

No. DMN/VAT/VATSoft/2013-2014/ 487
UT Administration of Daman & Diu
Department of Value Added Tax,
Moti Daman - 396220

Dated: 14/07/2014

CIRCULAR

The Computerization of VAT Department of Daman & Diu is under process under the Commercial Taxes Mission Mode Project (CTMMP) of the National e-Governance plan.

It is observed that, the authorized signatory details (**Authorized Signatory/Director/Partner/Proprietor/HUF**) and PAN Number details (As required by the NSDL) have not been updated in the VATSoft by some dealers. Therefore it has been desired by the competent authority that such dealer should upload the authorized signatory details through e-amendment on VATSoft and also submit a hard copy giving the following details on its company's letter head –

1. Full name of the person
2. Father's Name
3. Date of Birth
4. PAN Number
5. Residential Address
6. Contact Number i.e. Mobile Number, Phone Number/Fax Number
7. E-mail ID

They are also required to submit the following documents with the letter –

1. Copy of PAN Card of Company
2. Copy of PAN Card of Authorized Signatory/Director's/Partner's/Proprietor/HUF
3. Residential Address Proof of Authorized Signatory/Director's/Partner's/Proprietor/HUF
4. Partnership deed
5. Board of Directors Resolution



(K. S. Bhoria)
Deputy Commissioner (VAT)
Daman & Diu

To,
All Dealers.