

No.C1.37688/08

Office of the Commissioner  
Commercial Taxes  
Thiruvananthapuram  
Dated. 19.09.08

**CIRCULAR No.39/2008**

Sub: Distribution of statutory forms to dealers in offices- certain administrative Instructions issued- Reg:

VAT being a system based on self assessment, the scrutiny of return is of paramount importance. It is not happening effectively due to various reasons. One of the difficulties pointed out by field officers is that, the issuance of statutory forms are time consuming. At present dealer can approach office on any day for obtaining statutory forms. If some restriction is made on this, then that will go a long way in saving valuable time of officers and which will result in better time management and facilitate officers to concentrate on scrutiny and related works. It has also the added advantage of serving the taxpayer without undue delay.

In order to achieve the above object it is hereby directed that Statutory forms shall be issued only once in a week on every Wednesday unless and until specific exigency is pointed out by the dealer.

This shall be brought to the notice of all concerned.

Sd/-  
Commissioner.