

No.C1-10178/16/CT

Office of the Commissioner of
Commercial Taxes
Tax Towers, 8th Floor
Killipalam, Karamana – P.O.
Thiruvananthapuram 695002
Dtd.29-04-2016

CIRCULAR No.04/2016

Sub:- Renewal of registration – Insistence on producing photographs –
Instruction issued – reg.

As per the statutory provision, the certificate of registration is valid for an year and it has to be renewed every year on payment of the fee prescribed.

Now, in the e-platform the dealers are provided with the online facility in KVATIS for registration, renewal of registration, e-Payment etc.

After online renewal of registration, in the KVATIS, the status regarding 'registration' in respect of the dealer would be shown "active" and from this the officer concerned can identify that the dealer has already renewed his registration. Moreover, the dealer can generate e-Chalan for the payment made renewal of registration, which he could keep as a proof for the renewal effected.

In this scenario, since electronic records are available evidencing renewal of registration, only for those who need a fresh physical copy, photographs need be insisted for affixing in the certificate. For others, if there is no change of constitution in the registration certificate already issued, renewal can be authenticated by the registering authority after obtaining the renewal fees.


COMMISSIONER