



MSTD

(MAHARASHTRA SALES TAX DEPARTMENT)

USER MANUAL

Form-423 (TCS) Original Return
Filing





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Form 423(TCS) Original Return Filing

a. Home page

- Login in to below link.
www.mahavat.gov.in
- Go to “Dealer Services” tab

Official Website of
DEPARTMENT OF SALES TAX
Govt. of Maharashtra, India

Home About Us Acts & Rules Downloads **Dealer Services** RTI Search

Go to Dealer Services

myTax Portal
Log in to Dealer, Banker, Employee, consultant.
New User, Register here

What's New
" Case Allocation Chart As on 18/02/2017 "
"Circular regarding GSTN Training"
"Inspection Program for the period

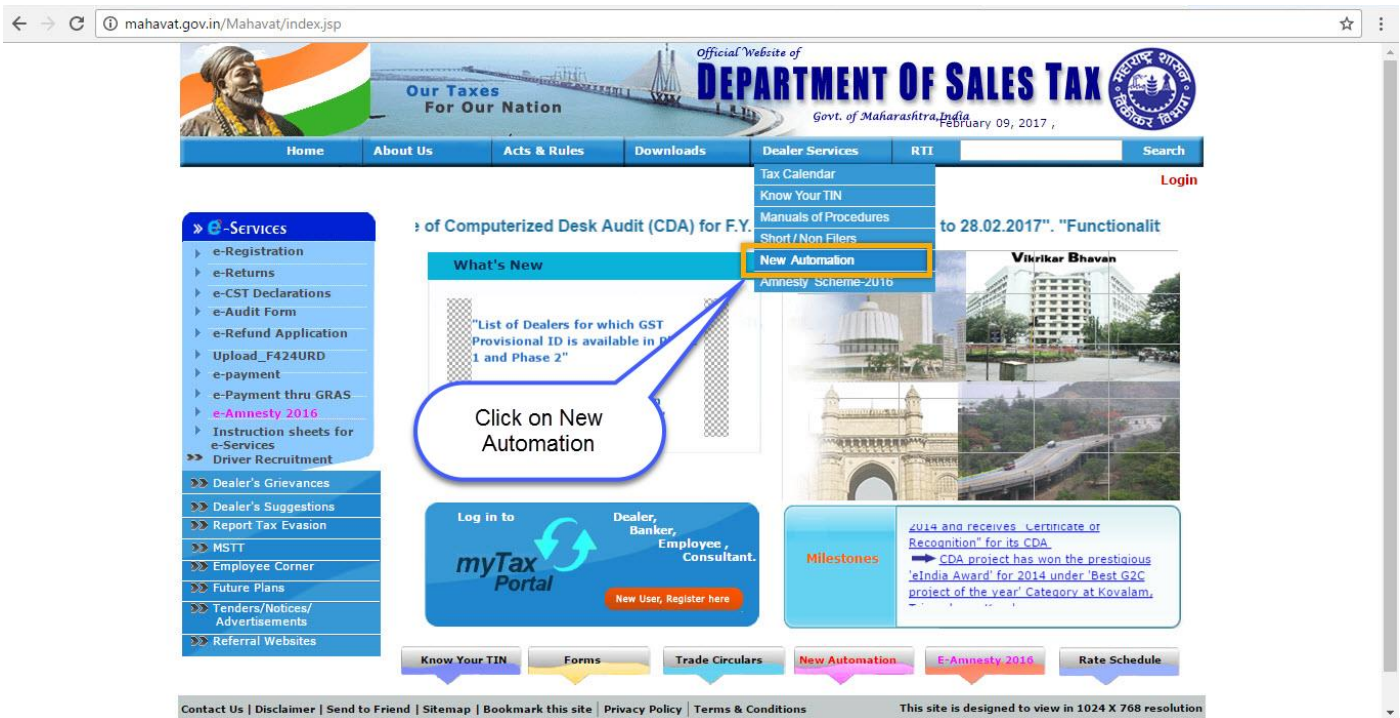
Vikrikar Bhavan
2014 and receives "Certificate of Recognition" for its CDA
CDA project has won the prestigious 'India Award' for 2014 under 'Best G2C project of the year' Category at Kovalam.

Help Desk
1800 225 900

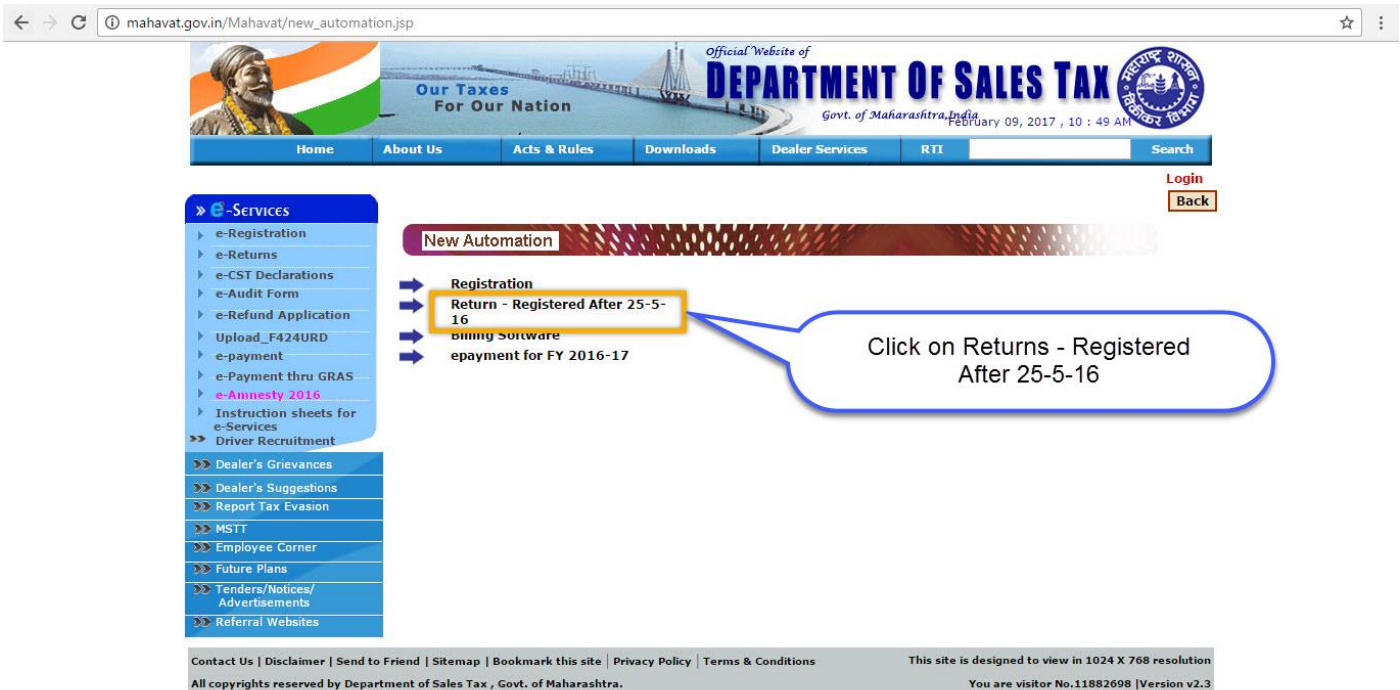
Know Your TIN Forms Trade Circulars Help Desk E-Amnesty 2016 Rate Schedule

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

➤ Click on “New Automation” tab



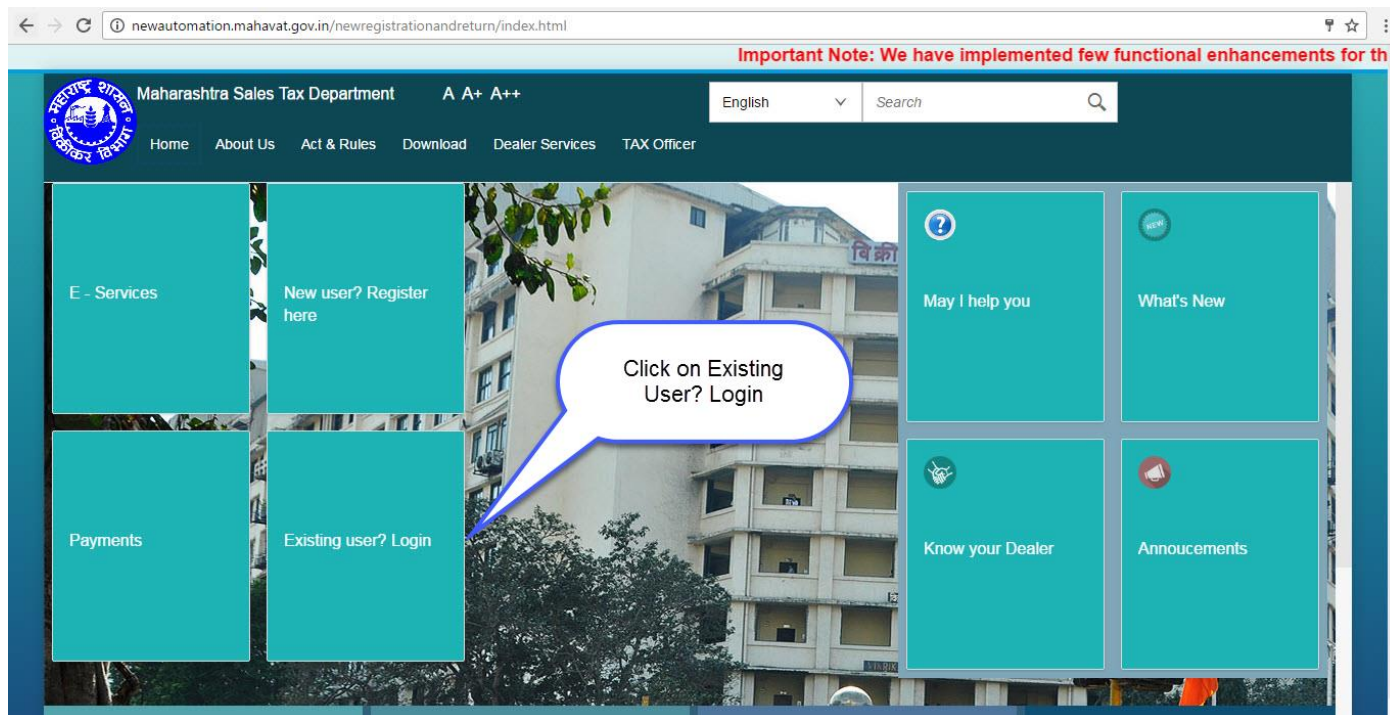
➤ It will redirect to New Automation page.



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

b. User Login

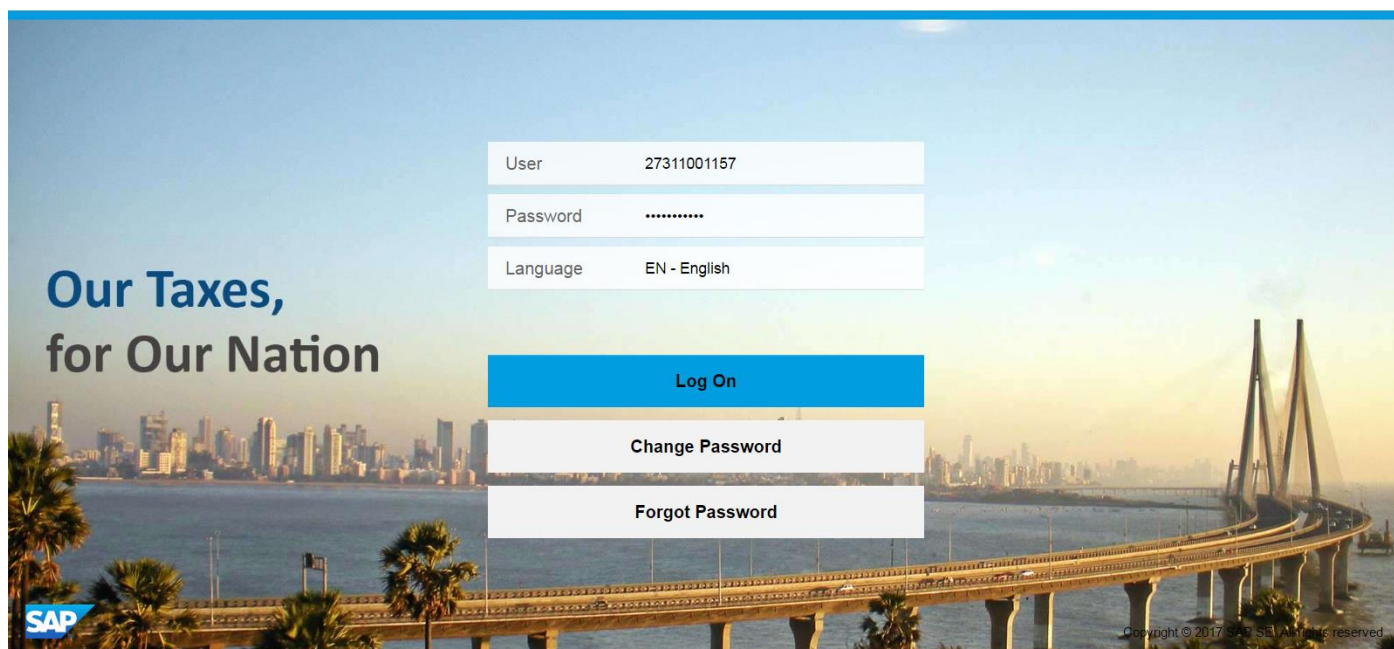
- Click on **“Existing user? Login”**



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



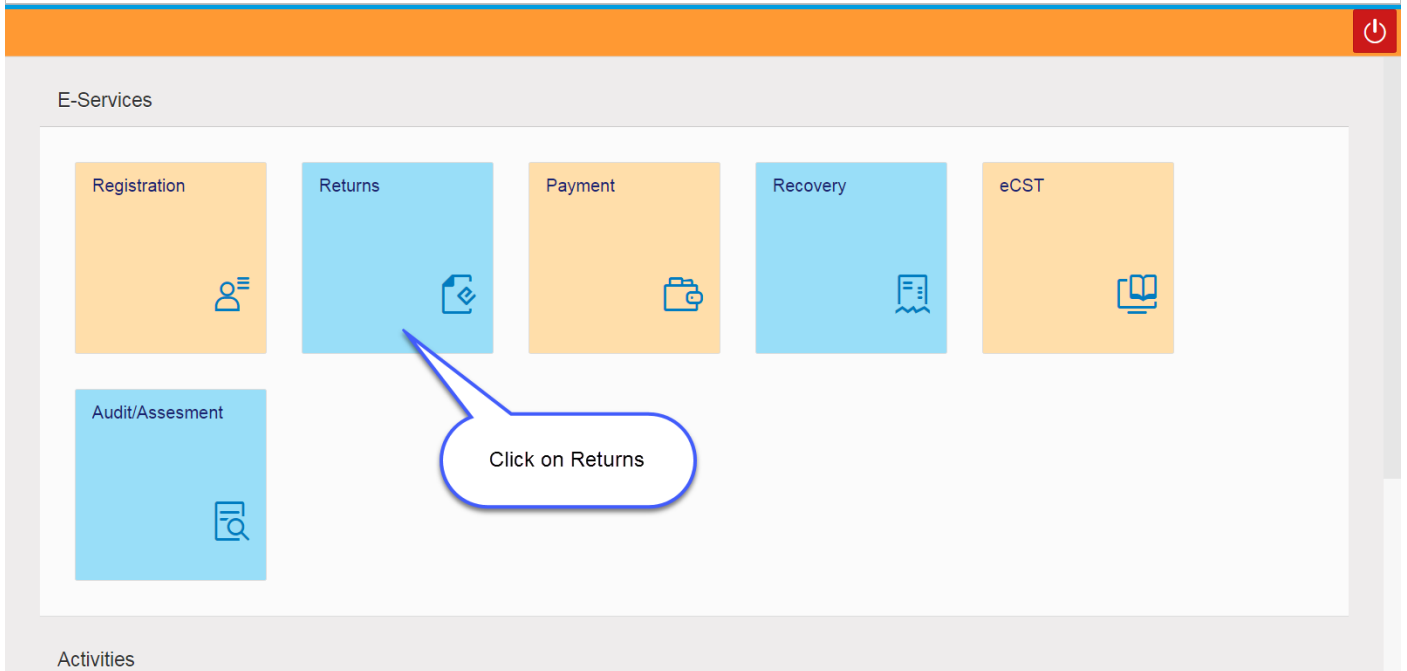
- Enter your Login credentials
- *User:* TIN without suffix
- *Password:* xxxxxxxx
- Click on **“Log on”**



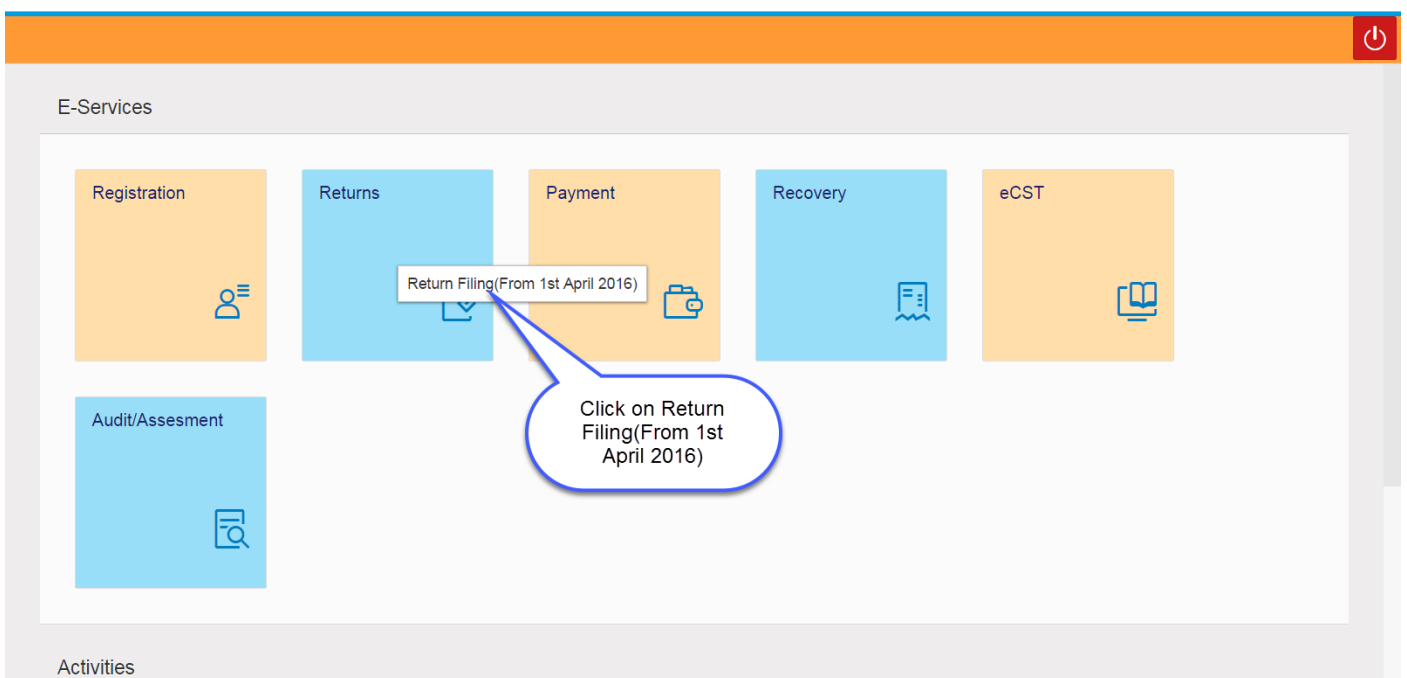
- Click on **“Log On”** button. It will redirect you to Returns page.

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 Form: Form-423 (TCS)

Select VALUE ADDED TAX ACT from dropdown.

Select Form(423)TCS From dropdown

Next

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



- Click on "Next" button.

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

f. Select Return/statement type

- Select Statement Type from dropdown **“Original”**.

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 table with the following data:

Tax Payer	Name	Registration Number	Form
27311001157	Training E	27311001157V - VALUE ADDED TAX ACT	Form-423 (TCS)

Below the table is a progress bar with icons for 'Select Act', 'Type Of Return/Statement', 'Period', 'Annexure Upload', 'Draft Return', and 'Acknowledgement'. The 'Type Of Return/Statement' step is currently active.

The 'Return/Statement Type:' dropdown menu is open, showing the following options:

- Select --
- Original
- Revised u/s 20(4)

A callout bubble points to the 'Original' option with the text: 'Select Original from dropdown'.

- Select **“Original”** from dropdown.

The screenshot shows the 'Return / Statement Filing' interface after the selection. The 'Return/Statement Type:' dropdown menu is now set to 'Original'. A callout bubble points to the 'Next' button with the text: 'Click On Next'.

The 'Next' button is highlighted in yellow.

- 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”

Tax Payer	Name	Registration Number	Form	Return/Statement Type
27311001157	Training E	27311001157V - VALUE ADDED T	Form-423 (TCS)	Original

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

Financial Year: 2016-2017
Period: 2016 June

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 AD	Form-423 (TCS)	Original	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.

The screenshot shows the 'Return / Statement Filing' interface. At the top right, there is a 'Logout' button. Below it, there are three input fields: 'Form' (Form-423 (TCS)), 'Return/Statement Type' (Original), and 'Period' (2016 June). Below these fields, there are three icons: 'Annexure Upload', 'Draft Return', and 'Acknowledgement'. A 'Browse...' button is visible next to the 'Annexure Upload' icon. An 'Open' file dialog box is overlaid on the interface, showing the file '423_27311001157V_2016 June_Original' selected. Callouts indicate: 1) Click on Browse to upload .txt file, 2) Select txt file, and 3) Click on 'Open'. At the bottom right of the interface, there is a yellow 'Upload File' button.

- 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.

The screenshot shows the 'Return / Statement Filing' page with a modal dialog box. The dialog box contains the text: 'Press 'Upload File' to upload file '423_27311001157V_2016 June_Original.txt''. Below the text is an 'OK' button. A callout bubble points to the 'OK' button with the text 'Click On OK'. The background interface shows a table with columns: Tax Payer (27311001157), Name (Training E), Registration Number (27311001157V - VALUE AD), Form (Form-423 (TCS)), Return/Statement Type (Original), and Period (2016 June). Below the table is a navigation bar with icons for Select Act, Type Of Return/Statement, Period, Annexure Upload, Draft Return, and Acknowledgement. At the bottom right, there is an 'Upload File' button.

- Click on **“Upload File”**.

The screenshot shows the 'Return / Statement Filing' page with the 'File Upload' section. The 'File Upload' section has a text input field containing '423_27311001157V_2016...' and a 'Browse...' button. Below the input field is a 'Messages' section. At the bottom right, there is an 'Upload File' button. A callout bubble points to the 'Upload File' button with the text 'Click On Upload File'. The background interface is the same as the previous screenshot, but the 'Annexure Upload' icon in the navigation bar is highlighted with a green circle.

- 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)	Original	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)	Original	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.

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 (27311001157), Name (Training E), Registration Number (27311001157V - VALUE AD), Form (Form-423 (TCS)), Return/Statement Type (Original), and Period (2016 June). A progress bar below the table shows steps: Select Act, Type Of Return/ Statement, Period, Annexure Upload, Draft Return (highlighted), and Acknowledgement. A 'Messages' section contains a message: 'Please click on form to view draft.' with a button labeled 'Form-423 (TCS)'. A callout bubble points to this button with the text: 'Click on this button to view Form-423 (TCS) Draft Return'. Another callout bubble points to a download icon in the top right of the form preview area with the text: 'Click on this icon to download Form-423 (TCS) Draft Return'. The form preview area shows 'FORM-423 ver 1.8.3' and a 'Submit' button at the bottom right. A callout bubble points to the 'Submit' button with the text: 'Click on 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 the following data:

Tax Payer	Name	Registration Number	Form	Return/Statement Type	Period
27311001157	Training E	27311001157V - VALUE AD	Form-423 (TCS)	Original	2016 June

Below the table is a navigation bar with icons and labels: Select Act, Type Of Return/Statement, Period, Annexure Upload, Draft Return, and Acknowledgement. A confirmation dialog box is overlaid on the screen with 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.

The screenshot displays the 'Return / Statement Filing' interface. At the top right, there is a 'Logout' button. Below the header, a table shows the filing details:

Tax Payer	Name	Registration Number	Form	Return/Statement Type	Period
27311001157	Training E	27311001157V - VALUE AD	Form-423 (TCS)	Original	2016 June

Below the table is a navigation bar with icons for 'Select Act', 'Type Of Return/ Statement', 'Period', 'Annexure Upload', 'Draft Return', and 'Acknowledgement'. The 'Acknowledgement' step is highlighted.

The main content area shows a message dated 24.04.2017 15:30:15, addressed to 'Dear Tax Payer'. The message states: 'Your return under Form-423 (TCS) Act for the Period 2016 June is submitted successfully on 24.04.2017 15:30:15. 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".'

The message concludes with 'Thanking You, MSTD.'

A callout box on the right side of the message says: 'Click On Download Return button to view the Successful return PDF'.

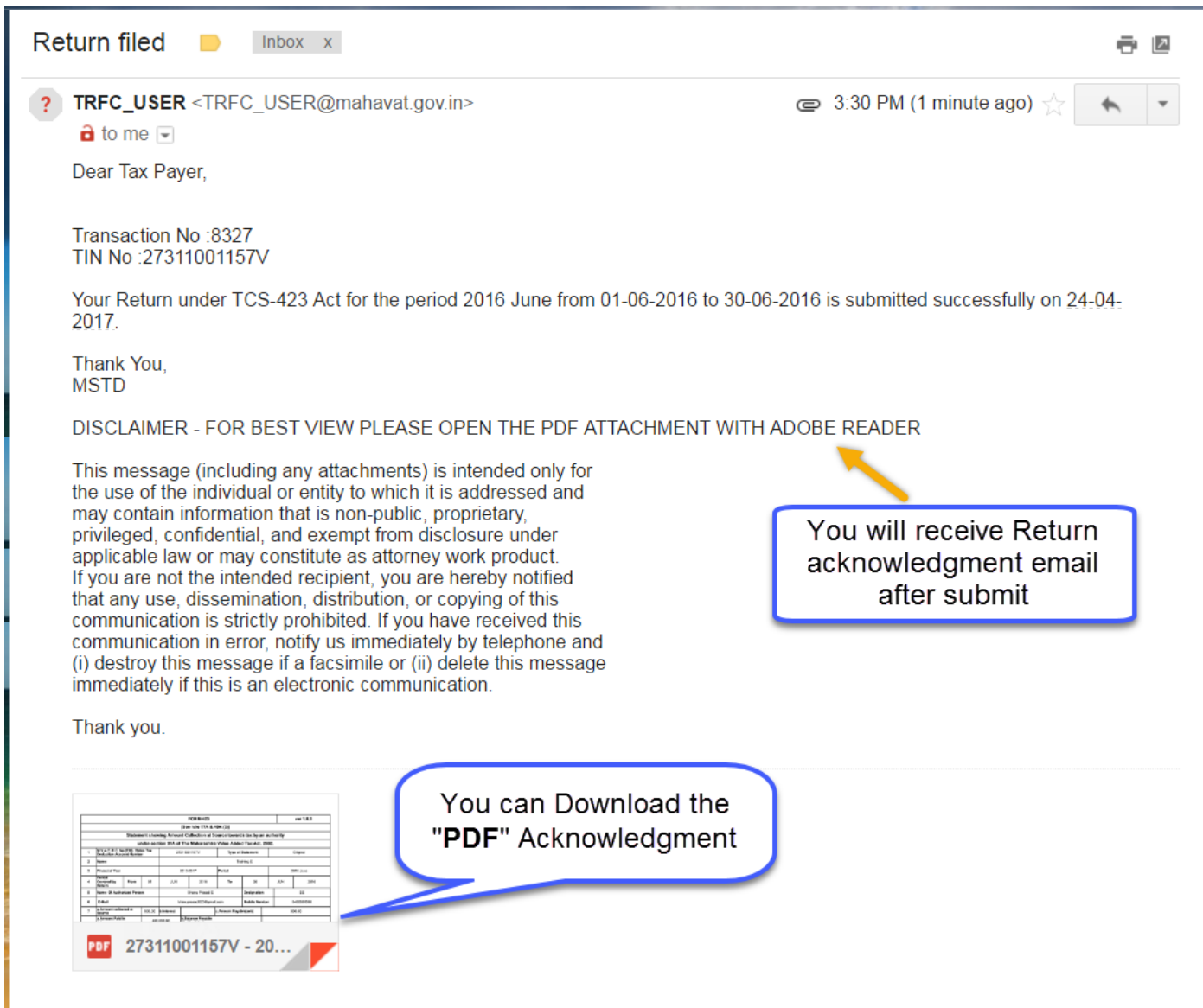
At the bottom right of the interface, there is a yellow button labeled 'Download Return'.

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

Illustration of e-mail & SMS after submission of Return

- E-mail & SMS confirmation message.

- E-Mail



Return filed Inbox x 🖨️ 📧

TRFC_USER <TRFC_USER@mahavat.gov.in> 📧 3:30 PM (1 minute ago) ☆ ↩️ ⌵

🔒 to me ⌵

Dear Tax Payer,

Transaction No :8327
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 acknowledgment email after submit

You can Download the "PDF" Acknowledgment

FORM 423		PART 1 (A)	
Statement of Tax Deducted at Source (TDS) for an individual			
Under section 115A of the Maharashtra Value Added Tax Act, 2002			
Statement for the period from		to	
1. Name of the Taxpayer	2. Name of the Deductor	3. Name of the Addressee	4. Name of the Addressee
5. TIN of the Taxpayer	6. TIN of the Deductor	7. TIN of the Addressee	8. TIN of the Addressee
9. Name of the Addressee	10. Name of the Addressee	11. Name of the Addressee	12. Name of the Addressee
13. Name of the Addressee	14. Name of the Addressee	15. Name of the Addressee	16. Name of the Addressee
17. Name of the Addressee	18. Name of the Addressee	19. Name of the Addressee	20. Name of the Addressee

PDF 27311001157V - 20...

- Mobile message

