

INSTRUCTIONS FOR UPLOADING OF CLOSING STOCK INVENTORY

This facility is provided to enable the dealers to upload the details of **Closing Stock** in electronic form, as part of Annual Return (Form No. 53, Kerala VAT Rules, 2005). The steps that are to be followed for uploading are given below:

- 1) The dealers have to prepare the details of Closing Stock in a **TEXT FILE**, as per the format of Form No. 53 of VAT Rules.
- 2) The name of the text file should be '**Stock.txt**'.
- 3) If the dealer has already prepared the data in a Word/Excel or any other file, please copy and paste the same to a Notepad (Start → Programs → Accessories → Notepad). A sample text file (Stock.txt) is given below.

-----Start of Stock.txt-----

Closing Stock Inventory as on 31st March 2010
TIN: Enter the TIN (Eg: 32000044004)
Name of the Dealer: Enter the Name (Eg: Anil Kumar)

Sl No	Commodity	Tax Rate	Quantity	Unit Rate	CS Value
1	Chilly	4	100 Kg	80	8000.00
2	Soap 100 Gm	12.5	60 Nos	20	1200.00
3	Palm Oil	4	40 Ltr	70	2800.00
4	Rice 10KG	1	20 bag	250	5000.00
5	Squash 500 MI	4	10 Bottle	80	800.00
6	Iron & Steel 8mm	4	1000 Kg	50	50000.00
7	Marble	12.5	500 Sq Ft	50	25000.00
8	Timber	12.5	50 Cub Ft	500	2500.00

Total in figures (Rs 95,300)

Total in words (Rupees Ninety five thousand three hundred only)

----- End of Stock.txt -----

- 3) Please note that all the columns in the text file should be separated using any delimiter like space, comma etc.
- 4) Save the text file '**Stock.txt**' in the folder '**C:/KVATS**' in the local machine (dealer's machine). If the folder named '**KVATS**' does not exist in the '**C**' drive of the dealer's local machine, create the same in '**C**' drive.

5) After placing the 'Stock.txt' file in the folder 'C:/KVATS', connect to the KVATIS Application by accessing the website www.keralataxes.gov.in and click on E-File:

6) Login using the respective TIN & password:

KVATIS e-Filing by Dealers

Use any of the following TINs for practising e-Filing. Password is TEST.
 Form 10,10B,10C,10D,10D(A) - 32000044004,32000024902,32000057313,32000030403,32000014708.
 Form 10A - 32108510000,Form 10E - 32978250000,Form 10F - 32000057932,Form 11B - 32000066122

Designed and Developed by CMC Limited (A TATA Enterprise)
 Site best viewed in Microsoft Internet Explorer 6.0+ in 1024x768 resolution.

7) On reaching the home page of e-Filing, click on the link '**Upload Annual Closing Stock**':

Change Password



Kerala Commercial Taxes Department

[File Return](#)

[Upload Sales Invoice](#)

[Upload Purchase Invoice](#)

[Make ePayment](#)

[Print Return](#)

[Payment Transactions](#)

[Advance Tax](#)

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Day to day information on eFiling.

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A guide to know all about e-Filing.

[Download Invoice Format](#)
A template to fill the invoice details.

[Download Commodity Group List](#)
The newly created 313 commodity groups with break-ups of 7802 commodities

Welcome to KVAT - ONLINE RETURN FILING Home Page

Dear **DANIEL INDUSTRIES**,

Welcome to the **KVAT - ONLINE RETURN FILING** A facility of Kerala Commercial Taxes - the module Return Filing and uploading sales and purchase invoices.

KVAT - ONLINE RETURN FILING is interactive and user friendly. It provides flexibility and step-by-step guidance to help you to enter the periodical return details. The facility provides the following options :

- > Enter monthly return as per the Kerala Value Added Tax Rules, 2005.
- > Download template for sales / purchase invoice details.
- > Upload sales / purchase invoice details.
- > Generate Form No.10 to submit at respective VAT Circle.

Please note that,

- > **eFiling is introduced only for those dealers submitting their monthly returns in Form No.10.**
- > **Only consolidated returns (including principal place and branch) are required to be furnished in eFiling.**

There are some mandatory prerequisite activities before you start online return filing. They are,

The date format can be changed through the following steps.
Select Start --> Control Panel --> Regional Language Options --> Customize --> Date -->

8) Select the Assessment year as '2009-10':

Upload Annual Closing Stock Details

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Assessment Year	<div style="border: 1px solid black; padding: 2px;"> Select Assessment Year ▼ <ul style="list-style-type: none"> Select Assessment Year <li style="background-color: #e0f0ff;">2010-2011 <li style="background-color: #e0f0ff;">2009-2010 </div>
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9) The below screen appears. Select the record to display the 'Browse' button as shown below:

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Assessment Year

SL. No	Form	Return Type	Return ID	Return Filed date	ReturnPeriod	Select
1	VAT (10)	ORIGINAL	320000/WR01/57/2009	19-03-2010	April-Mar	

Select File to Upload

Please Select the upload file from c:\KVATS folder in your PC)

NOTE: Please note that once the '**Stock.txt**' file is uploaded, further modifications are not possible in the closing stock details. Uploading is a one-time process.

There should be only one file with the name '**Stock.txt**' in the path '**C:/KVATS**'. In case if details of more than one dealer are available, after uploading one file, it should be deleted or renamed.

Select the '**Stock.txt**' file from the path '**C:/KVATS**' using the Browse button and click on '**Upload File**' to upload the file:

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Assessment Year

SL. No	Form	Return Type	Return ID	Return Filed date	ReturnPeriod	Select
1	VAT (10)	ORIGINAL	320000/WR01/57/2009	19-03-2010	April-Mar	

Select File to Upload

Please Select the upload file from c:\KVATS folder in your PC)

On click of '**Upload File**', the below message appears:



10) On click of 'OK' the below screen appears which displays a button to View the details of Closing Stock:

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Assessment Year:

SL. No	Form	Return Type	Return ID	Return Filed date	ReturnPeriod	Select
1	VAT (10)	ORIGINAL	320000WR01/57/2009	19-03-2010	April-Mar	▶

Annual Closing Stock Successfully Uploaded [View File](#)

12. The uploaded file can be viewed by clicking on the button 'View File':

Closing Stock Inventory as on 31st March 2010
 TIN: Enter the TIN (Eg: 32000044004)
 Name of the Dealer: Enter the Name (Eg: Anil Kumar)

Sl No	Commodity	Tax Rate	Quantity	Unit Rate	CS
1	Chilly	4	100 Kg	80	8
2	Soap 100 Gm	12.5	60 Nos	20	1
3	Palm Oil	4	40 Ltr	70	2
4	Rice 10KG	1	20 bag	250	5
5	Squash 500 Ml	4	10 Bottle	80	
6	Iron&Steel 8mm	4	1000 Kg	50	50
7	Marble	12.5	500 Sq Ft	50	25
8	Timber	12.5	50 Cub Ft	500	2

Total in figures (Rs 95,300)

Total in words (Rupees Ninety five thousand three hundred only)

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