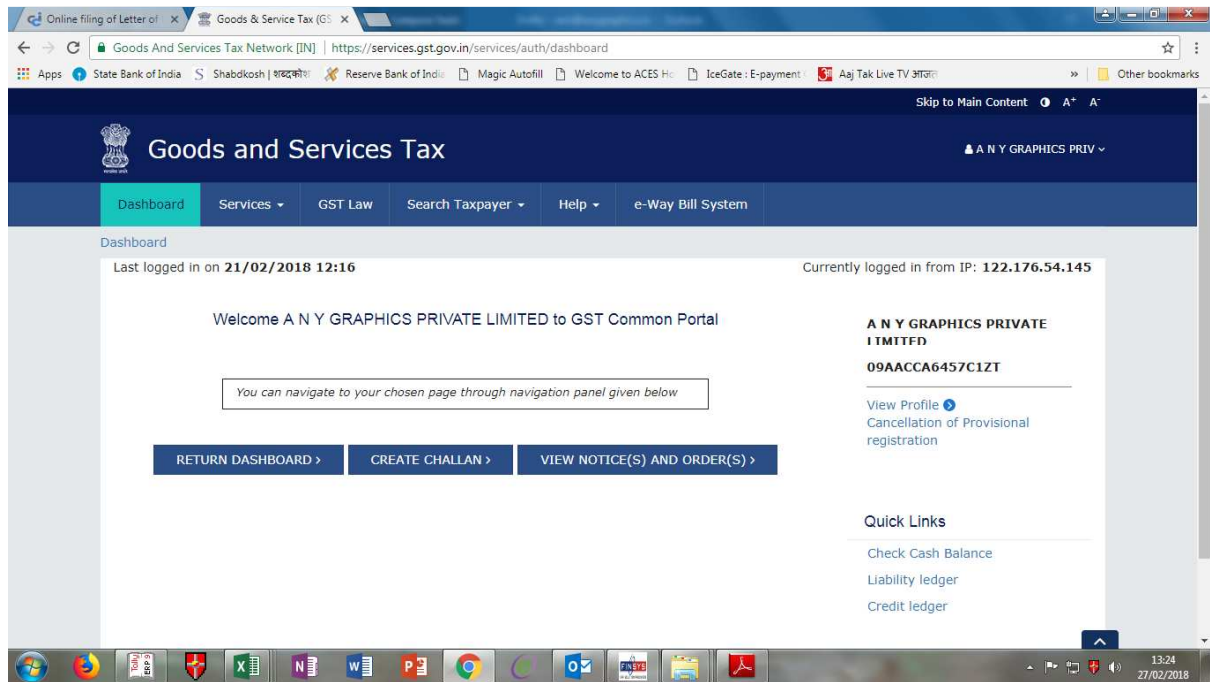


**Online filing of Letter of Undertaking (LUT) by GST Portal is available now :-**

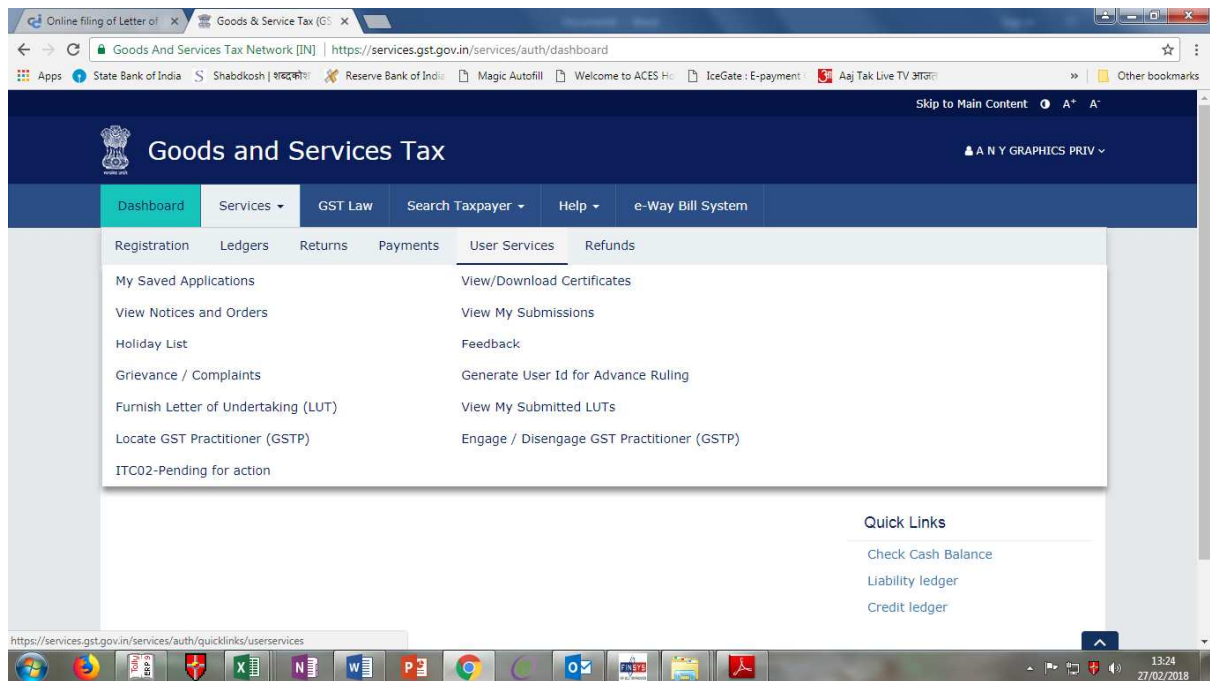
**1. Login the GST portal with your Login Id**



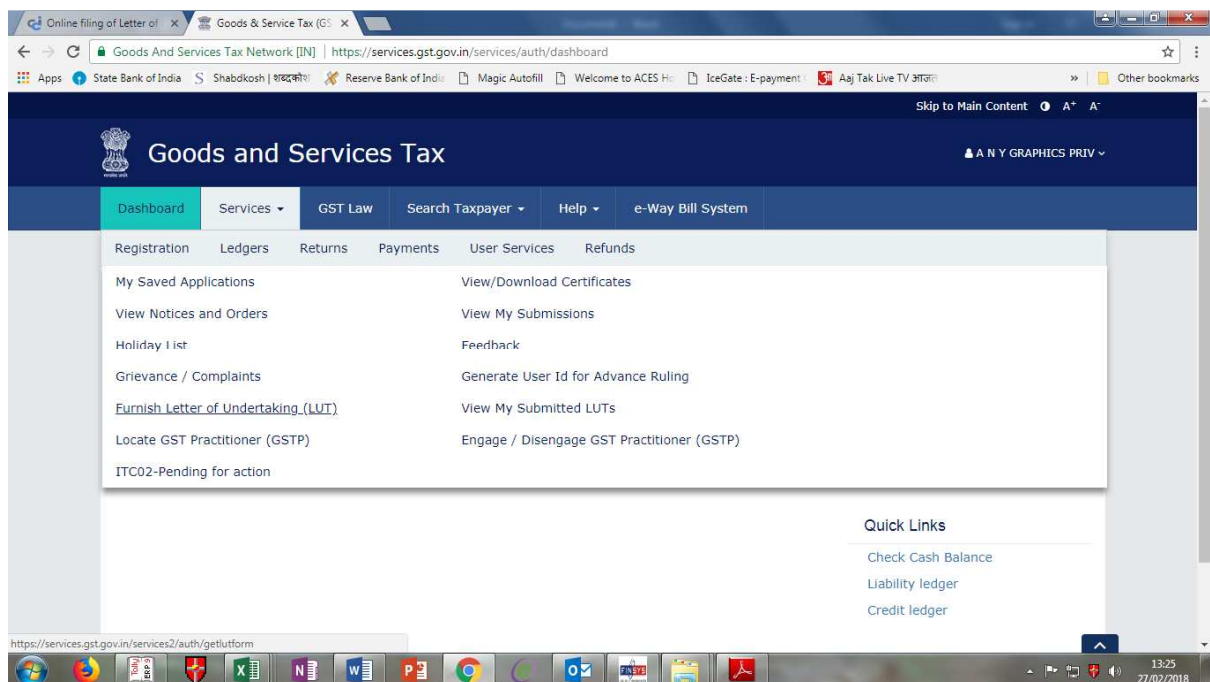
**2. Select the main Menu "SERVICES"**

**3. Under this Menu Select User Services.**

**RAM PRAKASH GAUTAM**  
**Ram83prakash@gmail.com**  
**Whatsapp :- 9873377726**



#### 4. Now Select **"Furnish Letter of Undertaking(LUT)"**



**RAM PRAKASH GAUTAM**  
[Ram83prakash@gmail.com](mailto:Ram83prakash@gmail.com)  
 Whatsapp :- 9873377726

## 5. Now select f/y, upload old LUT as per instructions

The screenshot shows the 'GST RFD - 11 : Furnishing of Letter of Undertaking for export of goods or services' form. The form is titled 'GST RFD - 11 : Furnishing of Letter of Undertaking for export of goods or services'. It contains the following information:

- Legal Name:** A N Y GRAPHICS PRIVATE LIMITED
- Trade Name:** M/S A N Y GRAPHICS PVT. LTD
- Address:** A-5, SECTOR 65, NOIDA, Uttar Pradesh, 201301
- GSTIN:** 09AACCA6457C1ZT

Below this information, there is a section for 'LUT Applied for financial year' with a dropdown menu. To the right, there are 'Instructions to file LUT' which include:

1. Select the Financial Year for which you want to furnish the LUT
2. If you have already furnished LUT Offline, for previous period, please attach the same here and continue to file your application

There is also a 'Document Upload' section with a 'Choose File' button and a note: 'Note: You can attach the Letter of undertaking already created for the FY, if any.'

The screenshot shows the 'Letter of Undertaking for export of goods or services without payment of integrated tax' form. The form is titled 'Letter of Undertaking for export of goods or services without payment of integrated tax (See rule 96A)'. It contains the following information:

- Goods and Services Tax Identification Number:** 09AACCA6457C1ZT
- To:** The President of India (hereinafter called the "President"), acting through the proper officer
- I/We:** A N Y GRAPHICS PRIVATE LIMITED of A-5, SECTOR 65, NOIDA, Uttar Pradesh, 201301 having Goods & Services Tax Identification Number No. 09AACCA6457C1ZT hereinafter called "the undertaker(s) including my/our respective heirs, executors/ administrators, legal representatives/successors and assigns by these presents, hereby jointly and severally undertake on this 27th day of February, 2018 to the President

Below this information, there are three checkboxes for conditions:

- ☐ (a) to export the goods or services supplied without payment of integrated tax within time specified in sub-rule (1) of rule 96A; \*
- ☐ (b) to observe all the provisions of the Goods and Services Tax Act and rules made thereunder, in respect of export of goods or services; \*
- ☐ (c) pay the integrated tax, thereon in the event of failure to export the goods or services, along with an amount equal to eighteen percent interest per annum on the amount of tax not paid, from the date of invoice till the date of payment. \*

At the bottom, there is a declaration: 'I/We declare that this undertaking is given under the orders of the proper officer for the performance of enacts in which the public are interested.'

**RAM PRAKASH GAUTAM**  
[Ram83prakash@gmail.com](mailto:Ram83prakash@gmail.com)  
Whatsapp :- 9873377726

6. Need 2 witness as we used previous in Manual.

Online filing of Letter of... Goods & Services Tax (G...  
Goods And Services Tax Network [IN] | https://services.gst.gov.in/services2/auth/getIutform  
Apps State Bank of India ShabdKosh | শব্দকোষ Reserve Bank of India Magic Autofill Welcome to ACES Ho IceGate : E-payment Aaj Tak Live TV आज तक Other bookmarks

IN THE WITNESS THEREOF these presents have been signed the day hereinbefore written by the undertaker(s)

**Name, address and occupation of the independent Witnesses**

**1. Name of Witness \*** Occupation  
Enter Name Enter Occupation

**Address of Witness \***

Building No./ Flat No. \* Floor No. Name of the Premises / Building  
Enter Building No./ Flat No. Enter Floor No. Premises/Building

Road / Street \* City / Town / Locality / Village \*  
Enter Road / Street Enter City/Town/Locality/Village

State \* District \* PIN Code \*  
Select Select Enter PIN Code

**2. Name of Witness \*** Occupation  
Enter Name Enter Occupation

**Address of Witness \***

Building No./ Flat No. \* Floor No. Name of the Premises / Building

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RAM PRAKASH GAUTAM  
[Ram83prakash@gmail.com](mailto:Ram83prakash@gmail.com)  
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Online filing of Letter of ... Goods & Services Tax (G...  
 Goods And Services Tax Network [IN] | https://services.gst.gov.in/services2/auth/getlutform  
 Apps State Bank of India ShabdKosh शब्दकोश Reserve Bank of India Magic Autofill Welcome to ACES Ho IceGate : E-payment Aaj Tak Live TV आज तक Other bookmarks

|                                                         |                                                                       |                                                      |
|---------------------------------------------------------|-----------------------------------------------------------------------|------------------------------------------------------|
| Building No./ Flat No.*<br>Enter Building No./ Flat No. | Floor No.<br>Enter Floor No                                           | Name of the Premises / Building<br>Premises/Building |
| Road / Street*<br>Enter Road / Street                   | City / Town / Locality / Village*<br>Enter City/Town/Locality/Village |                                                      |
| State*<br>Select                                        | District*<br>Select                                                   | PIN Code*<br>Enter PIN Code                          |
| Place of Filing LUT*<br>Enter Place                     | Date of Filing LUT*<br>27/02/2018                                     |                                                      |

|                                                                                                                     |                       |
|---------------------------------------------------------------------------------------------------------------------|-----------------------|
| Name of Primary/ other Authorized Signatory*<br>Select                                                              | Place*<br>Enter Place |
| Designation / Status*<br>ⓘ DSC is compulsory for Companies & LLP<br>ⓘ Facing problem using DSC? Click here for help | Date*<br>27/02/2018   |

5. Primary Authorized signatory or other Authorized signatory can sign the Application Form  
 6. Once signed and filed, Form cannot be edited

SAVE PREVIEW SIGN AND FILE WITH DSC SIGN AND FILE WITH EVC

Windows taskbar: 13:27 27/02/2018

As after filling every cells see preview need any change then do then SAVE & then use DSC /EVC & file .

**Note :- Once you sign & file then cant edit the form.**

RAM PRAKASH GAUTAM  
[Ram83prakash@gmail.com](mailto:Ram83prakash@gmail.com)  
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