



Business Reform Action Plan 2016 Response by Government of Maharashtra

Area 8i: Registration for Luxury Tax

239: Design and implement a system that allows online application, payment, tracking and monitoring without the need for a physical touch point for document submission and verification.

Response: Yes

Remarks:

The end to end process is shown in the screenshots below. The user has to register at www.mahavat.gov.in/Mahavat/index.jsp

Supporting Documents:

The applicant enters the URL: www.mahavat.gov.in/Mahavat/index.jsp and clicks on “e-Registration” on the left hand side of the portal.

Click on “e-registration” on e-services on left handside of the portal.

The screenshot shows the Department of Sales Tax website. The left-hand navigation menu is expanded to show 'E-Services', with 'e-Registration' highlighted. A red box highlights the 'e-Registration' link. Below the menu, the 'What's New' section contains two links: 'Registration User Manual For Dealers - MVAT' and 'Registration User Manual For Dealers - CST'. A red box highlights these two links. A red arrow points from the 'e-Registration' link in the menu to the 'What's New' section. Another red arrow points from the 'What's New' section to a text box at the bottom of the page.

Here, you will find the manuals for particular Act.



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The applicant then enters the Login Credentials (User ID, Password). As seen in the screenshot, for E-Registration the user can login as a “New user” or if he/she has created a user ID, then he/she can click on “Existing User”



“Existing user “will login here for all his activities and also for registration

New applicant will click on “New User “ for creating new profile.

Once, a user clicks on “New User, Register Here”, the page will navigate to ‘Options for Registration’. Then select “New Dealer Registration under various Acts”



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Options for Registration

New Dealer Registration under various Acts

Existing Dealer Registration

Other Bodies Registration(TDS Employer, TCS, Govt. and Other Bodies)

Consulate Registration

STP/Advocate/CA/CS Enrolment

Once “New Dealer Registration under various Acts” is selected, an instructions page with all 7 acts is displayed. Clicking on a particular act displays instructions pertaining to that act.

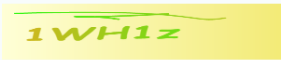

Enter the relevant details like PAN and proceed.

← PAN/TAN Details

PAN TAN

PAN:

Constitution:

Image:  

Captcha:

Next



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Enter the User Details:

User Details

Your user ID:

*Full Name:

*Email ID:

*Re-enter Email ID:

*Mobile Number:

[Create Profile](#)

The user will receive the following confirmation message.

Link has been sent to your registered email ID 'dumbre.pramod@gmail.com'. Please Follow below steps for creation of profile.
Step 1: Click the link contained in the email.
Step 2: On the User Details verification page, enter One Time Password(OTP) sent to you on your Registered Mobile Number.

Note: Please check your Junk/Spam folder in case you do not find the email into your Inbox.

If you have not received the email:

1. Check whether email ID 'dumbre.pramod@gmail.com' provided by you is correct ? [Back](#)
2. [Click here](#) to resend the email activation link and OTP



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Activate your profile using the OTP sent to the registered mail ID.

Profile Activation

Name as per PAN/TAN:

One Time Password: [Resend OTP](#)

User ID:

Security Question: ▼

Answer:

Once a temporary profile is created, the user has to “e-Register” on the website – www.mahavat.gov.in/Mahavat/index.jsp by clicking on the “e-Registration” link

Click on “e-registration” on e-services on left handside of the portal.

The screenshot shows the official website of the Department of Sales Tax, Government of Maharashtra. The page features a navigation menu with 'e-Services' highlighted. Under 'e-Services', 'e-Registration' is selected. A red box highlights the 'e-Registration' link in the menu. Another red box highlights the 'Registration User Manual for Dealers - RVAT' and 'Registration User Manual for Dealers - CST' links in the 'What's New' section. A red arrow points from the 'e-Registration' link to the 'e-Registration' section, and another red arrow points from the manual links to the text below.

Here, you will find the manuals for particular Act.



Government Of Maharashtra

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Maharashtra Sales Tax Department

English Search

Home About Us Act & Rules Download Dealer Services TAX Officer

E - Services

New user? Register here

May I help you

What's New

Payments

Existing user? Login

Know your Dealer

Announcements

About us

Articles & Rules

Downloads

Dealer Services

Profile
Vision and mission
Citizen charter
Department at a glance
Organizational structure

Acts
Rules
Notifications
Rate Schedule
Govt. resolution

Acts
Trade circular
Notification
Forms
Acrobat

Tax calendar
Know your TIN
Manuals of procedures
Short/Non-filers
ACD helpline

Click on existing dealer login to input temporary user id and password.

महाराष्ट्र शासन
विक्रय विभाग

DEPARTMENT OF SALES TAX
GOVERNMENT OF MAHARASHTRA, INDIA
www.mahavat.gov.in

सत्यमेव जयते

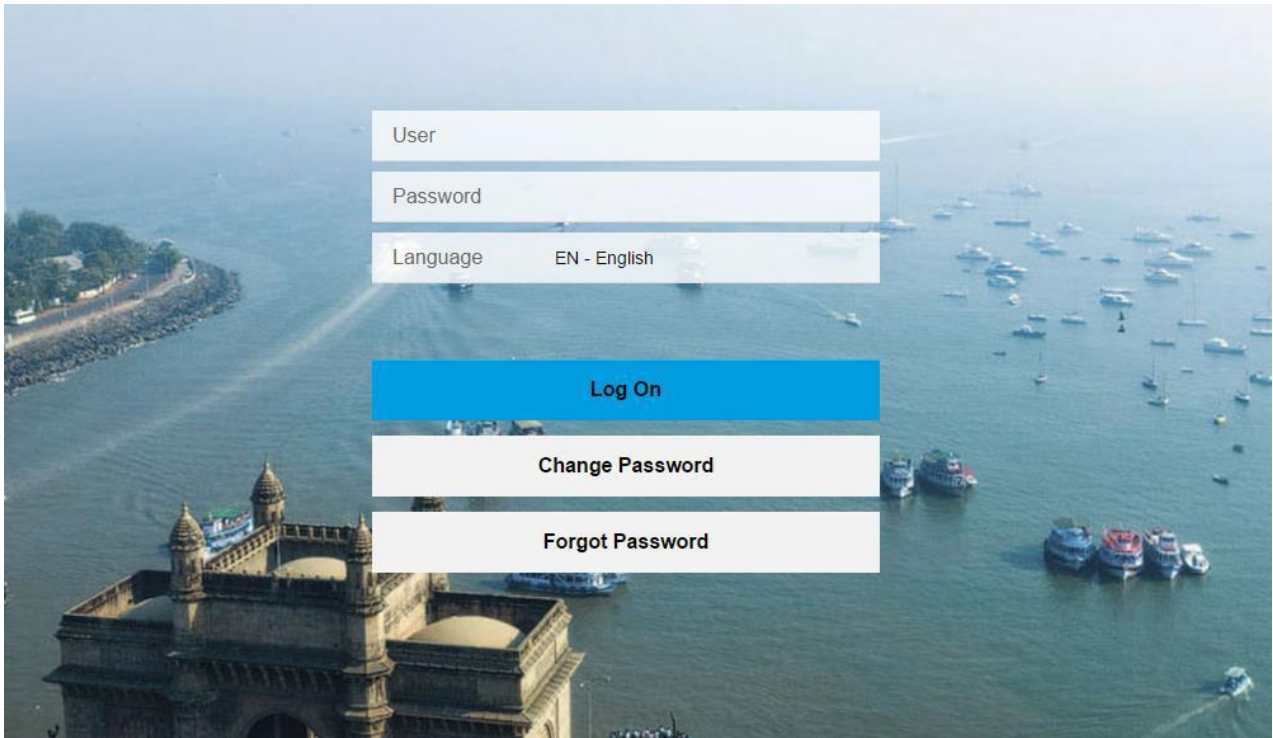
Temporary Profile Creation

Login to temporary profile(Acts Registration)

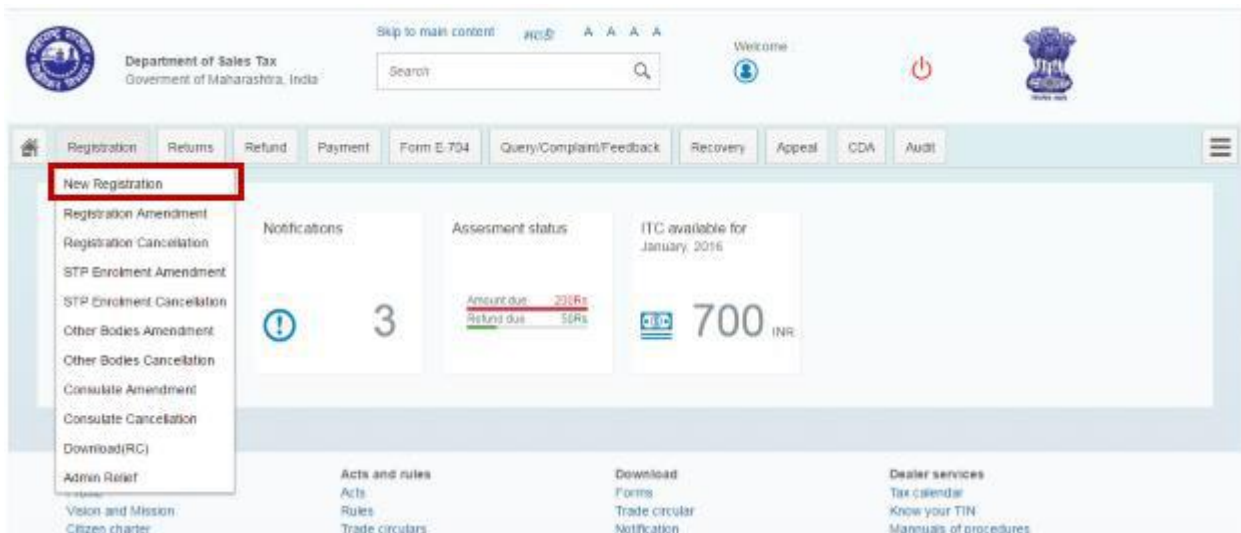
New dealer have to click on this link to login with temporary id and select the Acts.



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The user clicks on Registration and selects New Registration.





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Select The Maharashtra Tax on Luxuries Act 1967 as shown below:

The screenshot shows a web application interface for registration. At the top, there is a navigation bar with 12 steps: 1. Select Act, 2. CST1 Form A, 3. CST Form V(B), 4. CST POB Details, 5. CST Bank Details, 6. CST Additional POB, 7. CST Other States POB, 8. CST Business Dealer, 9. CST Existing Registration, 10. CST Details of Individuals, 11. CST Goods, and 12. Upload Documents. The current step is 'Select Act Type'. Below this, there is a list of tax acts with checkboxes. The 'The Central Sales Tax Act, 1956 (CST)' option is selected and highlighted with a green border. Other options include 'The Maharashtra Value Added Tax Act, 2002 (MVAT)', 'The Maharashtra Tax on Luxuries Act, 1987 (LUXURY TAX)', 'The Maharashtra State Tax on Professions, Trades, Callings and Employments Act, 1975 (PTRC)', 'The Maharashtra Purchase Tax on Sugarcane Act, 1962 (SCPT)', 'The Maharashtra Tax on the Entry of Goods into Local Areas Act, 2002 (ENTRY OF GOODS)', and 'The Maharashtra State Tax on Professions, Trades, Callings and Employments Act, 1975 (PTEC)'. Below the list, there is a 'Type of dealer:' dropdown menu with 'Regular Dealer' selected. At the bottom right, there are 'Previous' and 'Next' buttons.

Fill the application shown below:

The screenshot shows a web application interface for filling an application. The title is 'Title'. There are two main fields with date pickers: '*12. Business in respect of which this application is made, was first started on:' and '*13. The first import into local area was effected on:'. Below these fields, there is a declaration: 'Declaration: - 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.' followed by a checkbox. Below the declaration, there is a 'Place:' field, a 'Date:' field with a date picker, and a 'Name of applicant:' field with 'Full Name' entered. There are also buttons for 'Please Enter UID', 'get UID OTP', 'Please Enter UID OTP', and 'Validate UID OTP'. At the bottom right, there are 'Previous' and 'Next' buttons.

The user then uploads the necessary documents after filling the form as shown below:



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FORM 4
[See rule 5(1) and (4)]
Application for Registration under section 8 of the Maharashtra Tax on Luxuries Act, 1987

To,
The Registering Authority,
I hereby apply for grant of registration under section 8 of The Maharashtra Tax on Luxuries Act, 1987.

1. PAN/TAN *: AAACN0085D

Documents required for proof of PAN/TAN *: PAN of Company

2. Name of the Business / Proprietor * (as mentioned in PAN/TAN): M/s NIIT LIMITED

3. Trade / Brand Name(s) (If any): ABC

4. Constitution of Business *: Public Ltd. Co.

Select the Reason for Registration and refer to the screenshots shown below for each of the reasons:

5. Reason for Registration*: ----Select Reason for Registration----

- Liability to pay arises
- Shifting of place of business
- Change in constitution
- Part transfer of business
- Full transfer of business

For if liability to pay arises

5. Reason for Registration*: Liability to pay arises

(a) Liability to pay arises:

Date on which Liability to pay arises: DD/MM/YYYY

Documents required for Liability to pay arises: Bill receipt by hotelier or by his agent for any luxury provided in a hotel.

For shifting of place of business

5. Reason for Registration*: Shifting of place of business

(b) Shifting of place of bussiness:

Change in Place from:

To:

With effect from: DD/MM/YYYY



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If there is change in constitution

5. Reason for Registration*:

(c) Change in Constitution of the business:

TIN (Previous):

Change in Constitution from:

To:

With effect from:

For part transfer of business

5. Reason for Registration*:

(d) Part transfer of business:

Mention the name of the transferor and date of transfer:

TIN:

Business transferred from (Name):

With effect from:

Documents required for Part Transfer: Transfer Agreement along with signature proof.

For full transfer of business

5. Reason for Registration*:

(e) Full transfer of business:

Mention the Tin, name of transferor and date of transfer:

TIN (Transferor):

Business transferred from (Name):

With effect from:

Documents required for Full Transfer:

Transfer Agreement OR

In case of Luxury Tax, Form No 6 of old firm along with signature proof of person signing Form No 6

RC Cancellation Order



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Select the nature of business. And accordingly the required documents will appear as shown in the screenshots below:

6. Nature of Business *: ----Select----

- Boarding
- Loading & Boarding
- Lodging
- Other (Specify Please)
- Service Apartment

Screenshots showing different selections of nature of business

For Boarding

6. Nature of Business *: Boarding

Documents required for Nature of Business: License from Food and Drug Authority or Local bodies
 License from Police Department

For Lodging and Boarding

6. Nature of Business *: Loading & Boarding

Documents required for Nature of Business: License from Food and Drug Authority or Local bodies
 License from Police Department

For Service Apartments

6. Nature of Business *: Service Apartment

Documents required for Nature of Business: License from Food and Drug Authority or Local bodies
 License from Police Department

For Others

6. Nature of Business *: Other (Specify Please)

Documents required for Nature of Business: License from Food and Drug Authority or Local bodies
 License from Police Department



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After that fill the relevant documents as applicable.

6. Nature of Business *:

7. Date of commencement of business *:

8. Whether holding Certificate of Entitlement under Tourism Incentive Scheme: Yes No

8. Whether holding Certificate of Entitlement under Tourism Incentive Scheme: Yes No

Eligibility Certificate No. of MTDC:

Entitlement Certificate No:

Documents required: Tourism License from MTDC
 Entitlement Certificate from MSTD.

9. Full address of the principal place of business *

Address

Building No/Flat No/Door No*:

Floor No:

Name of the Premises/Building*:

Road/Street/Lane:

District*:

Taluka*:

Locality/Area/Village*:

Pincode*:

Latitude(Optional):

Longitude(Optional):

Contact Details

Telephone No 1 with STD Code:

Telephone No 2 with STD Code:

Mobile No 1*:

Mobile No 2:

FAX No:

Email Address 1*:

Email Address 2:

Website:

Registered mobile number and email auto populated.



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Electricity Bill Details

Service Provider *:

Consumer No *:

Account No *:

IGR Details

District:

Location of Sub-registrar:

Year:

Document Number:

Select the nature of possession of premises. And accordingly the required documents will appear as shown in the screenshots below:

Nature of possession of premises *: Owned Transit/Online Sellers

Leased Rented/Leave and license

Tenancy/Sub-tenancy Consent

Rent free Stall Booking (only applicable for casual)

Screenshots showing different selections of nature of possession of premises:

For Owned Premises

Nature of possession of premises *: Owned Transit/Online Sellers

Documents required for proof of Place of Business(Select any one)

Latest electricity bill*

Property Card

Registered Ownership deed

Registered Agreement (including Index II) with the builder

Society maintenance receipt

Share certificate of Co-operative society in the name of applicant

Certificate showing the address of the applicant issued by the manag...



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For Transit and Online Sellers

Nature of possession of premises *: Owned Transit/Online Sellers

Documents required for proof of Place of Business(Select any one)

- Latest electricity bill *
- In case of transit Agreement/ Letter of allotment.
- In case of Online Sellers Agreement between main company (online ...

For Leased Premises

Nature of possession of premises *: Owned Transit/Online Sellers
 Leased Rented/Leave and license

Documents required for proof of Place of Business(Select any one)

- Latest electricity bill *
- Lease Agreement

For Rented / Leave and license

Nature of possession of premises *: Owned Transit/Online Sellers
 Leased Rented/Leave and license

Documents required for proof of Place of Business(Select any one)

- Latest electricity bill *
- Registered leave and license agreement in the name of applicant alo...
- Ownership proof of Licensor
- Property Card
- Registered Ownership deed
- Registered Agreement (including Index II) with the builder
- Society maintenance receipt
- Share certificate of Co-operative society in the name of applicant



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For Tenancy / Sub-tenancy

Nature of possession of premises *: Owned Transit/Online Sellers
 Leased Rented/Leave and license
 Tenancy/Sub-tenancy Consent

Documents required for proof of Place of Business(Select any one)

- Latest electricity bill *
- Registered Tenancy/Sub-tenancy agreement
- Latest Rent Receipt
- Incase of Sub-tenant No Objection Certificate from landlord with his s...

For Consent

Nature of possession of premises *: Owned Transit/Online Sellers
 Leased Rented/Leave and license
 Tenancy/Sub-tenancy Consent

Documents required for proof of Place of Business(Select any one)

- Latest electricity bill*
- Consent letter from family member/s in the name of applicant (owner...
- Ownership proof of Consenter/s
- Property Card
- Registered Ownership deed
- Registered Agreement (including Index II) with the builder
- Society maintenance receipt
- Share certificate of Co-operative society in the name of applicant
- List of directors from Registrar of Companies of sister concern
- Board Resolution of consenter company
- Consent letter and signature proof of consenter Director



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For Rent – Free premises

- Nature of possession of premises *: Owned Transit/Online Sellers
 Leased Rented/Leave and license
 Tenancy/Sub-tenancy Consent
 Rent free Stall Booking (only applicable for casual)

Documents required for proof of Place of Business(Select any one)

- Latest electricity bill *
- Consent letter from family member/s in the name of applicant (owner...)
- Ownership proof of Consenter/s
- Property Card
- Registered Ownership deed
- Registered Agreement (including Index II) with the builder
- Society maintenance receipt
- Share certificate of Co-operative society in the name of applicant
- List of directors from Registrar of Companies of sister concern
- Board Resolution of consenter company
- Consent letter and signature proof of consenter Director

For Stall Booking

- Nature of possession of premises *: Owned Transit/Online Sellers
 Leased Rented/Leave and license
 Tenancy/Sub-tenancy Consent
 Rent free Stall Booking (only applicable for casual)

Documents required for proof of Place of Business(Select any one)

- Allotment Letter



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Fill in the bank details as applicable:

Main Nature: Part Nature:

13. Details of bank account(s)*

Total number of Bank Accounts maintained by the applicant for conducting business:

Select Entry*: MICR Code IFSC Code

Account number*:
Type of Account:
MICR Code:
Name of the Bank*:
Branch and Address of the Bank and Branch:
Pin Code:
State:

Document Required for bank details *: Scanned copy Cancelled Cheque of Current Account in the name of firm/business

Select Entry*: MICR Code IFSC Code

Account number*:
Type of Account:
IFSC:
Name of the Bank*:
Branch and Address of the Bank and Branch:
Pin Code:
State:

Get details would fetch Name of the bank, branch and pincode simulataneously.



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Document Required for bank details *: Scanned copy Cancelled Cheque of Current Account in the name of firm/business

The user can add additional premises of the business as applicable:

11. Full address of the additional place(s) of Business / Godown(s) / Warehouse(s) in Maharashtra

Total number of Additional Place(s) of Business / Godown(s) / Warehouse(s) in Maharashtra

Premises 1 Details of Additional Place of Business:

Add Premises

Delete Premises

The user needs to furnish details of the other persons in the business:

12. Details of Proprietor/Partner/Director/Members of Managing Committee/all persons having any interest in the business including HUF *

Total Number of Persons

Note: Please provide details in the table below. In case you need more tables, click on add button

- ◆ In case of Proprietorship: Details of Owner/Proprietor.
- ◆ In case of Partnership: Details of all Managing/ Authorized Partners (personal details of all partners but photos of only ten partners including that of Managing Partner is to be submitted)
- ◆ In case of Companies registered under Companies Act: Managing Director and whole time directors.
- ◆ In case of HUF: Details of Karta of HUF.
- ◆ In case of Trust: Details of Managing Trustee.
- ◆ In case of Association of Persons: Details of Members of Managing Committee(personal details of all members but photos of only ten members including that of Chairman is to be submitted)
- ◆ In case of Local Authority: Details of CEO or equivalent.
- ◆ In case of Statutory Body: Details of CEO or equivalent.
- ◆ In case of others: Details of person responsible for day to day affairs of the business.

◆ In case of LLP, If Partners Registered then TIN, otherwise as above of all partners.

◆ Any other documents on which the address is available.

Add

Delete



Details(1)

Name of the person:

Name of Father/Husband:



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Designation/Status:	<input type="text"/>
Date of birth:	<input type="text"/>
PAN:	<input type="text"/>
POI (Person of Indian Origin):	<input type="text"/>
OCI (Overseas Citizenship of India):	<input type="text"/>
PTEC:	<input type="text"/>
TIN(if LLP):	<input type="text"/>
PTRC(if LLP):	<input type="text"/>
Passport No(in case of foreigners):	<input type="text"/>
UID No:	<input type="text"/>
DIN No.(if any):	<input type="text"/>
Mobile Number:	<input type="text"/>
E-mail address:	<input type="text"/>
Telephone No:	<input type="text"/>
Gender:	Male <input type="text"/>
FAX No:	<input type="text"/>

Residential Address

Building No/Flat No/Door No:	<input type="text"/>
Floor No:	<input type="text"/>
Name of the Premises/Building:	<input type="text"/>
Road/Street/Lane:	<input type="text"/>
District:	<input type="text"/>
Taluka/Area:	<input type="text"/>
Post:	<input type="text"/>
Pincode:	<input type="text"/>
Latitude(Optional):	<input type="text"/>
Longitude(Optional):	<input type="text"/>

Contact Details

Telephone No 2 with STD Code:	<input type="text"/>	<input type="text"/>
Mobile No 2:	<input type="text"/>	
Email Address 2:	<input type="text"/>	
FAX No:	<input type="text"/>	



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Documents required for proof of Place of Premanent Residence Address (Select any one)

- Copy of Passport
- Other National ID attested by Indian
- Embassy/Consulate/High Commission/Apostile
- Bank account statement in country of residence duly attested by Indian Embas...
- NRE (Non Resident External) bank account statement
- Person of Indian Origin (PIO) card issued by Government of India.
- Overseas Citizen of India (OCI) card issued by Government of India

Designation/Status:

Date of birth:

PAN:

POI (Person of Indian Origin):

OCI (Overseas Citizenship of India):

PTEC:

TIN(if LLP):

PTRC(if LLP):

Passport No(in case of foriegners):

UID No:

DIN No. (if any):

Mobile Number:

E-mail address:

Telephone No:

Gender:

FAX No:

Contact Details

Telephone No 2 with STD Code:

Mobile No 2:

Email Address 2:

FAX No:

Documents required for proof of Place of Premanent Residence Address (Select any one)

- Copy of Passport
- Other National ID attested by Indian Embassy/Consulate/High Commission/Apostile
- Bank account statement in country of residence duly attested by Indian Embas...
- NRE (Non Resident External) bank account statement
- Person of Indian Origin (PIO) card issued by Government of India
- Overseas Citizen of India (OCI) card issued by Government of India

Based on the details given in POI, OCI, UID and passport details (screen 3.29) any one supporting document w.r.t above needs to be uploaded as listed below (screen 3.30)



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Scanned copy of Document to be uploaded:

- Latest electricity bill*
- Property Card
- Registered Ownership deed
- Registered Agreement (including Index II) with the builder
- Society maintenance receipt
- Share certificate of Co-operative society in the name of applicant
- Certificate showing the address of the applicant issued by the manager of Nationalise...
- Latest electricity bill *
- Registered leave and license agreement in the name of applicant alongwith
- Ownership proof of Licensor
- Property Card
- Registered Ownership deed
- Registered Agreement (including Index II) with the builder

The rest of the form can be filled as shown:

13. Address(s) in other State(s) and corresponding TIN under C.S.T. Act, if any

1

Add Address

Delete Address



14. Status of the signatory to the application *:

--- SELECT ---

--- SELECT ---

- PROPRIETOR
- AUTHORIZED PERSON OF PROPRIETOR
- PARTNER
- KARTA OF HUF
- ADULT MEMBER OF HUF
- DIRECTOR OF A CORPORATE BODY
- MANAGER OF A CORPORATE BODY
- SECRETARY OF A CORPORATE BODY
- PRINCIPAL OFFICER OF A CORPORATE BODY

Name of the signatory to the application:

UID No:

UID NO

Get OTP



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14. Status of the signatory to the application *:

Name of the signatory to the application:

UID No: [Get OTP](#)

OTP: [Validate OTP](#)

15. If the business is managed/Conducted by the person other than 12 above then details of Proprietor / Partner / Director / Members of Managing Committee / all persons having any interest in the business (including the members of Hindu Undivided Family Business) Not to be filled in if the applicant is a Department of Government.

Name of the Hotel *:

Total Number of Hotel Conductors/Managers:

[Add](#) [Delete](#)

[←](#) [→](#)

Address(1)

Full Name of Conductor/Manager:

PAN:

UID No.:

Mobile Number:

Email Address:

Telephone No.:

Gender:

Fax No.:



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Residential Address

Building No/Flat No/Door No:	<input type="text"/>
Floor No:	<input type="text"/>
Name of the Premises/Building:	<input type="text"/>
Road/Street/Lane:	<input type="text"/>
District:	<input type="text" value="v"/>
Taluka/Area:	<input type="text" value="v"/>
Locality/Area/Village:	<input type="text" value="v"/>
Pincode:	<input type="text"/>
Latitude(Optional):	<input type="text"/>
Longitude(Optional):	<input type="text"/>

After successfully filling in the application, the user uploads the documents as shown below:

1	2	3	4	5	6	7	8	9	10	11
Select Act	Luxury Registration F...	Luxury POB Details	Luxury Bank Details	Luxury Additional POB	Luxury Details of Residential	Luxury Other State POB	Luxury Details of Signatory	Luxury Form 7	Upload Documents	Acknowledgeme nt

UPLOAD DOCUMENT

Instructions

List of documents required to be uploaded along with application for New Registration.
Note: All the documents pertaining to deeds/agreements uploaded shall contain the following:

- i) Name of buyer and seller
- ii) Description of address Place of Business/Place of Residence/Additional Place of Business.
- iii) Signatures of buyer, seller and all the witnesses and page containing stamp of registrar.
- iv) Validity Period of the agreement in case of leave and license agreement.
- v) If partnership deed/LLP agreement is of more than 5 pages, upload pages showing commencement date of partnership, names of partners and their percentage of shares, place of business and signatures of all partners.
- vi) If the PAN Card is not available with the applicant, then the details of the PAN obtained from the website of Income Tax Department may be accepted as a proof of PAN instead of copy of PAN.



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Upload Documents

Scanned copy of Paid MTR-6 Challan		Upload	Preview
Photo of signatory to the application *		Upload	Preview
Signature		Upload	Preview
Annexure "B" (Download Template)	Dealers Manual of PTEC.docx	Upload	Preview
Scanned copy of FORM V(B)*	Pramod.Error in CST-14-4-2016.xlsx	Upload	Preview
Scanned copy of FORM V(B)*	Pramod.Error in CST-14-4-2016.xlsx	Upload	Preview
PAN of Company		Upload	Preview
POB-Latest electricity bill*		Upload	Preview
POB-Ownership proof of Licensor		Upload	Preview
POB-Registered leave and license agreement in the name ...		Upload	Preview
POB-Property Card		Upload	Preview
APOB-000002-Latest electricity bill*	Positive.PTRCtesting.docx	Upload	Preview
APOB-000001-Latest electricity bill*	Positive.PTRCtesting.docx	Upload	Preview
APOB-000001-Property Card		Upload	Preview
APOB-000002-Property Card		Upload	Preview
CST TIN Certificate of concerned state	Dealers Manual of SCPT.docx	Upload	Preview
Aadhaar Card	SampleTimesheet_v1.5N.xls	Upload	Preview

Declaration

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. I hereby authorise Maharashtra Sales Tax Department to collect the information from UID authority.

Place:

Digital Signature of applicant (if any):

Date:

Designation:



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After uploading the documents, no payment is required for registration for Luxury Tax. The user will get a mail on submitting the application with the Application Reference Number that can be used for tracking the application as shown below:



Dealer can use this tracking number to check the status of the application