

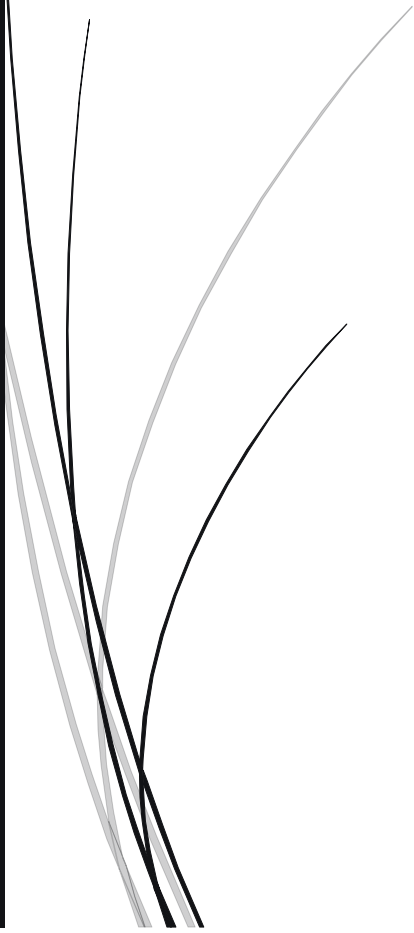


MGSTD

(MAHARASHTRA GOODS AND SERVICES TAX DEPARTMENT)

USER MANUAL

Add Acts

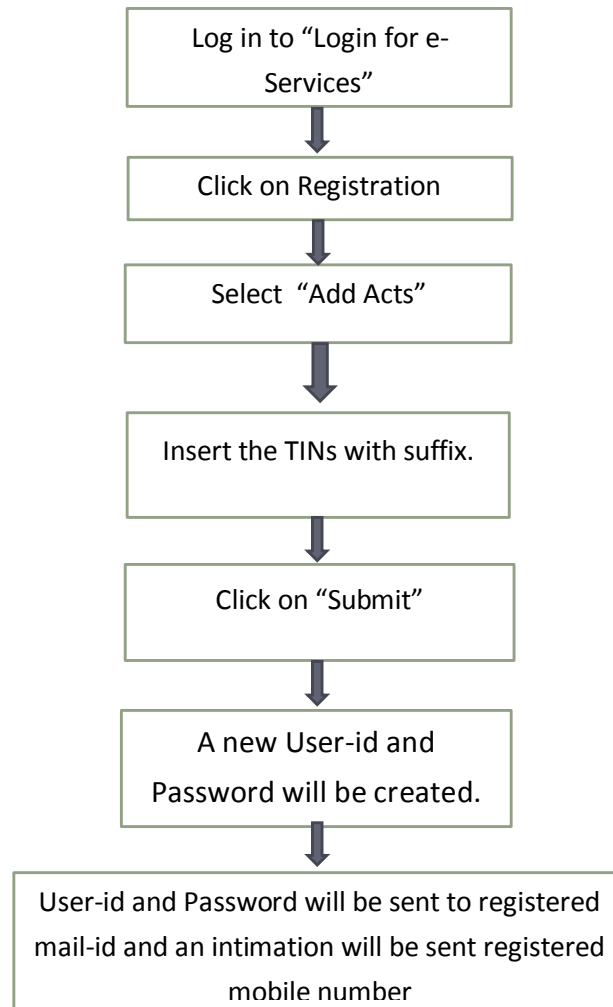




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Adding Multiple TINs under single PAN.






Portal Logon Page

- Login in to below link.
<https://www.mahagst.gov.in/en/log-e-services>
- Provide User id and Password
- Click on Logon

- Provide User Name and Password and click on Log on

Secure <https://www.mahagst.gov.in/en/log-e-services>

March 3, 2018 Employee Login A+ A A-

 **Department of Goods and Services Tax,**
Government of Maharashtra, India

Home About Us ▾ Acts & Rules ▾ Downloads ▾ Dealer Services ▾ Gallery ▾

Use your PAN as your User Id if you have only created your temporary profile and do not have any active Registration Certificates under any was issued in old system or new SAP System.

Use your TIN (first 11 digits without the suffixes like V/C/P) if you have an active Registration Certificate under any of the acts administered b system or new SAP System.

Please check your mail l'd (Registered with us) for a mail with subject line "TIN CREATED CONFIRMATION" for new user l'ds and password

r Taxes, Our Nation

User

Password

Log On

Change Password



Add Acts



➤ Once you provide the user Id and password and click on “Log On”, you will be taken to below screen

➤ <https://www.mahagst.gov.in/en/log-e-services>

The screenshot displays the official website of the Department of Goods and Services Tax, Government of Maharashtra, India. The header features the department's logo and name, along with navigation links for 'Home' and 'About Us'. Below the header, there is a prominent orange banner. The main content area is divided into two primary sections: 'E-Services' and 'Activities'. The 'E-Services' section contains three large, colored tiles: 'Registration' (orange), 'Returns' (light blue), and a partially visible 'P' tile (orange). The 'Activities' section contains three large, colored tiles: 'Refund' (light blue), 'Appeal' (orange), and a partially visible 'G' tile (orange). On the left side of the page, there is a vertical sidebar menu with several items, including 'Details', 'Status', 'ents', and 'liance', each with a dropdown arrow.



Add Acts



➤ Click on “Registration” tile, and click on “Add Acts”.

The screenshot shows the 'Add Acts' menu in the E-Services section. The menu is open, showing options: New Registration, Registration Amendment, Registration Cancellation, Admin Relief, Application Status, and Add Acts. The 'Add Acts' option is highlighted with a mouse cursor.

➤ You will be taken to below screen. Here you will be able to add TINs

The screenshot shows the 'Add Acts' form. The form has a table with columns: PAN, TIN, Email, and Mobile. The PAN column contains the value 'AAAAA1480D'. The Email column contains the value 'choudharinitin66@gmail.co'. The Mobile column contains the value '8208112326'. There is an 'Add Row' button in the top right corner. At the bottom right, there are 'Submit' and 'Close' buttons.

PAN	TIN	Email	Mobile
AAAAA1480D		choudharinitin66@gmail.co	8208112326

Who can use Add act functionality?

- Dealers having multiple PTRC/PTEC TINs under single PAN.
- Dealers whose PTRC/PTEC TINs are linked to dummy PAN(MSTDxxxxxxx) and have different 11 digits than the 11 digits of VAT

1. **Multiple TINs under single PAN:**

- Dealers having multiple PTRC TINs under one PAN.
Dealers will have to create main profile using PAN and PTRC TIN.
Using the main profile, the dealers will add the other PTRC TINs.
- Dealers having Different 11 digits of TIN of VAT and PTRC act but have same PAN.
Dealers will have to create main profile using PAN and VAT TIN.
Using the main profile, the dealers will add the other PTRC TINs.

a) Main Profile:

User-id: 2770xxxxxx9

The screenshot displays the user interface for the 'Add Acts' functionality. At the top, there is a navigation bar with a 'Menu' icon on the left and a 'Welcome: 2770xxxxxx9' message with a 'Logout' button on the right. A red arrow points to the 'Welcome' message. Below the navigation bar, there is a sidebar menu with the following items: 'My Profile', 'Registration Details', 'Return Filling Status', 'Payments', 'Acknowledgements', 'Pending Compliance', and 'Notices'. The main content area is titled 'E-Services' and contains five service tiles: 'Registration', 'Returns', 'Payment', 'Recovery', and 'E-CST'. The 'Returns' tile is highlighted with a mouse cursor.



Add Acts



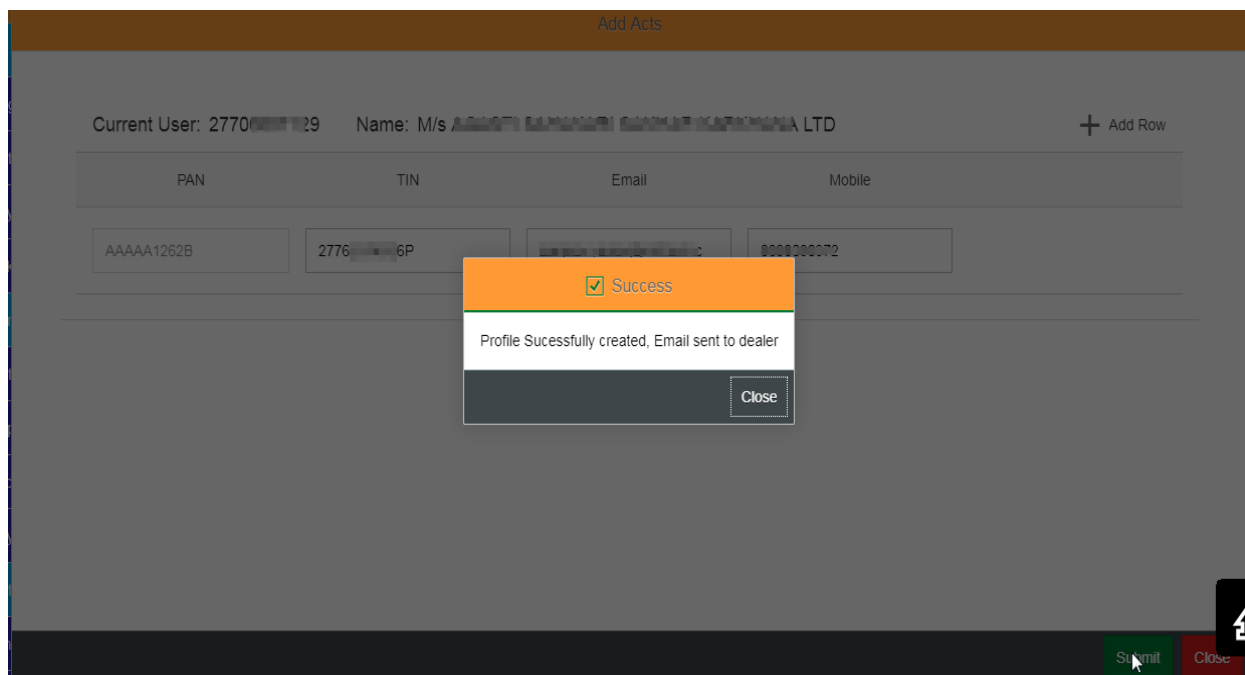
b) Click on “Registration” and select the “Add Acts” to add PTRC TIN: 2776xxxxxxx6P

The screenshot shows the E-Services dashboard with a navigation menu on the left. The 'Registration' tile is highlighted, and a dropdown menu is open showing the following options: New Registration, Registration Amendment, Registration Cancellation, Admin Relief, Application Status, and Add Acts. A red arrow points to the 'Add Acts' option.

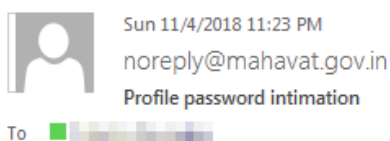
The screenshot shows the 'Add Acts' form with the following details:

- Current User: 27703007429
- Name: M/s [REDACTED] LTD
- Buttons: + Add Row, Submit, Close
- Fields: PAN (AAAAA1262B), TIN (277650000036P), Email (sanjeev.yadav@niit-tech.c), Mobile (0000000072)

A red arrow points to the TIN field.



- c) Click on “Submit” button, on successfully addition of PTRC TIN, a pop-up appears informing that the Profile is successfully created. The user-id and password will be sent to registered mail-id and a intimation will be sent to registered mobile number.



Dear Applicant,

Congratulations! Your User id is successfully created and you may log in using your login details below :

Your Username : 27015001016
Your Password : d422d32tM4t1@

Welcome to MGSTD!!!

Assuring Best Services!!!

Regards
MGSTD Team

This e-mail was sent from an automated system...
Do not reply to this message.

2. TINs with Dummy PAN:

Dealers PTRC or PTEC TIN is linked to dummy PAN(MSTDxxxxxA) but they are under PAN which has a VAT TIN.

Dealers will have to create main profile using PAN and VAT TIN.
Using the main profile, the dealers will add the other PTEC TINs.

- a) Insert the PTEC TIN:99xxxxxxx7p and click on “Submit”.

Add Acts

Current User: 277000000129 Name: M/s ANAGATI ENGINEERING CONSULTANTS ENGINEERS LTD + Add Row

PAN	TIN	Email	Mobile
AAAAA1262B	9900000007P	anagati@anagati.com	9898989898

- b) On successfully addition PTEC TIN, a pop-up appears informing that the Profile is successfully created. The user-id and password will be sent to registered mail-id and an intimation will be sent to registered mobile number.

Sun 11/4/2018 11:38 PM
noreply@mahavat.gov.in
Profile password intimation

Dear Applicant,

Congratulations! Your User id is successfully created and you may log in using your login details below :

Your Username : 27510000004
Your Password : 3d4214MS24dd@

Welcome to MGSTD!!!

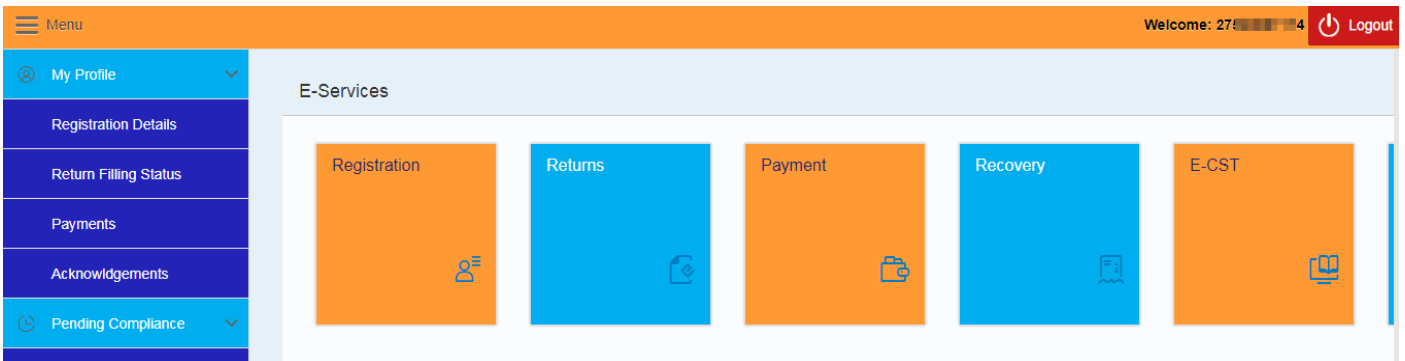
Assuring Best Services!!!

Regards
MGSTD Team

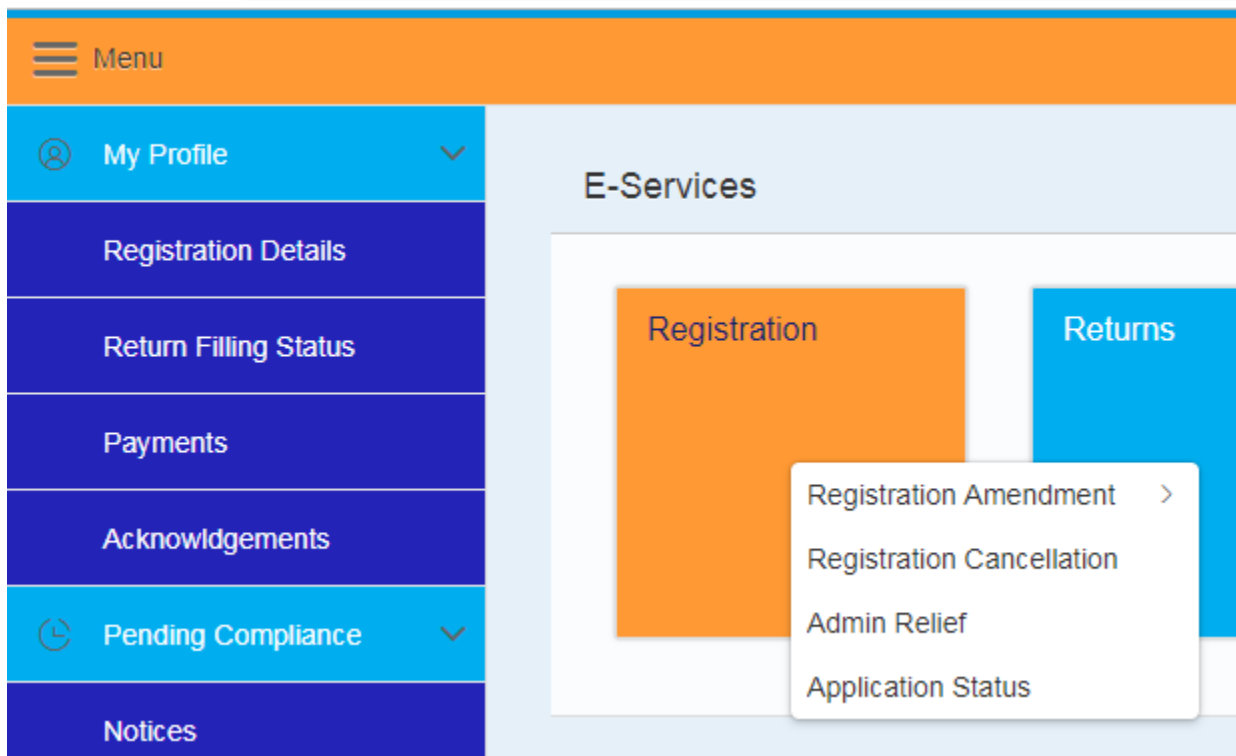
This e-mail was sent from an automated system...
Do not reply to this message.

Profile of TIN added.

1. Login in to below link.
<https://www.mahagst.gov.in/en/log-e-services>
2. Provide User id and Password
3. Click on Logon



4. In this profile, Dealer will be able to use all the services and activities.
5. Dealer will not be able to apply for new act or add any other act in this profile.





THE END

Thank You!