

New JPT Registration User Manual Through Single Window System From 1st October 2020

Step 1: Go to eseva.jharkhandcomtax.gov.in and click on 'New User? SignUP'.

Welcome to the Department of Commercial Taxes, Jharkhand
continued from 01-Jul-2017 and 05-Jul-2017 respectively till further Notice.

e Registration
E-Registration helps taxpayers to register online using JCRF, Casual Dealer Registration, CST Registration, JPT 101, JPT 103 and TDS Enrollment.

e Return
Returns for VAT Normal and MRP Dealers will be filled in the V-2 on available Return Formats. Original and revised return will be filled till June for FY 2017-18 only. Similarly return for Composite Dealers and CST Dealers will be filled in V-2 on the available Return Formats till June for FY 2017-18 only.

e Payment
Now Dealers can make payment online using the payment modes. E Payment is available on 2 modes - i) Netbanking ii) PayGovindia. Under Netbanking we have 8 banks and Egras.

e Road Permit & e CST Forms
Transit Permit and Road Permit are discontinued from 05-Jul-2017 and 01-Jul-2017 respectively till further Notice. Central Forms (C,F,H,E) available in the V-2 in Web Forms and ODS. For ODS dealer can download the Template, fill it offline and Upload it.

Sign In
Login Id:
Example : xyz@mail.com
Password:
 Virtual KeyBoard
pmmf
[New User? SignUp](#)
[Forgot Password](#)

Note:
> Account in Version-1? - Login with the Same Credentials.
> Updated your Profile? - Login with your E Mail Id.
> No Account in Version -1? Click on New User Sign Up Process.
> Are you a Consignor? - Login with your Permit Number and Secret Code received on SMS.

Step 2: Click on 'New Registration'.

LOGIN

User Name:

Password:

Captcha:

Can't read the image? [click here to refresh.](#)

[New Registration](#) [Forgot your password?](#)

Step 3: Fill the Registration form and click on **'submit'**.

REGISTRATION

Select User Category

First Name

Middle Name

Last Name

email id

India Mobile Number

Submit

OTP for verification will be sent to the provided mobile number and email.

Step 4: Go to login page and enter User Name, Password and captcha code then click on **'Login'** button.

LOGIN

User Name: rohitkantthakurranchi@gmail.com

Password:

Captcha: 76hm98

Can't read the image? [click here](#) to refresh.

Login

[New Registration](#) [Forgot your password?](#)

Step 5: After login click on 'Apply CAF' button.

The screenshot shows the 'Jharkhand Single Window Dashboard'. At the top, there is a navigation menu with links: About, Dashboard, Approvals, Incentives, Central Inspection, Land Bank, Policy Feedback, Help, Downloads, and Contact Us. On the left, there is a sidebar with 'My Account-Dashboard' and 'Please Create Account' with a 'DigiLocker' logo. Below the sidebar, there are menu items for 'Incentive', 'Department of IT', and 'Start-up'. The main content area features four colored cards: 'CAF' (red), 'Incentive' (green), 'Grievance' (orange), and 'Land' (teal). Below these cards, a section titled 'CAF and Service Information (You can apply for Services only after submitting CAF)' contains a table with columns: 'SI No.', 'CAF Unique Id', 'Industry Name', 'Promoter Name', 'Online CAF', and 'CAF Preview'. An orange 'Apply CAF' button is highlighted with a red circle in the table area.

Step 6: Select the service as 'Yes' and click on submit.

The screenshot shows the 'Department of Industries' section. At the top right, it says 'Logged in As : Rohit Thakur'. The navigation menu includes: About, Dashboard, Approvals, Incentives, Central Inspection, Land Bank, Investor Portal, Policy Feedback, Help, Downloads, Contact Us, Account, and Logout. Below the navigation, there is a header for 'Department of Industries' with a sub-header: '(Please answer below questions to get required State approvals for setting up & Starting of a business as per specific details of your Business)'. A link says 'Click here to view list of all State approvals required for setting up & Starting of a business'. The main form area contains a question: 'Q.1. Do you already know your services ?'. There are two radio button options: 'Yes (Select Department-Services list)' and 'No (Go through Detailed CAF)'. The 'Yes' option is selected and highlighted with a red circle. Below the options is a green 'Submit' button, also highlighted with a red circle.

Step 7: Fill the form as per your requirement and select the 'department' and 'services' and click on 'submit'.

The screenshot shows a web form titled "Self Service Selection". The form contains several input fields for user information and project details. At the bottom, there are two dropdown menus: "Select Department *" and "Select Service *". The "Select Department *" dropdown is set to "Department of Commercial Tax". The "Select Service *" dropdown is set to "Professional tax Registration". A blue "Submit" button is located below these dropdowns. Red circles are drawn around the "Select Department *" dropdown, the "Select Service *" dropdown, and the "Submit" button.

Step 8: Click on 'Click here'.

The screenshot shows the "Jharkhand Single Window Dashboard". The dashboard has a sidebar on the left with navigation options: "My Account-Dashboard", "Please Create Account", "DigLocker", "Incentive", "List of Incentive", "Create Incentive", "Department of IT", and "Start-up". The main content area has four colored cards: "CAF" (red), "Incentive" (green), "Grievance" (orange), and "Land" (teal). Below these cards is a section titled "CAF and Service Information (You can apply for Services only after submitting CAF)". It contains a message: "To create your Combined Application Form (CAF) and mandatory State approval list" followed by an "Apply CAF" button. Below this is a table with the following data:

Sl No.	CAF Unique Id	Industry Name	Promoter Name	Online CAF	CAF Preview
1	308255d154	JHVAT	Rohit Thekur	Click here	Preview

The "Click here" link in the "Online CAF" column of the table is circled in red.

Step 9: Click on 'Apply'.

The screenshot shows a web dashboard with a navigation menu on the left and a main content area. The main content area displays a 'Mandatory State Approval List' table. The table has the following columns: S. No, Service Name, Reference Number, Submitted Date, Status, and Action. The first row of the table is highlighted, and the 'Apply' button in the Action column is circled in red. The Service Name for this row is 'Professional tax Registration'. Below the table, there are links for 'SOP', 'Notification', and 'Other Notifications'.

S. No	Service Name	Reference Number	Submitted Date	Status	Action
1	Professional tax Registration Department : Department of Commercial Tax Time-line : 1 Days SOP Notification Other Notifications	NA	NA	NA	Apply

Step 10: Select the Form 'JPT 01' and click on "Next" button to open the JPT registration form.

The screenshot shows an 'e-Registration' web page. The page has a navigation menu on the left and a main content area. The main content area displays a 'Select Form Type*' dropdown menu. The dropdown menu is open, showing the following options: --Select--, --Select--, JCRF, Casual Dealer Registration, CST Registration, JPT 01, and TDS Enrollment. The 'JPT 01' option is circled in red.

Step 11: Read the information before entering the details and fill the form as per your requirement. If you are registered under VAT/GST then enter JPT liability date as per VAT/GST liability date.

JPT 01

All fields mark with * are mandatory

Note :

1) If you are a professional as mentioned in schedule such as Doctor, Lawyer, Charter Accountant, Engineer or any firm and you are liable to pay Professional Tax then you need to take 'Registration as an Assessee'.
(select 'Form Type (as per new JPT)*' as 'Registration as an Assessee')

2) Separate Enrollment means that a Bank/Service Provider/School already has registered itself as an assessee (one Registration as an Assessee in state) and individual branches are willing to pay it's professional tax separately. Here each individual branches will have to get enrolled separately.

3) If you are a Company, School, Financial Institutions or some People/Employees work under you against whom you deduct Professional Tax from salary then you need to take Registration/Enrollment in both category i.e

a) Registration as an Assessee
b) Enrollment as an Employer
For this, select 'Form Type (as per new JPT)*' as 'BOTH'.

Disclaimary: Above points are only clarificatory in nature, For further clarification click on link 'jharkhandcontax.gov.in'

Business Details		Additional Place of Business	
Form Type (as per new JPT)* should be:		<input type="radio"/> Registration an an Assessee <input type="radio"/> Enrollment as an Employer <input type="radio"/> Both	
Business's Details			
1. Applicant Name*	First Name <input type="text"/>	Middle Name <input type="text"/>	Last Name* <input type="text"/>
2. Name Of Employer / Name and Style of Business*	<input type="text"/>		Nature Of Profession* <input type="text"/>
Principal place of Business and contact Number(s).			
3. Flat/Floor/ Holding No/Block No./ Name of House/ Building	<input type="text"/>	Road Street / Lane*	<input type="text"/>
Village/Area/Locality*	<input type="text"/>	District *	--Select-- <input type="button" value="v"/>
City*	<input type="text"/>	Post Office*	<input type="text"/>
State*	Jharkand <input type="button" value="v"/>	Pin Code*	<input type="text"/>
CensusCode	<input type="text"/>	Mobile No.*	<input type="text"/>
E-Mail*	PT05@GMAIL.COM	Telephone No.	<input type="text"/>
Fax No.	<input type="text"/>		
4. Class Of Employer / Constitution of Business*	--Select-- <input type="button" value="v"/>	If Other, Please Specify	<input type="text"/>
4.1. Type Of Profession*	--Select-- <input type="button" value="v"/>		
4.2. PAN*	<input type="text"/>	TAN	<input type="text"/>
5. Status Of Person*	--Select-- <input type="button" value="v"/>	GSTIN	<input type="text"/>
6. Location*	--Select-- <input type="button" value="v"/>		
7. Date of Liability (as per VAT/GST)*	<input type="text"/>		



Operation Successful

Your request for Registration is submitted successfully. Acknowledgement Number for the application is :19901750742608

[Click here](#) to upload the identification documents and complete the online registration process.

Step 12: Select the relevant documents to upload and complete the registration application process.

Home | AAA | | Bookmark | Login History | Logout
 Welcome Rohit Thakur (PT06@GMAIL.COM) User Type: Dealer

Welcome

- > Return to Homepage
- > Add Registration Details
- > View Profile
- > Logout

Registration

Payment

Returns

Central & Local Forms

View and Upload Documents

Recovery

Appeal

Others

Refund

Assessment

Reports

e-Grievances

Upload Documents

You are here >> Home >> Upload Documents

Select e-Service : * : Registration

Acknowledgment Number : * : 19901750742608

Category Description : * : --Select--

Sub Category Description : --Select--

Upload Document : * : Address proof (Permanent and Temporary) in the form of Ration Card, Telephone Bill, Electricity bill etc.
 PAN Details
 Adhar No.
 GST Registration Certificate
 Passport Size Photos

Sr No.	Ack No.	View

Fields marked with * are mandatory

Back

Submit and Complete Registration Process

Home | AAA | | Bookmark | Login History | Logout
 Welcome Rohit Thakur (PT06@GMAIL.COM) User Type: Dealer

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e-Grievances

Upload Documents

You are here >> Home >> Upload Documents

Select e-Service : * : Registration

Acknowledgment Number : * : 19901750742608

Category Description : * : --Select--

Sub Category Description : --Select--

Upload Document : * : Choose File No file chosen Upload

Sr No.	Ack No.	View	Delete	File Name	Document Category
1	19901750742608	View	Delete	Chrysanthemum.jpg	Adhar No.
2	19901750742608	View	Delete	Desert.jpg	PAN Details
3	19901750742608	View	Delete	Tulips.jpg	Address proof (Permanent and Temporary) in the form of Ration Card, Telephone Bill, Electricity bill etc.
4	19901750742608	View	Delete	Penguins.jpg	Passport Size Photos

Fields marked with * are mandatory

Back

Submit and Complete Registration Process

Home | AAA | | Bookmark | Login History | Logout
 Welcome Rohit Thakur (PT06@GMAIL.COM) User Type: Dealer

Welcome

- > Return to Homepage
- > Add Registration Details
- > View Profile
- > Logout

Registration

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e-Grievances

Your request for Registration is submitted successfully. Click on the Number to download Registration Certificate.

19900050528038

**GOVERNMENT OF JHARKHAND
COMMERCIAL TAXES DEPARTMENT**

FORM JPT 02
See Rule 3(1) and 3(2)
**Certificate of Registration under Section 7(1) and 7(2) Jharkhand Tax on Profession,
Trades, Callings and Employments Act, 2011**

1.Registration No.:-
2 0 5 9 0 4 1 1 1 6 1

2.Date of Registration
DD MM YYYY
29 09 2020

3.Date of Liability
DD MM YYYY
10 10 2017

4. JPT Type
Registration

5.Name of Employer /
Name and Style of Business
ROHIT KANT THAKUR/ROHIT ENTERPRISES

6.Principal place of Business and contact Number(s).

Address	Main,Ranchi,Special Circle (Ranchi),834001	Phone /	9308659114
City	Ranchi,Ranchi	Fax :	
District	Special Circle (Ranchi)	Email :	PT06@GMAIL.COM

7. Class of Employer /
Constitution of Business
Proprietorship

Date: 29/09/2020
Place: Special Circle (Ranchi)

Signature: _____
Designation: Deputy Commissioner

Note: After completing the registration process for “JPT Registration” system will automatically generate JPT certificate with the JPT number.

13) For Payment go-to the Payment section

Welcome Rohit Thakur (PT06@GMAIL.COM) TIN : 20590411161 User Type: Dealer

Welcome

- > Return to Homepage
- > Add Registration Details
- > View Profile
- > Logout

Registration

Payment

- > JPT Payment (From April 2017 Onwards)
- > Make e-Payment
- > Payment Reconciliation
- > Payment History

Returns

Update Details

View Profile

Add Registration Details

Change Password

Update Login Id

Edit Mobile Number

Reports

Login History

Sugam Reports

Comparative Dealer Profile

Audit Report

Audit History

General

News & Updates

- 1.Validation in Sugam B
- Case - I: Dealer has not completed 180 days from TIN generation date. Sugam B will be allowed upto tax amount :- (Security+Surety) + Total tax paid from his liability Date (VAT+CST)+ ITC of current FY(col no.

Tag Cloud

14) Select the JPT Type as Registration/**Enrollment**, accordingly select the schedule. Select payment against **Return** and enter the period for which you are going to make payment. Select Purpose as **Admitted Tax**. Add the purpose and enter the captcha code and click on **Make Payment** button.

Welcome

- Return to Homepage
- Add Registration Details
- View Profile
- Logout

Registration

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Useful Links

E Payment

Dealer Type Registered Unregistered

JPT Type* Registration

Dealer Name*

Firm Name*

Address Details

Flat/ Floor/ Holding No/ Block No./ Name of House/ Building* Road Street/Lane*

Village/Town/City* Circle* Special Circle (Ranchi)

City* Post Office*

State* Jharkhand Pin Code*

Phone No. Mobile No. +91*

Email Id*

Schedule Details

Schedule Declaration* for Registration* Persons Using Photocopying machines for job works (One machine) --Nil;

Sr.No	Schedule for Registration	Liability(P.A.)
1	Persons Using Photocopying machines for job works (One machine) --Nil;	0

Payment Details

Payment Against* Return

Payment Type* Annually

Tax period From 10/10/2017 Tax period To

Bank Name* e-Gras

Liability Details

Liability based on your Payment Type selection

Amount Paid during selected period for Registration

Total Payable Liability

Purpose Details

Purpose --Select-- Amount

Add Clear

Sr No.	Delete	Modify	Purpose	Amount	Other Purpose	Other(Please specify if any)
1	Delete	Modify	Admitted Tax	0		

Total Amount(Rs.)

Interest to be Paid(Rs.)


Captcha* WnCb Wncb

Make Payment Help

15) After Submission of payment the acknowledgment receipt will be generated, and your return will be generated automatically and will be available in 'Return' Module.

Welcome Rohit Thakur (PT06@GMAIL.COM) TIN : 20590411161 User Type: Dealer

- Welcome
 - > Return to Homepage
 - > Add Registration Details
 - > View Profile
 - > Logout
- Registration
- Payment
- Returns
- Central & Local Forms
- View and Upload Documents
- Recovery


Your request for e>Returns is submitted successfully.
Acknowledgement Number for the application is :
19901766573160

 **GOVERNMENT OF JHARKHAND**
COMMERCIAL TAXES DEPARTMENT

Acknowledgement Receipt

We hereby acknowledge the receipt of **FORM JPT-04 (REGISTRATION)-A**

Application Receipt Number : **19901766573160**

TIN: **20590411161**

Firm Name : **ROHIT ENTERPRISES**

Return Type: **ORIGINAL**

Return Period : **10/10/2017 to 31/03/2018**

Tax Type : **PTR**

Tax Amount (Rs.) : **0.00**

Tax Amount (In Words) : **Rupees Zero**

Date of Receipt : **29/09/2020**

ORIGINAL

16) To view the return go to view return from under Return module. Click on Acknowledgment number to view the return.

Welcome Rohit Thakur (PT06@GMAIL.COM) TIN : 20590411161 User Type: Dealer

Welcome **Search e>Returns**

You are here >> [Home](#) >> [Search e>Returns](#)

Form Name*
 Acknowledgement No
 Period From Period To

Total Records : 1 Current Page : 1 / 1

Sr. No.	Acknowledgement No	Form Name	Period From	Period To	Original / Revised	Acknowledgement Date	Approval Status
1	19901766573160	FORM JPT-04 (REGISTRATION)-A	10/10/2017	31/03/2018	Original	29/09/2020	Approved

Registration

Payment

Returns

- > File e>Returns
- > Preview and Submit Uploaded Returns Forms
- View e>Returns**
- > Excess Payment Adjustment
- > View Excess Payment Adjustment Detail
- > ITC Ledger
- > View Contracter Receipt

FORM JPT-04 (REGISTRATION)-A

General Information				
Return Type	Original			
Period From Date	10/10/2017	Period To Date	31/03/2018	
Acknowledgement Number	19901766573160	Acknowledgement Date	29/09/2020	
Dealer's Identity				
(a) Name Of Employer / Name and Style of Business	ROHIT ENTERPRISES			
(b) Registration TIN	20590411161			
Schedule Details				
Sr No.	Schedule	Liability of Person	No. of Person	Total
1	Persons Using Photocopying machines for job works (One machine) --Nil;	0	0	0
Total				0
Tax Paid Details				
Sr No.	Tax Paid	Challan/Instrument Number/CIN	Date	
1	0.00	19990282505638	29/09/2020	

Thank You