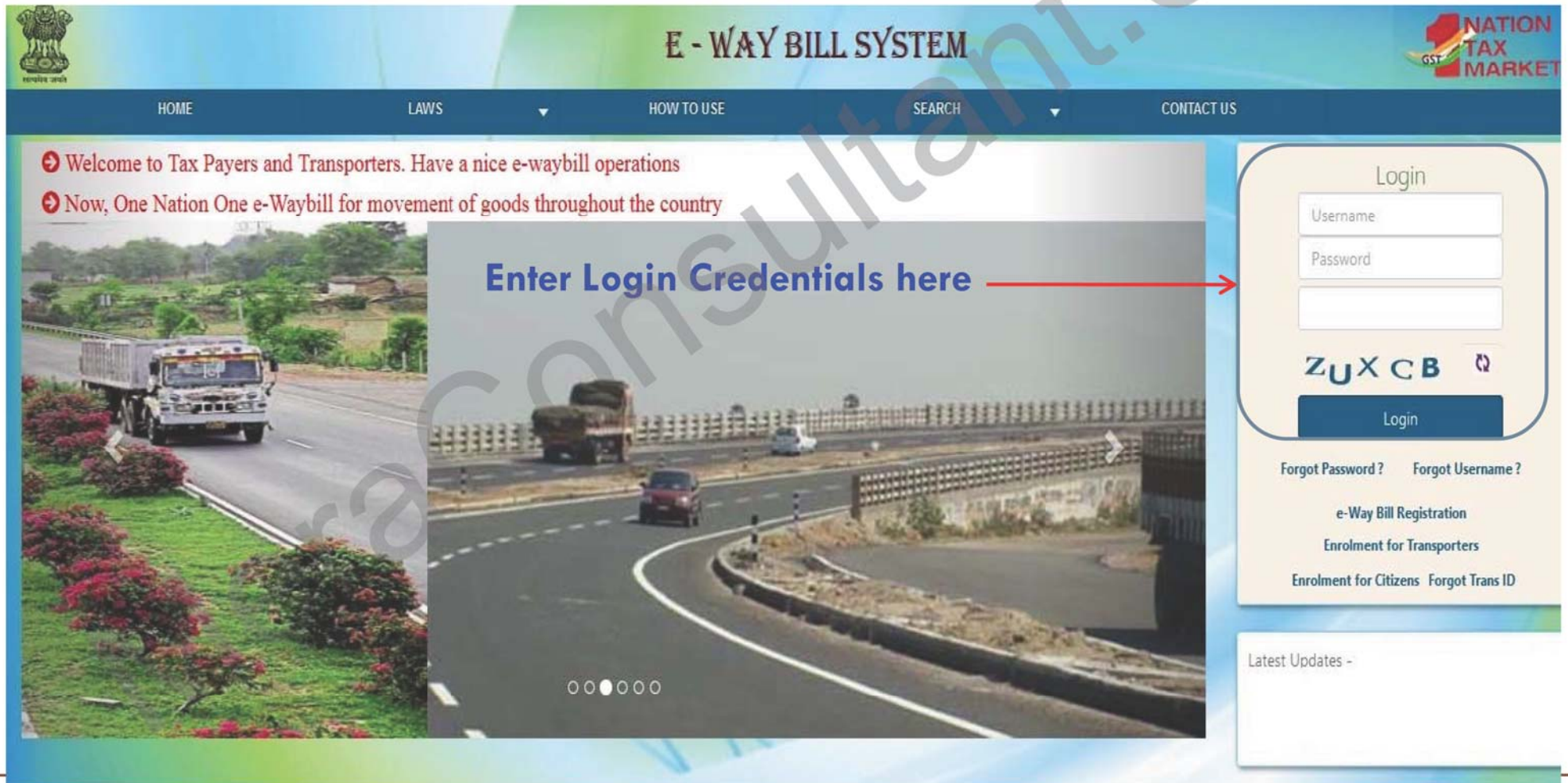
The facility of enrolment is not yet started on their website yet.

The screenshot shows the homepage of the E-Way Bill System website. At the top, there is a header with the Government of India logo on the left, the text "E - WAY BILL SYSTEM" in the center, and the "NATION TAX MARKET" logo on the right. Below the header is a navigation bar with links: HOME, LAWS, HOW TO USE, SEARCH, and CONTACT US. The main content area features a large banner image of a truck on a highway. Overlaid on the banner is a semi-transparent box with the text "Click here" in blue, with a red arrow pointing from the text to the "Enrolment for Citizens" link in the right sidebar. The sidebar on the right contains a "Login" section with fields for Username and Password, a "Login" button, and links for "Forgot Password?", "Forgot Username?", "e-Way Bill Registration", "Enrolment for Transporters", "Enrolment for Citizens", and "Forgot Trans ID". Below the sidebar is a "Latest Updates -" section.

E-Way Bill System Registration/Enrolment

Login on Website

With the User Name and Password, Login on E-way Bill website at <http://ewaybillgst.gov.in>



The screenshot displays the E-Way Bill System website. The header includes the Government of India emblem, the title "E - WAY BILL SYSTEM", and the "NATION TAX MARKET" logo. A navigation bar contains links for HOME, LAWS, HOW TO USE, SEARCH, and CONTACT US. The main content area features a large image of a truck on a highway with the text "Enter Login Credentials here" overlaid. To the right, a login form is visible with fields for Username and Password, a "Login" button, and links for "Forgot Password?" and "Forgot Username?". Below the login form are links for "e-Way Bill Registration", "Enrolment for Transporters", and "Enrolment for Citizens". A "Latest Updates" section is at the bottom right.

E - WAY BILL SYSTEM

HOME LAWS HOW TO USE SEARCH CONTACT US

Welcome to Tax Payers and Transporters. Have a nice e-waybill operations
Now, One Nation One e-Waybill for movement of goods throughout the country

Enter Login Credentials here

Login

Username
Password

ZUCB

Login

Forgot Password? Forgot Username?

e-Way Bill Registration
Enrolment for Transporters
Enrolment for Citizens Forgot Trans ID

Latest Updates -

E-Way Bill System Registration/Enrolment

Forgot Password

- If GST Registered Tax Payer or Transporter forgotten the Password, same can be retrieved by clicking 'Forgot Password' below the Login Screen and provide following details –

- User Name
 - GSTIN or Transin, as applicable
 - State
 - PIN Code of Business Principal place
 - Registered Mobile No.
-
- He will get the new one time password [OTP] through SMS to his mobile.
 - Using this password, he can login and create his new password.

The screenshot shows a web form titled "Forgot Password" with a blue header bar. The form contains several input fields: "User Name *" (text), "GSTIN / Transin *" (text), "State *" (dropdown menu showing "- Select State -"), "Pincode of Principal place of Business *" (text), "Registered Mobile No *" (text), and "Email Address" (text). Below these fields is a CAPTCHA section displaying the code "4 U Z 9 9" with a refresh icon, followed by the instruction "Enter the code as shown above without spaces:" and an input field for the CAPTCHA. At the bottom right are two buttons: "Go" (blue) and "Exit" (red).

E-Way Bill System Registration/Enrolment

Forgot User Name

- If GST Registered Tax Payer or Transporter forgotten his User Name, same can be retrieved by clicking 'Forgot Username' below the Login Screen and provide following details –

- GSTIN or Transin, as applicable
- State
- PIN Code of Business Principal place
- Registered Mobile No.

- On entry of his GSTIN or TransID, the system will send the User Name to his mobile number through SMS.

Forgot Username

Enter GSTIN / Transin *

State *

Pincode of Principal Place of Business *

Registered Mobile No *

Email Address

ED QF 4

Enter the code as shown above without spaces

Go **Exit**

E-Way Bill System Enrolment

Forgot Transporter ID

- If Transporter forgotten his Transporter ID, same can be retrieved by clicking 'Forgot Trans ID' below the Login Screen and provide following details –

- State
- PAN

- Click on 'Send OTP' and on receipt of OTP, enter OTP received in the Box provided and click 'GO'.

- The system will send the Transporter ID to his mobile number through SMS.



The screenshot shows a web form titled "Forgot TransporterID". The form is divided into two main sections. The first section contains a "State *" dropdown menu with the text "- Select State -" and a "PAN Number" text input field. The second section contains an "OTP" text input field. Below the "PAN Number" field are two buttons: "Send OTP" (blue) and "Exit" (red). Below the "OTP" field are two buttons: "Go" (blue) and "Exit" (red). A large, diagonal watermark "MeraConsultant.com" is visible across the form.

E-Way Bill System Registration/Enrolment

Disclaimer

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Date : 21-01-2018

E-Way Bill System Registration/Enrolment

Thank you!

ASK Solutions

Every Problem has a SOLUTION, just ASK it

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