MGSTD

(MAHARASHTRA GOODS AND SERVICES TAX DEPARTMENT)

USER MANUAL

Entry Tax on Motor Vehicle - Revised Return-Registered Under VAT/CST
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Registered dealer utility to create temporary profile for accessing new automation services

a. Dealer Profile Creation

- Login in to below link
- www.mahagst.gov.in
- Click on “Menu” button

1. Registered Dealer if he/she has an active registration certificate under at least one of acts administered by MGSTD can create temporary profile through below mentioned process.

2. This temporary profile creation is only for accessing new automation services through www.mahagst.gov.in portal.

3. The new user id and password created should be used to login on www.mahagst.gov.in portal.

Steps to download the Registered Dealer Profile creation manual at Mahagst website:

Step 1 → www.mahagst.gov.in

Step 2 → Click on “Menu” button

Step 3 → Click on “Dealer Services”

Step 4 → Select “Manuals and Procedures” and download “User Manual for Legacy Dealer Profile Creation in SAP” from “Mahagst Portal”.

1. Login to the below link
   https://www.mahagst.gov.in

2. Click on “Menu”
b. Login for e-Services

- Login in to below link.
- [www.mahagst.gov.in](http://www.mahagst.gov.in)
- Click on “Menu” button.

Click on Menu button, you will be able to see “Login for e-Services”.

![Login for e-Services](https://www.mahagst.gov.in)
c. Login

- Click on “Log in for VAT & Allied Acts” in Log in for e-Services.
- Enter your Login credentials
  
  User: TIN without suffix  
  Password: xxxxxxxx
- Click on “Log On”

If you click on “Log in for VAT & Allied Acts”, you will be able to see Log On screen.
d. Select Returns

➢ Click on “Returns”.

➢ Click on “Returns” button. It will redirect you to Returns Home page.
e. **Return Submission Other Than VAT/CST**

- Click on “Return Submission Other Than VAT/CST (From 1st April 2016)”

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.

**Click on “Return Submission Other Than VAT/CST (From 1st April 2016)”**, it will redirect you to select Returns page.
f. Select Act

- Select “VALUE ADDED TAX ACT” from drop down.
- Select “Form-1A (ET Motor)” from drop down.

- Select “VALUE ADDED TAX ACT” under Registration Number / Act.
- Select “Form-1A (ET Motor)” under Select Form.
➢ Click on “Next” button.

➢ Click on “Next”, it will redirect to select Return/Statement Type.
g. Select Return/statement type

- Select Return/Statement Type from drop down “Revised”.

- Select “Revised” from drop down.
➢ Click on “Next”

➢ Click on “Next”, It will redirect to Return Date Selection Page.
h. Select Return Date

- Select “Return Date” from date calendar
- Click on “Next”

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

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

- Click on “Yes” to upload new file. It will redirect to file uploading page.
j. Select .txt File and Upload

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

- 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.
➢ Click on “Upload File”.

➢ After click on “Upload File”, it will redirect to draft return page.
k. Draft pdf Return

➢ Here you can view and download your Draft Return PDF.

➢ Note ➔ System will display the Draft Return PDF before submission.

➢ Before submitting the Return, you can click on, “Form-1A (ET Motor)” to view the Draft Return PDF.
➢ You can review or download Draft Return PDF.
➢ Check the input is given by you in Return template and compare with Draft Return PDF then click on “Submit” button.
1. Submit Return

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

- Click on “Download Return” button to view the Return pdf.
n. Illustration of e-mail & SMS after submission of Return

- E-mail & SMS confirmation message.

1. Confirmation E-mail for ET(Motor Vehicle) Return.

You will Receive Return acknowledgment email after you submit

You can download Return PDF from here
2. Confirmation SMS for ET (Motor Vehicle) Return.

Dear Tax Payer, Transaction No: **8059** TIN No: 275610000971V Your Return under FORM-1A ET Act for the date **17-04-2016** is submitted on **18-04-2017**. You will receive final confirmation message.