(TO BE PUBLISHED IN PART IV OF THE DELHI GAZETTE EXTRAORDINARY)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI FINANCE (REVENUE-I) DEPARTMENT DELHI SACHIVALAYA, I. P. ESTATE: NEW DELHI-110002

No.F.3(4)/Fin.(Rev-I)/2013-14/DS-VI/519

Dated the 09.07.2013

NOTIFICATION

No.F.3(4)/Fin.(Rev-I)/2013-14 .— In exercise of the powers conferred by section 102 of the Delhi Value Added Tax Act, 2004 (Delhi Act 3 of 2005), the Lt. Governor of the National Capital Territory of Delhi, hereby, makes the following rules further to amend the Delhi Value Added Tax Rules, 2005, namely:-

RULES

- 1. **Short title and commencement.-** (1) These rules may be called the Delhi Value Added Tax (Second Amendment) Rules, 2013.
 - (2) They shall come into force on the date of their publication in the Delhi Gazette.
- **2. Amendment of rule 4A.-** In the Delhi Value Added Tax Rules, 2005 (hereinafter referred to as the principal Rules) in rule 4A, in -
 - (i) sub-rule (a), for the word "five", the word "ten" shall be substituted;
 - (ii) sub-rule (d), for the word "fifteen", the word "twenty" shall be substituted,
 - (iii) sub-rule (e), for the word "twenty", the word "twenty five" shall be substituted,
 - (iv) sub-rule (g), for the word "thirty", the word "thirty five" shall be substituted.
- **3. Substitution of Form DVAT-04.-** For Form DVAT-04, the following shall be substituted, namely:-

Department of Trade and Taxes Govt. of NCT of Delhi

> FORM DVAT-04 [See Rule 12]

PART-A

Appl	licati	on fo	r Reş	gistra	tion	Unde	r Del	lhi Va	alue 1	Adde	d Ta	x Act	, 200	4			
Full Name of Applicant Dealer																	
(Business Name)																	
1A. Ward No.																	

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(b) Expec	ted turnover	in the current	financial year		Rs.											
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C. Name of Busin	ness		L m													
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	1 1	1	Proprietor's PA	N												
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PART-B particulars are being given in this form																							
Particulars of Person [Proprietor/ Karta/ Partners/ Directors in the Business / Members of Executive Committee of Societies, Clubs																							
Particulars of Person [Proprietor/ Karta/ Partners/ Directors in the Business / Members of Executive Committee of Societies, Clubs etc.] having Interest in the Business																							
* *	Particulars of Person [Proprietor/ Karta/ Partners/ Directors in the Business / Members of Executive Committee of Societies, Clubs etc.] having Interest in the Business (Furnish particulars on separate sheets for each person having interest in the business) Full Name of Applicant Dealer																						
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Delhi or outside Delhi If yes, give details:															
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Please affix a passport size photograph of the person whose particulars are being given in this form

FORM DVAT-04 PART-D articulars Of Authorized Signa

Particulars Of Authorized Signatories
(Furnish Separate Form Giving Particulars of Each Authorized Signatory, In Case Of More Than One Authorized Signatories)

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Full Name of Applicant Dealer																				
(Business Name)																			-	
(Business Frame)							-							<u> </u>						
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(Provide in order of first name, middle														+				-		_
name, surname)						_												-	-	
(Ref. Instruction No.9)																				
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6. E-mail address	7.Un	queId	entifi	catio	n															
	(AAI	DHAA	R) N	0.																
8. PAN :				9.	Pass	port l	No.									Ί				
10. Residential Address				me/ N	lumb	er														
(If different from principal place of		a/ Ro ality/					_													₩
business)	Loc	anty/	wia	гкеі																
	Dist																			
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		Code oile N		han																т—
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11.Permanent Address	Buil	ding	Naı	me/ N	Jumh	er														
(If different from residential address)		a/ Ro																		
(1) aggerent from residential address)		ality/	Ma	rket																
	Dist																			<u> </u>
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12. Whether having interest in other fir Delhi or outside Delhi.	m/con	npan	y, re	giste	red i	n		Ye	es						No)				
If yes, give details: (ii) Name & address of firm/company							_													
(11) I value & address of fittil/company							-													+
																				1
(ii) TIN) TIN i) Status in that Firm/Company v) Registration Status (Regd/Cancelled)																			

I/Weauthorised to registered un	act as an auth der the Delhi	orised signat	ory for th	e above ref s actions in	erred l	busines	s for w	hich app	n and de plication I be bind	for reg	gistrat					
S.No.	Full Nam name, Middle	-	ame)					Designa	tion/Stat	us			Signa	ture		
1																
2																
3.																
4.																
I	ness and all m						ccord n	пу ассер	tance to	act as	autho	rised s	ignato	ry for	the al	oove
Signature of	Authorised Sig	gnatory													-	
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Designation/	Status														_	
Place	1 1 1						1								1	
Place											1 1					
Date	Day	Month		Year												
					_											

Instructions for filling Registration Form (DVAT-04) (For details refer to Section 19 and Rule 12)

- 1. Please fill in all the details in CAPITAL letters.
- 2. Please note that you are mandatorily required to register if:
 - (i) your turnover at any time during a financial year exceeds taxable quantum; or
 - (ii) you are liable to pay tax, or are registered or required to be registered under Central Sales Tax Act, 1956
 - ('Taxable quantum' is Rs. 20 lacs except in the case of an $\,$ importer where it is NIL)
- 3. Please note that irrespective of the quantum of turnover of the business, a dealer may apply for voluntary registration under the Delhi Value Added Tax Act, 2004.
- 4. For field 2, an "importer" means -
 - (i) a person who brings his own goods into Delhi; or
 - (ii) a person on whose behalf another person brings goods into Delhi; or
 - (iii) in the case of a sale occurring in the circumstances referred to in sub-section 2 of section 6 of the Central Sales Tax Act, 1956, the person in Delhi to whom the goods are delivered
- 5. The application for registration under this Act should be filed within thirty days from the date of person becoming liable for payment of tax
- 6. Since PAN is mandatory, field 8 must be filled.
- 7. For field 15, please fill the description of top five items on the basis of value of goods sold.
- 8. In case of any change in these details, the dealer is required to intimate the department of the amendments within one month of the change. (please refer to section 21)
- 9. Registration application should be verified and signed by the Authorized Signatory, who is:
 - (i) in the case of an individual, the individual himself, and where the individual is absent from India, either the individual or some
 person duly authorised by him in this behalf and where the individual is mentally incapacitated from attending to his affairs, his
 guardian or any other person competent to act on his behalf;
 - (ii) in the case of a Hindu Undivided Family, a Karta and where the Karta is absent from India or is mentally incapacitated from attending to his affairs, any other adult member of such family;
 - (iii) in the case of a company or local authority, the principal officer thereof;
 - (iv) in the case of a firm, any partner thereof, not being a minor;
 - (v) in the case of any other association, any member of the association or persons;
 - (vi) in the case of a trust, the trustee or any trustee; and

(vii)in the case of any other person, the person competent to act on his behalf.

- 10. In case of partnerships, Part B is to be filled and signed by the managing partner plus top four other partners.
- 11. In case of companies, Part B is to be filled and signed by the company secretary, the managing director and 3 other directors.
- 12. If required, make additional copies of the Parts and attach with application form for registration (DVAT-04).
- 13. An amendment would be required each time a person changes (and not when the details of an existing person change)
- 14. In case of minors, the specimen signature of guardian/ trustee should be furnished.
- 15. In case of Part D, it is to be filled and signed by the person whose details are given in the Part.
- 16. Every sheet filled in the Parts has to be signed by the same person (authorised signatory) who has signed the registration application.
- 17. In case any of the Parts not applicable, left the said Part blank.

Method of Calculating Security Amount

Preso	cribed Security Amount (Rs)	1,00,000
Redu	action sought (Maximum reduction available Rs. 50,000)	Rebate (Rs)
1	Proof of ownership of principal place of business	30,000
2	Proof of ownership of residential property by proprietor/ managing partner	20,000
3	Copy of passport of proprietor/ managing partner	10,000
4	Copy of Permanent Account Number in the name of the business allotted by the Income Tax Department	10,000
5	Copy of last electricity bill (The bill should be in the name of the business and for the address specified as the main place of business in the registration form)	10,000
6	Copy of last telephone bill (The bill should be in the name of the business and for the address specified as the main place of business in the registration form)	5,000

- **4. Amendment in Form DVAT-07.-** In the principal Rules, in forms appended thereto, in Form DVAT-07, in Part-C, in all grids of row 2, for the words "Telephone Number" the words "Mobile Number" shall be substituted.
- **5. Amendment in Form DVAT-52.-** In the principal Rules, in forms appended thereto, in Form DVAT-52, for the word "*attach*" the word "*Furnish*" and for the word "*sheet*" the words "*Form DVAT-52*" shall be substituted.
- **6. Amendment in rule 14** In the principal Rules, in rule 14, in sub-rule(3), the following shall be inserted, namely: -

"Further, the dealer shall also prominently display his TIN and ward number outside the main entrance of all places of business in Delhi.".

7. Amendment in Form DVAT-06 - In the principal Rules, in forms appended thereto, in Form DVAT-06, for the "Note", the following shall be substituted, namely: -

"Note: The registration certificate shall be prominently displayed at all places of business and it shall be produced on demand by any person exercising authority under the Act and Rules. The dealer shall also prominently display his TIN and ward number outside the main entrance of all places of business in Delhi. The failure to do these would result in cancellation of registration of dealer."

8. Amendment of rule 17.- In the principal Rules, in rule 17, -

- (i) for the word 'Publication' appearing in the title of the Rule, the word 'Hosting' shall be substituted.
- (ii) for the word 'publish' appearing after the word 'shall' the words 'host on the Department's website' shall be substituted.

9. Amendment of rule 27.- In the principal Rules, in rule 27, -

- (i) in sub-rule(1), in clause(i), after the word "Form", the words "and in the manner" shall be inserted.
- (ii) sub-rule (5) shall be omitted.

10. Amendment of rule 28.- In the principal Rules, in rule 28, -

(i) For sub-rule (3), the following shall be substituted, namely.-

"A return referred to in sub-rule (1) or sub-rule (2) shall be furnished by transmitting the data in the return electronically on the Departmental website and thereafter submitting the Return Verification Form in Form DVAT-56, in duplicate, in the manner stated in Rule 63. Such return and the said Form shall be furnished by the dealer within twenty eight days from the end of the tax period. On submitting of Form DVAT-56, the Commissioner shall issue the acknowledgement with signature and stamp on one copy of the said Form;

PROVIDED that a dealer who has been registered for the first time under the Act shall furnish the return(s), the date of furnishing of which has already expired on the date of grant of registration certificate, within seven days from the date of such grant;

PROVIDED FURTHER that where the dealer fails to submit Form DVAT-56 and/or to obtain the acknowledgment, it shall be construed that no return has been furnished by the dealer for that tax period;

PROVIDED ALSO that the Commissioner, by an order, may exempt a dealer or class or classes of dealers from furnishing acknowledgment in Form DVAT-56 along with documents stated in sub-Rule-(3A), if the return under this rule is furnished with digital signatures, in accordance with the provisions contained in the Information Technology Act, 2000 (21 of 2000).

(3A) The verification of the return in Form DVAT-56, referred to in sub-rule (3), shall be accompanied by proof of payment of tax, interest or any other sum in Form DVAT-20, copy of the TDS Certificate(s), CC-01 and the documents, as specified in Form DVAT-56 or in the return Form."

- (ii) In sub-rule (4), after the words "all returns", and before the words "relating" the words ", including Return Verification Form in Form DVAT-56 and documents referred to in sub-rule(3A)," shall be inserted.
- 11. **Amendment of rule 59**.- In the principal Rules, in rule 59, for sub-rule(4), the following shall be substituted, namely:-
 - "Every person holding a TAN shall be required to file a quarterly return in Form DVAT-48 within a period of twenty eight days from the end of the quarter.
 - (5) An application for amendment and/or cancellation to an existing registration shall be made in Form DVAT-45A electronically, on the department website."
- 12. **Amendment of Form DVAT-48.-** In the principal Rules, in forms appended thereto.

for Form DVAT-48, the following shall be substituted, namely:-

Department of Value Added Tax Government of NCT of Delhi

FORM DVAT - 48 [see Rule 59]

Form of Quarterly Return by the Contractee for the quarter ending _____

- 1. Name of Contractee
- 2. Full Address

Building Name/
Number _____
Area/ Road _____
Locality/ Market _____
Pin Code _____
Telephone No. _____

- 3. Tax Deduction Account Number _
- 4. Details of payments made to Contractors and of tax deducted at source (as per Table below)

Table

	SI. No.	Name & Address of Contrac- tor	Regn. No./TIN of contrac- tor	Amount credited / paid	Date on which amount credited or paid	Amount of tax deducted	Date on which tax deducted	TDS Certificate No. & date	Challan no. and date on which TDS was paid to the credit of the Government Treasury	Name and addres s of the Bank	In case of book adjustment, mention the bill no. and PAO No.
	1	2	3	4	5	6	7	8	9	10	11
I											

5. List of all contracts awarded during the quarter:

Name & Address of Contractor	Contractor's TIN	Gross value of the entire contract	Value of contrac t awarde d to the contrac tor	Cumulative Value of contract executed by the contractor up to the quarter	con 8	nto two s	for supply r to one	Site addres s(es) where the work is being execute d	Start date of contrac t	End date of contrac t	Value of f goods supplied free of cost by the contractee which is deductible from the bill of the contractor
					unt	Tate					
1	2	3	4	5	6	7	8	9	10	11	12

6. Verification I/We h and correct to the best of my/or	ereby so															oove	is true
Signature of the person responsible for Deducting at Source Jame Designation/Status Place: Date: Jose separate sheets wherever necessary.																	
Designation/Status Place: Date: Date: Date: Use separate sheets wherever necessary. Enclosed: Copy of the challan for payment of tax deducted and TDS certificates 3. Insertion of New DVAT Form 45A - In the principal Rules, in forms appended thereto, after Form DVAT-45, the following DVAT Form shall be inserted,																	
thereto, after Form DVAT-45, the following DVAT Form shall be inserted, namely:- Department of Trade and Taxes																	
Department of Trade and Taxes Government of NCT of Delhi Form DVAT 45A [See Rule 59] Application for Cancellation/Amendment(s) in particulars subsequent to allotment of																	
Government of NCT of Delhi Form DVAT 45A [See Rule 59] Application for Cancellation/Amendment(s) in particulars subsequent to allotment of Tax Deduction Account Number (TAN) under Delhi Value Added Tax Act, 2004																	
Type of Applicatin (tick Date of amendment /cancellation (mm/dd/yyyy)	as ap	pplicab /	le)				An	nend	men	t) (Cano	ellat	ion
Instructions for filing Fo (i) In case of amendmen those fields that are to (j) In case of cancellation	t of existi be ame	ng par nded. <i>i</i>	ticula All otł	her fi	elds	sho	uld t	oe le	ft bla	nk.				only			
1. Tax Deduction Account Number																	
Full Name of person responsible for deduction of Tax																	
3. Address 4. TIN, if registered.	Buildin Numbe Area/ F Locality Pin Co Mobile Fax Nu e-mail	er Road y/ Mark de Numb	ket									 					
, rogiotoroa.				1		l	L	<u> </u>			L		1		1	1	

5. Verification	
I/We	hereby solemnly affirm and declare that the
information given hereinabove is true and correct to the be has been concealed therefrom.	est of my/our knowledge and belief and nothing
Signature of Authorised Signatory	
Full Name <i>(first name,</i> middle, surname) Designation	
Place	
Date Day / Mont / Year h	

- 14. **Amendment of rule 63.-** In the principal Rules, in rule 63, in sub-rule(1), for clause (c), the following shall be substituted, namely:-
 - (c) "such other means as the Commissioner may notify, including electronic transmission of data, on the departmental website, from the date and manner notified by the Commissioner in this regard,:

PROVIDED THAT the Commissioner may require any person or all persons, responsible for making payment to any contractor, to issue Form DVAT-43 and also furnish return in Form DVAT-48 electronically, on the departmental website, from the date and manner, as may be notified by the Commissioner in this regard.".

If revised -Department of Trade & Taxes (i) Date of filing Government of NCT of Delhi Refund Claimed? original return Acknowledgement Yes ☐ No Receipt No. Form DVAT 16 (iii) Date of discovery of [See Rule 28 and 29] mistake or error Delhi Value Added Tax Return Specify the reasons for revision R1 Tax From Period 0 Dd R2.1 TIN R2.2 Full Name of Dealer R2.3 Address R2.4 Mobile No. R3 Description of top items you deal SI. Commodity Description of Tax % sale Tax of contribution No. Code Goods Rate volume (In order of volume of sales for the tax 1 period or till the aggregate of sale 2 volume reaches at least 80% - 1-3 highest volume to 5-lowest volume) 4 5 Total GTO R4 Turnover details R4.1 Gross Turnover R4.2 Central Turnover R4.3 Local Turnover R5 Computation of output tax Turnover (Rs.) Output tax (Rs.) R5.1 Goods taxable at 1% R5.2 Goods taxable at 5% R5.3 Goods taxable at 12.5% R5.4 Goods taxable at 20% R5.5Works contract taxable at 5% R5.6 Works contract taxable at 12.5% R5.7 Exempted sales/other deduction claimed R5.7(1) Sale of Diesel & Petrol as have suffered tax in the hands of various Oil Marketing Companies in Delhi. R5.7(2) Sales within Delhi against Form 'H' Sub Total **R5.8** Output Tax before adjustments Total A2 from R5.9 Adjustments to output tax (Complete Annexure and enter Total A2 here) Annexure from R5.10 Total Output Tax (R5.8 + R5.9)

15. Amendment of Form DVAT-16.- In the principal Rules, in forms appended thereto, for

Form DVAT-16, the following shall be substituted, namely:-

Original/Revised

	nover of Purchases	in Delhi (exclu	uding Purchases (Rs.) Tax Credits (Rs.))																				
	& tax credits Capital goods																												
R6.2	Other goods																												
R6.2(1) Goods taxable at 1)Goods taxable at 5°	%										+																	
) Goods taxable at 1								+									_	_	\top									
	Goods taxable at 2																												
) Works contract tax								_				- -																
) Works contract tax) Exempted purchas																												
) Purchase from Unr		ers																										
R6.2(9	Purchase of Diesel	& Petrol taxal	ole in																										
	nds of various Oil Ma	arketing Comp	anies																										
in Delh	Purchases within	Delhi against	Form						-																				
'H'	o) i dionases within	Deirii agairist	01111																		'								
		R6.3 Tax c									ıb T	otal																	
R6.4 /	Adjustments to tax cr	edits (Comple	te Anne								_	0.4\\								-									
			L	R6.5	5 Tota	al Ia	ax C	redit	s (R	6.3	+ K	6.4))																	
R7 1	Net Tax						(R5	10\	– (R	6 5)		- 1					ı	I	1										
		% if payable	1				,	(B)	(11	J.J)		\top	T		Т		7	\top	T^L	T	l								
	Penalty, if payable	. , .,,,						,		©		╁	 		\dashv	o	\dagger	t	t	 									
	Tax deducted at sour	rce (attach	TDS ce	rtifica	tes (d	own	loac	led f	rom			╁	1		\dashv	\dagger	\dagger	\dagger	\dagger	1									
	e) with Form DVAT 5	56)			- (-																								
SI.	Form DVAT-43	ID D	ate				An	oun	nt																				
No.	No.			+																									
R7.5 1	Tax credit carried for	ward from pre	∕ious ta	x peri	od																								
R7.6 /	Adjustment of excess	s balance unde	er CST t	owar	ds DV	ΆΤΙ	liabi	lity																					
R7.7 E	Balance payable [(R	7.1+R7.2+R7.	3) – (R	7.4+R	7.5 +	R7.6	5)]																						
	mount deposited by	the dealer (a	ttach pr	oof o	f payn	nent	witl	n Fo	rm D	VAT	-	Ī	Ī		ĺ														
56) S.No.	Date of deposit	Challan	Name	of B	ank ar	nd B	rand	-h				╬			Amo	unt	(Rs	:)											
0.110.	Date of deposit	No.	Ivanic	01 0	ank an	IU D	Taric)						,	1110	Juint	(113	·. <i>)</i>											
RS N	II et Balance*	-	R7.7-R7	7.81								-	T	- 1			Т	Т	<u> </u>	Т									
					nt due	has	to b	oe de	epos	ited	bef	ore f	ilina	the	retu	ırn.													
		, , , , , , , , ,											3																
	IF THE NE	T DAL ANCE	ON LINE	E R8	IS NE	GAT	ΓΙΥΕ	, PR	ROVI	DE	DE1	AIL	S IN	TH	IS B	OX		* The net balance should not be positive as the amount due has to be deposited before filing the return.											
	IF THE NET BALANCE ON LINE R8 IS NEGATIVE, PROVIDE DETAILS IN THIS BOX																												
	R9 Balance brought forward from line R8 (Positive value of R 8)																												
R9.1 /	Adjusted against liab	rd from line R	B (Po			of F	(8)														Ħ								
R9.1 /	Adjusted against liab Refund Claimed	rd from line R i ility under Cen	8 (Po tral Sal			of F	(8)																						
R9.1 /	Adjusted against liab	rd from line R i ility under Cen	8 (Po tral Sal			of F	(8)																						
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R9.1 A R9.2 F R9.3 E	Adjusted against liab Refund Claimed Balance carried forward IF etails of Bank Accou	rd from line Raility under Cen ard to next tax	8 (Po tral Sal period	es Ta	X			AILS	S IN	TH	IS I	вох	(AI	so f	ill A		exu	re-2	?E)										
R9.1 A R9.2 F R9.3 E	Adjusted against liab Refund Claimed Balance carried forward IF etails of Bank Accou Account No.	rd from line Raility under Center days and to next tax REFUND IS (B (Potral Sale	es Ta	X			AILS	S IN	ТН	IS I	вох	(AI	so f	ill A		exu	re-2	?E)										
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R9.1 A R9.2 F R9.3 E R10 De R10.1 A R10.2 A	Adjusted against liab Refund Claimed Balance carried forward IF etails of Bank Accou Account No.	rd from line Raility under Center days and to next tax REFUND IS (B (Potral Sale	es Ta	X			AILS	S IN	TH	IS I	зох	(AI	so f	ill A		exu	re-2	2E)										
R9.1 A R9.2 F R9.3 E R10 De R10.1 A R10.2 R10.3 R10.4	Adjusted against liab Refund Claimed Balance carried forward IF etails of Bank Accou Account No. Account type (Saving	rd from line Raility under Center days and to next tax REFUND IS (B (Potral Sale	es Ta	X			AILS	S IN	TH	IS I	вох	(AI	sof	ill A		exu	re-2	PE)										
R9.1 A R9.2 F R9.3 E R10 De R10.1 A R10.2 R10.3 R10.4 (a	Adjusted against liab Refund Claimed Balance carried forware IF etails of Bank Accout Account No. Account type (Saving MICR No.	rd from line Raility under Center days and to next tax REFUND IS (B (Potral Sale	es Ta	X			AILS	S IN	TH		вох	(AI	sso f	ill A		exu	re-2	PE)										
R9.1 A R9.2 F R9.3 E R10 De R10.1 A R10.2 R10.3 R10.4 (a	Adjusted against liab Refund Claimed Balance carried forware IF etails of Bank Accout Account No. Account type (Saving MICR No. Name of Bank	rd from line Raility under Center days and to next tax REFUND IS (B (Potral Sale	es Ta	X			AILS	3 IN	TH	IS I	зох	(AI	so f	ill A		e a company	re-2	RE)										
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R9.1 / R9.2 F R9.3 E R10 De R10.1 / R10.2 R10.3 R10.4 (a (b) R11 lnt R11.1 / R	Adjusted against liab Refund Claimed Balance carried forware Balance CSaving Balance C	rd from line Rility under Central to next tax REFUND IS (Int.) g/Current etc.)	B (Potral Sal	es Ta	X	DE D	DETA									Anne				Impo	orts								
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Total A4 from Annexure from

R12 Verific I/We	cation												_ he	erel	oy s	ole	mr	nly a	ıffiri	m a	nd	de	clar	e t	hat	the	info	orm	atic	n g	ive	n
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Signature o	of Aut	horis	sed	Sign	ator	у			_																							
Full Name	(firs	t naı	ne,	mida	lle, s	surn	ame)	_																							
Designation	n/Sta	tus							_																							
Place																																
Date			1																													
	Da	.y		Mo	nth		3	<i>l</i> ear	. '																							

Instructions for filling Return Form:

- 1. Please complete all the applicable fields in the Form.
- 2. The fields, which are not applicable, may be left blank.
- Return should be filed electronically, on the departmental website, within the stipulated period as prescribed under rule 28 of the DVAT Rules
- 4. For reporting adjustments, please use the following convention:
 - (a) Data in field A3.2, A3.3, A3.4 and A3.14 in Annexure attached to DVAT-16 will only be populated on the basis of data transmitted online in Annexure 2C.
 - (b) Data in field A1.1, A1.2, A1.3, A1.4 and A1.8 in annexure attached to DVAT-16 will only be populated on the basis of data transmitted online in Annexure 2D.
- 5. Transmit (i) quarter wise and invoice wise Purchase and Sales data maintained in Form DVAT-30 & 31 OR (ii) quarter wise and dealer wise summary of purchase and sales in Annexure-2A & 2B appended to this Form. Purchase/Sale made from un-registered dealers may be entered in one row for a quarter. However, sale detail of goods sold to Embassies/Organisations specified in Sixth Schedule should be reported invoice wise or Embassies/Organisations wise, as the case may be.
- 6. Works Contractors should enter gross turnover during the tax period including labour, services and consumables in the return and claim exemption for service charges etc. by reflecting it under item R5.7.
- 7. Copies of contract(s) and bills issued by sub-contractor, on the basis of which deductions from Gross turnover have been claimed is to be submitted electronically, in PDF Format on the departmental website.
- 8 Copies of contract(s) and bills issued during the tax period to customers to whom goods on right to use basis has been provided electronically, in PDF Forma on the departmental website.
- 9. In case of refund, the information in Annexure -2E appended to this Form should be furnished electronically, on departmental website, at the time of filing online return.

Annexure -1

(To be furnished with the return where adjustments in Output Tax or Tax Credits are made)

A1 Adjustments to Output Tax

Nature of Adjustment	Rate of tax (1,5,12.5, 20) %	Increase in Turnover	Decrease in Turnover	Increase in Ou (A)	itput Tax	Decrea	ase in Out (B)	tput Tax
A1.1 Sale cancelled [Section 8(1) (a)]								
A1.2 Nature of sale changed [Section 8(1) (b)]								
A1.3 Change in agreed consideration [Section 8(1) (c								
A1.4 Goods sold returned [Section 8(1)(d)]								
A1.5 Bad debts written off [Section 8(1) (e) and Rule 7A]								
A1.6 Bad debts recovered [Rule 7A(3)]								
A1.7 Tax payable on goods held on date of cancellation of registration (Section 23)								
A1.8 Other adjustments, if any (specify)								
						$+\overline{1}$		
Total								

A3 Adjustments to Tax Credits	1				<u> </u>
Nature of Adjustment	Rate of tax (1,5,12.5, 20) %	Increase in Turnover	Decrease in Turnover	Increase in Tax Credit (C)	Decrease in Tax Credit (D)
A3.1 Reduction in Input Tax Credit due to sale of goods at price lower than the purchase price [Section 10(5)]					
A3.2 Receipt of debit notes from the seller [Section 10(1)]					
A3.3 Receipt of credit notes from seller [Section 10(1)]					
A3.4 Goods purchased returned or rejected [Section 10(1)]					
A3.5 Change in use of goods, for purposes other than for which credit is allowed [Section 10(2)(a)]					
A3.6 Change in use of goods for purposes for which credit is allowed [Section 10(2)(b)					
A3.7 Tax credit disallowed in respect of stock transfer out of Delhi [Section 10(3)]					
A3.8 Tax credit for Transitional stock held on 1 st April 2005 (Section 14)					
A3.9 Tax credit for purchase of Second-hand goods (Section 15)					
A3.10 Tax credit for goods held on the date of withdrawal from Composition Scheme [Section 16]					
A3.11 Tax credit for trading stock and raw materials held at the time of registration (Section 20)					
A3.12 Tax credit disallowed for goods lost or destroyed (Rule 7)					
A3.13 Tax credit adjustment on sale or stock transfer of capital goods [Section9(9)(a)]					
A3.14 Second or Third instalment of balance tax credit on capital goods. [Section 9(9)(a)]					

A3.15 Second, Third or Fourth instalment of balance tax credit on right to use goods. [Section 9(11)]												
A3.16 Other adjustments, if any (specify)												
Total												
A4 Total net increase / (decrease) in 1	ax Credits	(C-D)										1

Annexure IA

Additional details to be filled by works contract dealers

W.1	Value of works contract billed during the tax period.	
W.2	Value of works contract payments received during the tax period.	
W.3	Gross Turnover (without claiming any deduction)	
W.4	Details of Deductions:	
W.4(1)	Amount of Labour & services claimed as per rule 3 (i) Amount On actual basis	
	(ii) Amount On %age basis	
W.4(2)	Whether any amount of sale or purchase in the course of Inter State Trade deducted from turnover? If Yes, specify the amount.	
W.4(3)	Whether any amount of sub-contractors payments deducted from GTO? If Yes, specify the amount.	
	TDS deducted from sub-contractor	
W.4(4)	Any other deductions	

Annexure 1B

Additional details from right to use dealers

Annexure 1C

Additional Information relating to sale against Form –H to Delhi dealers

,	•	ubmission of 'H' Form(s) t ious tax periods, as per d	•
Quarter	Sale Amount	Applicable Rate of Tax	Tax Amount

Detail of 'H' Forms pertaining to previous tax period to be filed along with DVAT-56:									
Quarter	Sale Amount	Applicable Rate of Tax	Tax Amount						

Annexure – 2A (See instruction 6) SUMMARY OF PURCHASE / INWARD BRANCH TRANSFER REGISTER (Quarter wise)

(To be filed along with return)

TIN:	Name of the Dealer:
Address:	Purchase for the tax period: From to
	Summary of Purchase (As per DVAT-30)

(All amounts in Rupees)

S.No.	Quarter & Year	Seller's TIN	Seller's Name	Rate of Tax on the Item under Delhi Value Added Tax Act, 2004 (0, 1, 5, 12.5, 20) (%)
1	2	3	4	5

			Purchase no	ot eligible	for cred	dit of	Input T	ax			
Import from Outside India	Sea Purcha	se from exempt ed units	Dealer/ Composition Dealer/Non-	e of Goods against retail invoices	Capital Goods		Inter-St	ate Puro	chase/S	tock Tra	nsfer
						C- For m	Form(i ncludin g local)	C/E1/ E2 Form	None		Transfer Consign ment Transfer
6	7	8	9	10	11	12	13	14	15	16	17

			Purchase Elig	ible for Credit o	f Input Tax			
	Capita	l Goods			(Others		
Rate of Tax	Purchase Amount	Input Tax Paid	Total Purchase (including Tax)	Type of Purchase	Purchas e Amount	Rate of Tax	Input Tax Paid	Total Purchase including Tax
				Purchase of Goods/ from sub- contractor(Works Contract)				
18	19	20	21	22	23	24	25	26

Note:- Data in respect of unregistered dealers may be consolidated tax rate wise for each Quarter

Signature of Dealer / Authorized Signatory

Annexure – 2B (See instruction 6) SUMMARY OF SALE / OUTWARD BRANCH TRANSFER REGISTER (Quarter wise)

(To be filed along with return)

TIN:		ľ	Name of	the Dealer:				
Addr	ess:	S	Sale for t	he tax perio	d: From	_ to		
		Sum	mary of S	Sales (As per		amounts	in Rupee	es)
S. No.	Quarter Year	& Buyer's TIN	Buyer's Name	Rate of Tax on the Item under Delhi Value Added Tax Act, 2004 (0, 1, 5, 12.5, 20) (%)	Inter-state Branch/ Consignment Transfer	Export out of India	High Sea Sales	Ì
1	2	3	4	5	6	7	8	i
	1	1	1		ı	I	1	

		Ir	nterstate Sales		
Goods Type	Form C/H/I/J/E1/E 2/None	Rate of Tax	Sales Price (Excluding CST)	Central Sales Tax	Total
Capital Goods / Others					
9	10	11	12	13	14

			Local Sale	es	
Type of Sale	Rate of Tax	Sales Price (Excluding VAT)	Output Tax	Total (including VAT)	Sale of Diesel & Petrol as have suffered tax in the hands of various Oil Marketing Companies in Delhi
Sale of Goods/ from sub- contractor (Works Contract)					
15	16	17	18	19	20

Note:- Data in respect of unregistered dealers may be consolidated tax rate wise for each Quarter.

Signature of Dealer / Authorized Signatory

Department of Value Added Tax Government of NCT of Delhi Annexure 2C

[See Rule 42]

Details of Debit/Credit Notes related to purchases (To be filed along with return)

	tion Numbe f dealer:	r:						
Г <u>ах рег</u>	<u>iod</u> Fron	n(dd/mm/y	y)	_To(dd	l/mm	/yy) _		
Address	:							
-					thod o	of acco	ounting	g: Cash / Accrual
	Date issue	o Debit / credit no voucher	te / release no. tax by the	nount evant invoice	of e affe	the Mo wh	onth nich	td TIN Tax
	1	2	uei	3			4	5
	Amoun of debi note	the variation to	of one of tax	ount credit e	Amou variati to the tax amou on the tax inv	on nt shown		Relevant column of Annexure attached with DVAT-16 i.e A3.2, A3.3, A3.4 and A3.14
	6	7		8		9		10
	n Number: ealer:		Go etails of D (To	[See	t of NC exure 2 Rule 4 dit Note	T of Dell 2D 2] es relate	Гах ni d to sale	uthorised Signatory
			nm/yy)		_To(dd/	mm/yy) _		_
_			r	Method of	accour	nting:	С	ash / Accrual
	Date o c	rebit / redit note / oucher no.	Amount tax invol- affected the credi or debit	by it note		Month which Invoice related	td T	IN
	1	2		3		4		5
	Amount of debit note	Amount of the variation to the tax amount shown on the tax		Amount of credi note		Amount variation to the tax amount on the tax invoi	shown	Column of Annexure attached with form DVAT-16 i.e field A1.1/ A1.2/A1.3/A1.4 and
	6	invoice.		8			9	A1.8

Annexure – 2E (TO BE FILLED, IN CASE OF REFUND CLAIM)

TIN													
Full Name of Dealer													ı
Address (Principal place													
of Business, as declared													
to Department)													
Mobile No.													

SI. No.					CLAIMAN	rs in	NPUT		
1.	Is the applicant dealer presently functioning at the above address?			tioning : o, closed sind	ce :	Υ	es	No	
2.	a) Details of demand/			Period				anding A	1
	outstanding dues pending against the dealer under the DVAT Act and/or CST Act.	1. 2.					DST Act	DVA T Act	CST Act
	b) Please furnish details of objections/ appeal filed, if any	3. Objec-tion No./Appea I No. (whichever is applicable)	Outstar d-ing deman	which	Whether stay granted		DVATA T	High Court	Supreme Court
3.	Details of surety / Bank Guarantee(BG) filed.	Amour	nt	Dealer Surety	Type of Guarant Bank Guara		Cash	Vali	d till (date)
4.	a) Whether all requisite statutory forms filed for concessional sales? b) Is DVAT 51 filed?				Yes No				
	c) Is CD1 filed?				Yes No				
	d) Details of pending forms/declarations.	Sale agair	nst	Amount of Total Sale	Amount of Forms/Dec larations furnished	For la	mount orms/Decarations Pending	e- pe wh	Return riods for ich forms pending
		'C' Form 'F' Form 'H' Form 'I' Form							
	e) Whether outside branch/consignment agent to which goods have been transferred declared to department?				Yes No				
5.	a) Are you willing to wait for refund till all statutory Forms are received?				Yes 🗌 No				

	b) Are you willing surrender proportions refund against statute form yet to be received?	te	Ye	s No		
6.	Total value of purchase covered under schedule of DVAT Act 2004 (eautomobiles, fue	/II g.	t of purchases		ITC claime	d
	electronic goods, off equipment, air conditionetc.).	ce rs				
7.	Have you claimed ITC on (Check the relevant ones)	□ Cons	umed Goods umed DEPB ales made by Co	mposition I	s □No	□No
8.	a) Was there any sa promotion scheme, such one for one free?		□Ye	s 🗌 No		
	b) Has ITC been reduce on free sales?	ed	∐Ye	s 🗌 No		
9.	Have you sold goods below purchase price	e?	☐Ye If Yes, Amou			
	(section 10 DVAT Act). yes, specify amount.	If	II res, Amou	nt:		
	mendment of Form DV DVAT-17,the following		•	in forms ap	pended theret	o, for
			•	in forms ap	pended theret	
Form			rade and Taxes f NCT of Delhi VAT 17	I (i	-	•
Form	und Claimed? Yes No	Department of T Government o Form D [See R	rade and Taxes f NCT of Delhi VAT 17 ule 28]	I (i	Ward No. Original/ f revised – i) Date of filing original return _ ii) Acknowledge Receipt No	'Revised ement ery of
Ref	und Claimed? Yes No	Department of T Government o Form D [See R Department o Tax Re Delhi Value Adde	rade and Taxes f NCT of Delhi VAT 17 ule 28]	I (i)	Ward No. Original/ f revised – i) Date of filing original return _ ii) Acknowledge Receipt No iii) Date of discove	ry of
Ref	und Claimed? Yes No	Department of T Government o Form D [See R Department o Form D	rade and Taxes f NCT of Delhi VAT 17 ule 28]	I (i)	Ward No. Original/ f revised — i) Date of filing original return _ ii) Acknowledge Receipt No iii) Date of discove mistake or erro	ry of
Ref	und Claimed? Yes No x From Dd n TIN Full Name of	Department of T Government o Form D [See R Department o Tax Re Delhi Value Adde	Trade and Taxes f NCT of Delhi VAT 17 ule 28] turn Form under the	I	Ward No. Original/ f revised — i) Date of filing original return _ ii) Acknowledge Receipt No iii) Date of discove mistake or erro	ry of

least 80%	2		
(In order of volume of turnover for the			
tax period1-highest volume to 3- lowest volume)	3		

R4 Gro	oss turnover																			
	mputation of com	position /out	put		Tur	nove	er (R	s.)				Co	omp	oos			utpı	ut ta	ЭX	
tax	Composition at 0.1	10/		\neg		1 1		1	1				1	1	(R	S.)		_	1	4
	Composition at 1%			+							-	-					_	\dashv		-
	Composition at 2 9																	\dashv		
	Composition at 2.5			\top														\dashv		
	Composition at 3 9																			
	Composition at 6 9																			
	Goods Taxable at	`														i				
	capital assets etc		24	-				-				-						_		4
	Goods Taxable at capital assets etc		OT													i				
зстарл			osition / o	utnut	Tay			<u> </u>			_	-						-		-
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	Balance carried	forward from	previous	tax	perio	d					+	\vdash	H	H	H	\neg	\dashv	\dashv	\dashv	\dashv
	Less : Tax deduc			ich T			cate	s				 		<u> </u>			<u> </u>	\dashv	1	_
	loaded from webs		`					-												
`		<u> </u>																		
SI.	Form DVAT-4	3 ID I	Date			Ar	nou	nt												
No.	No.			ļ																
R5 13	Net Tax [R	R5.9 – (R5.1	0 ± R5 11	+R5	12)1							1						\equiv		\neg
	Interest, if paya				/1						┪	1					-	\dashv	1	-
	Penalty, if payab										┢	+					十	\dashv	$^{+}$	-
	Balance Payable		R5.14 +	R5.1	5)													\dashv		
	Less : Amount of					ch p	roo	f of										T		
	ent with Form D				•															
S.No	Date of	Challan	Name	of Ba	nk aı	nd		Ar	nοι	ınt										
	deposit	No.	Branch	<u> </u>																ı
R7 N	ı let Balance* (l	I R5.16- R5.1	7)									T		ſ	Π	П	\neg	$\exists I$	T	\dashv
	net balance shoul			ne an	noun	t due	has	s to	be	depo	site	d b	efo	re f	iling	th	ie r	etur	'n.	_
		.ao. 20 po.								р			0.0			,			•••	
	IF THE NE	T BALANCE	ON LINE F	₹7 IS I	NEG	ATIVE	E, PR	OVI	DE	DET	AILS	S IN	TH	IS E	3OX					
R8 Bala	ance brought forwar	rd from line R	7 (Positive	Value	e of R	7)														٦
R8.1 F	Refund Claimed																	\dashv		٦
R8.2 B	alance carried forwa	ard to next tax	period								-							_		-
			<u> </u>									<u> </u>		<u> </u>	<u> </u>				_	_
	IF	REFUND IS	CLAIMED	, PRC	VIDE	DE1	AILS	S IN	TH	S B	ΟX									
	ails of Bank Accour	nt																		
	ccount No.	(0 : : :	\bot	igspace	_		_		Щ	_	1			_	_[4	4	_	_	Ļ
	ccount type (Saving	/Current etc.)	\blacksquare	+	-	₩	+	\vdash	H	$- \parallel$	+	H	_		4	4	+	+	+	+
R9.3 W	IIOIX INU.			+	$-\parallel$	+	-	$\ \cdot\ $	\vdash	$-\parallel$	-			\dashv	+	+	+	+	+	+
(a) Name of Bank			11		廿	╅				╁			_		_†	#	士	┱	1
(b) Branch Name															1	I			I
D40 T-	irnovor of nk	oo in Delh!	11				(D:	`												
KIUIU	irnover of purchas	es iii Deini					(Rs	.)												
												\dashv								
R10.1	Goods taxable at 19	%		\top																
	Goods taxable at 5																			
	Goods taxable at 12			Щ	\Box		$oxed{oxed}$				_	_								
	Goods taxable at 20	17/0		1	1 1				- 1		1	- 11								

R10.5 Works contract taxable at 5%							
R10.6 Works contract taxable at 12.5%							
R10.7 Exempted purchases							
R10.8 Purchases from un-registered dealers							
						7	
R11 Inter-state purchases/Stock Transfer		(F	Rs.)∣				
R11 Inter-state purchases/Stock Transfer R11.1 Against 'C' forms	\vdash	(F	₹s.)				
·		(F	₹s.)				
R11.1 Against 'C' forms		(F	Rs.)				
R11.1 Against 'C' forms R11.2 Inward stock transfer against 'F' forms		(1)	Rs.)				

R12 Verific I/We hereinabov			and	cor	rect	to th	e bes	st of	my	/ou	r kn		sol and										
Signature o	f Au	thori	sed	Sig	nato	ry								 			 	 			_		
Full Name	(firs	st na	me,	mia	ldle,	surr	name)									 	 			-		
Designation	n/Sta	itus																			_		
Place																							
	•		•												•	•							_
Date																							
	Da	ay		М	onth		Υ	'ear															

Instructions for online Return filling

- 1. Please complete all the applicable fields in the Form.
- 2. The fields, which are not applicable, may be left blank.
- Return should be filed electronically, on the departmental website, within the stipulated period as prescribed under rule 28 of the DVAT Rules
- 4. Transmit (i) quarter wise and invoice wise Purchase and Sales data maintained in Form DVAT-30 & 31 OR (ii) quarter wise and dealer wise summary of purchase and sales in Annexure-2A & 2B appended to this Form. Purchase/Sale made from un-registered dealers may be entered in one row for a quarter.
- In case of refund, the information in Annexure E appended to this Form should be furnished electronically, on departmental website, at the time of filing online return.

Annexure – 2A (See instruction 4)

SUMMARY OF PURCHASE / INWARD BRANCH TRANSFER REGISTER (Quarter wise) (To be filed along with return)

(To be filed along with return)

TIN: Name of the Dealer:

Address: Purchase for the tax period: From ____ to ___

Summary of Purchase (As per DVAT-30)

(All amounts in Rupees)

S.No.	Quarter & Year	Seller's TIN	Seller's Name	Rate of Tax on the Item under Delhi Value Added Tax Act, 2004 (0, 1, 5, 12.5, 20) (%) and applicable rate of composition if works executed through such sub contractor.
1	2	3	4	5

	Turr	over of Purcha	ses in Delhi		
Purchases against	Exempted	Purchases	Works	contract	Total
tax invoice/retail	goods	from	executed	by sub-	Purchases
invoice		Unregistered	contractor		including
		Dealer			Tax
			Sub	Sub	
			contractor	contractor	
			s under	s paying	
			compositio	tax as per	
			n scheme	Section 3	
			(CC 01)	of the Act	
6	7	8	9(a)	9(b)	10

	Inter State Purchases/Stock Transfer								
Purchase s against 'C' Form	Inward Stock Transfer against ' F' Form	Import from Outside India	Others (not supported by forms)	Total (including tax)					
11	12	13	14	15					

Note:- Data in respect of unregistered dealers may be consolidated tax rate wise for each quarter.

Signature of Dealer / Authorized Signatory

Annexure – 2B
(See instruction 4)
SUMMARY OF SALE REGISTER
(Quarter wise)
(To be filed along with return)

TINI	Nama	of the	Dealer:
111/1.	Mame	OF THE	Dealer.

Address: Sale for the tax period: From ____ to ____

Summary of Sales (As per DVAT-31)

(All amounts in Rupees)

	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \												
				Details of Co	Details of Composition Transaction / Works Contract Executed								
S. No.	Quarter & Year	Buyer's TIN	Buyer's Name	Category of Contract (if applicable)	Rate of Composition	Turno ver	Comp ositio n Tax	Form DVAT 43 ID No.	Date				
1	2	3	4	5	6	7	8	9	10				

Local Sale of Scrap/Capital Goods etc.(See sl. no.9 of modalities of composition scheme)									
Sale Price (Excluding VAT)	Rate of Tax	Output Tax							
11	12	13							

Signature of Dealer/ Authorised Signatory

17. Insertion of New thereto, after For											
namely:-	iii DVA1-33, tii	ic followii	ig DVA	ar roini si	ian oc m	scricu,					
"Refund Claimed?											
☐ No					Ward No						
				If revised -	<u> Priginal/Revi</u>	<u>sed</u>					
	Department of	of Malua, Adda	d Toy	(iii) Date of							
		nt of NCT of D		original return							
	FORM DVAT – 56 [see Rule 28(3)]										
	• , , •										
	RETURN VEI	RIFICATION	FORM		ke or error _						
	Specify th	e reasons fo	revision								
1. Tax Period From	n /		То		1						
	dd	mm	уу	dd	mm	уу					
2. TIN											
3. Full Name of Dealer											
4. Address											
5. Mobile No.											
	1										
6. Type of Returns	DVAT-16	Yes/No	DVAT-	17 Yes/No	CST	Yes/No					
		DVA	г	CST	То	tal					
7. Turnover											
8. Exemptions /deductions cla	imed										
9. Taxable Turnover											
10. Gross Output Tax11. Adjustment to Output Tax											
12. Gross Input Tax											
13. Adjustment to Input Tax											
14. Tax payable											
15. Tax Deposited											
16. TDS Claimed											
17. Amount carried forward											
18. Refund Claimed19. Purchases against declara	tion forms										
20. Sales against declaration f											
		1									
21 Verification		herehv	solemnly :	affirm that to th	e hest of my l	nowledge					
and belief, the information	given in the return										
electronically by me vide acknowledge											
of Gross Turnover and other paths Dollar Value Added Tax Ad											
the Delhi Value Added Tax Ad Delhi VAT/CST for the tax per											
verify it. I am enclosing copie	s of DVAT-20, TDS C	Certificate and	l CC-01, in	respect of ab	ove tax period	d and also					
original Form 'H' (in nu	mber) for penultimate	e export to the	e exporter	rs in Delhi, pe	rtaining to the	e previous					
quarter(s).											
Signature of Authorised Signat Full Name (first name, middle	-										
,	.,										
Designation/Status											

Place											
Date											
	Day		Month				Year				

<u>for Delhi VAT Office use</u> <u>Acknowledgment</u>
Ward/Office
Initials

By order and in the name of the Lt. Governor of the National Capital Territory of Delhi,

(Ravinder Kumar)
Dy. Secretary VI (Finance)

No.F.3(4)/Fin.(Rev-I)/2013-14/DS-VI/519

Dated the 09.07.2013

Copy forwarded for information to:-

- 1. The Principal Secretary (GAD), Government of NCT of Delhi in duplicate with the request to publish the notification in Delhi Gazette Part-IV (extraordinary) in today's date.
- 2. The Principal Secretary to the Hon'ble Lieutenant Governor, Delhi.
- 3. The Principal Secretary to the Hon'ble Chief Minister, Government of NCT of Delhi, Delhi Sachivalaya, I.P. Estate, New Delhi.
- 4. The Principal Secretary (Finance), Government of NCT of Delhi, Delhi Sachivalaya, I.P. Estate, New Delhi.
- 5. The Commissioner, Value Added Tax, Vyapar Bhawan, I.P. Estate, New Delhi.
- 6. The Secretary (Taxation), L-Block, Vikas Bhawan, New Delhi.
- 7. The P.A. to the Leader of Opposition, 29, Delhi Legislative Assembly, Old Secretariat, Delhi.
- 8. The Additional Secretary (Law), Government of NCT of Delhi, Delhi Sachivalaya, I.P. Estate, New Delhi.
- 9. OSD to Chief Secretary, Government of NCT of Delhi, Delhi Sachivalaya, I.P. Estate, New Delhi.
- 10. The Registrar, Delhi Value Added Tax Appellate Tribunal, Vyapar Bhawan, I.P. Estate, New Delhi.
- 11. VAT Officer (Policy), Department of Trade and Taxes, Government of NCT of Delhi, Vyapar Bhawan, New Delhi.
- 12. VATO (Systems).
- 13. Guard File.
- 14. Website.

(Ravinder Kumar) Dy. Secretary VI (Finance)