

CEX & ST ASSESSEE MIGRATION TO GSTN

- Provisional IDs would be issued only for PAN based registrations.
- Only one Provisional ID would be issued for multiple registrations where the combination of 'State' and 'PAN' is same.
- For CE registrations, the order of selection is 'XM', 'EM', 'XD', 'ED' and 'El'
- For ST registrations, the order for Non-Centralized is 'ST' & 'SD'
- Only those ST registrations would be issued Provisional ID where the 'combination of State' and 'PAN' is not
 occurring in selected CE registrations.

■ Since GST registration will be based on PAN and State, only one Provisional ID will be issued to a given PAN for a given state, irrespective of the number of registration on that PAN in that state. For Ex − PAN 'XXXXXIIIIX' has I0 CE registrations in the state 'Maharashtra' from 'XXXXXIIIIXXM001' to 'XXXXXXIIIIXXM010', in such cases only one Provisional ID will be issued to the registration 'XXXXXXIIIIXXM001'. In case the assessee wishes to enroll in GST for the other 9 registrations as well, the details regarding the other registrations (address of premise) may be included as 'Additional Place of Business' (same applies to ST registrations also).

■ Each CE registration contains 2 addresses — one for the Head Office and another for the Business Premise. For a given CE registration, if the 'State' for the 'Head Office' and 'Business Premise' is different, then the registration will be eligible for issuance of 2 provisional IDs whereas in case where the 'State' for 'Head Office' and 'Business Premise' is same, only one Provisional ID would be issued.

Once the list of registrations in ST to be issued Provisional IDs is selected (including both Centralized and Non-Centralized), this would be checked with the list of registrations selected for Provisional IDs for CE.All ST registrations, where the combination of 'State' and 'PAN' is same as that used in any of the CE registrations already selected ,would be removed from the list and would not be issued any Provisional ID.

GSTN Enrollment process

Taxpayer obtains GSTN login id and password from "www.aces.gov.in"



Taxpayer logins to GSTN Portal, "www.gst.gov.in"



Completes enrolment process and uploads documents



Taxpayer obtains provisional GSTIN on appointed date



Gets Application Reference Number

Update Email Id & Mobile No.



CENTRAL BOARD OF EXCISE AND CUSTOMS



Ministry of Finance - Department of Revenue

CLI DSR EXP PRA REF REG RET HELP

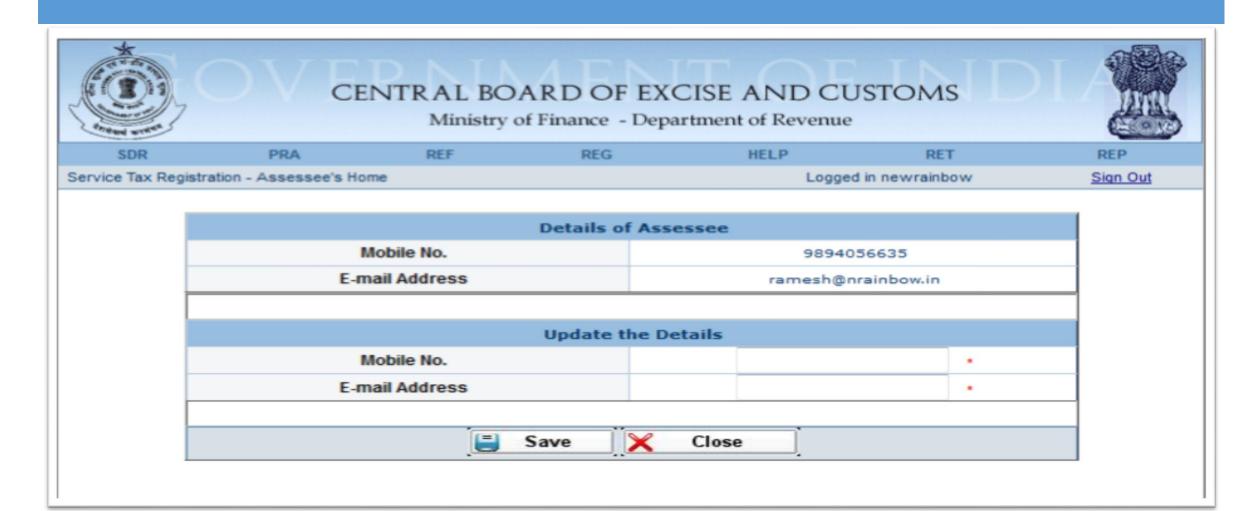
Central Excise Registration - Assessee's Home Logged in dgstest2015 Sign Out

To update email id and Mobile No.- Click Here

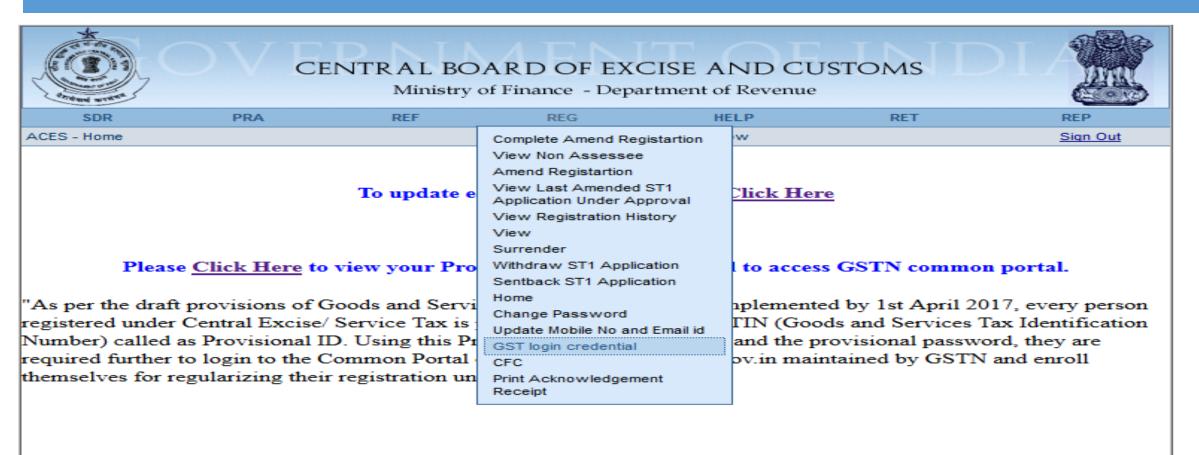
Please Click Here to view your Provisional ID and Password to access GSTN common portal.

"As per the draft provisions of Goods and Services Tax (GST) law to be implemented by 1st April 2017, every person registered under Central Excise/ Service Tax is provisionally provided GSTIN (Goods and Services Tax Identification Number) called as Provisional ID. Using this Provisional ID (User Login) and the provisional password, they are required further to login to the Common Portal of GST namely www.gst.gov.in maintained by GSTN and enroll themselves for regularizing their registration under GST."

For Updating Email & Mobile No.

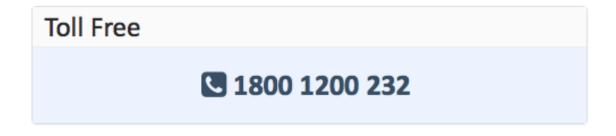


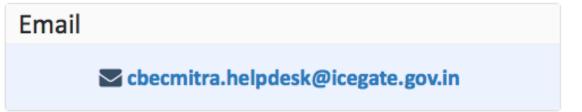
Obtaining credentials for GSTN enrolment from ACES



Note on login credentials

- In some cases, your login credentials may have been shared through State VAT authorities.
- If you have completed the enrolment process using these credentials, you
 do not need to repeat the process
- In some cases, your ID and Password may still be awaited from GSTN.
- For assistance, contact CBEC MITRA





Obtaining credentials for GSTN enrolment



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CLI DSR EXP PRA REF REG RET HELP

Central Excise GSTN Provisional Credentials

Logged in dgstest2015 Sign Out

GST Provi	GST Provisional ID Credentials Details of the Assessee					
State	Andhra Pradesh					
Provisional ID for GST	37ABYPA8969M1Z3					
Provisional Password	nicepassword5					
Next step	Use the above Id and Password to login to the GSTN Common Portal (gst.gov.in) to complete the enrollment procedure.					

In case of any clarifications about the Provisional ID or Provisional Password ((including non-availability thereof) please contact CBEC Mitra Helpdesk: Toll Free: 1800 1200 232 :: email id:cbecmitra.helpdesk@icegate.gov.in

Provisional id already issued by VAT Authorities



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CLI	DSR	EXP	PRA	REF	REG	RET	HELP
Central Excise GSTN Pro	visional Credenti	als			Logged in viv	/inindus	Sign Out

GST Provisional ID Credentials Details of the Assessee					
Central Excise	Central Excise Registration Number AACFV6932EXM001				
State	Tamil Nadu				
Provisional ID for GST	33AACFV6932E1ZB				
Provisional Password	Provisional Password a22a36bcc7				
Next step	The above Id and Password have already been issued by the State government. When filling the enrollment form on the GSTN Common Portal (gst.gov.in), ensure that your Central Excise premises are also included.				

In case of any clarifications about the Provisional ID or Provisional Password ((including non-availability thereof) please contact CBEC Mitra Helpdesk: Toll Free: 1800 1200 232 :: email id:cbecmitra.helpdesk@icegate.gov.in

Provisional credentials awaited



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SDR PRA REF REG HELP RET REP
Service Tax GSTN Provisional Credentials Logged in newrainbow Sign Out

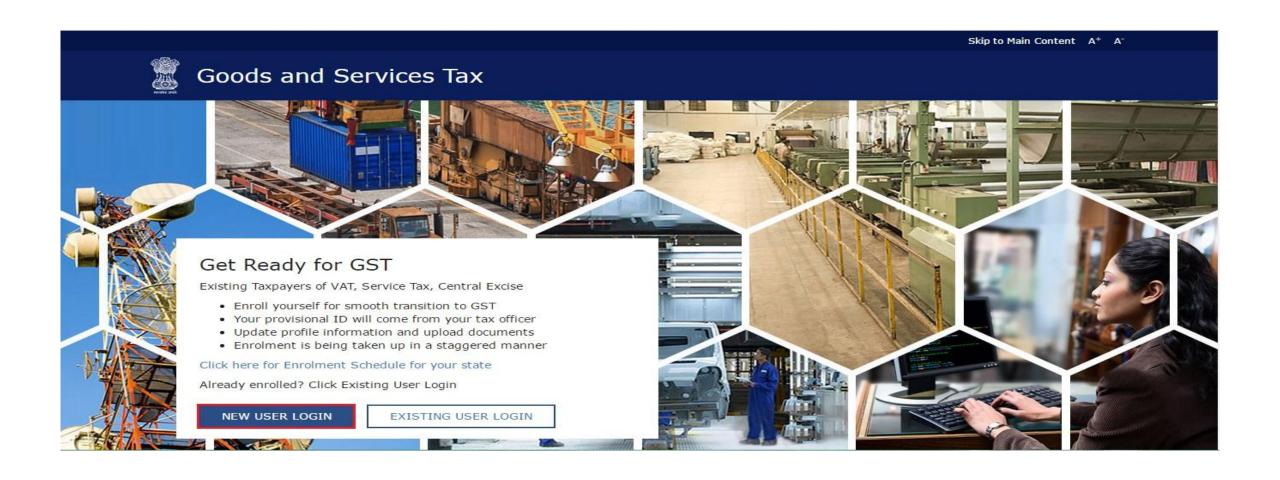
GST Provisional ID Credentials Details of the Assessee						
Service Tax	Service Tax Registration Number AABCN9431EST001					
Provisional ID for GST	awaited					
Provisional Password	awaited					
Next step	received from GS	nd Password details are yet to be STN.				

In case of any clarifications about the Provisional ID or Provisional Password ((including non-availability thereof) please contact CBEC Mitra Helpdesk: Toll Free: 1800 1200 232 :: email id:cbecmitra.helpdesk@icegate.gov.in



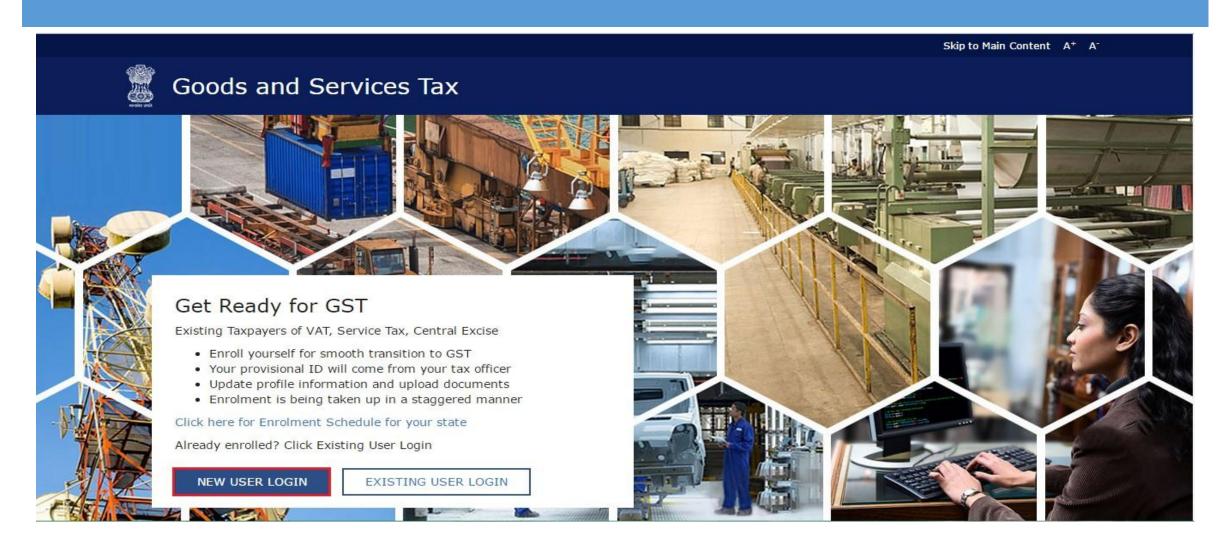
GSTN Enrollment process

Visit to GST portal - https://www.gst.gov.in



Obtaining Credentials

Step I: Registering as "New User Login"



Step 2: Agreeing to furnish information to GSTN

Skip to Main Content A+ A-



Goods and Services Tax

Login

Home Login

GSTN has been assigned the task of collection of data of existing taxpayers as a step towards advance preparation for their smooth transition to GST. Existing Taxpayers can enrol themselves through provisionally provided GSTIN (Goods and Services Tax Identification Number) called as Provisional ID and update their business related details on the GST portal.



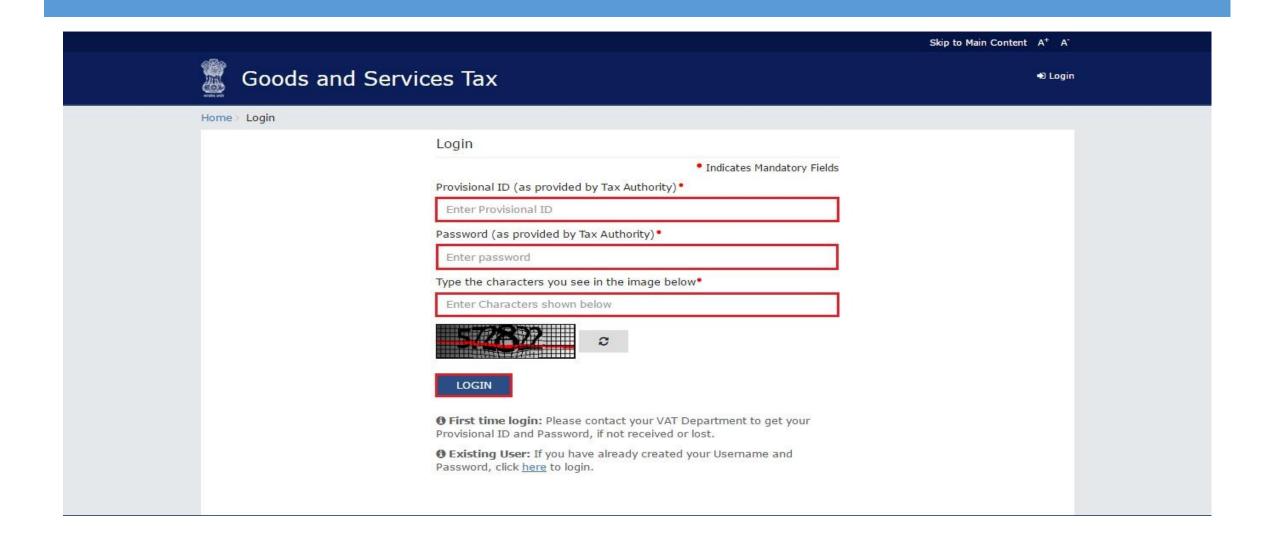
I agree to provide details as per the provisions of Proposed Model Goods and Services Tax Act (GST Act).

Steps to complete Provisional Registration

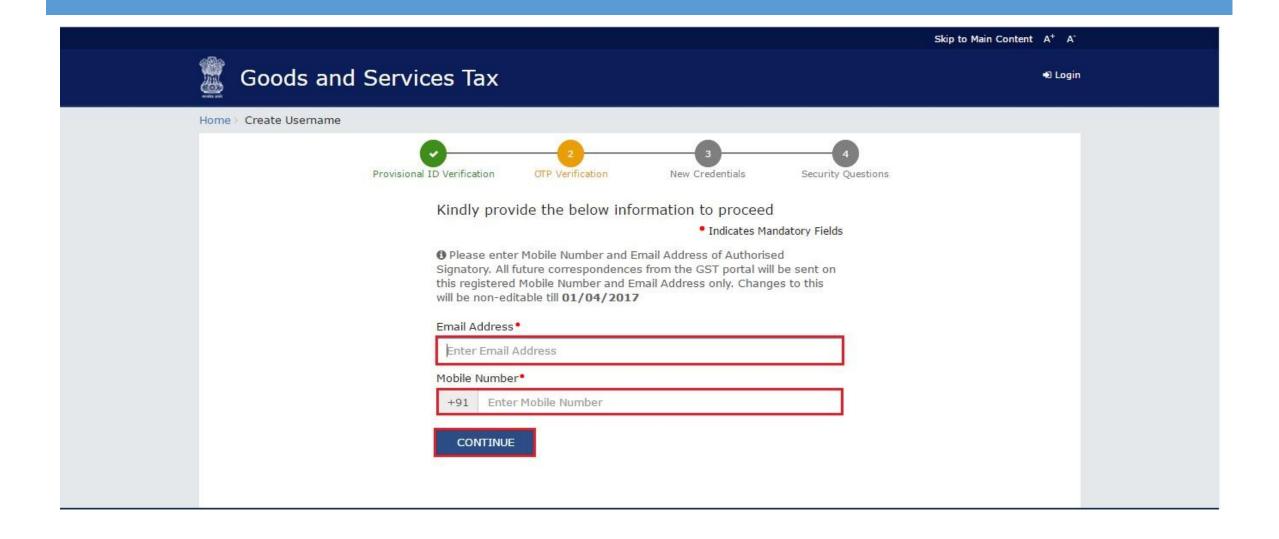
- . Step 1: Enter the Username and Password provided to you by your State VAT Authority
- . Step 2: Enter Mobile Number and Email Address of the authorized signatory of the business entity All future correspondence from the GST portal will be sent on this registered Mobile Number and Email Address
- . Step 3: Enter OTP sent on Mobile Number and Email Address provided by you
- . Step 4: Enter information and upload scanned images as mentioned in provisional registration form

Please read the User Guide and FAQ (links available in the footer) before proceeding ahead. In case of any queries please contact our Help Desk Number or Email Address mentioned in the footer.

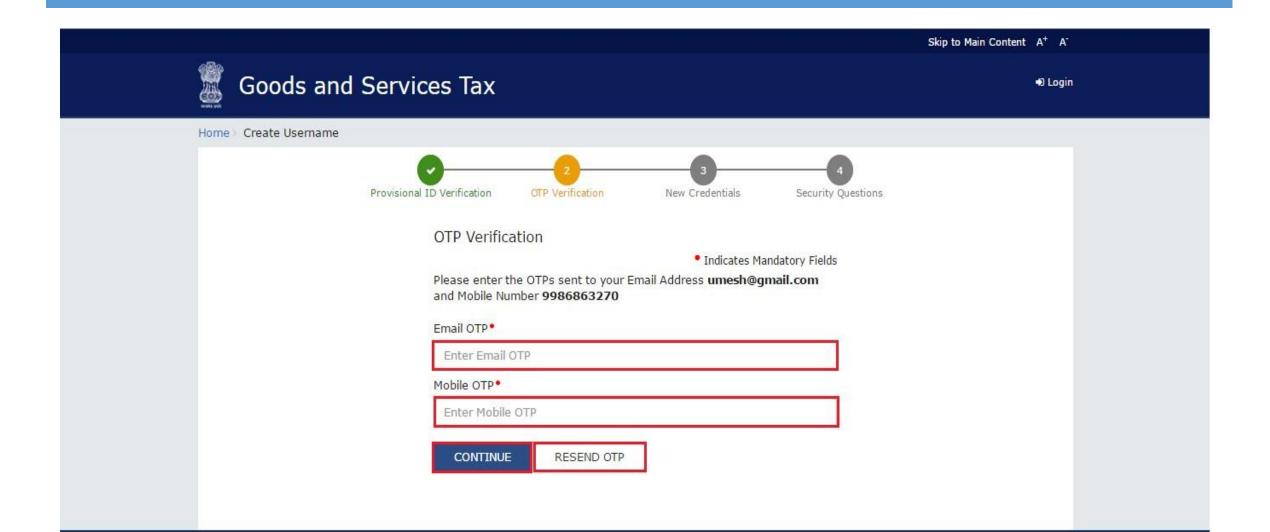
Step 3: Enter provisional ID and password received from ACES



Step 4: Registration Email id & Mobile number for GSTN



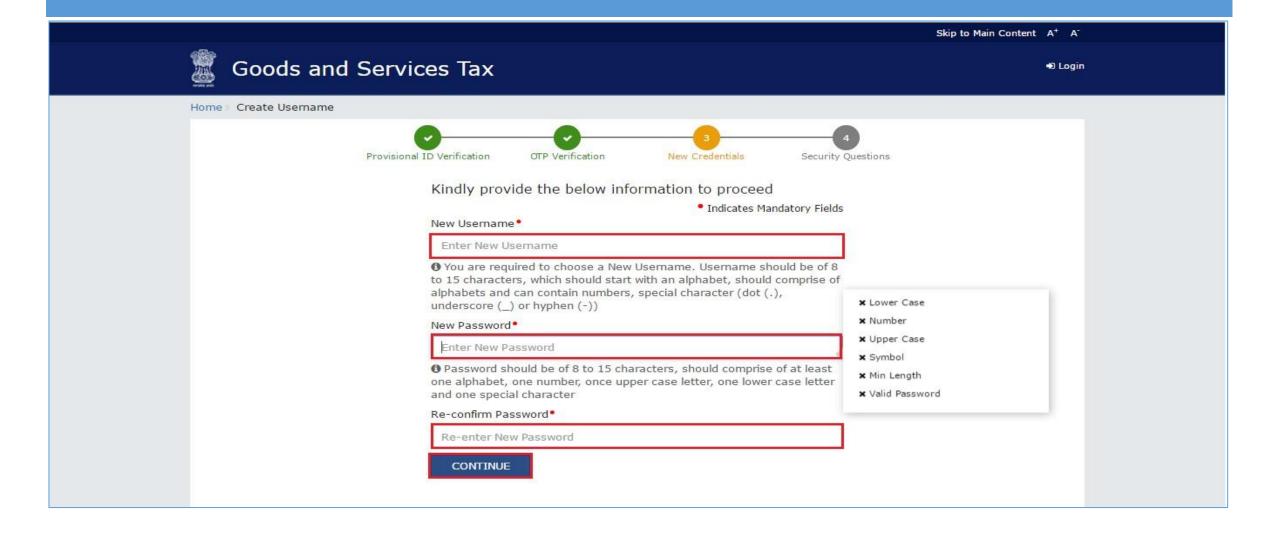
Step 5: Verification of Email & Mobile number using OTP



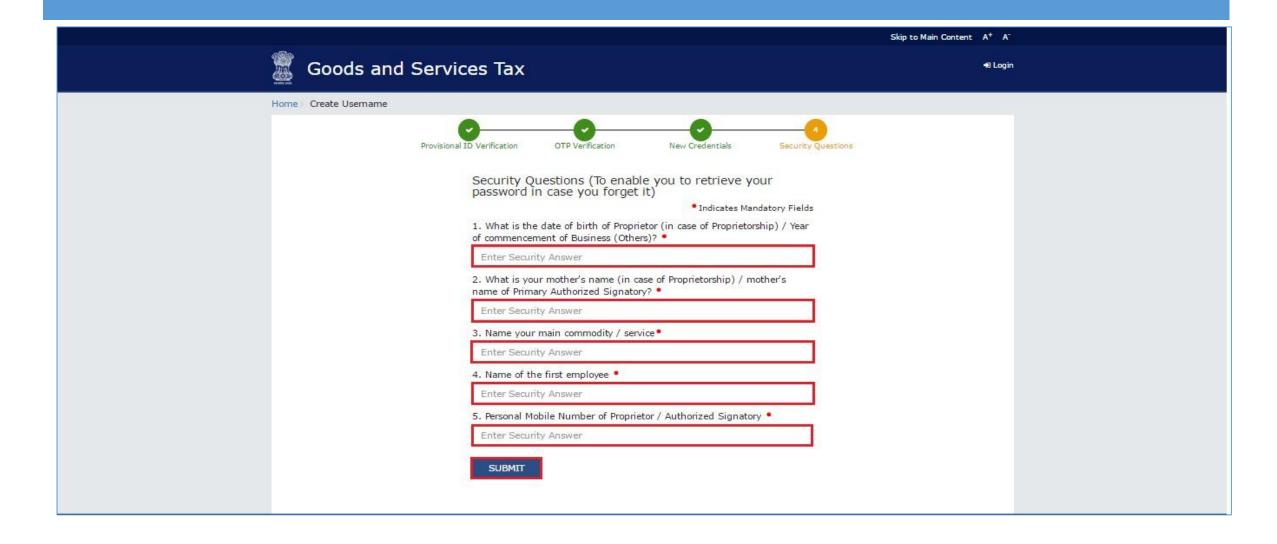
Note on OTP

- All future correspondence from the GST Common Portal will be sent on the registered e-mail address and mobile number only.
- Both the e-mail address and mobile number need to be verified using the OTPs.
- During verification, two separate OTPs will be sent. One OTP is sent on e-mail address and another
 OPT is sent on mobile number.
- Enter the OTP that you received on your e-mail address in the Email OTP field.
- Enter the OTP received on your mobile number in the Mobile OTP field.

Step 6: Creation of username and password for GSTN login



Step 7: Security questions to Reset password



Successful creation of user id and password for GSTN





GSTN ENROLLMENT Filling the form GST-REG-20

GSTN Enrollment Prerequisite

- I) Mandatory Data and
- 2) Mandatory Documents
- 3) DSC (If Corporate or LLP)

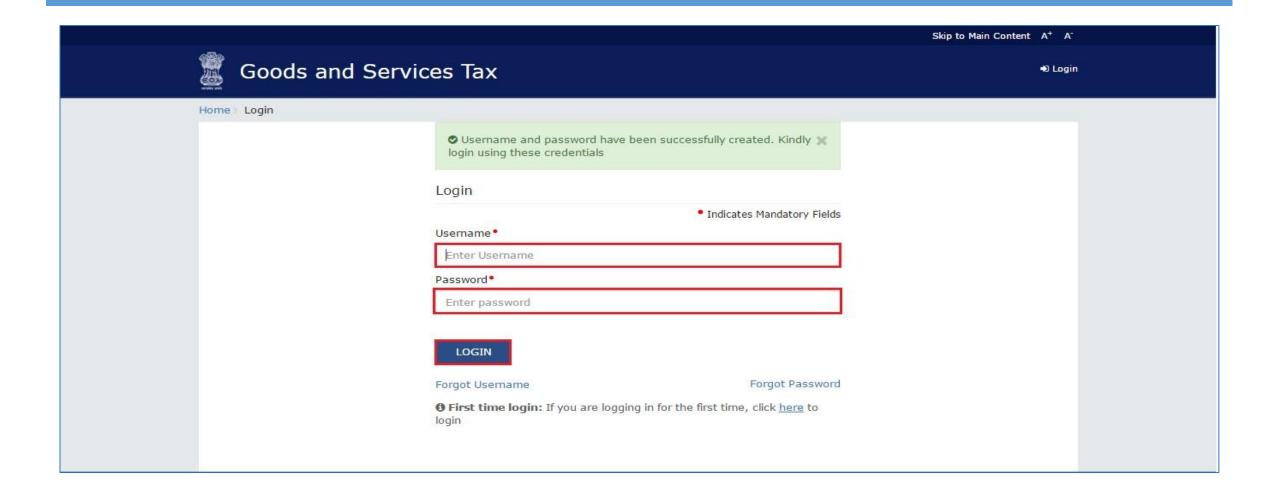
Data and documents required for enrolment

Details	Documents required	File format and Size for uploading
Business Detail	 Registration certificate Partnership deed (if applicable) 	PDF/JPEG(IMB)
Promoters/Partners	Photograph (for each)	JPEG(100KB)
Authorized Signatory	I.Proof of appointment2.Photo	PDF/JPEG(IMB) JPEG(I00KB)
Principal / Additional Places Of Business	Address proof (for each)	PDF/JPEG(IMB)
Bank Accounts	Statement/First page (for each)	PDF/JPEG(IMB)

Who can sign using DSC/e-sign/EVC?

SI No	Constitution	Who can sign
1	Proprietor	Proprietor
2	Partnership	Managing partner
3	HUF	Karta
4	Company/LLP	Authorized Signatories , duly authorized by the Board of the Company/LLP
5	Trust registration	Managing trustee
6	Association of persons	
7	Club, Society	Authorized Signatories , duly authorized by the management committee
8	Local authority	Authorized Signatories
9	Statutory Body	Authorized Signatories
10	Government department	Authorized Signatories

Login using your newly created ID and password



Filing the form GST-REG-20-application for enrolment of existing taxpayer

In
GSTN
portal the
form needs
to filled
under
various tab:

Business Details

Promoters / Partners

Authorized Signatory

Principal Place of Business

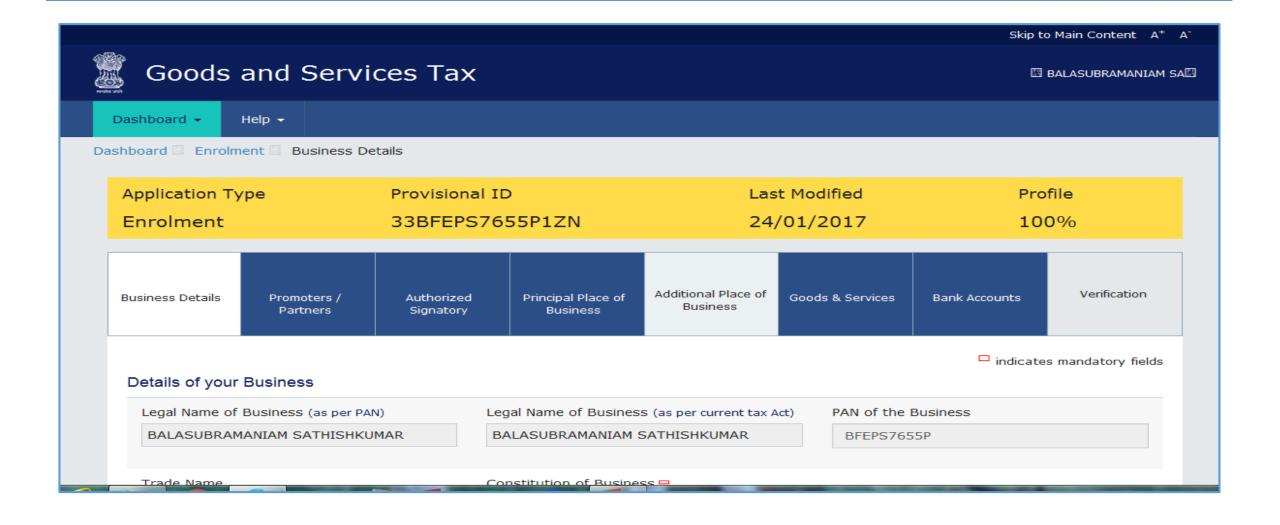
Additional Place of Business

Goods & Services

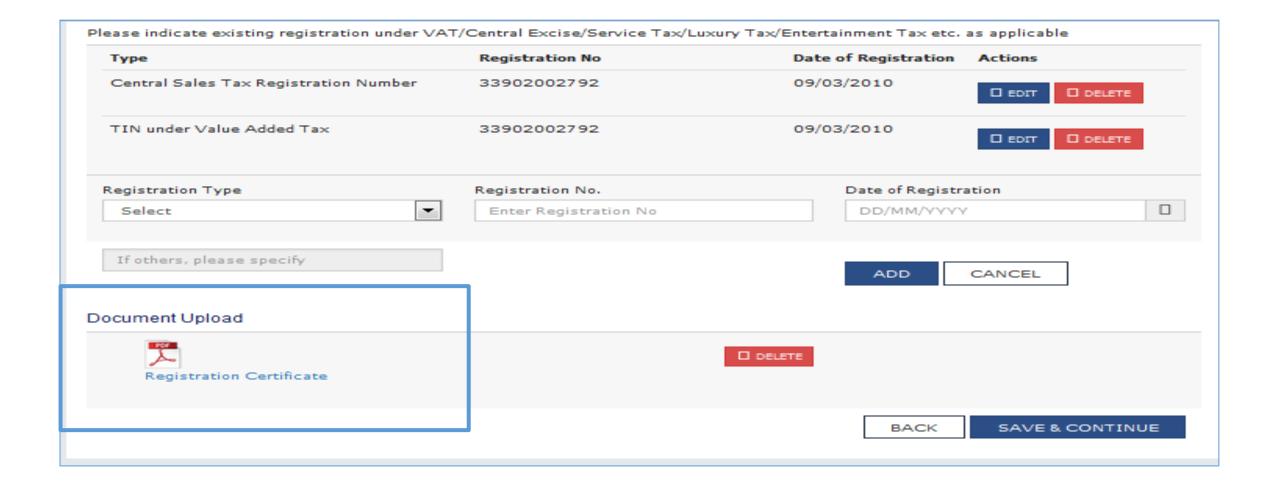
Bank Accounts

Verification

Business details (1/2)



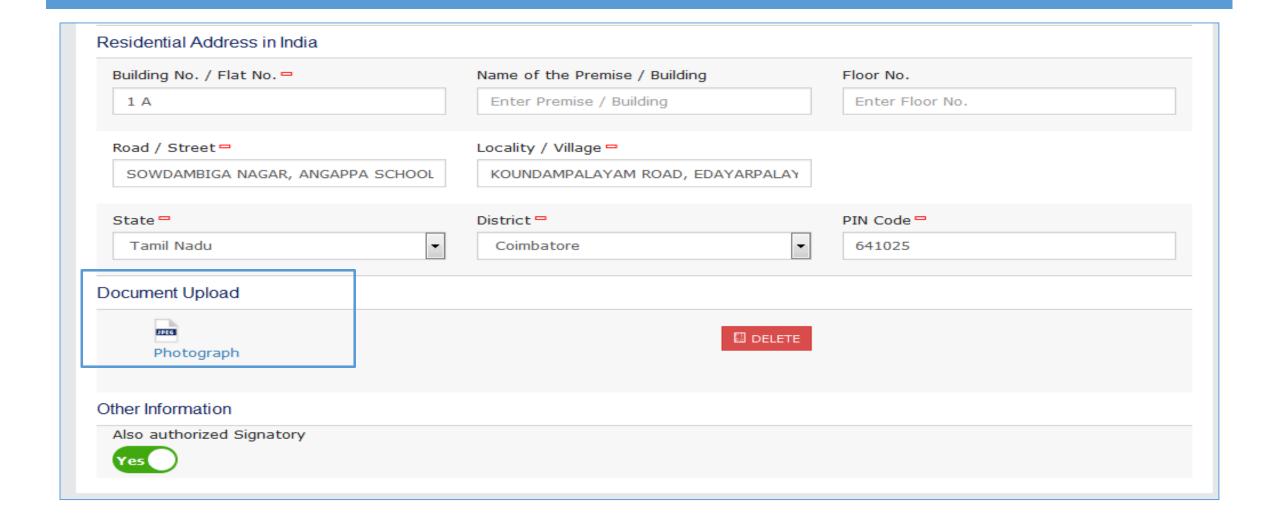
Business details 2/2



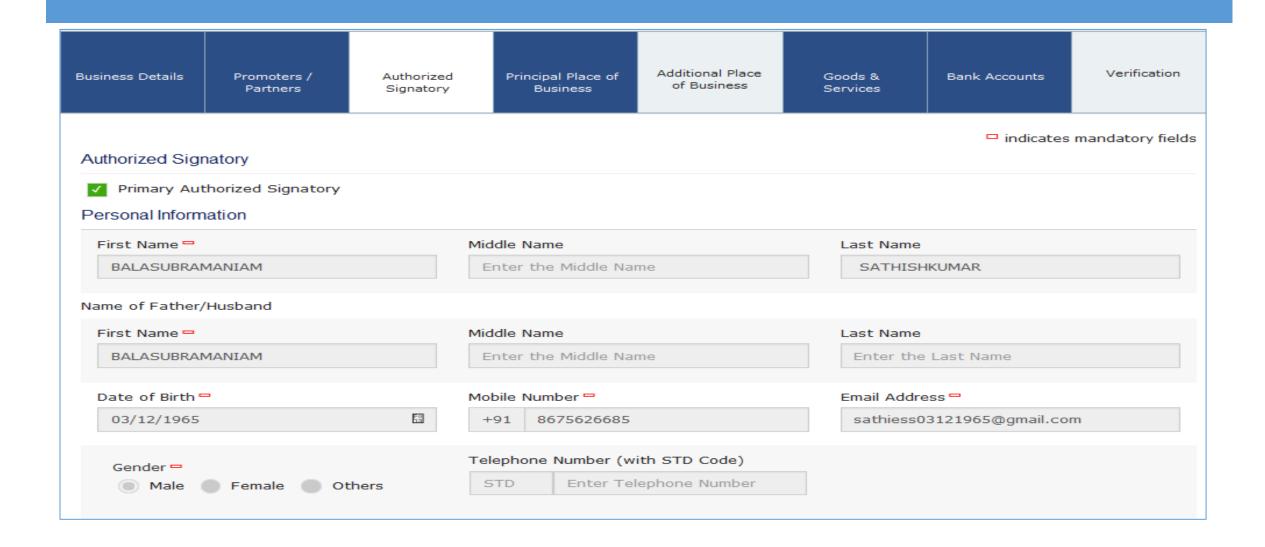
Promoters / Partners (1/2)

Business Details	Promoters / Partners	Authorized Signatory	Principal Place of Business	Additional Place of Business	Goods & Services	Bank Accounts	Verificatio
Details of Prop						□ indicates r	nandatory fi
First Name			ddle Name Enter the Middle Na	me	Last Name	HKUMAR	
Name of Fathe	er/Husband						
First Name BALASUBRA	AMANIAM		ddle Name Enter the Middle Na	me	Last Name Enter the	Last Name	
Date of Birth □ 03/12/1965 □			Mobile Number □ +91 8675626685			Email Address = sathiess03121965@gmail.com	
Gender□ Male Female Others			Telephone Number (with STD Code) STD Enter Telephone Number				
Identity Informa	ation						
Designation PROPRIETO			rmanent Account N 3FEPS7655P	lumber (PAN)			
Are you a citiz	en of india?		ssport Number Enter the Passport	Number	than compa returns etc.		n sign your ed on Aadhaa

Promoters / Partners (1/2)



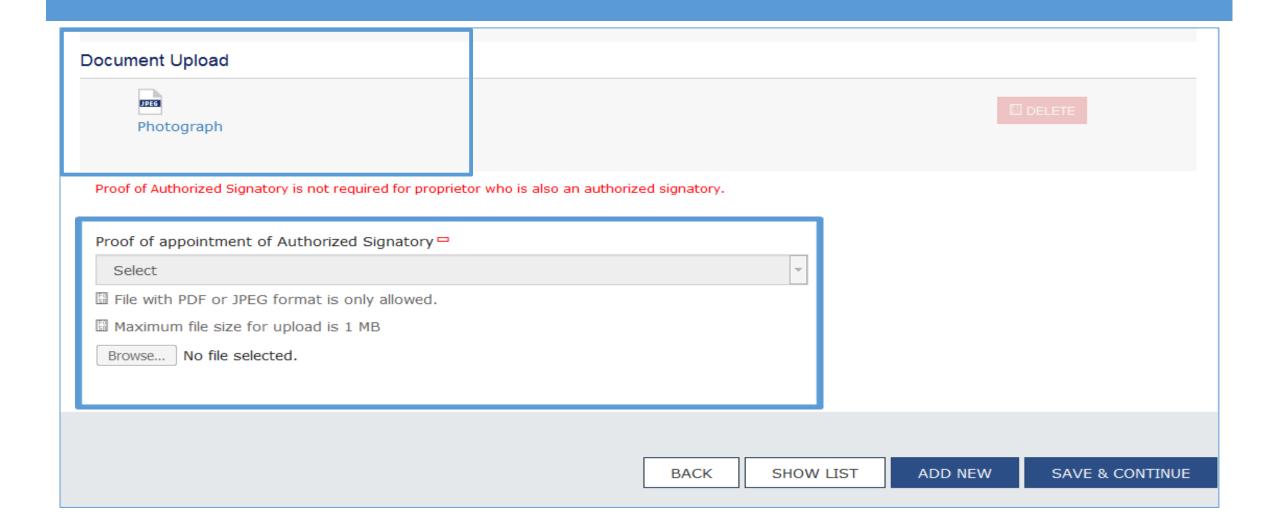
Authorized Signatory (1/3)



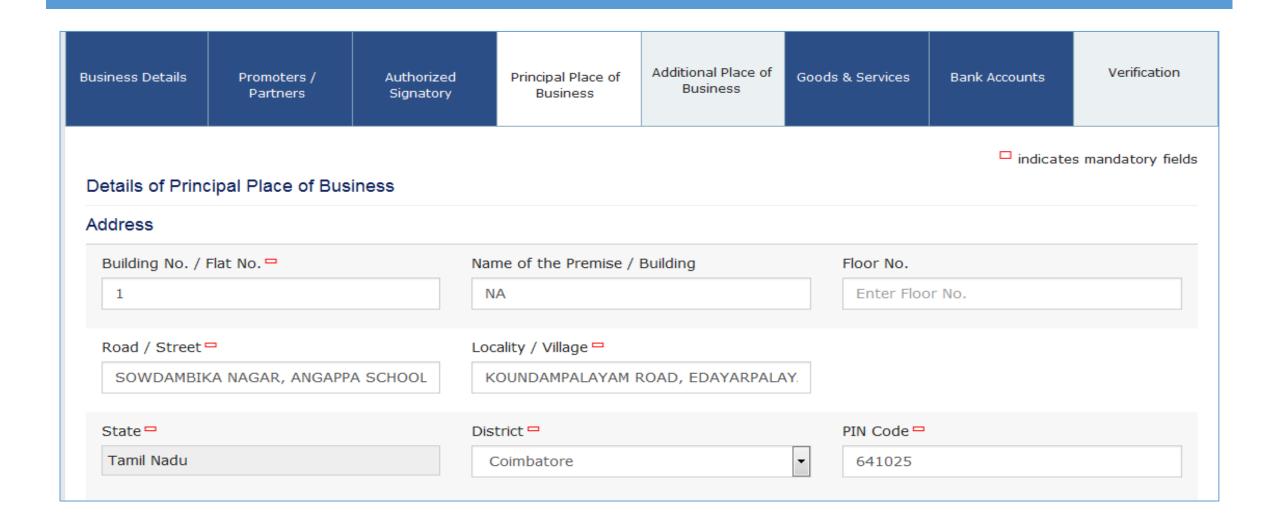
Authorized Signatory (2/3)

Identity Information		
Designation -	Permanent Account Number (PAN)	
PROPRIETOR	BFEPS7655P	
Are you a citizen of india?	Passport Number	Aadhaar Number
Yes	Enter the Passport Number	542350391927
		If you provide your Aadhaar here, (other than companies / LLP) you can sign your returns etc. using e-Sign based on Aadhaar without requirement of Digital Signature
Declaration -		
purpose of authentication. "Goods and Service	ber give consent to "Goods and Services Tax Netw es Tax Network" has informed me that identity info red with Central Identities Data Repository only for	rmation would only be used for validating
Residential Address in India		
Building No. / Flat No. □	Name of the Premise / Building	Floor No.
1 A	Enter Premise / Building	Enter Floor No.
Road / Street □	Locality / Village □	
SOWDAMBIGA NAGAR, ANGAPPA SCHOO	KOUNDAMPALAYAM ROAD, EDAYARPALAY	
State -	District -	PIN Code =
Tamil Nadu	Coimbatore	641025

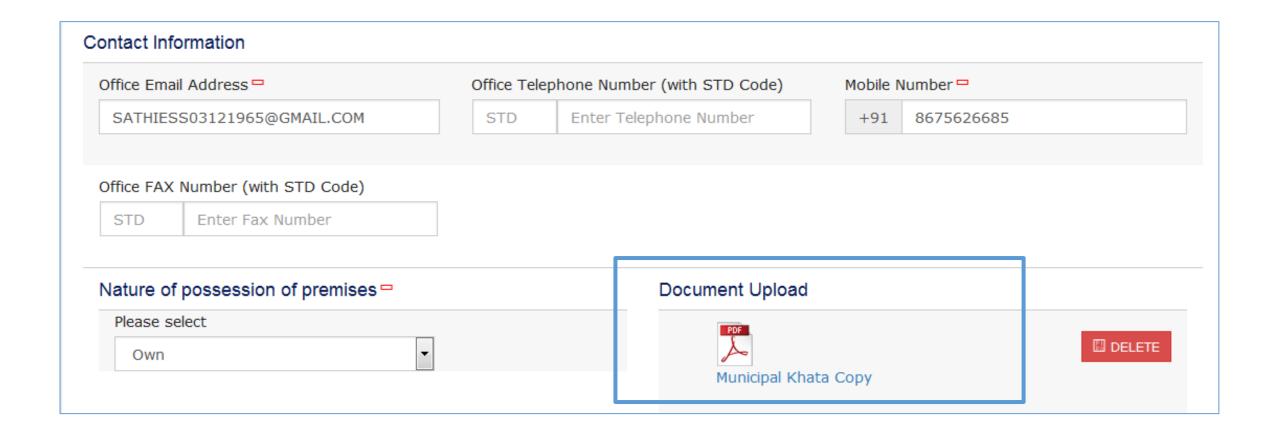
Authorized Signatory (3/3)



Principal Place of Business (1/3)



Principal Place of Business (2/3)



Principal Place of Business (3/3)

Bonded Warehouse	EOU / STP / EHTP	✓ Factory / Manufacturing
Input Service Distributor (ISD)	Leasing Business	Office / Sale Office
Retail Business	Service Provision	Service Recipient
SEZ	Warehouse / Depot	Wholesale Business
Works Contract	Others	
er Information		
ve Additional Place of Business		
No		

Additional Place of Business



Details of Additional Places of your Business

No Records Added

BACK

ADD NEW

CONTINUE

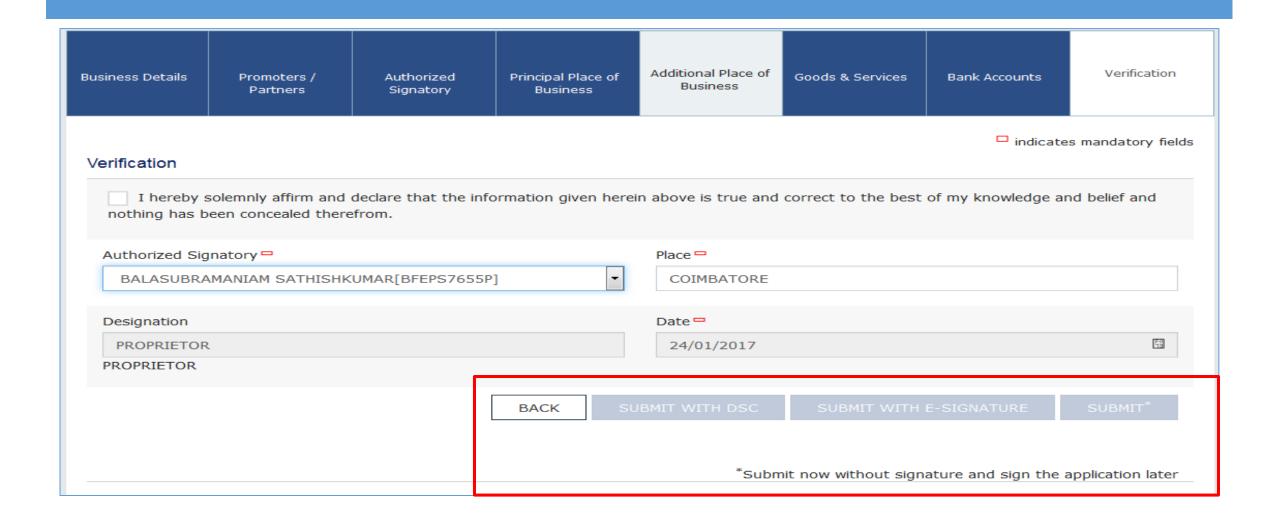
Goods & Services



Bank Accounts

Business Details	Promoters / Partners	Authorized Signatory	Principal Place of Business	Additional Place of Business	Goods & Services	Bank Accounts	Verification		
□ indicates mandatory fields Bank Accounts Maintained By the Applicant for Conducting Business									
Account Numb	er 🗆	Тур	e of Account =						
2394111000	01088		Current		~				
Enter Bank IFS	SC Code -			☐ Don't know yo	ur IFSC Code?				
ANDB000239	94	· ·	SET ADDRESS	Click here to find	your bank				
Bank Name				Bank Address					
ANDHRA BA	NK				UI COLONY,THADA(EDU,COIMBATORE,(
Document Uplo	oad								
First pag	e of Pass Book		☐ DELETE	an la guenn		ISW GAVE O	CONTINUE		
				BACK SHOW	LIST ADD N	SAVE &	CONTINUE		

Verification



Please note

- At present the form can be filed without Digital Signature and e-sign.
- At the time of issue of Provisional id to Companies and LLPs, form has to be digitally signed. In other cases, form may be submitted through esignature (OTP).

Successful submission-Acknowledgement

Dashboard Help To Dashboard Enrolment Acknowledgement

SUCCESS

Thank you for submission.

System will verify / validate the information submitted after which acknowledgement will be sent in next 15 minutes

GSTN help

- For any assistance with GSTN Common Portal, contact GSTN helpdesk:
 - **0124-4688999**
 - helpdesk@gst.gov.in
 - http://tutorial.gst.gov.in



Thank You