

CIRCULAR NO. 07 / 2012

Sub:- KVATIS e-Services – Extended to Luxury Tax Act, 1976, Kerala Money Lenders Act, 1958 and Agriculture Income Tax Act, 1991 – Instructions Issued – reg.

Government of Kerala has decided to extend e-Services to entities registered under Kerala Tax on Luxuries Act 1976, Kerala Money Lenders Act 1958 and Agriculture Income Tax Act 1991. Accordingly modules for registration / registration renewal, submission of returns and payment of tax dues are added in the KVATIS web application. The new modules will be operational from 1st April 2012 onwards. In the circumstances, the following instructions are issued.

1. In order to digitize the registration data, all business entities already registered with the department under the said Acts shall submit the registration particulars online in KVATIS. All officers shall take necessary steps to update the data pertaining to the existing registered business entities in KVATIS on or before 30-04-2012.
2. For accessing the system for the first time, the registered concerns are required to enroll as 'new user' in KVATIS through the link "e-Registration" in the Commercial Taxes Website: www.keralataxes.gov.in. The system generates a temporary user name and password. This username and password is to be used till the issuance of registration number by the system after furnishing of complete registration details. The registration number will be a 11 digit unique number. A new password will be issued by the system for accessing the e-Services.
3. Once the registration number has been issued by the system, the user is required to renew the registration for the year 2012-13 and make e-payment of renewal fee. e-Payment can be made from any internet banking account of State Bank of India or State Bank of Travancore.
4. The existing dealer's registration number will be automatically issued by the system on furnishing the existing registration number. No approval of assessing authority is required in such cases.
5. For new registration after 01-04-2012, under the said Acts, the applications shall be filed online. The applicant shall download and print the application form, affix self attested photograph and submit the application to the respective office along with the enclosures, if any. On receipt of the application, the assessing authority shall verify the application and if it is found in order, registration certificate can be downloaded from KVATIS on approval.
6. The registration certificate issued is valid till 31st March only. After renewing the registration online, the Certificate of Registration duly signed by the assessing officer shall be collected from the respective office in which they are registered. The

assessing officer shall download the Certificate from KVATIS and issue it to the registered concern.

7. All Officers shall update the new registration numbers issued by the system in all the registers maintained and all future correspondences shall quote the new registration number.
8. Since the administration of the above Acts have been moved to e-Platform, no manual returns or manual payments or chalans or other instruments shall be accepted in office from 01-04-2012 onwards relating to the assessment year 2012-13.
9. All returns for the period from 01st April 2012 shall be filed electronically through KVATIS along with the necessary enclosures. The tax due determined by the system shall be paid through e-Payment only. Registered concern shall submit a hardcopy of the return downloaded from the system at the respective offices in which they are registered till obtaining digital signature.
10. The assessing officer shall verify and receive all e>Returns in KVATIS only.

All Deputy Commissioners are directed to acknowledge the receipt of this circular.

Sd/-
COMMISSIONER