



आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER
केंद्रीय वस्तु एवं सेवा कर, भावनगर
CENTRAL GOODS AND SERVICES TAX, BHAVNAGAR
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F. No. IV/16-47/MP/2017-18

Dated: 7.09.2018

व्यापार सूचना सं./Trade Notice No.: 06/2018

Subject: Procedure to get Registration FORM GST REG-26 of the CGST Rules 2017 to the taxpayers who have received only a provisional Identification No (PID) till 31.12.2017-reg.

Kind attention of trade is invited to the Notification No. 31/2018-Central Tax dated 6th August, 2018 issued vide F. No. 349/58/2017-GST(Pt.) by CBIC, New Delhi.

2. Procedure for submitting request letter/application:

(i) The taxpayers seeking completion of the migration process should submit a request letter to the jurisdictional CGST NODAL Officer by 31st August 2018. The letter should contain all details indicated in **Para 2(i)** of the Notification.

(ii) The jurisdictional **DC/AC of CGST** is designated as Nodal Officer for receiving applications/requests for completing migration process.

(iii) The request letter should mention email ID and mobile number of primary Authorized Signatory. Pending migration and all future communication will be done on this e-mail id and mobile number. Hence the taxpayer needs to ensure correctness of the said e-mail id and mobile number.

3. Action by the Nodal Officer (DC/AC) and GSTN, after receiving request letter:

(i) All requests received in a CGST Commissionerate will be forwarded to the **Zonal Nodal Officer [Shri Sunil Kumar Singh, Commissioner CGST Gandhinagar]** through the ADC/JC of the Commissionerate. The Zonal Nodal officer will then recommend such cases to GSTN for appropriate further processing.

4. Action taken by the taxpayer at various stages:

(i) On receipt of an e-mail from the Goods and Service Tax Network (GSTN), such taxpayer should apply for registration by logging onto <https://www.gst.gov.in/> in the "Services" tab and filling up the application in the FORM GST REG-01 of Central Goods and Services Tax Rules, 2017.

(ii) After due approval of the application by the proper officer, such taxpayers will receive an email from GSTN mentioning the **Application Reference Number (ARN), a new GSTIN and a new access token.**

(iii) Upon receipt, such taxpayers are required to furnish the following details to GSTN by e-mail, **on or before the 30th September, 2018**, to migration@gstn.org.in:-

- New GSTIN;
- Access Token for new GSTIN;
- ARN of new application;
- Old GSTIN (PID).

(iv) Upon receipt of the above information from such taxpayers, GSTN shall complete the process of the mapping the new GSTIN to the old GSTIN and inform such taxpayers.

(v) Such taxpayers are required to log onto the common portal www.gstn.gov.in using the old GSTIN as "First Time Login" for generation of the Registration certificate.

(vi) Such taxpayers shall be deemed to have registered with effect from the 1st July, 2017.

[चन्द्रकांत वल्वी /Chandrakant Valvi]

आयुक्त/Commissioner केंद्रीय वस्तु एवं सेवा कर/Central GST
भावनगर/Bhavnagar

प्रतिलिपि प्रेषित / Copy to:-

- The Chief Commissioner, central GST & Central Excise, Ahmedabad Zone.
- व्यापार और विभाग की डाक सूची के अनुसार/ As per mailing list of Trade & Deptt.
- Supt (Systems), Central GST, Bhavnagar to upload the same on Official Website.