



**Commercial Taxes Department
Government of Karnataka**



**National Informatics Centre
Bangalore**

User's Manual for AUTO GENERATION Of 'C' Form





[1]



C Form – Auto Generate

**No part of this document shall be reproduced without prior permission of
Commercial Taxes Department, Bangalore and
National Informatics Centre, Bangalore.**



Contents

Intended Audience.....	4
URL.....	4
Important Notes.....	4
Expansion for Abbreviations used:	5
1. Brief Note on Auto Generation of C Forms	6
Pre-requisites	6
2. Uploading of Interstate Purchases upto April 2014 –New Entry.....	9
Procedure:.....	9
2.1. Main Menu.....	9
2.2. Entry Form	11
2.3. Submission of Inter State Purchase	12
2.4. Acknowledgement	13
2.5. Printing of Acknowledgement	13
2.6. Modification of Invoice details	13
2.7. Uploading of XML File	14
2.8. XSD Format	14
3. Inter State Purchase Statement.....	15
Instructions:	16
3.1. Interstate Purchase: XML Upload	16
3.1.1. Upload XML File: Interstate Purchase	17
3.1.2. Upload XML File: Debit Note	19
3.2. Direct Entry: Inter State purchase	21
3.2.1. Direct Entry: Interstate Purchase	21
3.2.2. Direct Entry: Debit Note	23
3.3. Modify	24
3.3.1. Modify: Interstate Purchase Invoice	24
3.3.2. Modify: Debit Note.....	25
3.4. Approve	25
3.5. Sellers’ Master List:	27
3.6. Download:.....	28



3.7.	Interstate Purchase: XML Upload.....	29
3.7.1.	Upload XML File: Interstate Purchase	29
3.7.2.	Upload XML File: Debit Note	32
3.8.	Direct Entry: Inter State purchase	34
3.8.1.	Direct Entry: Interstate Purchase.....	34
3.8.2.	Direct Entry: Debit Note	35
3.9.	Modify	36
3.9.1.	Modify: Interstate Purchase Invoice	36
3.9.2.	Modify: Debit Note.....	37
3.10.	Approve.....	37
3.11.	Sellers' Master List:	39
3.12.	Download:.....	40
4.	C Form - Auto Generate	42
4.1.	e-CST Forms(Auto Generate).....	42
4.2.	The CST Entry Form is displayed	42
4.3.	Enter Seller's Details	43
4.4.	Check Box –	43
4.5.	Submission of details –	43
4.6.	Generation of C form –	44
4.7.	Print option –	45
4.8.	Printing of C form –	45



This manual is the primary reference for **Auto Generation of C Forms**. The purpose of this manual is to introduce the system to the new user and to provide sufficient details so that as users progress through the manual they gain a full understanding of the application.

The manual is organized overall to flow from a general to a specific perspective. The purpose being that as one reads through this manual he will be able to develop a conceptual framework. This manual is prepared for the use of dealers.

Intended Audience

This manual is prepared for the dealers of Karnataka State registered under the provision of the Central Sales Tax Act, 1956 to guide them in generating the C form.

URL

Citizens	http://vat.kar.nic.in/
----------	---

Important Notes

- 1) *When you enter the contact information, the contact person's name should start with a capital letter.*
- 2) *The password should be of at least 8 characters with a combination of alphabets (A-Z/a-z), numerals (0-9) and special characters (@, #, \$, %, &, *, ^).*
- 3) *Keep your User Name and Password securely. Do not share it with anybody. Ensure that only authorized person uses this to work on e-Filing System.*
- 4) *Change your password regularly, at least once in 30-45 days and maintain/remember the password.*
- 5) *Remember to Sign Out/Log Out of the system after completion of your work.*
- 6) *To log out of the e-Filing System, click **Sign Out** at the top right hand side of any page.*
- 7) *All fields marked in * are mandatory.*
- 8) *To go to the main page of the e-Filing System, click **Main Page** at the top left hand side of any page.*
- 9) *Click the **Exit** button in any page to exit from the respective page.*
- 10) *Enter the date in the **dd/mm/yyyy** format.*

**Expansion for Abbreviations used:**

Abbreviation	Expanded Form
CST	Central Sales Tax
CTD	Commercial Taxes Department
CTO	Commercial Tax Officer
DVO	Divisional VAT Office
INV	Invoice
KGSC	Karnataka Guarantee of Services to Citizens
LVO	Local VAT Office
NIC	National Informatics Department
SPB	Self-Purchase Bill
TIN	Tax Payer's Identification Number
URD	Unregistered Dealer
VAT	Value Added Tax
VSO	VAT Sub Office



1. Brief Note on Auto Generation of C Forms

Pre-requisites

- 1.1. Dealer would be required to go through the registration certificate issued under the CST Act 1956 and view the commodities, purpose for which goods are intended to be used and effective date authorized to him by the department for issue of 'C' form.
- 1.2. If need be, he would apply for amendment / corrections in the CST RC to include the commodity(ies), purpose and effective date on the basis of paper certificate issued to him.
- 1.3. Dealer would file return in form VAT 100 /105/ indicating the value of goods purchased from outside the State against 'C' form. The gross purchase value of each invoice which includes the net value, tax charged and other charges shall be considered for this purpose. Return submitted needs to be acknowledged. The dealer who opts to make the payment of taxes by e-payment mode the return would be automatically acknowledged by the system and in case the payment is made through the instruments such as cheque, DD or Cash then after submission of such instrument or payment of cash to the LVO/VSO the return would be acknowledged.
- 1.4. Dealer is required to submit details of goods purchased in the course of interstate trade or commerce simultaneously effected against C form electronically for the months upto April 2014 using **Interstate Purchases upto the tax period of April 2014** option.
- 1.5. In view of the notification issued by the Commissioner of Commercial Taxes, Karnataka bearing number CCW/CR-44/2013-14 dated 29-4-2014, the dealers whose total annual turnover for the year 2013-14 or in any tax period is Rs. 50.00 lakh or more required to submit the details purchases and sales including the goods purchased in the course of interstate trade or commerce every month before 20th of the succeeding month for the tax period of May 2014 and onwards. Therefore such of the dealers who are coming under the purview of the said notifications shall submit the details of purchases in the course of interstate trade or commerce every month from May 2014 on or before 20th of succeeding month (subject to certain relaxation provided as educative period) from May 2014 and onwards using the option **purchase statements →Interstate Purchases**. Those dealers who are not coming under the purview of the said notification and require the declaration in C forms shall also submit the details of purchases in the course of interstate trade or commerce for the tax period of May 2014 and onwards using the option **purchase statements →Interstate Purchases**.
- 1.6. For the quarter comprising April to June 2014 the system would generate the declaration in C form by integrating the details of invoices submitted through the process as indicated in clauses (4) and (5) above. In the subsequent quarters system would generate C forms on the basis of details of purchases effected in the course of interstate trade or commerce submitted as per the procedure specified in clause (5) above.



- 1.7. The system will allow to generate the C forms only for such commodities, such purpose and from such date as available in the CST RC and as authorized by the LVO/VSO.
- 1.8. System would allow entering bills of the relevant month for which purchase against 'C' form is declared in the relevant return. It would also allow bills relating to the previous six months of the tax period.
- 1.9. For the tax period upto April 2014, the dealer while entering the invoice details it is also mandatory to indicate against each bill, whether he intends to issue 'C' form by checking the box provided against each bill.
- 1.10. For the tax period of May 2014 and onwards the dealer shall select the type of form as **“C-form”** or **“C-form for E1 /E2 purchases”** from the direct entry and in the XML format he shall enter the type of form as **C”** or **“CE”** in the field provided for it.
- 1.11. For the period upto April 2014 the dealer is allowed to modify the purchases in the course of interstate trade or commerce to the extent of checking the box provided to make a purchase bill for issue of 'C' form, which was earlier unchecked.
- 1.12. The dealer would then select [e-CST Forms \(Auto Generate\)](#) and selects the year and quarter for which C form is proposed to be issued.
- 1.13. The dealer would then enter the TIN of the selling dealer to whom the declaration in C form is required to be issued.
- 1.14. The system would automatically group all the purchases made from the said seller in the selected quarter on the basis of Invoice-date & TIN.
- 1.15. The dealer would be given an option to select the actual bill against which he now proposes to issue 'C' form, by checking the box provided against each bill.
- 1.16. Dealer may choose to issue 'C' form for certain transactions only at the given point of time. That is to say he is enabled to issue 'C' form at any later stage also.
- 1.17. Bills against which 'C' form is generated for a particular quarter would not be enabled for issue of 'C' form once again.
- 1.18. A facility to save the details of such request for generation of C form is provided and the dealer may save and subsequently submit for generation of C form upon which system would indicate the details of bills, etc. to be included in the C form.
- 1.19. As a final step, the dealer would submit the request for generation of 'C' form, and upon agreeing to the terms and condition that “the dealer is liable for penalties for wrong declaration for issue of 'C' form”, system would generate a 'C' form in triplicate for which printout can be taken at his place of business.
- 1.20. The 'C' form so generated would bear a distinct series when compared to a 'C' form approved by officer. (The 'C' form approved by officer begins with KA-CA, whereas the auto generated 'C' form would begin with KA-C2).



1.21. The dealer would repeat the process for different selling dealer TIN and also for different quarter.

'C' form downloaded could be got stamped with the seal of the concerned officer if the dealer so desires. However, this may not be necessary as any 'C' form downloaded is verifiable by the selling dealer or the VAT authority of selling dealer on the basis of series number and serial number from the CTD website <http://ctax.kar.nic.in> instantaneously or from the TINXSYS after three days of issue of C form.



2. Uploading of Interstate Purchases upto April 2014 –New Entry

The **Interstate Purchases (upto the tax period of April 2014)** option available in the VAT e-Filing system enables the dealers to file the details of purchases in the course of interstate trade or commerce. The details of invoices entered in the section are linked with the C Form auto generate option. This option can be used by the dealer if the invoices are less in number say 100 or less than that.

Note: The Automatic C Form generation is available for the Invoices dated from 01/01/2013 only.

Procedure:

2.1. Main Menu - After logging into the system <http://vat.kar.in> the main page of the VAT e-Filing system will be displays as shown in figure: 2.1.1. below.



Fig: 2.1.1. Main Menu - Interstate Purchases



C Form – Auto Generate

Place the pointer over **Interstate Purchases (upto the tax period of April 2014)** the system would display the following screen.

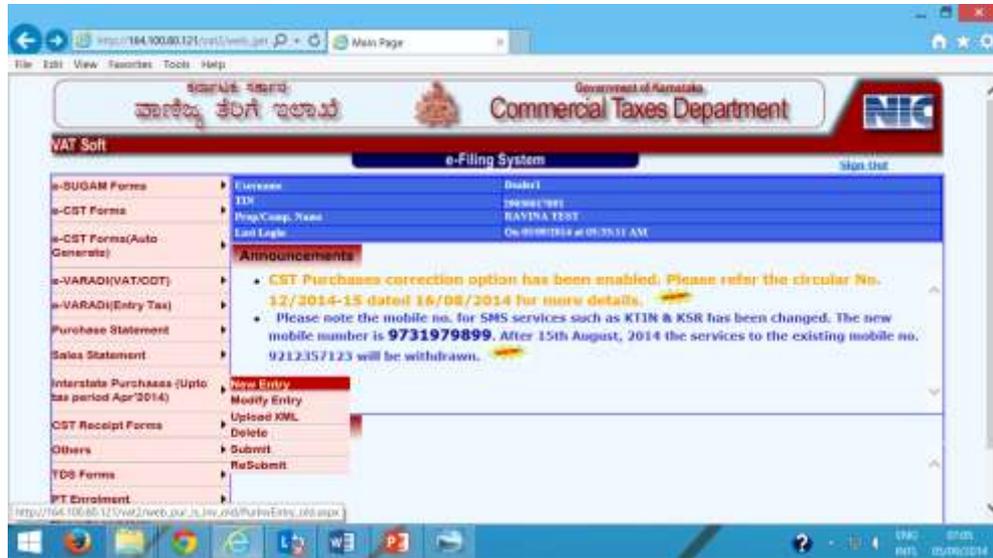


Fig: 2.1.2. Interstate Purchases (upto the tax period of April 2014)

After clicking on “New Entry” another screen would display and now enter the period in the form of YYYYMM for example 201404 and click on **GO** and the following screen as shown in Fig: 2.1.3. below will appear.



Fig: 2.1.3. New Entry Form for entering tax period



C Form – Auto Generate

Now the dealer can enter the invoices one by one in the fields provided as shown below.

Fig: 2.1.4. New Entry form for entering the tax invoice details

2.2. Entry Form - Enter the seller's TIN, name of the seller, invoice number, invoice date, net value of the purchase, tax amount and the e-Sugam number (if available or leave it blank) in appropriate boxes. Click the **Commodity** drop-down arrow and select the commodity from the list and enter the description of the commodity in the **Commodity Description** box. Select the **Against C-Form** check box and click the **Add** button. The invoice details are added. Similarly you can add multiple invoice details.

Checks and Validations

- ✓ The seller's TIN should be a 11 digit number to allow
- ✓ The e-Sugam number should be a 10/11 digit number.
- ✓ Invoice date can be for the past 6 months from the Return period.
- ✓ The total Invoice value in Interstate Purchases with C form shall not exceed the value declared in the Return.
- ✓ Invoices for which 'C' form is already generated cannot be modified or deleted.
- ✓ If the total value of all the invoices is traction of a rupee, modify one of such invoices so as to round off the total value to nearest rupee.



2.3. Submission of Inter State Purchase - To submit the Interstate Purchase Invoices, hover on to **Interstate Purchases -> Submit**. Enter the Return Period; the list of Interstate Purchase Invoices will appear (Refer Figure: 2.3.1. Submit Form).

Government of Karnataka
Commercial Taxes Department
NIC

VAT Soft e-Filing System

TIN: 29070104588 Prop/Comp. Name: SHABRAM COLLECTIONS VV Login: testingnic

Enter Return Period (YYYYMM) 201212

Invoice Date	Total Invoices	Total Value	Total Tax
10/12/2012	1	1000.00	100.00

Total Net Value: 1000.00 Total Tax Charged: 100.00

Submit

Fig: 2.3.1. Interstate Purchases – Submit Form

Click on **Submit**. The acknowledgement slip is displayed as below.

	GOVERNMENT OF KARNATAKA Commercial Taxes Department		
	-: WEB ACK. SLIP :-		
NAME :	SHABRAM COLLECTIONS VV		
ACK NO. :	19730186	TIN NO:	29070104588
DATE :	31/12/2012	PERIOD:	201212 (YYYYMM)
ITEM :	INTER STATE PURCHASE INVOICE ENTRY		
Web generated Acknowledgement Slip			
DATE WISE LIST OF INTER STATE PURCHASE INVOICES ENTERED			
	Invoice Date	Total Invoices	Total Net TAX
	10/12/2012	1	1000.00
			Total Tax
			100.00
<input type="button" value="Print"/> <input type="button" value="Back"/>			

Fig: 2.3.2. Interstate Purchases – Acknowledgement Slip



2.4. Acknowledgement - To print the **Acknowledgement Slip**, click **Print** on the **File** menu. The Print window displays (Refer Figure 2.4.: Print window).

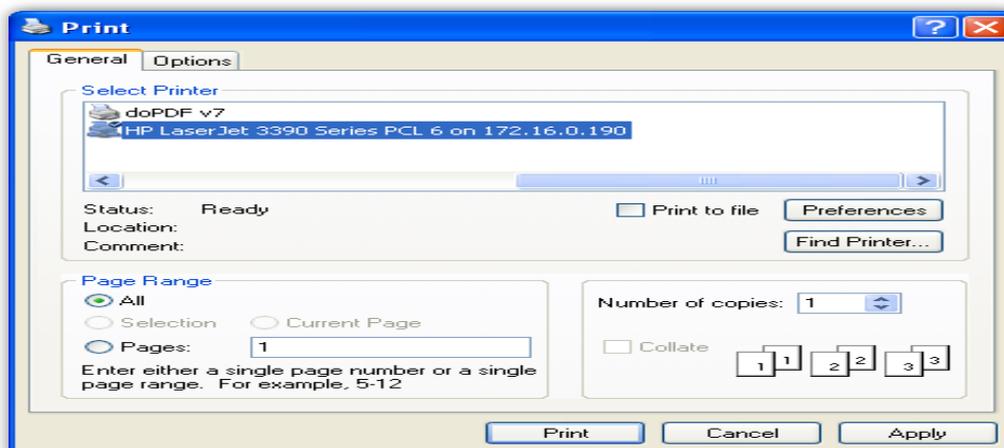


Fig: 2.4. Print window

2.5. Printing of Acknowledgement - In the Print window, select the printer from the list available in the **Select Printer** section. In the **Page Range** section select 'All' option, enter the **Number of copies** and then click the **Print** button (Refer **Figure: 2.4. Print window**). A printed copy of the Acknowledgement Slip is printed in the selected printer.

2.6. Modification of Invoice details - The Invoices can be modified even after submitting. Select **Interstate Purchase (upto tax period of April 2014)** **Resubmit** option. On Click of **Resubmit**, **the following figure is displayed**. Enter the Period and click on **GO**. To Re-submit, select the Yes option. Now, go to **Modify option** and make the changes and again **Submit** the changes.



Fig: 2.6. Resubmit Form



2.7. Uploading of XML File - Invoices can be uploaded using XML file also. To upload using XML, click on **Interstate Purchases (upto the tax period of April 2014) Upload XML**.

The following screen is displayed.

The screenshot shows the 'InterState Purchase Invoices - Xml File Upload Form' interface. At the top, it displays the Government of Karnataka Commercial Taxes Department logo and the NIC logo. Below this, it shows 'VAT Soft' and 'e-Filing System'. The user's TIN is 29070104588 and the Prop/Comp. Name is SHABRAM COLLECTIONS VV. The user is logged in as 'testingnic'. The page title is 'InterState Purchase Invoices - Xml File Upload Form'. There is a 'Tax Return Period (YYYYMM): 201212' field with 'GO' and 'Exit' buttons. An error message is displayed in red text, and there is a 'Filename for Uploading' field with 'Browse' and 'Upload' buttons.

Fig: 2.7. Interstate Purchases – Upload XML

Click on Browse, select the XML file and click on **Upload**. The file is uploaded. Any errors in the XML file are displayed in the table with an error code (error codes are described on the screen). On uploading the XML file, go to **Submit** and submit the Invoices.

2.8. XSD Format - The XSD or format for uploading the XML file is as follows. Also, the Converter for converting the XL file to XML file is available in **Reports and Help**.



3. Inter State Purchase Statement

The **Purchase Statement** option available in the VAT e-Filing system enables the dealers to file the details of Purchase invoices of Local and Interstate transactions. The dealers registered under VAT can enter the details of Interstate Purchase effected. The dealer can upload the details of purchase invoices monthly or quarterly based on the type of return filing as available in the e-Filing system. Under Interstate purchases, even the purchases effected by way of import from outside the country and other than by way of sale (Stock transfer inward) from outside the State are captured. All types of Interstate purchases effected with or without statutory forms can also be entered at the field “form type” of the menu.

The Interstate Purchase Statements can be uploaded using XML file or through Direct Entry screen. In case of any purchase returns, enter the debit note details. Lastly, submit the invoices for the selected period.

Process Flow

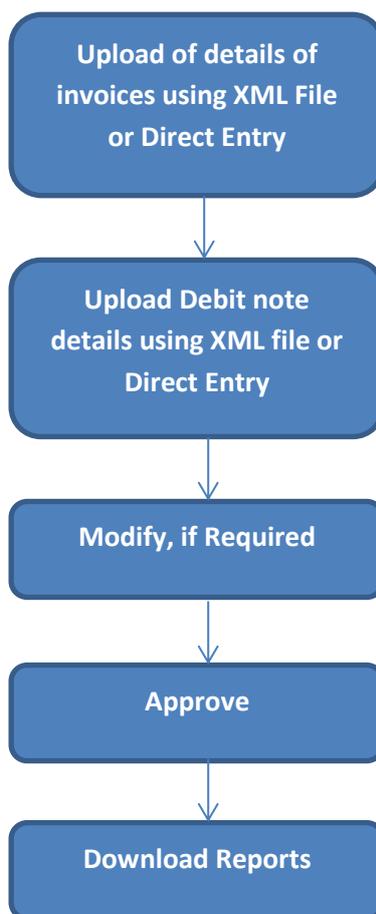


Fig: 3(A). Process Flow for Interstate Purchase Statement



Instructions:

In the main page of the VAT e-Filing system, place the pointer over **Purchase Statement**. The following sub menu is displayed: Select the Interstate for entering the details of interstate purchase invoices

- Local
- **Interstate**
- Modify
- Approval
- Sellers Master List
- Revision [Available in the next version]
- Download

Place the pointer on” **Interstate**”, the options **Upload XML file** and **Direct Entry** are displayed.



Fig: 3(B). Menu- Purchase Statement – Interstate

3.1. Interstate Purchase: XML Upload

Select the **Upload XML file**. On selection of this option the user can upload the XML file of Interstate Purchase Invoices. The XML file for Interstate Purchase invoices can be created by the dealer using his own software or by referring the format given in XML Schema Definition (XSD) file or by using the XL to XML convertor provided in the departmental website. The XL to XML converter and XML Schema Definition for Interstate Purchase Invoices can be downloaded from the **Reports and Help** option from the CTD website. The user can also export the invoice data to xml file from off the shelf customized software available in the market. Refer to the user manual for more information on converter and xml schema definition. Further, the details of commodity and sub commodity codes, Purpose type code and Transaction type codes are available in the master code sheet of the downloaded xml file.



3.1.1. Upload XML File: Interstate Purchase

To upload XML file, select the Tax period and click on “GO”. If a different period is to be entered, click on “Clear” button and then, select the Tax period and click on “GO”. The XML files, if uploaded previously, are displayed in a table. To upload next file, click on ‘Upload Next file’. The system prompts to browse and select the file. On selecting the XML file, click on Upload.

The screenshot shows the 'InterState Purchase Invoices - Xml File Upload Form' interface. At the top, it displays the Government of Karnataka logo and 'Commercial Taxes Department'. Below this, there's a navigation bar with 'VAT Soft' and 'e-Filing System'. The main content area includes a 'Main Page' link and a 'Sign Out' button. User information is shown: TIN: 29070104588, Prop/Comp. Name: DEALER USED FOR TESTING, and Login: testingnic. The form title is ': InterState Purchase Invoices - Xml File Upload Form :'. The form contains a 'Filing Type' section with radio buttons for 'Monthly' (selected) and 'Quarterly'. Below it is a 'Tax Period' section with a dropdown menu showing '2014' and 'MAR', and buttons for 'GO' and 'Clear'. To the right, there are links for 'Debit Notes XML Upload', 'View Bca.CST Commodity details', and 'Exit'. A red banner below the form displays the message 'Data not found'. At the bottom, there is a 'Select Interstate Purchase XML File:' field with a 'Browse...' button and an 'Upload' button.

Fig: 3.1.1.(A). Interstate Purchase Invoices-Xml file upload form

All the entries in the XML file are validated against the conditions as described in the following Note:

- 1) The seller's TIN number should be an 11 digit TIN belonging to other States or starting from 29 for E1/E2 Purchases only.
- 2) Seller's TIN has to be numerical only.
- 3) Seller's TIN has to be – 29000000000 (if URD) or 9900000000.(for Imports).
- 4) Invoice/document number can be up to 25 alphanumeric characters (ex: BNG3456, or 3456 or 3456BNG).
- 5) Name of the seller can be up to 30 Characters and address can be up to 150 characters.
- 6) Invoice date can be for the previous 6 months excluding from the Return period.
- 7) There cannot be duplicate invoices.



- 8) Main Commodity, Sub Commodity, (1-9 only) and Purpose type (1-7 only) has to be numerals only.
- 9) For Transaction Type, Specify **C**-for with C form, **WC**-without C form, **F** for- Stock Transfer, **H**- for Export, C forms for E1/E2 Purchases , **OT** for others, **IM** for Imports,.
- 10) No Negative values under Net Value and Tax Charged.
- 11) Under Quantity two decimals and Units can be mentioned Ex: 99.02 Kgs or Lts, 99 NO.
- 12) For Purpose Type Codes are: **1**. Resale, **2**. Use in manufacturing/processing of goods for sale, **3**.Used in mining, **4**.Used in Generation/Distribution of Power, **5**. Packing of goods for sale/resale, **6**. In the telecommunication network, **7**. For packing of any goods or for packing of any container or other materials.

Invoices which have failed the validations will be displayed along with the error codes. The error codes and the related description are shown on the screen. The error codes can be referred from the table and the corrections can be made. After correcting, click on **Save** to update the entry. If the corrected invoice passes all the validations, it is removed from the error list. Continue the process till all the invoices are corrected and saved.

TIN: 29070104588 Prop/Comp. Name: DEALER USED FOR TESTING Login: testngnic

InterState Purchase Invoices - Xml File Upload Form

Filing Type: * Monthly Quarterly
 Tax Period: 2014 APR GO Clear

Debit Notes XMI Upload
 View Reg.CST Commodity details
 Exit

Data not found.

ER1	Seller TIN cannot be same as purchaser TIN.	ER2	Main/Sub Comm. does not exist for selected purpose code.	ER3	Inv.Date is earlier than effective date of reg.of selected comm. under CST.
ER3	TIN should be 99000000000 in case of Imports.	ER6	Invoice date is earlier than six months of the tax period	ER7	Invoice date does not belong to the return period
ER8	Inv.Date cannot be later than dereg.date of seller TIN.	ER9	Total Mismatch.	ER10	Tax value should be between Zero and Net value
ER11	Net value should not be 0.	E_INV0	Invoice number can't be zero.	E_INV1	Invoice number should be alphanumeric.
EQTY1	Quantity should be alphanumeric.				

Please Correct the following Invoice Details

Modify	Error	Seller Tin	Name of Seller	Seller Address	Invoice Number	Invoice Date	Purpose	Main Commodity	Sub Commodity
Save	ER2	27520847506	NOBLE STEELS	MUMBAI	51	2014-04-18	Resale	ADHESIVE	XX

Fig: 3.1.1.(B). Interstate Purchase Invoices-XML Upload form-Error Report



C Form – Auto Generate

The screenshot shows the 'InterState Purchase Invoices - Xml File Upload Form' in the VAT Soft e-Filing System. The interface includes a header with 'VAT Soft' and 'e-Filing System'. Below the header, there are fields for 'Main Page', 'TIN: 29070104588', 'Prop/Comp. Name: DEALER USED FOR TESTING', and 'Login: testingnic'. The form title is ': InterState Purchase Invoices - Xml File Upload Form :'. The main area contains a 'Filing Type' section with radio buttons for 'Monthly' (selected) and 'Quarterly', and a 'Tax Period' dropdown set to '2014'. There are 'GO' and 'Clear' buttons. To the right, there are links for 'Debit Notes XML Upload', 'View Reg.CST Commodity details', and 'Exit'. Below this is a table with columns: SL.No., Description, File Name, Total No. of Invoices, Total Net Value, Total Tax, Total Others, Total Inv. Value, Uploaded By, and Uploaded Date. The table contains one row for 'Current XML File Details' with file name 'IP_201404.xml' and a total of 6 invoices. A 'Total:' row is also present. At the bottom, there are 'Save', 'View Current', and 'View All' buttons.

	SL.No.	Description	File Name	Total No. of Invoices	Total Net Value	Total Tax	Total Others	Total Inv. Value	Uploaded By	Uploaded Date
Select	Delete	1	Current XML File Details	6	1082540.00	25095.30	15280.20	1122915.50	testingnic	16/04/2014
Total:				6	1082540	25095.3	15280.2	1122915.5		

Fig: 3.1.1.(C). Interstate Purchase Invoices-Xml Upload form- without Error Report

The “Validate All” button on the screen enables the user to correct the duplicate invoices entered. On selecting the “Validate All” button, the system prompts and navigates to modify screen, where in all the duplicates can be modified or corrected. If there are no duplicate invoices, then the system prompts that “no duplicate invoices found”, ensuring that, the system has not stored any duplicates.

Note: The *Delete* option deletes all the invoices corresponding to the file uploaded.

The other option available is **Debit Note XML Upload**.

3.1.2. Upload XML File: Debit Note

The Debit Note XML Upload can be used to upload the Debit notes for Purchase returns or any change in the value of purchases. The Debit notes can be entered for Registered and Unregistered dealers. To enter debit notes, the original purchase invoices should have already been uploaded for the current or previous tax period.

The debit note XML file can be created by referring the XML Schema Definition (XSD) file or by using the XL to XML Converter provided in the e-Filing System. The XL to XML converter and the Schema definition for Debit Notes can be downloaded from the **Reports and Help** option. Refer the user manual for more information on converter and schema definition for debit note XML upload.

To upload Debit Note XML file, click on Debit Note XML Upload, select the **Tax period** and click on **GO**. The XML files uploaded previously are displayed in a table. To upload another file, click on **Upload Next File**. The system prompts to browse and select the file. On selecting the Debit Note XML file, click on Upload.



Fig: 3.1.2.(A) (Debit Notes (Interstate Purchase Invoices)-XML file Upload form

All the entries in the XML file are validated against the conditions as described in the following note:

- 1) The seller's TIN number should be an 11 digit Respective TIN of the State or starting from 29 for E1/E2 Purchases only.
- 2) Seller's TIN has to be – 29000000000 (if URD) or 990000000 (for Imports).
- 3) Original Invoice/document date can be for the past 6 months from the Return period.
- 4) The Debit Note Date should be equal to or later than the Original Invoice date.
- 5) The Debit note date should belong to the selected tax period.
- 6) No Negative values under Net Value and Tax Charged.

Debit notes which have failed the validations will be displayed along with the error codes. The error codes and the related description are also shown on the screen. The error codes can be referred from the table and the correction can be made. After correction, click on **Save** to update the entry. If the corrected debit note passes all the validations, it is removed from the error list. Continue the process till all the debit notes are corrected. On correction of all debit notes, **'Save'** button is displayed to save the file. Now, click on this button and the file is saved.



C Form – Auto Generate

:: Debit Notes (Interstate Purchase Invoices) - XML File Upload Form ::

Filing Type: Monthly Quarterly
 Tax Period: 2014 APR

[Interstate Purchase XML Upload](#)
[Exit](#)

Data not found

Select Debit Note XML File:

EDT1	Debit Note Date does not belong to return period.	EDT2	Org. Invoice Date is earlier than 6 months of the Return Period.	EDT3	Invoice does not exist.
EDT4	Debit note date earlier than the invoice date.	ETIN1	Seller TIN is invalid.	ETIN2	Seller TIN does not exist.
ETIN3	Seller TIN cannot be same as Purchaser TIN	ETIN4	Dereg. Date of the Seller TIN is not available.	ETIN5	Original Invoice date cannot be later than Deregistration date of the Seller TIN.
ET1	Total mismatch.	ET2	Tax Value should be lesser than the Net Value.	ET3	Net Value should not be 0.
ENOTE1	Debit note number can't be zero.	ENOTE2	Debit note number should be alphanumeric.	ENOTE3	Debit note number already exists.
ENOTE4	Original Invoice number should be alphanumeric.	ETOT1	Net Value should be less than the Net Value in original invoice.	ETOT2	Tax Value should be less than the Tax Value in original invoice.
ETOT3	Other charges should be less than the Other charges in original invoice.				

Please Correct the following Invoice Details

Modify	Error	Debit Note No	Debit Note Date	Seller Tin	Name of Seller	Net Value	Tax Value	Other Charges	Total Value	
<input type="button" value="Save"/>	EDT1	DN123	2014-03-22	27520847506	MK ENTERPRISES	12000	1200	200	13400	AJ
<input type="button" value="Save"/>	EDT3	DN123	2014-03-22	27520847506	MK ENTERPRISES	12000	1200	200	13400	AJ

Fig: 3.1.2.(B) Debit notes (Interstate Purchase Invoices) XML File uploaded form with Error details.

The other options available on the screen IS Purchase.

3.2. Direct Entry: Inter State purchase

This option can be used to enter the details of interstate Purchases and their Debit notes through direct entry mode. This option is advisable if the number of invoices to be entered is less.

3.2.1. Direct Entry: Interstate Purchase

On click of this option (refer: Fig: 3.2.1.), the screen- Interstate purchase invoices –entry form is displayed to enter details of invoices. In case of purchases effected from outside the state, enter the TIN and the Trade name of the Seller. Enter the Seller’s TIN and the Trade name is automatically displayed for TIN with 29 only [for E1 and E2 purchases in Karnataka]. If the Seller’s TIN is URD, enter 29000000000 and enter the Trade name. Enter the Invoice number/Document number, invoice/document date, net value, tax and other charges.



Fig: 3.2.1. Interstate Purchase Invoice-Entry form

The entries are validated against the conditions as given in the note below:

- 1) The seller's TIN number should be an 11 digit TIN belonging to other States or starting from 29 for E1/E2 Purchases only.
- 2) Seller's TIN has to be numerical only.
- 3) Seller's TIN has to be – 29000000000 (if URD) or 9900000000. (For Imports)
- 4) In case of E1 and E2 purchases, if purchases are within State of Karnataka, the Seller's TIN should commence with 29....
- 5) Invoice /document number can be up to 25 alphanumeric characters (ex: BNG3456, or 3456 or 3456BNG)
- 6) Name of the seller can be up to 30 Characters and address can be up to 150 characters.
- 7) Invoice date can be for the previous 6 months from the Return period.
- 8) There cannot be duplicate invoices.
- 9) Main Commodity, Sub Commodity, and Purpose type can be selected from the drop down menu.
- 10) For Transaction or Form Type, Select from the drop down menu C form, C forms for E1 / E2 Purchases, without C form, F-Form, H-Form, E1-Form, E2-Form, Imports and, others,
- 11) No Negative values under Net Value and Tax Charged.
- 12) Under Quantity two decimals and Units can be mentioned Ex: 99.02 Kgs or Lts, 99 NO

On entering all the details, click on **Add**. To delete invoice details, place the cursor on selected filed and delete details and then details can be re-entered. “**View All**” button shows all the



invoices entered and “**Validate All**” button displays details of duplicate invoices entered and they can be suitably modified. The other options available are **Debit Note Entry**. Click on the Debit Notes Entry to enter the debit notes details.

The “Validate All” button on the screen enables the user to correct the duplicate invoices entered. By selecting the “Validate All” button, the system prompts and navigates to modify screen, where in all the duplicates can be modified or corrected. If there are no duplicate invoices, then the system prompts that” no duplicate invoices found”, ensuring that, the system has not stored any duplicates.

3.2.2. Direct Entry: Debit Note

The Debit Note Entry can be used to upload the Debit notes for Interstate Purchase returns. The Debit notes can be entered for Registered and Unregistered dealers. To enter debit notes, the original purchase invoices should have already been uploaded for the current or previous tax period.

This option is advisable if there are few debit notes to be entered or else the same can be uploaded using an XML file as explained earlier. On selection of this option, the Debit Notes already available are displayed. To add more debit notes, enter in all the fields like debit note no., debit note date, TIN, net value, tax and other charges. The original invoice details also need to be entered. It is mandatory that the original invoice be uploaded in the same period or previous tax period.

The screenshot shows the 'Debit Notes (Interstate Purchase Invoices) - Entry Form' interface. At the top, it displays 'VAT Soft' and 'e-Filing System'. The user's TIN is 29070104588 and the property/company name is 'DEALER USED FOR TESTING'. The form has a 'Filing Type' dropdown set to 'Monthly' and a 'Tax Period' dropdown set to 'Q1'. There are 'Go' and 'Clear' buttons. Below this is a table with columns: Debit Note No., Debit Note Date (DD/MM/YYYY), Seller TIN (11 digit), Name of Seller, Net Value (Rs.), Tax Value (Rs.), Other Charges, Total Charges, Original Invoice No./Document No., and Original Invoice Date (DD/MM/YYYY). An 'Add' button is located below the table. At the bottom, a summary row shows: Debit Note No. 101, Debit Note Date 15/01/2014, Seller TIN 29030017892, Name of Seller RAVINA TEST, Net Value 1000.00, Tax Value 100.00, Other Charges 0.00, Original Invoice No./Document No. 01, and Original Invoice Date 01/01/2014.

Debit Note No.	Debit Note Date (DD/MM/YYYY)	Seller TIN (11 digit)	Name of Seller	Net Value (Rs.)	Tax Value (Rs.)	Other Charges	Total Charges	Original Invoice No./Document No.	Original Invoice Date (DD/MM/YYYY)
101	15/01/2014	29030017892	RAVINA TEST	1000.00	100.00	0.00	01	01/01/2014	

Fig: 3.2.2. Debit Notes (Interstate Purchase Invoices)-Entry form



The debit note is validated as per the conditions given below:

- 1) The seller's TIN number should be an 11 digit Respective TIN of the State or starting from 29 for E1/E2 Purchases only.
- 2) Seller's TIN has to be – 29000000000 (if URD) or 9900000000. (For Imports).
- 3) Original Invoice/document date can be for the past 6 months from the Return period.
- 4) The Debit Note Date should be equal to or later than the Date of the Original Invoice.
- 5) The Debit note date should belong to the selected tax period.
- 6) No Negative values under Net Value and Tax Charged.

3.3. Modify

Invoices entered can be modified using this option before Approval. The invoices can be searched on any one parameter like TIN, Invoice no, invoice date. To view all invoices click on” **Open All**” or to know only the duplicate invoices entered click on “**Duplicates**”. ” **Open All**” will display the list of all invoices entered through direct entry or XML upload.

3.3.1. Modify: Interstate Purchase Invoice

To modify the Interstate purchase invoices, click on **Modify** option. Search the invoice details based on the given parameters or open all or Duplicates. To know the duplicate invoices click on duplicate button. Now, select the invoice, update or modify the details and click on Modify. The invoice can be deleted by clicking on **Delete**. Any updation will validate the invoice and displays the error if any.

The other options available on the screen are **Modify Debit note Entry**.

The screenshot shows a web interface titled "Interstate Purchase Invoices - Modify Form". At the top, there are radio buttons for "Monthly" (selected) and "Quarterly". Below this is a "Tax Period" section with a dropdown menu showing "2014" and "JAN", and buttons for "GO" and "Clear". There are also radio buttons for "View Abstract" and "Search". A table with three rows and two columns is present, with headers "Seller TIN", "Inv No", and "Inv Date", and "OR" in the second column. Below the table are buttons for "Search", "Open All", and "Duplicates". On the right side, there is a link "Modify Debit Note Entry" with "Exit" below it.

Fig: 3.3.1. Interstate Purchase Invoices-Modify form



3.3.2. Modify: Debit Note

The debit notes can be modified using this option. Navigate through the “**Modify Debit Note entry**” and then, select the debit note, update or modify the details and click on **Add**. To delete the debit note, click on **Delete**. Any updation will validate the debit note and displays the error if any.

Debit Note No.	Invoice No.	Invoice Date	Name of Buyer	Net Value	Tax Value	Other Charges	Date of Invoice
34882 34	04/04/2014 3488780112	04/04/2014	M R Murugai, Chennai	3067.00	307.00	100.00	12/04/2014

Fig: 3.3.2. Debit Notes (Interstate purchase Invoices) - Modify form

3.4. Approve

This option is used to Approve and then to submit the details of Interstate Purchase invoices entered using the above explained options. Once the invoices are submitted, the invoices cannot be modified/deleted. On selection of approve option, a summary of all invoices entered through direct entry, uploaded through XML File and the debit notes is displayed. The total net value, Total Tax Value Other Charges and Total Value are also displayed. Verify the details and Click on “**Approve**”. An acknowledgement form is displayed as given below:

Description	No. of Invoices	Total Net Value	Total Tax Value	Total Other Charges	Total Value
Invoices through XML File	0	0.00	0.00	0.00	0.00
Invoices through direct entry	23	10549386.94	106812.00	28116.00	10678614.94
Debit Notes	2	100.00	10.00	0.00	110.00
Total	25	10549486.94	107922.00	28116.00	10685524.94

Invoice Date	No. of Invoices	Total Net Value	Total Tax Value	Total Other Charges	Total Value
04/04/2013	2	8708.00	478.00	78.00	9264.00
14/04/2013	1	998.00	0.00	0.00	998.00
20/11/2013	1	500000.00	18000.00	20000.00	538000.00
16/12/2013	1	100.00	10.00	10.00	120.00
01/01/2014	14	282086.00	8274.00	23931.00	314391.00
02/01/2014	5	8800.00	500.00	50.00	9350.00
05/01/2014	1	3000.00	300.00	300.00	3600.00
18/01/2014	1	200.00	30.00	0.00	230.00
20/01/2014	1	230000.00	23000.00	23000.00	276000.00

Fig: 3.4.1. Interstate Purchase Invoices-Submit Form



C Form – Auto Generate

This "Approve" button will appear only when all the duplicates are corrected. If not, an abstract of duplicate invoices/debit notes are displayed. The duplicates can be corrected by clicking the button "modify", it will navigate to modify screen and then all the "duplicates" can be corrected or modified.

Once, after clicking the Approval Submenu, under the Submit screen, if the "Approve" button, as shown in the screen shot is seen, then all the details of invoices and Debit notes entered through XML upload/Direct entry are correct and ready for Approve. Once we click "Approve" button, then the details entered are formally submitted to the department and the system generates the acknowledgement slip for the dealer reference.

Caution Note: Validation is done at following three stages:

1. At the time of each direct entry or XML upload of invoice or debit note details, to check the correctness of each record entered through the direct entry or XML file upload.
2. "Validate All" action button at direct entry or at XML file upload, to check validity of duplicate records saved earlier through the direct entry or previous XML file upload
3. Before "Approval" step, if the step (2) has not been performed, the system will show "duplicate invoices" at submit form screen. The user will be required to use "modify" step to correct the duplicates.

Make sure that all the duplicate errors have been corrected before, you Approve and submit the records.

To print the **Acknowledgement Slip**, click **Print** on the **File** Menu. The Print window displays (Refer: **Fig: 3.4.2.**).

GOVERNMENT OF KARNATAKA
Commercial Taxes Department
-: WEB ACK. SLIP :-

NAME : DEALER USED FOR TESTING
ACK NO. : 191431640
DATE : 21/04/2014
ITEM : PURCHASE INVOICE ENTRY

TIN No. : 29070104588
PERIOD : JUL-2013

Description	No. of Invoices	Total Net Value	Total Tax	Total Others	Total
Lumpsum URD entry	0	0.00	0.00	0.00	0.00
Invoices through XML File	23	100025000.00	2150.00	210.00	100027360.00
Invoices through direct entry	7	9015000.00	1701500.00	200150.00	10916650.00
Debit Notes (-)	2	1050000.00	102500.00	10000.00	1162500.00
Total	31	107990000.00	1601150.00	190360.00	109781510.00

Datewise list of Purchase Invoices entered

Invoice Date	No. of Invoices	Total Net Tax	Total Tax	Total Others	Total
01/04/2013	1	2500000.00	50000.00	5000.00	3050000.00
01/07/2013	2	2505000.00	500500.00	50050.00	3055550.00
13/07/2013	1	5000.00	500.00	50.00	5550.00
26/07/2013	1	2500000.00	500000.00	50000.00	3050000.00
30/07/2013	2	1505000.00	200500.00	50050.00	1755550.00
20/10/2013	21	100020000.00	2100.00	210.00	100022310.00
05/01/2014	1	5000.00	50.00	0.00	5050.00

Print Back

Fig: 3.4.2. WEB Acknowledgement Slip

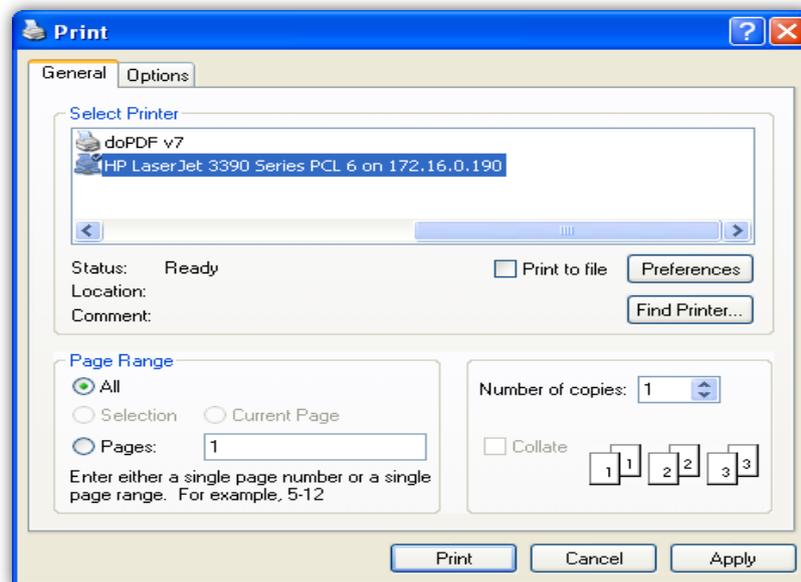


Fig: 3.4.3. Print window

In the Print window, select the printer from the list available in the Select Printer section. In the Page Range section select ‘All’ option, enter the Number of copies and then click the Print button. A copy of the Web Acknowledgement Slip is printed in the selected printer.

3.5. Sellers’ Master List:

This menu helps the dealer to create a master data of his purchasers/Sellers. Place the pointer on Seller Master List, the option “**Entry Form**” is displayed. Select the radio button Local or Interstate to create the data base of his local Purchasers/sellers or Interstate purchasers/sellers. Select the Type, to enter the details of Seller/Purchaser. The details can be entered one by one for the known TIN and the Master List can be created. Continue the process till all the Sellers TINs are entered and saved.

The data can be downloaded for each entry or for the entire record, by selecting the “**Export to Excel**” button for further usefulness of the data. By exporting the said details to excel sheet, the other information required under Sales/Purchaser Statement, under XML upload and then the XML file can be uploaded. In case of direct entry, once the master data is available and once the TIN is entered, the other details are enabled.

	TIN	Name	Address	PIN
Select	27558934561	Vitobha Consultants	No. 56, 3rd Cross, Ram Narayan street Andheri East Mumbai	410018
Select	27568934567	MS Patil and Sons	343, 16th main, 5th Cross Panvel New Mumbai	410205

Fig: 3.5. Sellers' Master List-Entry Form (Inter State)

3.6. Download:

This submenu is available under Purchase and sales Statement. From this option, the dealer can download the details of purchase invoices or sales invoices uploaded on to the CTD website. Place the pointer on “**Download**” and select, then the screen “purchase invoices-Download Invoices as Excel file” will be displayed. The dealer can download the details for a particular tax period, by selecting the tax period. The details can be obtained in “Summary” or in “Detail” by selecting the respective radio button. The information can be for “local” or interstate”.

.: Purchase Invoices - Download Invoices as Excel File .:

Note: Use this option, to download the Purchase Invoices entered as excel file.

Filing Type Monthly Quarterly

Tax Period = 2014 JAN Go Clear

Summary Detail

Local Interstate

Download as Excel

Exit

Fig: 3.6.1. Interstate Purchase Invoices-Download as Excel File



On selection of Details, the Invoices or Debit notes details can be downloaded in excel format. The Download facility is available before and after submission of Purchase Statement. The downloaded XL- file is displayed as shown below:

	A	B	C	D	E	F	G	H	I	J
1	TIN:29070104588									
2	Trade Name:DEALER USED FOR TESTING									
3	Invoice Statement Type:Invoices Summary(Interstate Purchase)									
4	Period:JAN 2014									
5	Status:Unsubmitted									
6	Sl.No.	Description	No Of Invoices	Total Net Value	Total Tax Charges	Total Other Charges	Total Value			
7	1	Invoices through XML File	9	40050.26	4010.14	20.5	44080.9			
8	2	Invoices through direct entry	2	55000	5500	0	60500			
9	3	Debit Notes (-)	14	15016	9000	0	24016			

Fig: 3.6.2. Interstate Purchase Invoices- Excel File

3.7. Interstate Purchase: XML Upload

Select the **Upload XML file**. On selection of this option the user can upload the XML file of Interstate Purchase Invoices. The XML file for Interstate Purchase invoices can be created by the dealer using his own software or by referring the format given in XML Schema Definition (XSD) file or by using the XL to XML convertor provided in the departmental website. The XL to XML converter and XML Schema Definition for Interstate Purchase Invoices can be downloaded from the **Reports and Help** option from the CTD website. The user can also export the invoice data to xml file from off the shelf customized software available in the market. Refer to the user manual for more information on converter and xml schema definition. Further, the details of commodity and sub commodity codes, Purpose type code and Transaction type codes are available in the master code sheet of the downloaded xml file.

3.7.1.Upload XML File: Interstate Purchase

To upload XML file, select the Tax period and click on **“GO”**. If a different period is to be entered, click on **“Clear”** button and then, select the Tax period and click on **“GO”**. The XML files, if uploaded previously, are displayed in a table. To upload next file, click on **‘Upload Next file’**. The system prompts to browse and select the file. On selecting the XML file, click on Upload.



C Form – Auto Generate

Fig: 3.7.1(A) Interstate Purchase Invoices-XML file upload form

All the entries in the XML file are validated against the conditions as described in the following note:

- 1) The seller's TIN number should be an 11 digit TIN belonging to other States or starting from 29 for E1/E2 Purchases only.
- 2) Seller's TIN has to be numerical only.
- 3) Seller's TIN has to be – 29000000000 (if URD) or 9900000000. (For Imports).
- 4) Invoice/document number can be up to 25 alphanumeric characters (ex: BNG3456, or 3456 or 3456BNG).
- 5) Name of the seller can be up to 30 Characters and address can be up to 150 characters.
- 6) Invoice date can be for the previous 6 months excluding from the Return period.
- 7) There cannot be duplicate invoices.
- 8) Main Commodity, Sub Commodity, (1-9 only) and Purpose type (1-7 only) has to be numerals only.
- 9) For Transaction Type, Specify C -for with C form, WC-without C form, F for- Stock Transfer, H- for Export, C forms for E1/E2 Purchases , OT for others, IM for Imports,.
- 10) No Negative values under Net Value and Tax Charged.
- 11) Under Quantity two decimals and Units can be mentioned Ex: 99.02 Kgs or Lts, 99 NO.
- 12) For Purpose Type Codes are: 1. Resale, 2. Use in manufacturing/processing of goods for sale, 3.Used in mining, 4.Used in Generation/Distribution of Power, 5. Packing of goods for sale/resale, 6. In the telecommunication network, 7. For packing of any goods or for packing of any container or other materials.



C Form – Auto Generate

Invoices which have failed the validations will be displayed along with the error codes. The error codes and the related description are shown on the screen. The error codes can be referred from the table and the corrections can be made. After correcting, click on **Save** to update the entry. If the corrected invoice passes all the validations, it is removed from the error list. Continue the process till all the invoices are corrected and saved.

TIN: 29070104588 Prop/Comp. Name: DEALER USED FOR TESTING Login: testingnic

InterState Purchase Invoices - Xml File Upload Form

Filing Type: * Monthly Quarterly
 Tax Period: 2014 APR GO Clear

Debit Notes XML Upload
 View Reg.CST Commodity details
 Exit

Data not found

ER1	Seller TIN cannot be same as purchaser TIN.	ER2	Main/Sub Comm. does not exist for selected purpose code.	ER3	Inv.Date is earlier than effective date of reg. of selected comm. under CST.
ER3	TIN should be 9900000000 in case of imports.	ER6	Invoice date is earlier than six months of the tax period	ER7	Invoice date does not belong to the return period
ER8	Inv.Date cannot be later than dereg.date of seller TIN.	ER9	Total Mismatch.	ER10	Tax value should be Between Zero and Net. value
ER11	Net value should not be 0.	E_INV0	Invoice number can't be zero.	E_INV1	Invoice number should be alphanumeric.
EQTY1	Quantity should be alphanumeric				

Please Correct the following Invoice Details

Modify	Error	Seller Tin	Name of Seller	Seller Address	Invoice Number	Invoice Date	Purpose	Main Commodity	Sub Commodity
Save	ER2	27520847506	NOBLE STEELS	MUMBAI	51	2014-04-18	Resale	ADHESIVE	XX

Fig: 3.7.1(B) Interstate Purchase Invoices-Xml Upload form-Error Report

VAT Soft e-Filing System

Main Page Sign Out

TIN: 29070104588 Prop/Comp. Name: DEALER USED FOR TESTING Login: testingnic

InterState Purchase Invoices - Xml File Upload Form

Filing Type: * Monthly Quarterly
 Tax Period: 2014 APR GO Clear

Debit Notes XML Upload
 View Reg.CST Commodity details
 Exit

Select	Delete	Sl.No.	Description	File Name	Total No. of Invoices	Total Net Value	Total Tax	Total Others	Total Inv. Value	Uploaded By	Uploaded Date
		1	Current XML File Details	IP_201404.xml	6	1082540.00	25095.30	15280.20	1122915.50	testingnic	16/04/2014
Total:					6	1082540	25095.3	15280.2	1122915.5		

Save View Current View All

**Fig: 3.7.1(C) Interstate Purchase Invoices-Xml Upload form- without Error Report**

The “Validate All” button on the screen enables the user to correct the duplicate invoices entered. On selecting the “Validate All” button, the system prompts and navigates to modify screen, where in all the duplicates can be modified or corrected. If there are no duplicate invoices, then the system prompts that “no duplicate invoices found”, ensuring that, the system has not stored any duplicates.

Note: The *Delete* option deletes all the invoices corresponding to the file uploaded.

The other option available is **Debit Note XML Upload**.

3.7.2.Upload XML File: Debit Note

The Debit Note XML Upload can be used to upload the Debit notes for Purchase returns or any change in the value of purchases. The Debit notes can be entered for Registered and Unregistered dealers. To enter debit notes, the original purchase invoices should have already been uploaded for the current or previous tax period.

The debit note XML file can be created by referring the XML Schema Definition (XSD) file or by using the XL to XML Converter provided in the e-Filing System. The XL to XML converter and the Schema definition for Debit Notes can be downloaded from the **Reports and Help** option. Refer the user manual for more information on converter and schema definition for debit note XML upload.

To upload Debit Note XML file, click on Debit Note XML Upload, select the **Tax period** and click on **GO**. The XML files uploaded previously are displayed in a table. To upload another file, click on ‘**Upload Next File**’. The system prompts to browse and select the file. On selecting the Debit Note XML file, click on Upload.

Fig: 3.7.2(A). Debit Notes (Interstate Purchase Invoices)-Xml file Upload form



C Form – Auto Generate

All the entries in the XML file are validated against the conditions as described in the following note:

- 1) The seller's TIN number should be an 11 digit Respective TIN of the State or starting from 29 for E1/E2 Purchases only.
- 2) Seller's TIN has to be – 29000000000 (if URD) or 9900000000 (for Imports).
- 3) Original Invoice/document date can be for the past 6 months from the Return period.
- 4) The Debit Note Date should be equal to or later than the Original Invoice date.
- 5) The Debit note date should belong to the selected tax period.
- 6) No Negative values under Net Value and Tax Charged.

Debit notes which have failed the validations will be displayed along with the error codes. The error codes and the related description are also shown on the screen. The error codes can be referred from the table and the correction can be made. After correction, click on **Save** to update the entry. If the corrected debit note passes all the validations, it is removed from the error list. Continue the process till all the debit notes are corrected. On correction of all debit notes, 'Save' button is displayed to save the file. Now, click on this button and the file is saved.

Debit Notes (Interstate Purchase Invoices) - XML File Upload Form

Filing Type: Monthly Quarterly
 Tax Period: 2014 APR

[Interstate Purchase XML Upload](#)
[Exit](#)

Data not found

Select Debit Note XML File:

EDT1	Debit Note Date does not belong to return period.	EDT2	Org. Invoice Date is earlier than 6 months of the Return Period.	EDT3	Invoice does not exist.
EDT4	Debit note date earlier than the invoice date.	ETIN1	Seller TIN is invalid.	ETIN2	Seller TIN does not exists.
ETIN3	Seller TIN cannot be same as Purchaser TIN	ETIN4	Dereg. Date of the Seller TIN is not available.	ETIN5	Original Invoice date cannot be later than Deregistration date of the Seller TIN.
ET1	Total mismatch.	ET2	Tax Value should be lesser than the Net Value.	ET3	Net Value should not be 0.
ENOTE1	Debit note number can't be zero.	ENOTE2	Debit note number should be alphanumeric.	ENOTE3	Debit note number already exists.
ENOTE4	Original Invoice number should be alphanumeric.	ETOT1	Net Value should be less than the Net Value in original invoice.	ETOT2	Tax Value should be less than the Tax Value in original invoice.
ETOT3	Other charges should be less than the Other charges in original invoice.				

Please Correct the following Invoice Details

Modify	Error	Debit Note No	Debit Note Date	Seller Tin	Name of Seller	Net Value	Tax Value	Other Charges	Total Value	
<input type="button" value="Save"/>	EDT1	DN123	2014-03-22	27520847506	MK ENTERPRISES	12000	1200	200	13400	AJ
<input type="button" value="Save"/>	EDT3	DN123	2014-03-22	27520847506	MK ENTERPRISES	12000	1200	200	13400	AJ

Fig: 3.7.2(B). Debit notes (Interstate Purchase Invoices) XML File uploaded form with Error details.



The other options available on the screen **IS Purchase**.

3.8. Direct Entry: Inter State purchase

This option can be used to enter the details of interstate Purchases and their Debit notes through direct entry mode. This option is advisable if the number of invoices to be entered is less.

3.8.1. Direct Entry: Interstate Purchase

On click of this option (refer fig 3.8.1.), the screen- Interstate purchase invoices –entry form is displayed to enter details of invoices. In case of purchases effected from outside the state, enter the TIN and the Trade name of the Seller. Enter the Seller's TIN and the Trade name is automatically displayed for TIN with 29 only [for E1 and E2 purchases in Karnataka]. If the Seller's TIN is URD, enter 29000000000 and enter the Trade name. Enter the Invoice number/Document number, invoice/document date, net value, tax and other charges.

Serial	Date	Total Net	Total Tax
0001	01/01/2014	6769.00	676.00
Total		6769.00	676.00

Fig: 3.8.1. Interstate Purchase Invoice-Entry form

The entries are validated against the conditions as given in the note below:

- 1) The seller's TIN number should be an 11 digit TIN belonging to other States or starting from 29 for E1/E2 Purchases only.
- 2) Seller's TIN has to be numerical only.
- 3) Seller's TIN has to be – 29000000000 (if URD) or 9900000000. (For Imports).
- 4) In case of E1 and E2 purchases, if purchases are within State of Karnataka, the Seller's TIN should commence with 29....



- 5) Invoice /document number can be up to 25 alphanumeric characters (ex: BNG3456, or 3456 or 3456BNG).
- 6) Name of the seller can be up to 30 Characters and address can be up to 150 characters.
- 7) Invoice date can be for the previous 6 months from the Return period.
- 8) There cannot be duplicate invoices.
- 9) Main Commodity, Sub Commodity, and Purpose type can be selected from the drop down menu.
- 10) For Transaction or Form Type, Select from the drop down menu **C form, C forms for E1 / E2 Purchases , without C form, F-Form, H-Form, E1-Form, E2-Form, Imports and, others,**
- 11) No Negative values under Net Value and Tax Charged.
- 12) Under Quantity two decimals and Units can be mentioned Ex: 99.02 Kgs or Lts, 99 NO.

On entering all the details, click on **Add**. To delete invoice details, place the cursor on selected field and delete details and then details can be re-entered. “**View All**” button shows all the invoices entered and “**Validate All**” button displays details of duplicate invoices entered and they can be suitably modified. The other options available are **Debit Note Entry**. Click on the Debit Notes Entry to enter the debit notes details.

The “Validate All” button on the screen enables the user to correct the duplicate invoices entered. By selecting the “Validate All” button, the system prompts and navigates to modify screen, where in all the duplicates can be modified or corrected. If there are no duplicate invoices, then the system prompts that “no duplicate invoices found”, ensuring that, the system has not stored any duplicates.

3.8.2. Direct Entry: Debit Note

The Debit Note Entry can be used to upload the Debit notes for Interstate Purchase returns. The Debit notes can be entered for Registered and Unregistered dealers. To enter debit notes, the original purchase invoices should have already been uploaded for the current or previous tax period.

This option is advisable if there are few debit notes to be entered or else the same can be uploaded using an XML file as explained earlier. On selection of this option, the Debit Notes already available are displayed. To add more debit notes, enter in all the fields like debit note no., debit note date, TIN, net value, tax and other charges. The original invoice details also need to be entered. It is mandatory that the original invoice be uploaded in the same period or previous tax period.



Debit Note No	Debit Note Date (DD/MM/YYYY)	Seller TIN (11 digit)	Name of Seller	Net Value (Rs.)	Tax Value (Rs.)	Other Charges	Total Charges	Original Invoice No./Document No	Original Invoice Date/Document Date
1001	10/01/2014	29030017892	RAVINA TEST	1000.00	100.00	0.00	01	01/01/2014	

Fig: 3.8.2. Debit Notes (Interstate Purchase Invoices)-Entry form

The debit note is validated as per the conditions given below:

- 1) The seller's TIN number should be an 11 digit Respective TIN of the State or starting from 29 for E1/E2 Purchases only.
- 2) Seller's TIN has to be – 29000000000 (if URD) or 9900000000. (For Imports).
- 3) Original Invoice/document date can be for the past 6 months from the Return period.
- 4) The Debit Note Date should be equal to or later than the Date of the Original Invoice.
- 5) The Debit note date should belong to the selected tax period.
- 6) No Negative values under Net Value and Tax Charged.

3.9. Modify

Invoices entered can be modified using this option before Approval. The invoices can be searched on any one parameter like TIN, Invoice no, invoice date. To view all invoices click on” **Open All**” or to know only the duplicate invoices entered click on “**Duplicates**”. ” **Open All**” will display the list of all invoices entered through direct entry or XML upload.

3.9.1. Modify: Interstate Purchase Invoice

To modify the Interstate purchase invoices, click on **Modify** option. Search the invoice details based on the given parameters or open all or Duplicates. To know the duplicate invoices click on duplicate button. Now, select the invoice, update or modify the details and click on Modify. The



invoice can be deleted by clicking on **Delete**. Any updation will validate the invoice and displays the error if any.

The other options available on the screen are **Modify Debit note Entry**.

Interstate Purchase Invoices - Modify Form

Filing Type: Monthly Quarterly
 Tax Period: 2014 JAN [GO] [Clear]
 View Abstract Search

Seller TIN		OR
Inv No		OR
Inv Date		OR

[Search] [Open All] [Duplicates]

[Modify Debit Note Entry](#)
[Exit](#)

Fig: 3.9.1. Interstate Purchase Invoices-Modify form

3.9.2. Modify: Debit Note

The debit notes can be modified using this option. Navigate through the “**Modify Debit Note entry**” and then, select the debit note, update or modify the details and click on **Add**. To delete the debit note, click on **Delete**. Any updation will validate the debit note and displays the error if any.

Debit Notes (Interstate Purchase Invoices) - Modify Form

Filing Type: Monthly Quarterly
 Tax Period: 2014 JAN [GO] [Clear]
[Modify Interstate Purchase](#)

Debit Note No.	Debit Note Value	Seller TIN	Name of Seller	Net Value	Tax Value	Other Charges	Total Charges	Original Invoice No./Document No.	Original Invoice Date/Document Date

[Add]

Debit Note No.	Debit Note Value	Seller TIN	Name of Seller	Net Value	Tax Value	Other Charges	Total Charges	Original Invoice No./Document No.	Original Invoice Date/Document Date
Salad 34			M S Purigara, Channarayana	3967.00	287.00	130.00	131		10/03/2014

Fig: 3.9.2. Debit Notes (Interstate purchase Invoices) - Modify form

3.10. Approve

This option is used to Approve and then to submit the details of Interstate Purchase invoices entered using the above explained options. Once the invoices are submitted, the invoices cannot be modified/deleted. On selection of approve option, a summary of all invoices entered through direct entry, uploaded through XML File and the debit notes is displayed. The total net



C Form – Auto Generate

value, Total Tax Value Other Charges and Total Value are also displayed. Verify the details and Click on “**Approve**”. An acknowledgement form is displayed as given below:

The screenshot displays the 'Interstate Purchase Invoices - Submit Form' interface. At the top, there are filters for 'Filing Type' (Monthly, Quarterly) and 'Tax Period' (2014, 107). Below this is a summary table:

Description	No. of Invoices	Total Net Value	Total Tax Value	Total Other Charges	Total Value
Invoices through XML File	0	0.00	0.00	0.00	0.00
Invoices through direct entry	23	10541356.99	135812.00	281153.00	10962321.99
Debit Notes (-)	2	1100.00	110.00	0.00	1210.00
Total	25	10549256.99	135702.00	281153.00	10961111.99

Below the summary table is a detailed list of invoices:

Invoice Date	No. of Invoices	Total Net Value	Total Tax Value	Total Other Charges	Total Value
06/08/2013	1	57789.00	678.00	78.00	58545.00
18/08/2013	1	999.99	0.00	0.00	999.99
30/11/2013	1	900000.00	10000.00	20000.00	940000.00
10/12/2013	1	100.00	10.00	10.00	120.00
01/01/2014	58	2930868.00	4574.00	23515.00	3175057.00
03/01/2014	1	8000.00	900.00	90.00	9090.00
05/01/2014	1	9000.00	1000.00	900.00	11900.00
18/01/2014	1	900.00	90.00	0.00	990.00
20/01/2014	1	250000.00	25000.00	29000.00	299000.00

An 'Approve' button is visible at the bottom of the interface.

Fig: 3.10(A). Interstate Purchase Invoices-Submit Form

This “Approve” button will appear only when all the duplicates are corrected. If not, an abstract of duplicate invoices/debit notes are displayed. The duplicates can be corrected by clicking the button “modify”, it will navigate to modify screen and then all the “duplicates” can be corrected or modified.

Once, after clicking the Approval Submenu, under the Submit screen, if the “Approve” button, as shown in the screen shot is seen, then all the details of invoices and Debit notes entered through XML upload/Direct entry are correct and ready for Approve. Once we click “Approve” button, then the details entered are formally submitted to the department and the system generates the acknowledgement slip for the dealer reference.

Caution Note: Validation is done at following three stages:

1. At the time of each direct entry or XML upload of invoice or debit note details, to check the correctness of each record entered through the direct entry or XML file upload.
2. “Validate All” action button at direct entry or at XML file upload, to check validity of duplicate records saved earlier through the direct entry or previous XML file upload.
3. Before “Approval” step, if the step (2) has not been performed, the system will show “duplicate invoices” at submit form screen. The user will be required to use “modify” step to correct the duplicates.

Make sure that all the duplicate errors have been corrected before, you Approve and submit the records.

To print the **Acknowledgement Slip**, click **Print** on the **File** Menu. The Print window displays (Refer: **Error! Reference source not found.**).



C Form – Auto Generate

Web Acknowledgement - Mozilla Firefox

MSN India - News, Cricket, Bollywood, Vi... Daily Losers: BSE, NSE, Stock quotes, sh... Sign in - Google Acco

164.100.00.100/purchaseupload/web_pur_inv/PurInvSubmitSelect.aspx

GOVERNMENT OF KARNATAKA
Commercial Taxes Department
- WEB ACK. SLIP -

NAME : DEALER USED FOR TESTING
ACIE NO. : 191431640 TIR NO: 29070104588
DATE : 21/04/2014 PERIOD: JUL-2012
ITEM : PURCHASE INVOICE ENTRY

Web generated Acknowledgement Slip

Description	No. of Invoices	Total Net Value	Total Tax	Total Others	Total
Lumpsum URD entry	0	0.00	0.00	0.00	0.00
Invoices through JCMIL File	22	100025000.00	2150.00	210.00	100027360.00
Invoices through direct entry	7	9015000.00	1701500.00	200150.00	10916650.00
Debit Notes (-)	2	1050000.00	102500.00	10000.00	1162500.00
Total	31	107990000.00	1601150.00	190360.00	109781510.00

Datewise list of Purchase Invoices entered

Invoice Date	No. of Invoices	Total Net Tax	Total Tax	Total Others	Total
01/04/2013	1	2500000.00	500000.00	50000.00	3050000.00
01/07/2013	2	2505000.00	500500.00	50050.00	3055550.00
13/07/2013	1	5000.00	500.00	50.00	5550.00
26/07/2013	1	2500000.00	500000.00	50000.00	3050000.00
30/07/2013	2	1505000.00	200500.00	50050.00	1755550.00
20/10/2013	21	100020000.00	2100.00	210.00	100022310.00
05/01/2014	1	5000.00	50.00	0.00	5050.00

Print Back

Fig: 3.10(B). WEB Acknowledgement Slip

Print

General Options

Select Printer

doPDF v7
HP LaserJet 3390 Series PCL 6 on 172.16.0.190

Status: Ready Print to file Preferences
Location: Find Printer...
Comment:

Page Range

All
 Selection Current Page
 Pages: 1
Enter either a single page number or a single page range. For example, 5-12

Number of copies: 1
 Collate 1 1 2 2 3 3

Print Cancel Apply

Fig: 3.10(C). Print window

In the Print window, select the printer from the list available in the Select Printer section. In the Page Range section select 'All' option, enter the Number of copies and then click the Print button. A copy of the Web Acknowledgement Slip is printed in the selected printer.

3.11. Sellers' Master List:

This menu helps the dealer to create a master data of his purchasers/Sellers. Place the pointer on Seller Master List, the option "Entry Form" is displayed. Select the radio button Local or Interstate to create the data base of his local Purchasers/sellers or Interstate purchasers/sellers. Select the Type, to enter the details of Seller/Purchaser. The details can be entered one by one for



the known TIN and the Master List can be created. Continue the process till all the Sellers TINs are entered and saved.

The data can be downloaded for each entry or for the entire record, by selecting the “**Export to Excel**” button for further usefulness of the data. By exporting the said details to excel sheet, the other information required under Sales/Purchaser Statement, under XML upload and then the XML file can be uploaded. In case of direct entry, once the master data is available and once the TIN is entered, the other details are enabled.

TIN	Name	Address	PIN
Select 27658934561	Vitobha Consultants	No. 56, 3rd Cross, Ram Narayan street Andheri East Mumbai	410018
Select 27568934567	MS Patil and Sons	343, 16th main, 5th Cross Panvel New Mumbai	410206

Fig: 3.11. Sellers’ Master List-Entry Form (Inter State)

3.12. Download:

This submenu is available under Purchase and sales Statement. From this option, the dealer can download the details of purchase invoices or sales invoices uploaded on to the CTD website. Place the pointer on “**Download**” and select, then the screen “purchase invoices-Download Invoices as Excel file” will be displayed. The dealer can download the details for a particular tax period, by selecting the tax period. The details can be obtained in “Summary” or in “Detail” by selecting the respective radio button. The information can be for “local” or interstate”.



C Form – Auto Generate

.: Purchase Invoices - Download Invoices as Excel File .:

Note: Use this option, to download the Purchase Invoices entered as excel file.

Filing Type Monthly Quarterly

Tax Period *

Summary Detail

Local Interstate

[Exit](#)

Fig: 3.12(A). Interstate Purchase Invoices-Download as Excel File

On selection of Details, the Invoices or Debit notes details can be downloaded in excel format. The Download facility is available before and after submission of Purchase Statement. The downloaded XL- file is displayed as shown below:

	A	B	C	D	E	F	G	H	I	J
1	TIN:29070104588									
2	Trade Name:DEALER USED FOR TESTING									
3	Invoice Statement Type:Invoices Summary(Interstate Purchase)									
4	Period:JAN 2014									
5	Status:Unsubmitted									
6	SL No.	Description	No Of Invoices	Total Net Value	Total Tax Charges	Total Other Charges	Total Value			
7	1	Invoices through XML File	9	40050.26	4010.14	20.5	44080.9			
8	2	Invoices through direct entry	2	55000	5500	0	60500			
9	3	Debit Notes (-)	14	15016	9000	0	24016			

Fig: 3.12(B). Interstate Purchase Invoices- Excel File

4. C Form - Auto Generate

The **C-Form Auto Generate** option available in the VAT e-Filing system, enables the dealers to generate C Form for the details of purchases in the course of interstate trade or commerce that are uploaded using **Interstate Purchases upto the tax period of April 2014 and also for the tax period of May 2014 and onwards**. The C Form will be available in a set of three copies (Original, Duplicate and Counterfoil).

Note: The Automatic C Form generation is available for the Invoices dated from 01/01/2013 only and can be generated after the end of the quarter.

4.1. e-CST Forms(Auto Generate).

In the main page of the VAT e-Filing system, place the pointer over **e-CST Forms (Auto Generate)** and then click **Request (Auto Generate)**.

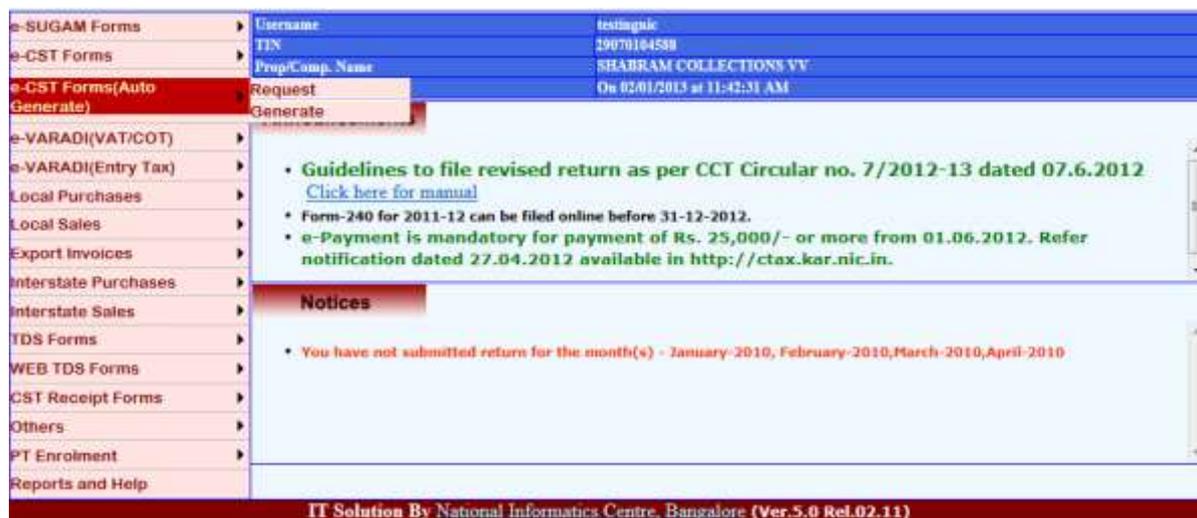


Fig: 4.1. CST Form –Auto generate

4.2. The CST Entry Form is displayed

The screenshot shows the 'CST Auto Approval' form. The title is 'CST Auto Approval'. Below it is 'Enter Seller Details' with a note '* indicates compulsory fields'. The form type is 'C'. The fields are: Year (2012), TIN (27000000000), Prop/Comp.Name (RAJESH EXPORTS), Address (BOMBAY), and State (MAHARASHTRA). There are 'Next', 'Clear', and 'Exit' buttons. Below the form is a table with the following data:

Seller/Buyer TIN	Quarter	No. of invoice	Invoice value
Select 27000000000	OCT-DEC	1	10788
Select 27000000000	APR-JUN	2	20

Fig: 4.2. CST Entry Form – Select Form

4.3. Enter Seller’s Details

- In the screen as shown in Figure 4.2: CST Entry Form – Select Form, enter the year in YYYY format in the **Year** box. Enter the seller TIN number of the Seller. The Seller Name and address are automatically displayed. The State will be automatically selected based on the seller TIN number entered by you. Click the **Next** button. All the interstate purchase invoices corresponding to the TIN number are displayed quarter wise. Now, select the quarter. All the pending invoices of the quarter are displayed. Note that, only invoices that are uploaded and selected for Against C Form will be displayed. Invoices for which C Forms are already generated will not be displayed.

Seller/Buyer TIN	Quarter	No. of invoice	Invoice value
Select: 2700000000	OCT-DEC	1	10788
Select: 2700000000	APR-JUN	2	20

Select All	Invoice No	Invoice Date	Invoice value	Tax	e Sugam No	Commodity
<input checked="" type="checkbox"/>	875777	01/10/2012	10788.00	877	0	XX

Fig: 4.3. CST Entry Form – Seller’s Details

4.4. Check Box –

Select the check box in the table displaying the invoice details. On selecting the invoices, click the **Save**.

4.5. Submission of details –

In the main page of the VAT e-Filing system, place the pointer over **e-CST Forms (Auto Generate)** and then click **Generate** (Refer Figure 4.3: CST Form –Auto generate). Enter the Year and the TIN. Details are displayed. Now, click on **Confirm**. The screen as shown in Figure 4.5: C-Form Auto Generation - Submit Screen displays.

Invoice No	Invoice Date	Invoice value	Tax	e Sugam No	Commodity
1294	02/04/2012	1000.00	300	1234567890	XX

Fig: 4.5. C-Form Auto Generation- Submit Screen



C Form – Auto Generate

4.6. Generation of C form –

In the Figure 4.5: C-Form Auto Generation- Submit Screen, verify all the details and click the **Submit** button. The C Form is generated and displayed on screen (Refer Figure 4.6: C Form). The C Form is available in a set of three copies (Original, Duplicate and Counterfoil).

Original
THE CENTRAL SALES TAX
(REGISTRATION AND TURN OVER) RULES 1957
FORM 'C'
Form of declaration
[See rule 12(1)]

Name of the issuing state: **Karnataka**
Office of Issue: **LVO 010 - Bengaluru**
Date of Issue: **02/09/2014**
Name of the purchasing dealer : **KRISHNA ELECTREICALS**
to whom issued along with his RC NO: **29020472197**
Date from which registration is valid: **01/04/2005**
Serial No: **KA-C2 3000393**
To: **BNB1 (=Seller)**

[Certified that the goods ordered for in our purchase order No. _____ dated _____ as stated below*] are for **resale use in manufacture processing of goods for sale in the telecommunication network use in mining use in generation distribution of power packing of goods for sale resale and are covered by my/our registration certificate No. _____ dated _____ issued under the Central Sales Tax Act, 1956 [It is further certified that I/We am/are not registered under section 7 of the said Act in the State of _____ in which the goods covered by this Form are will be delivered.]
Name and address of the purchasing dealer in full: **KRISHNA ELECTREICALS, 19 AMLANE OFF; SUDARSHAN COMPLEX, CHICKPET CROSS, BANGALORE**
Date _____
[The above statements are true to the best of my knowledge and belief

(Signature) _____
(Name of the person signing the declaration)
(Status of the person signing the declaration in relation to the dealer)

*Particulars of Bill/ Cash Memo/ Challan]
Date _____ No. _____ Amount: **Rs.5800**
#Name & Address of the seller with name of the State: **BNB1,BNG2,LAKSHADWEEP**
**Strike out whichever is not applicable.
Note: 1. To be furnished to the prescribed authority.
2. This 'C' form may be verified by clicking on e-CST Form verification in <http://ctax.kar.nic.in>
3. This form is printed by Purchaser.

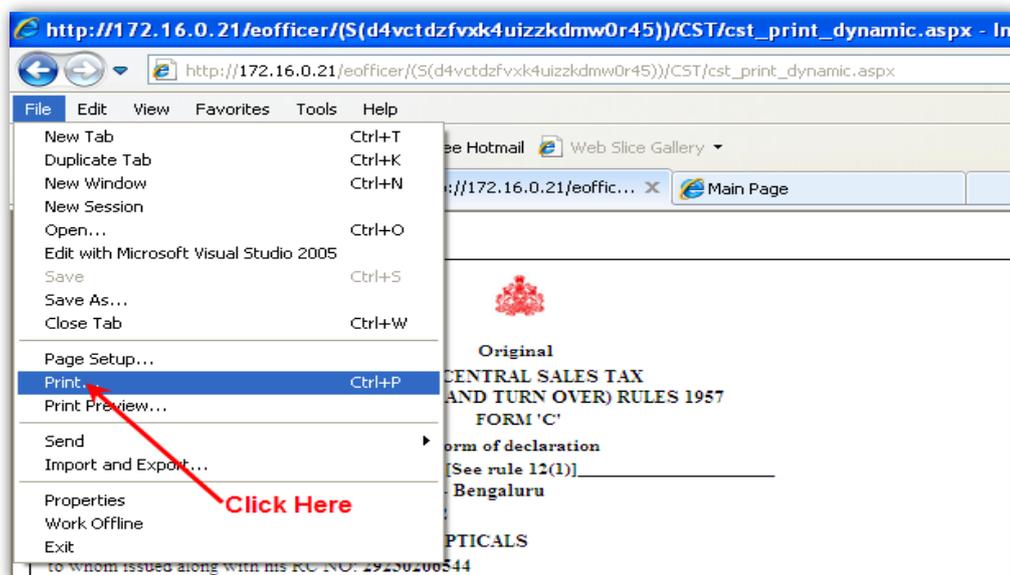
Sl. No	Inv. No	Inv. Date	Main Commodity	Commodity Desc.	Inv. Value	Purpose	Par.Ord.No/Date
1	401	01/04/2014	ELECTRICAL GOODS OF	ELECTRICAL GOODS OF ALL KINDS (HOME INDUSTRIAL)	1000	Resale	
2	501	11/05/2014	ELECTRICAL GOODS OF	ELECTRICAL BULES, COMPACT FLOUROCENT LAM	1900	Resale	
3	601	01/06/2014	ELECTRICAL GOODS OF	ELECTRICAL BULES, COMPACT FLOUROCENT LAM	1900	Resale	

Form Series Serial No : **KA-C2 3000393**

Fig: 4.6. C Form

4.7. Print option –

To print the C Form, click **Print** on the **File** menu. The Print window displays (Refer Figure 4.8: Print window).



4.8. Printing of C form –

In the Print window, select the printer from the list available in the **Select Printer** section. In the **Page Range** section select 'All' option, enter the **Number of copies** and then click the **Print** button (Refer Figure 4.8: Print window). C forms in triplicate containing Original, Duplicate and Counterfoil are printed in the selected printer.

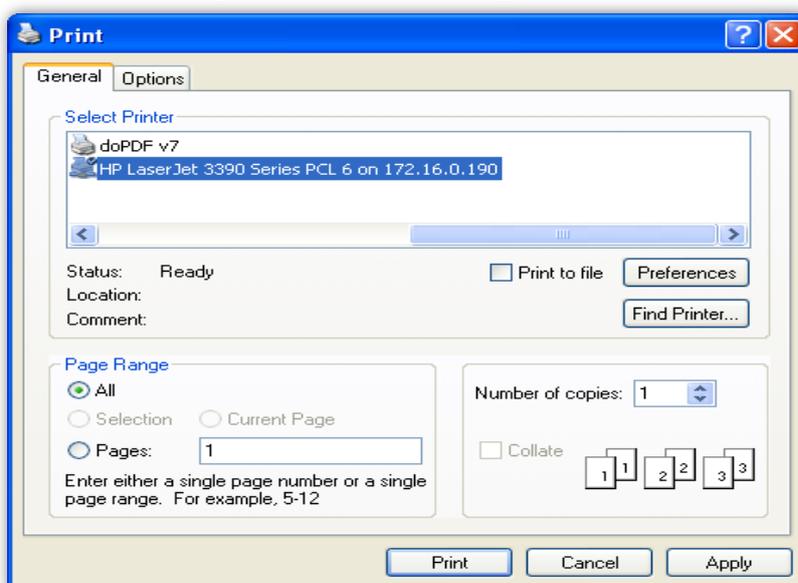


Fig: 4.8. Print window