

AMNESTY SCHEME, 2024 – AMNESTY PORTAL USER GUIDE

CERTIFICATE OF SETTLEMENT

According to Section 14 (1) of the Kerala Finance Act, 2024 *“The designated authority shall, on being satisfied with the payment of the amount determined under sub-section (1) of section 10, by an order, settle the arrears of tax, surcharge, interest or penalty and issue a certificate of settlement in such form and manner as may be prescribed, and thereupon, the applicant shall be discharged from his liability to make payment of such arrears of tax, surcharge, interest or penalty. A separate order and certificate of settlement shall be issued in respect of each application.”*

As per Rule 5 of the Amnesty Rules, 2024, *the certificate of settlement of arrears issued under sub-section (1) of section 14 shall be in Form NSTY-IV.*

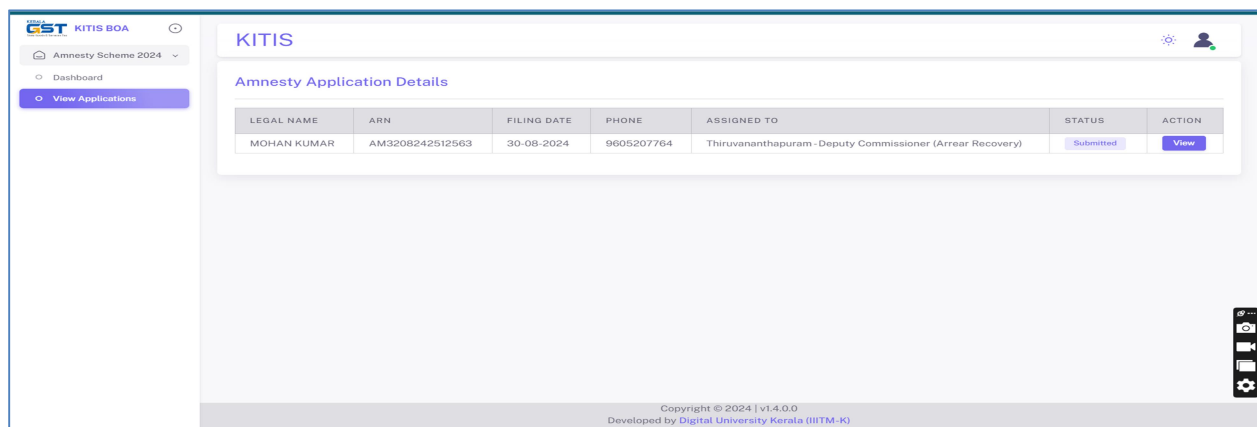
According to, Section 14 (2) of the Kerala Finance Act, 2024 *“The designated authority may, at any time within ninety days from the date of issue of the certificate and order under sub-section (1), modify the same by rectifying any error apparent on the face of the record.”*

The Commissioner has notified the website kitis.keralataxes.gov.in as Amnesty Portal to carry out functions of the said Rules.

The Amnesty Portal facilitates the issue of certificate of settlement of arrears and rectification of the same online.

Steps in Issuing Certificate of Settlement of arrears by the Designated Authority:

1. The officer can view the applications filed by the dealer by clicking on the **‘View Applications’** link in the home page of KITIS Back Office Application. Then the following page will appear.



- The officer can view an application filed by the dealer by clicking on the **View** button. Then the application filed by the dealer in **Form NSTY - I** page will appear.

KITIS

Amnesty Settlement Application Details

FORM NSTY-I
[see rule 3(1)]
APPLICATION

Application Reference Number (ARN) : AM3208242512563

To,
The Designated Authority (Thiruvananthapuram - Deputy Commissioner (Arrear Recovery))

Sir/ Madam,
I hereby make an application under Application filed under Section 9(1) of Finance Act, 2024

1.	Name of the applicant (Legal name of the dealer)	MOHAN KUMAR
2.	(a) Trade Name of the applicant	MOHAN KUMAR ASSOCIATES
	(b) Office/Trade address	TC 23/32, TAX TOWER KARAMANA
3.	(a) Name of the person filing the application for settlement under section 9 of the Finance Act 2024	MOHAN KUMAR

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- The designated authority shall verify the application filed by the applicant along with the documents attached to ascertain the legality of the application filed and the proof of payment of the amount determined as per subsection (1) of Section 10. In cases where demand notice was issued and the applicant filed a reply to the demand notice with proof of payment of the amount short paid, the designated authority shall verify the same. After satisfying the conditions as per the provisions of the Amnesty Scheme 2024, the officer can click on the **Approve** button.

KITIS

DECLARATION

1. I **MOHAN KUMAR** solemnly declare that the information given in this application, statements and annexures accompanying it are correct and complete to the best of my knowledge and belief and the amount of arrears and other particulars shown therein are truly stated and related to the assessment year and the relevant Act as indicated in the application.

2. I further declare that I am making this application in my capacity as **PROPRIETOR** and that I am competent to make this application.

MOHAN KUMAR
Electronically Verified on 30-08-2024 at 11:09:53 using EVC 504277 received on Mobile Number 96xxxx7764

Place : THIRUVANANTHAPURAM
Date : 30-08-2024

The following Enclosures required before submitting the form: (Upload all scanned copies in PDF format as attachment)

1	Copy of the specified order or any other document or any information relating to such specified order	View
2	Copy of the Appellate/revision/ Tribunal/Court order (mentioned in SI.No.8)	
3	Copy of leave to withdrawal (mentioned in SI No.10)	
4	Proof of all payments (copy of challans)	View
5	Others if any	

[Reject](#) [Approve](#)

4. Then the following screen will appear. The designated authority can click on the **Yes** button.

KITIS

1. I **MOHAN KUMAR** solemnly declare that the information given in this application, statements and annexures accompanying it are correct and complete to the best of my knowledge and belief and the amount of arrears and other particulars shown therein are truly stated and related to the assessment year and the relevant Act as indicated in the application.

2. I further declare that I am making this application in my capacity as **PROPRIETOR** and that I am competent to make this application.

Place : THIRUVANANTHAPURAM
Date : 30-08-2024

The following Enclosures required

1	Copy of the specified
2	Copy of the Appellate
3	Copy of leave to with
4	Proof of all payments
5	Others if any

MOHAN KUMAR
Electronically Verified on 30-08-2024 at 11:09:53 using EVC 504277 received on Mobile Number 96xxxx7764

Do you want to Approve and Issue Settlement Certificate?

Yes **Cancel**

Reject **Approve**

5. Then the **Certificate of Settlement** page appears.

KITIS

CERTIFICATE OF SETTLEMENT

I. (a) Application Reference Number AM3208242512563
(b) Date of Application 30-08-2024

II. (a) Name of the applicant (Legal name of the dealer) MOHAN KUMAR
(b) Address of the Applicant TC 12/23, TEMPLE ROAD , KARAMANA

III. Details of the Certificate of Settlement:

1. Name of the Relevant Act Kerala Value Added Tax Act, 2003 (30 of 2004)

2. If registered, registration number (under the relevant Act) 3201014567

3. Details of specified Order issuing authority:

a) Designation of the specified order issuing authority. COMMERCIAL TAX OFFICER
b) Assessment Circle/office. 1st Circle , Thiruvananthapuram

4. Details of specified Order:

a) Specified order No. 3201014567/2-15-16
b) Date of Order 22-06-2016

5. Details of the amount of arrears which is settled (in Rupees)

	DETAILS	TAX/ SURCHARGE	PENALTY	INTEREST	TOTAL
(i)	Amount of Arrears	0	0	0	0.00
(ii)	Amount of arrears paid by the applicant	0	0	0	0.00
(iii)	Amount of arrears waived	0.00	0.00	0.00	0.00

6. Revenue Recovery Requisition No.

Place : Thiruvananthapuram

Date : 31-08-2024

- The designated authority can fill up the details in **column 5** and click on the **Preview** button. Then the officer can view the preview of the Certificate of Settlement. If any change is required, the officer can edit the entries in column 5. If found correct, the officer can click on **Save and Issue Certificate**. Then the EVC will be forwarded to the registered mobile id of the designated authority.
- The designated authority can enter the **OTP** and click on the **submit** button. Then the following screen will appear.

GST KITIS BOA

Amnesty Scheme 2024

Dashboard

View Applications

KITIS

b) Date of Order 22-06-2016


5. Details of the amount of arrears which is settled (in Rupees)

	DETAILS	TAX/ SURCHARGE	PENALTY	INTEREST	TOTAL
(i)	Amount of Arrears			120000	230000.00
(ii)	Amount of arrears paid by the applicant			0	30000.00
(iii)	Amount of arrears waived			120000.00	200000.00

6. Revenue Recovery Requisition No.

Place : Thiruvananthapuram

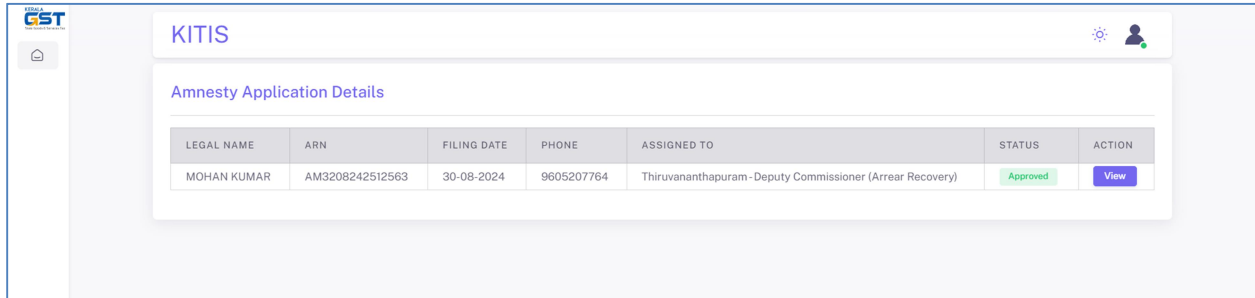
Date : 31-08-2024



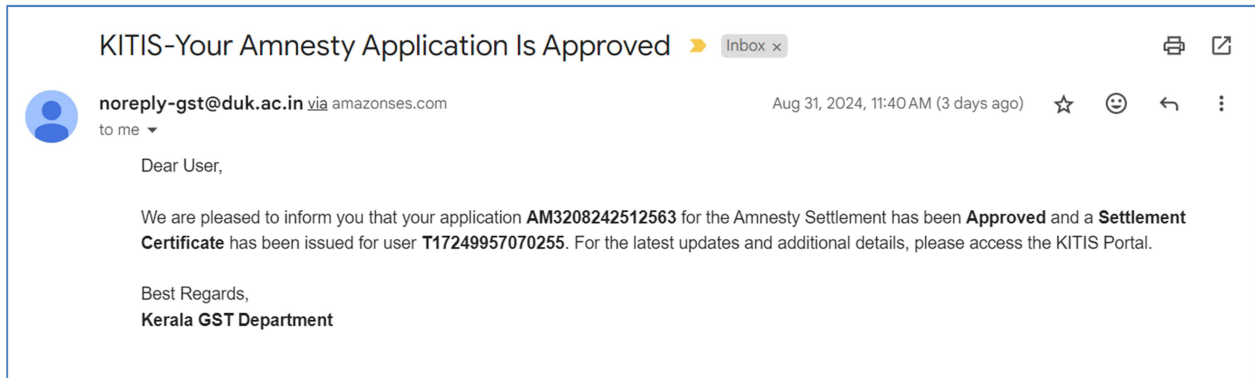
Certificate Issued!

The Certificate has been issued successfully

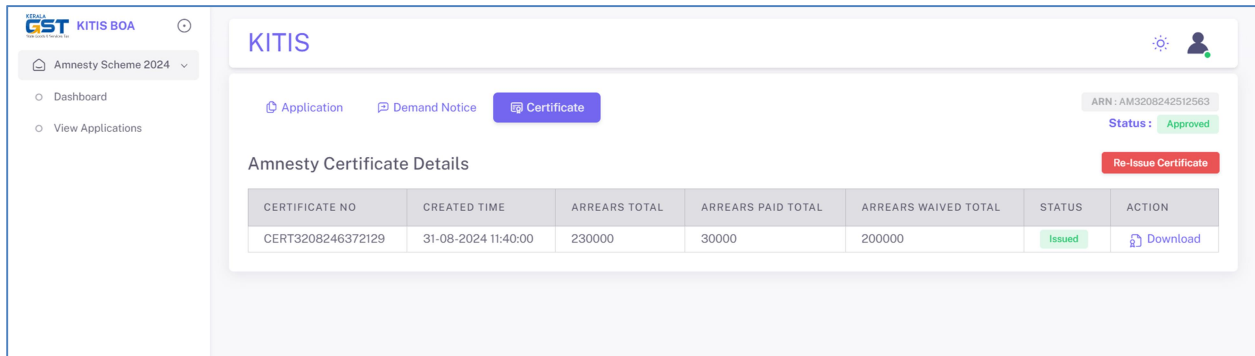
- Click on the **OK** button. Then the screen will be redirected to the **home page**. The status of the application will be updated as **Certificate issued**.



9. A system generated email will also be forwarded to the registered email id in the Amnesty Portal as shown below:



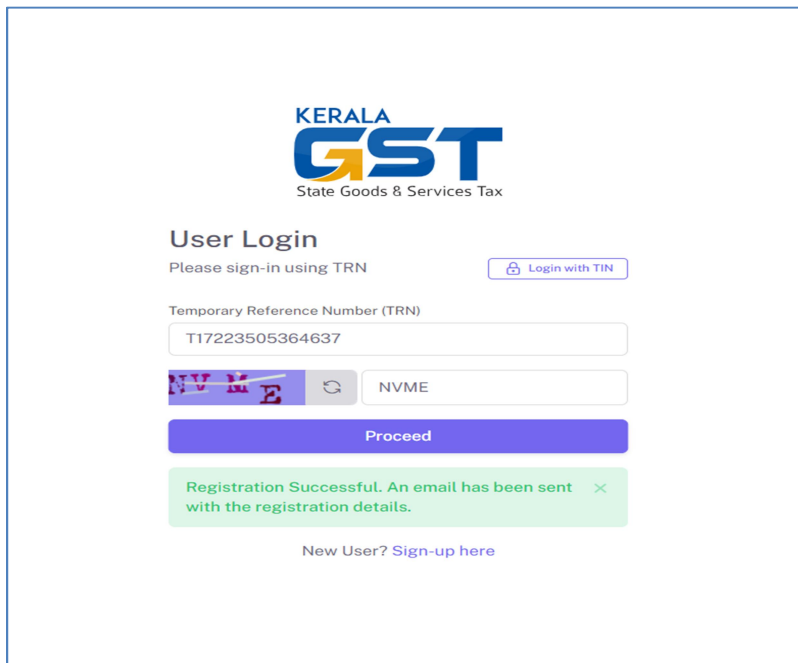
10. In order to reissue a certificate as a result of rectification or appeal , the officer can do the same by clicking on the **re-issue certificate** link.



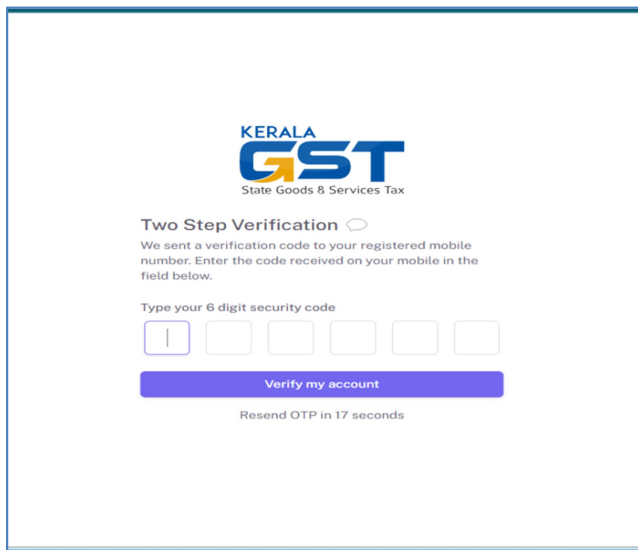
11. Once a certificate is re-issued, the original certificate issued will become invalid.

Steps in Viewing the Certificate of Settlement by the Applicant:

1. Enter the **TRN and Captcha code** in the Sign-in page and click on Proceed button.



- 12 . Then an **OTP** will be forwarded to the registered mobile no. of the user and the following page will appear.



- Enter OTP and click on **Verify my account**. Then the user will be able to log-in to the **Amnesty Home Page**.

- Select **Amnesty Scheme 2024** in the Home page and click on **View Applications**. Then the list of applications filed by the user will be displayed as shown below:

KITIS

Application Details

ARN	LEGAL NAME	DATE OF FILING	DESIGNATION AUTHORITY	STATUS	ACTION
AM3208242512563	MOHAN KUMAR	30-08-2024	Thiruvananthapuram -Deputy Commissioner (Arrear Recovery)	Approved	View

- The status of the application will be shown as **Approved**. The applicant can click on the **View** button to access the Amnesty Application folder.
- By clicking on the **Certificate** tab, the following screen will appear showing the details of the certificate against the application filed.

KITIS

Application Demand Notice Certificate

ARN : AM3208242512563
Status : Approved

Amnesty Certificate Details

CERTIFICATE NO	CREATED TIME	ARREARS TOTAL	ARREARS PAID TOTAL	ARREARS WAIVED TOTAL	STATUS	ACTION
CERT3208246372129	31-08-2024 11:40:00	230000	30000	200000	Issued	Download

- The applicant can also download the pdf version of the Certificate by clicking on the **Download** link. Then pdf version of the certificate will get downloaded as shown below:

FORM NSTY-IV

[see rule 5]

CERTIFICATE OF SETTLEMENT

Application Reference Number	AM3208242512563	Date of Application	30-08-2024
Certificate Number	CERT3208246372129	Date of certificate issued	31-08-2024

WHEREAS, **MOHAN KUMAR, TC 12/23, TEMPLE ROAD , KARAMANA** had filed an application under section **9(1)** of the Kerala Finance Act, 2024 in respect of **MOHAN KUMAR, TC 23/32, TAX TOWER KARAMANA**.

AND WHEREAS, the designated authority determined the amount of Rs. **30000** payable by the applicant at the rate specified in Section 11 of the Kerala Finance Act, 2024 towards full and final settlement of arrears as per details furnished below.

AND WHEREAS, the applicant has paid an amount of Rs. **30000** being the sum determined by the designated authority.

NOW, THEREFORE, in exercise of the powers conferred by sub-section (1) of section 14 of the Kerala Finance Act, 2024, the Certificate of Settlement is issued to the said applicant, on the application made by the aforesaid applicant, certifying the receipt of payment from the applicant towards full and final settlement of arrears in the specified order **3201014567/2-15-16, 22-06-2016 / Kerala Value Added Tax Act, 2003 (30 of 2004)** dated **22-06-2016**, and granting waiver of the remaining arrears of tax/surcharge, interest, penalty payable under the relevant act as detailed below:

1.	Name of the Relevant Act	Kerala Value Added Tax Act, 2003 (30 of 2004)			
2.	If registered, registration number (under the relevant Act)	3201014567			
3.	Details of specified Order issuing authority				
	(a) Designation of the specified order issuing authority	COMMERCIAL TAX OFFICER			
	(b) Assessment Circle/office	1st Circle , Thiruvananthapuram			
4.	Details of specified Order				
	(a) Specified Order Number	3201014567/2-15-16			
	(b) Date of Order	22-06-2016			
5.	Details of the amount of arrears which is settled (in Rupees)				
	Details	Tax / Surcharge	Penalty	Interest	Total
(i)	Amount of Arrears due	100000	10000	120000	230000
(ii)	Amount of arrears paid by the applicant	30000	0	0	30000
(iii)	Amount of arrears waived	70000	10000	120000	200000

Shahul Hameed
Deputy Commissioner (Arrear Recovery)
Thiruvananthapuram
Electronically Verified on 31-08-2024 at
11:40:00 using EVC 831382 received
on Mobile Number 96xxx7764

Place : Thiruvananthapuram
Date : 31-08-2024

Note: The authentication of this certificate can be verified through www.keralataxes.gov.in. The system digitally signs and creates this certificate, so the signature or seal is not required.

This document was downloaded on: 03-09-2024 11:46:31 AM

(Version 1.0 dated 31.08.2024 Prepared by IT Management Division, SGST Department)