



**MSTD**

**(MAHARASHTRA SALES TAX DEPARTMENT)**

---

# USER MANUAL

---

Form-423 (TCS) Revised Return  
Filing





# CONTENTS

|   |          |
|---|----------|
| Form-423 (TCS) Revised Return Filing.....                     | 1        |
| <b>Form 423(TCS) Revised Return Filing .....</b>              | <b>3</b> |
| a. Home page.....   | 3        |
| b. User Login .....   | 5        |
| c. E-Services.....  | 7        |
| d. Return Submission for Other Than VAT/CST .....             | 8        |
| e. Select Act .....   | 9        |
| f. Select Return/statement type .....                         | 11       |
| g. Select Financial Year .....                                | 12       |
| h. Upload Return.....   | 13       |
| i. Select .txt File and Upload .....                          | 14       |
| j. Draft pdf Return.....                                      | 17       |
| k. Submit Return.....   | 18       |
| l. Acknowledgement .....                                      | 19       |
| Illustration of e-mail & SMS after submission of Return ..... | 20       |

## Form 423(TCS) Revised Return Filing

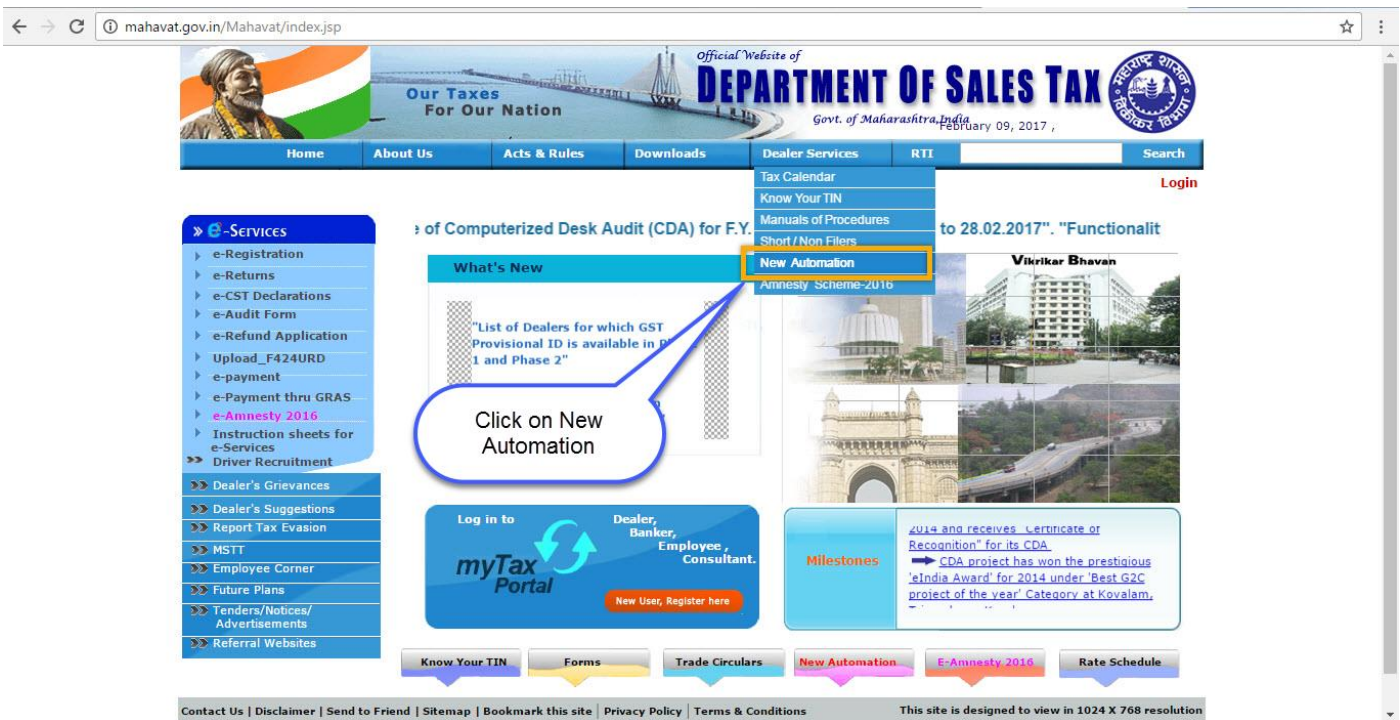
### a. Home page

- Login in to below link.  
[www.mahavat.gov.in](http://www.mahavat.gov.in)
- Go to “Dealer Services” tab

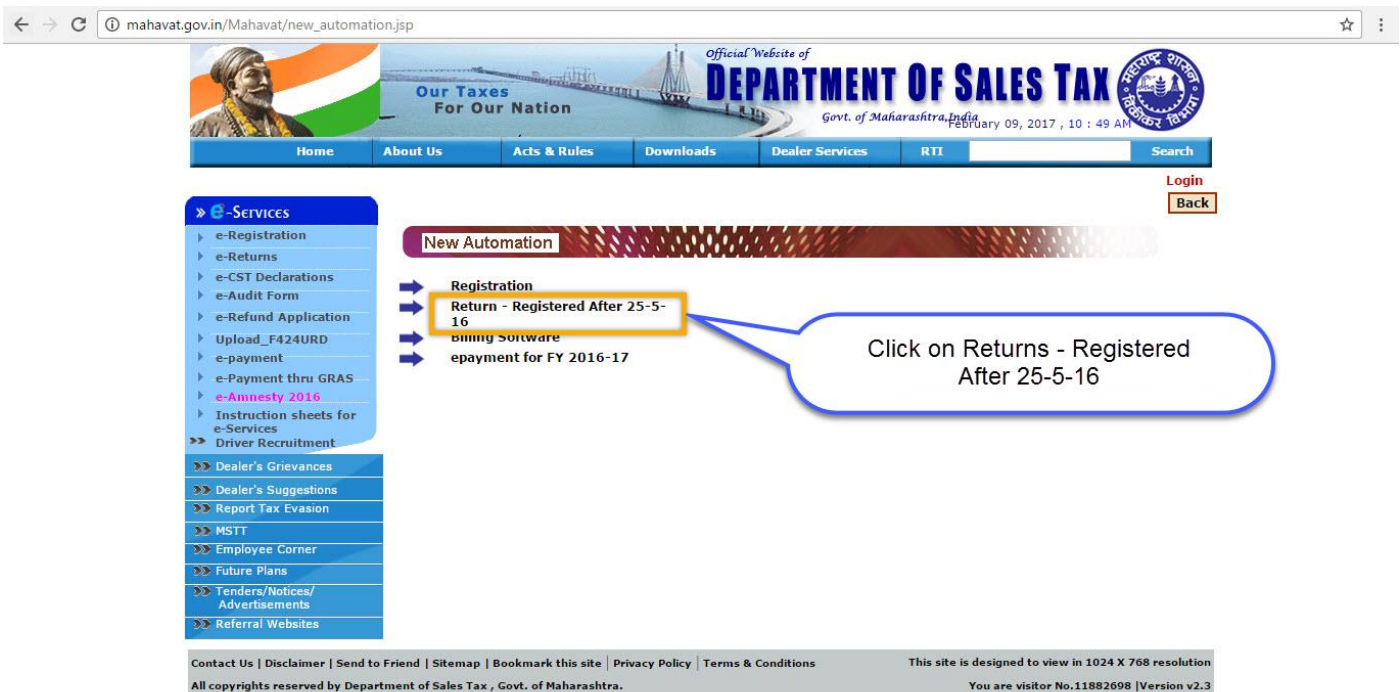


- Click on Dealer Services button, you will be able to select New Automation from dropdown list.

➤ Click on “New Automation” tab



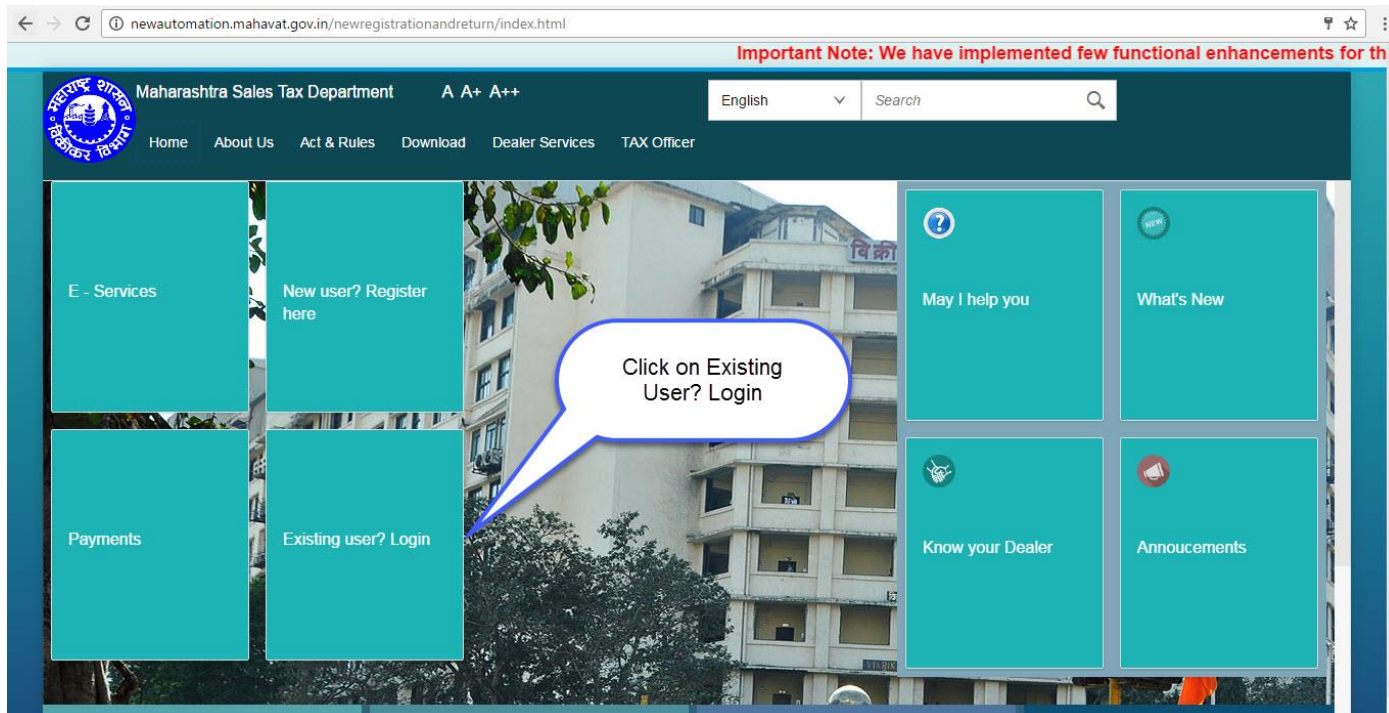
➤ It will redirect to New Automation page.



- Click on “Returns – Registered After 25-5-16” in the New Automation page.
- You will redirect to TDS Login page.

## b. User Login

- Click on **“Existing user? Login”**



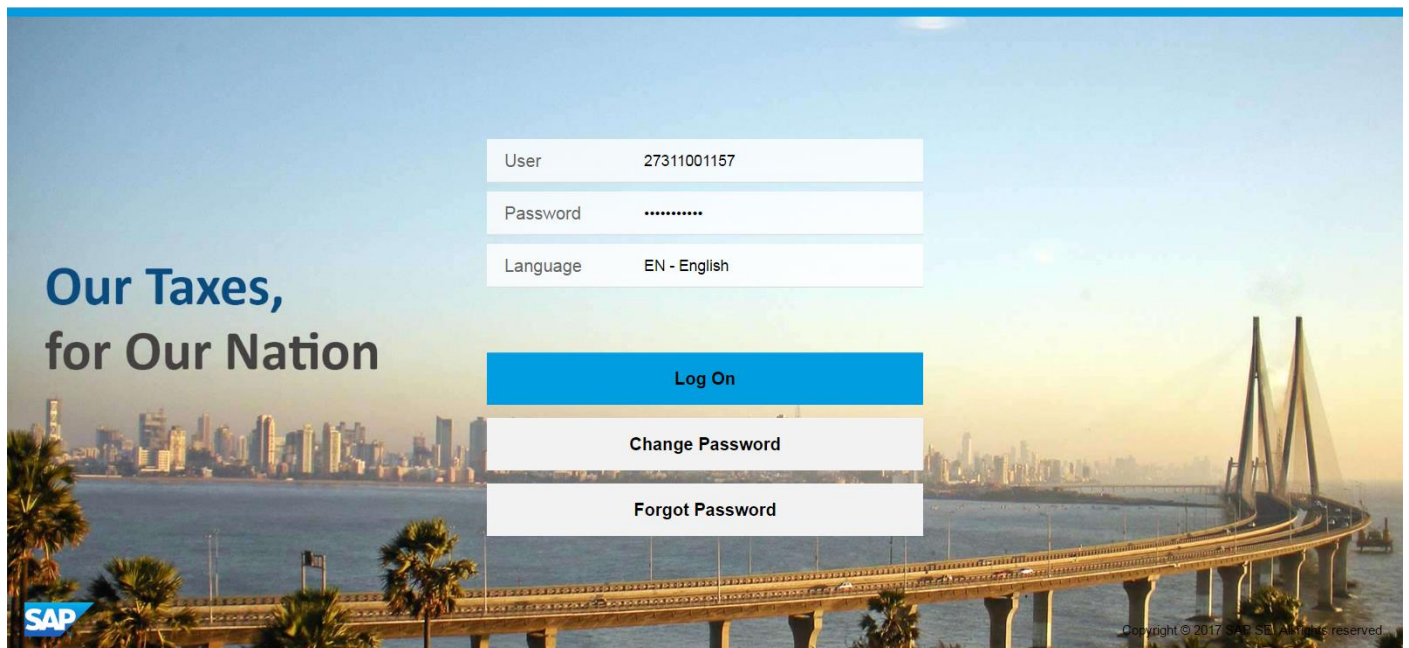
The screenshot shows the homepage of the Maharashtra Sales Tax Department's new automation portal. The URL in the browser is [newautomation.mahavat.gov.in/newregistrationandreturn/index.html](http://newautomation.mahavat.gov.in/newregistrationandreturn/index.html). The page features a navigation menu with links for Home, About Us, Act & Rules, Download, Dealer Services, and TAX Officer. A search bar is available with a dropdown menu set to 'English'. The main content area is divided into several teal-colored boxes: 'E - Services', 'New user? Register here', 'Payments', 'Existing user? Login', 'May I help you', 'What's New', 'Know your Dealer', and 'Announcements'. A blue callout bubble points to the 'Existing user? Login' button with the text 'Click on Existing User? Login'. An 'Important Note' banner at the top right states: 'Important Note: We have implemented few functional enhancements for th'.

- After Click on **“Existing user? Login”** you will be asked to enter User id and password.
- The Login for Form 423(TCS) Return filing is using your TIN as your Login ID (without the suffixes – V) and password.





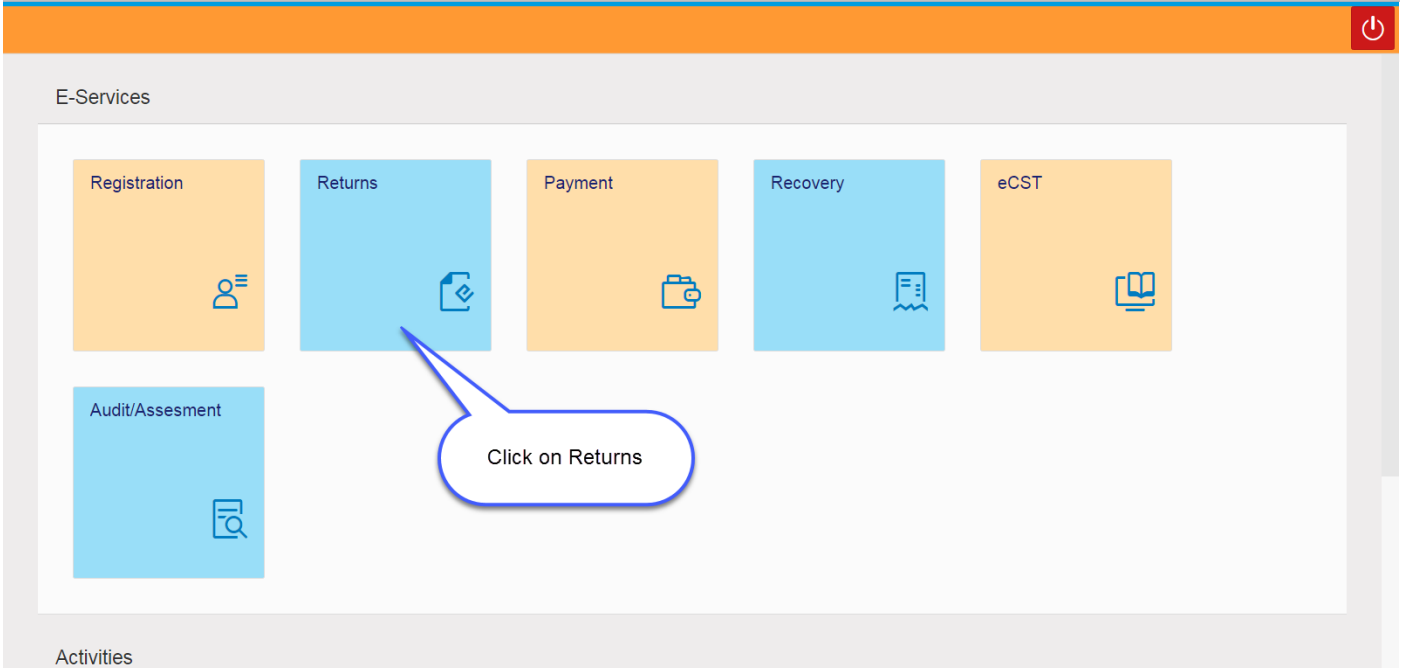
- Enter your Login credentials
- *User:* TIN without suffix
- *Password:* xxxxxxxx
- Click on **“Log on”**



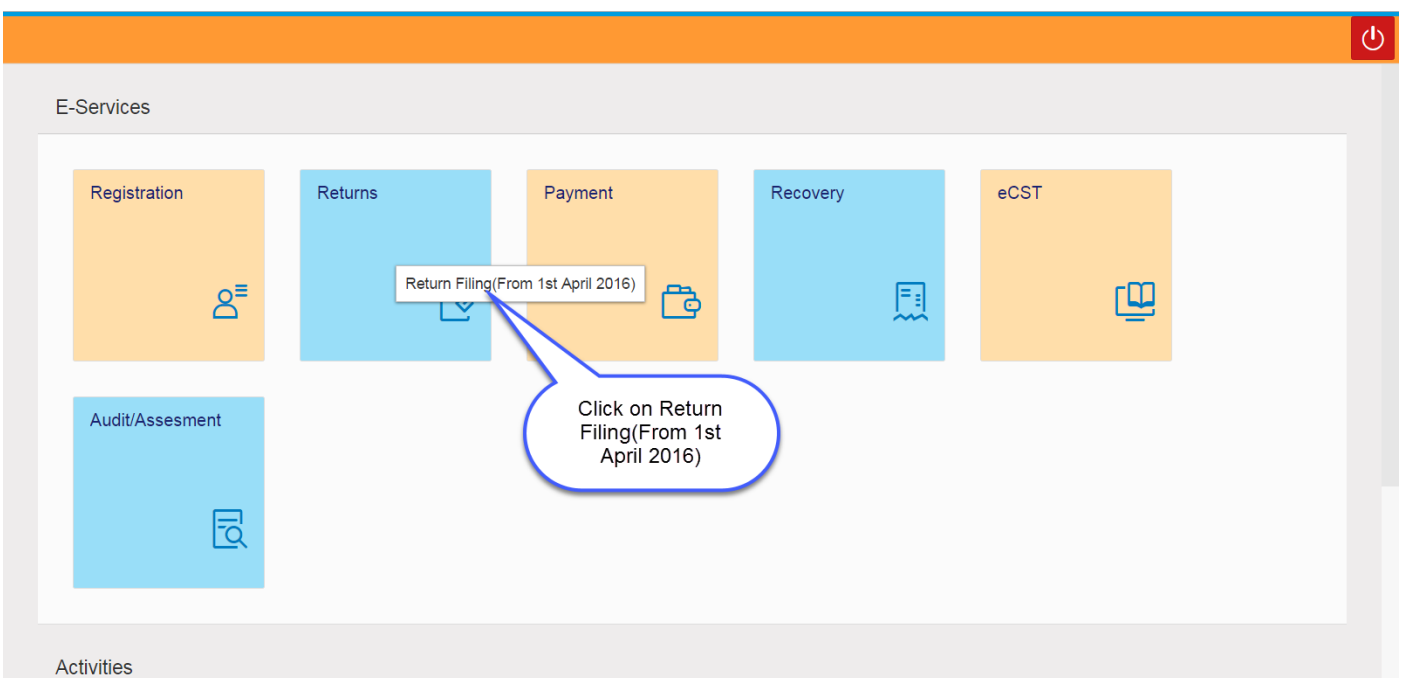
- Click on **“Log On”** button. It will redirect you to Returns page.

### c. E-Services

- Click on **“Returns”**



- Click on **“Returns”**



- Click on **“Return Filing (From 1st April 2016)”**, It will redirect you to RETURNS page.

#### d. Return Submission for Other Than VAT/CST

- Click on **“Return Submission Other Than VAT / CST”**

**GST** **RETURNS** Logout

**Please Ensure you follow the following instructions to maintain Confidentiality and Security of your Information.**  
Do not share your USERID and PASSWORD with anybody.  
Do not Save your USERID and PASSWORD in your Browser WINDOW.  
Ensure you have DISABLED AUTOCOMPLETE in your Browser Settings.

Return Submission for VAT/ CST (From 1st April 2016)

View/Download Historic Returns for VAT/ CST (From 1st April 2016)

Return Submission Other Than VAT/CST

View/Download Historic Forms Other Than VAT/CST

TCS/TDS Certificate

ITC Report for Mismatch

Click On Return Submission Other Than VAT/CST

- Click on **“Return Submission Other than VAT / CST”**, it will redirect you to select Returns page





### e. Select Act

- Select VALUE ADDED TAX ACT from dropdown.

Return / Statement Filing Logout

Tax Payer  
27311001157

Select Act >> Type Of Return/ Statement >> Period >> Annexure Upload >> Draft Return >> Acknowledgement

Registration Number / Act: 27311001157V - VALUE ADDED TAX ACT Select Value Added Tax from dropdown

Select Form: Form-423 (TCS) Select Form-423(TCS) from dropdown

**Next**

- Select “VALUE ADDED TAX ACT” under Registration Number / Act from dropdown.
- Select “Form-423(TCS)” under Select Form.



- Click on **“Next”** button.

Return / Statement Filing Logout

Tax Payer  
27311001157

Select Act >> Type Of Return/ Statement >> Period >> Annexure Upload >> Draft Return >> Acknowledgement

Registration Number / Act: 27311001157V - VALUE ADDED TAX ACT  
Select Form: Form-423 (TCS)

Click on Next

Next

- Click on Next, it will redirect to select Return/Statement Type.

### f. Select Return/statement type

- Select Statement Type from dropdown “**Revised u/s 20(4)**”.

The screenshot shows the 'Return / Statement Filing' interface. At the top, there is a navigation bar with a home icon, the title 'Return / Statement Filing', and a 'Logout' button. Below this is a form with four fields: 'Tax Payer' (27311001157), 'Name' (Training E), 'Registration Number' (27311001157V - VALUE ADDED TAX ACT), and 'Form' (Form-423 (TCS)). A progress bar below the form shows steps: 'Select Act', 'Type Of Return/ Statement' (highlighted), 'Period', 'Annexure Upload', 'Draft Return', and 'Acknowledgement'. The main content area shows 'Return/Statement Type:' with a dropdown menu open, displaying options: '-- Select --', 'Original', and 'Revised u/s 20(4)'. A callout bubble points to 'Revised u/s 20(4)' with the text 'Select Revised u/s 20 (4)'.

- Select “**Revised u/s 20(4)**” from dropdown list.

This screenshot shows the same 'Return / Statement Filing' interface as the previous one. The 'Return/Statement Type:' dropdown menu now has 'Revised u/s 20(4)' selected. A callout bubble points to the 'Next' button at the bottom right of the page with the text 'Click on Next'.

- Click on “**Next**”, It will redirect to Financial year selection page.



### g. Select Financial Year

- Select “Financial Year” from dropdown
- Select “Period” from dropdown.
- Click on “Next”

- Click on “Next”, it will redirect to upload new file.

## h. Upload Return

- You will be asked to upload New File.
- Click on **“Yes”** button.

Return / Statement Filing Logout

| Tax Payer   | Name       | Registration Number     | Form           | Return/Statement Type | Period    |
|-------------|------------|-------------------------|----------------|-----------------------|-----------|
| 27311001157 | Training E | 27311001157V - VALUE AC | Form-423 (TCS) | Revised u/s 20(4)     | 2016 June |

Select Act >> Type Of Return/ Statement >> Period >> **Annexure Upload** >> Draft Return >> Acknowledgement

Please click Yes to upload new file..

Click on Yes

Yes

- Click on **“Yes”** to upload new file. It will redirect to file uploading page.

### i. Select .txt File and Upload

- Click on **“Browse”** and select the .txt file generated on your desktop from the Return template.

Return / Statement Filing Logout

| Tax Payer   | Name       | Registration Number     | Form           | Return/Statement Type | Period    |
|-------------|------------|-------------------------|----------------|-----------------------|-----------|
| 27311001157 | Training E | 27311001157V - VALUE AC | Form-423 (TCS) | Revised u/s 20(4)     | 2016 June |

Annexure Upload >> Draft Return >> Acknowledgement

Browse...

1. Click on Browse to upload .txt file

2. Select .txt file

3. Click on "Open"

Upload File

- Uploading **“.txt”** file name should match with your TIN, Form and Period.
- Click on **“Open”** to upload the file.



- Click on **“OK”** to confirm. File will successfully upload from your System.

Return / Statement Filing Logout

| Tax Payer   | Name       | Registration Number     | Form           | Return/Statement Type | Period    |
|-------------|------------|-------------------------|----------------|-----------------------|-----------|
| 27311001157 | Training E | 27311001157V - VALUE AC | Form-423 (TCS) | Revised u/s 20(4)     | 2016 June |

Navigation: Select Act >> Type Of Return/ Statement >> Period >> **Annexure Upload** >> Draft Return >> Acknowledgement

Messages

**Upload File**

- Click on **“Upload File”**.

Return / Statement Filing Logout

| Tax Payer   | Name       | Registration Number     | Form           | Return/Statement Type | Period    |
|-------------|------------|-------------------------|----------------|-----------------------|-----------|
| 27311001157 | Training E | 27311001157V - VALUE AC | Form-423 (TCS) | Revised u/s 20(4)     | 2016 June |

Navigation: Select Act >> Type Of Return/ Statement >> Period >> **Annexure Upload** >> Draft Return >> Acknowledgement

File Upload:

Messages

**Upload File**

- After click on **“Upload File”**, it will redirect to draft return page.



- Click on “No”, if you have already uploaded .txt file to proceed and submit your return.

Return / Statement Filing Logout

| Tax Payer   | Name       | Registration Number     | Form           | Return/Statement Type | Period    |
|-------------|------------|-------------------------|----------------|-----------------------|-----------|
| 27311001157 | Training E | 27311001157V - VALUE AD | Form-423 (TCS) | Revised u/s 20(4)     | 2016 June |

Select Act >> Type Of Return/ Statement >> Period >> **Annexure Upload** >> Draft Return >> Acknowledgement

You have already uploaded a file!  
Click 'Yes' to upload a new file..  
Click 'No' to view draft return/statement

Click On NO

**Yes** **No**

- Click on “Yes”, if you want to upload a new .txt file to proceed and submit your return.

Return / Statement Filing Logout

| Tax Payer   | Name       | Registration Number     | Form           | Return/Statement Type | Period    |
|-------------|------------|-------------------------|----------------|-----------------------|-----------|
| 27311001157 | Training E | 27311001157V - VALUE AD | Form-423 (TCS) | Revised u/s 20(4)     | 2016 June |

Select Act >> Type Of Return/ Statement >> Period >> **Annexure Upload** >> Draft Return >> Acknowledgement

You have already uploaded a file!  
Click 'Yes' to upload a new file..  
Click 'No' to view draft return/statement

Click On Yes

**Yes** **No**



### j. Draft pdf Return

➤ Here you can view and download your Draft Return.

❖ **Note** → System will display the Draft Return before submission.

Return

Return / Statement Filing Logout

| Tax Payer   | Name       | Registration Number     | Form           | Return/Statement Type | Period    |
|-------------|------------|-------------------------|----------------|-----------------------|-----------|
| 27311001157 | Training E | 27311001157V - VALUE AD | Form-423 (TCS) | Revised u/s 20(4)     | 2016 June |

Select Act >> Type Of Return/ Statement >> Period >> Annexure Upload >> **Draft Return** >> Acknowledgement

> Messages

Please click on form to view draft. Form-423 (TCS) Download Icon

Click on this button to view Form 423 (TCS) Draft Return.

Click on this icon to download Form-423 (TCS) Draft Return

| FORM-423  |   | ver 1.8.3    |                                     |
|---|---|--------------|-------------------------------------|
| (See rule 17A & 40A (3))  |   |              |                                     |
| Statement showing Amount Collection at Source towards tax by an authority |   |              |                                     |
| under-section 31A of The Maharashtra Value Added Tax Act, 2002.           |   |              |                                     |
| 1   | M.V.A.T. R.C. No.(TIN). /Sales Tax Deduction Account Number | 27311001157V | Type of Statement Revised u/s 20(4) |

Submit



- Before submitting the Return, you can click on, **“Form-423(TCS)”** to view the Draft Return.
- You can review or download Draft Return.
- Check the input is given by you in Return template and compare with Draft Return then click on **“Submit”** button.

### k. Submit Return

- Click on **“Yes”**

The screenshot displays the 'Return / Statement Filing' interface. At the top, there is a navigation bar with a home icon, the title 'Return / Statement Filing', and a 'Logout' button. Below this is a table with columns: Tax Payer, Name, Registration Number, Form, Return/Statement Type, and Period. The table contains one row with the following data: Tax Payer: 27311001157, Name: Training E, Registration Number: 27311001157V - VALUE AC, Form: Form-423 (TCS), Return/Statement Type: Revised u/s 20(4), Period: 2016 June. Below the table is a horizontal flow of steps: Select Act, Type Of Return/ Statement, Period, Annexure Upload, Draft Return (highlighted with a green circle), and Acknowledgement. A 'Messages' section is visible on the left. A confirmation dialog box is overlaid on the screen, containing the text 'Please Confirm to Submit' and two buttons: 'Yes' and 'Cancel'. A blue callout bubble points to the 'Yes' button with the text 'Click on "Yes".'



- Click on “**Yes**” to confirm the submission. You will redirect to acknowledgement message screen.

### 1. Acknowledgement

- Once your Return is submitted successfully, **Return Submission Acknowledgement** will be displayed on the screen.
- Return PDF and Acknowledgement will be sent to you on your e-mail id provided in Return template
- SMS will be sent on your mobile number provided in the Return template.



Return / Statement Filing Logout

| Tax Payer   | Name       | Registration Number     | Form           | Return/Statement Type | Period    |
|-------------|------------|-------------------------|----------------|-----------------------|-----------|
| 27311001157 | Training E | 27311001157V - VALUE AC | Form-423 (TCS) | Revised u/s 20(4)     | 2016 June |

Select Act >> Type Of Return/ Statement >> Period >> Annexure Upload >> Draft Return >> Acknowledgement

24.04.2017 18:28:09  
Dear Tax Payer,

Your return under Form-423 (TCS) Act for the Period 2016 June is submitted successfully on 24.04.2017 18:28:09. Once return is prepared it will be communicated to you via sms on your mobile number & PDF return will be sent on your email-id provided in return template. Please check your Spam/Junk email in case not found in your inbox. You can also download submitted Return from "Home->Returns->View/Download Historic Forms".

Thanking You,  
MSTD.

**Download Return**

*Click on 'Download Return' button to view the successful return PDF*

- Click on Download Return button to view the Return pdf.

### Illustration of e-mail & SMS after submission of Return

- E-mail & SMS confirmation message.



Return filed inbox x

? **TRFC\_USER** <TRFC\_USER@mahavat.gov.in>

to me

Dear Tax Payer,

Transaction No :8336  
TIN No :27311001157V

Your Return under TCS-423 Act for the period 2016 June from 01-06-2016 to 30-06-2016 is submitted successfully on 24-04-2017.

Thank You,  
MSTD

DISCLAIMER - FOR BEST VIEW PLEASE OPEN THE PDF ATTACHMENT WITH ADOBE READER

This message (including any attachments) is intended only for the use of the individual or entity to which it is addressed and may contain information that is non-public, proprietary, privileged, confidential, and exempt from disclosure under applicable law or may constitute as attorney work product. If you are not the intended recipient, you are hereby notified that any use, dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, notify us immediately by telephone and (i) destroy this message if a facsimile or (ii) delete this message immediately if this is an electronic communication.

Thank you.

**You will receive Return acknowledgement email after submission.**

**You can download the "PDF" Acknowledgement.**



- Mobile message



Dear Tax Payer, Transaction No :  
8336 TIN No : 27311001157V  
Your Return under TCS-423 Act  
for the period 2016 June from  
01-06-2016 to 30-06-2016 is  
submitted on 24-04-2017.

You will receive Final  
Confirmation  
message after you  
submitted the Return

