

Registration Renewal e-Payment (from 1st April 2010)

1) This is a system where dealers can update their registration particulars as per Form 5 of Kerala VAT Rules 2005 by remitting the fee through e-Payment.

2) After logging into the KVATIS, click the link [Registration Renewal](#).

3) The following sub links are available.

a) Modify Dealer Details (Form 5)

b) Make e-Payment

c) Payment Status

4) Click the link [Modify Dealer Details](#) for updating the Registration Particulars. Please note that the existing details would be displayed; dealer can make necessary changes as per their present status. The menu with following options appears.

a) Show Complete Details: shows complete Registration particulars of dealer.

b) Dealer Details: like Address, Phone numbers, e-mail, PAN etc.

c) Business Details: like Building Name, Address, Phone numbers etc.

d) Partner / Proprietor Details: like Designation, Name, Address, Phone etc.

e) Business Nature Details: like local sales, local purchase, interstate sales etc.

f) Commodity Details: Commodities according to Business Nature. If same commodity is used for multiple Business Natures, select the Business Natures first and then select the commodity.

g) Turnover Details: Enter the Turnover details for previous financial year.

h) Payments: Shows various payment particulars (VAT, CST and Branch Fee). Please note that these details can not be modified by the dealer; shows automatically by the system. For any corrections in the CST status, the dealer has to inform the same to the respective VAT Circles to get changed in the system so that the CST Renewal Fee would be displayed accordingly. Similarly Branch Fee is calculated based on the number of branches available in the Business Details (Rs 150 * number of branches). Press [CONFIRM](#) button to save the changes.

5) Now click the link [Make e-Payment](#) to connect to the bank site. Select the Assessment Year to display the Registration Renewal Details.

Important: Please note that the details would be displayed only after confirming the payment details through the link Modify Dealer Details (Step 4-h above).

Select the details and click the link [Online Payment](#) to proceed with e-Payment. Shows the Payment Head and Amount details. Select the respective bank and confirm by clicking [Accept](#) option to SUBMIT the process.

Now it will connect to the Bank Site followed by Login and Password. The renewal payment details will be displayed in the Bank system.

After successful completion of e-Payment, returns back to KVATIS and generate **e-Chalan**.

Please note that no modifications in the Registration Details are allowed after successful completion of renewal e-payment.

6) Any further verification in the payment transactions can be done through the link [Payment Status](#).