


Sr. No.	Recommendation	Response (Yes/No/NA)	Supporting Materials
232	Ensure information on the procedure and a comprehensive list of all documents that need to be provided are available on the web site	Yes	

[http://www.cet.gujarat.gov.in/Gallery/Media\\_Gallery/Procedure\\_for\\_Registration.pdf](http://www.cet.gujarat.gov.in/Gallery/Media_Gallery/Procedure_for_Registration.pdf)



The screenshot displays the website of the Commissionerate of Entertainment Tax, Information & Broadcasting Department, Government of Gujarat. The page features a navigation menu with options like 'Home', 'Organizational Structure', 'Right to Information', 'Acts, Rules, GRs', 'Downloads', and 'Contact Us'. A prominent banner reads 'ENTERTAINMENT TAX AND LUXURY TAX'. A dropdown menu is open over the 'Guideline for Registration' link, listing options: 'Apply for registration', 'File Return', 'Download Registration Form', 'Download Approved Certificate', 'Pay Tax', and 'Print Chalan'. The website also identifies the Secretary as Dr. Dhiraj Kakadia, IIS, Commissioner of Entertainment Tax.

### **Procedure for Registration of Entertainment Tax / Luxury Tax**

- 1) Go to Website <http://www.cet.gujarat.gov.in>
- 2) Click on “Online Services” Tab
- 3) Select “Apply for Registration”
- 4) A fillable form will be displayed
- 5) Fill up all the Details in the Form
- 6) Upload the scanned/soft copy of following documents
  - a. Copy of License of Cinema/Hotel
  - b. Copy of PAN Card
  - c. Copy of Photo ID Proof
  - d. Copy of Tariff Card in case of Hotel
- 7) Key in the captcha code in the box
- 8) Click on “I agree with Terms and Conditions” check box, “Submit” Button will be enabled
- 9) Click on “Submit” button. Your Application for Registration will be saved
- 10) An email giving details of Application for Registration with auto generated unique Number will be sent to user’s email id as provided in the registration form.
- 11) Intimation with pdf file of online application for Registration will be sent to respective District Magistrate.
- 12) The concerned District Magistrate will process the Registration Application and issue a Certificate of Registration within 30 days and upload the scanned copy of Certificate of Registration on the website.
- 13) User will be intimated regarding issuance of Certificate of Registration by email.
- 14) User can download the scanned copy of Certificate of Registration from the website.