MSTD
(MAHARASHTRA SALES TAX DEPARTMENT)

USER MANUAL

Form 424 (TDS) Revised Return Filing
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Form 424 (TDS) Revised Return Filing

a. Home page

- Login in to below link.
  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”

- After Click on “Existing user? Login” you will be asked to enter User id and password.
- The Login for Form 424(TDS) 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 “Returns”

- Click on Return Filing(From 1st April 2016)

➢ 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”

- 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.

- Select “VALUE ADDED TAX ACT” under Registration Number / Act from dropdown.
- Select “Form-424(TDS)” 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 “Revised u/s 20 (4)”.

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

- 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.

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.

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

➢ Click on “Yes”, if you want to upload a new .txt file to proceed and submit your return.
j. Draft pdf Return

- Here you can view and download your Draft Return.

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

- Before submitting the Return, you can click on, **“Form-424(TDS)”** 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”

> 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.

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

➢ E-mail & SMS confirmation message.

1. E-Mail

You will receive Return acknowledgement email after submit.

You can download the "PDF" Acknowledgement.
Mobile message

Dear Tax Payer, Transaction No: 8323 Tin No: 27311001157V
Your return under TDS-424 Act for the period 2016 April from 01-04-2016 to 30-04-2016 is submitted on 22-04-2017.

You will receive Final Confirmation message after you submitted the Return.