



# De – Registration

Wipro Consulting Services

# How to file for de – registration ?

- Log into [www.ddvat.gov.in](http://www.ddvat.gov.in)



U.T. Administration of Daman & Diu

**The Value Added Tax Department**



Label  
(See instructions on page 19.)  
the IRS



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All Your Transactions should be accounted for

The Union Territory (U.T). of Daman & Diu is a centrally administered territory without legislature. The territory was under Portugal Rule up to its liberation i.e. up to 19/12/1961. The GOI had exempted this U.T. from Sales tax regime. However, with the increase in Industries, Trade and commercial activities in the U.T., there was persistence from the neighbouring States to discontinue the exemption of tax to avoid unhealthy competition of prices among the neighboring States; it was decided to impose sales tax in the U.T.

#### Latest News

- Toll Free Help Line for DDVAT e-Services - 18002330349 and email id : [ddvat-helpdesk-dd@nic.in](mailto:ddvat-helpdesk-dd@nic.in)
- Circular Mandating e-filing of returns to all the dealers registered under

#### Online Services

- Officer's login
- e-Registration
- e-Services
- e-TDS (Authority)
- e-Payment

#### Dealer Services

- Schedule
- Tax\_Rate

#### Hit Counter

No. of Visitors : 39497  
Last Updated on : 15/05/12

# Web Portal- e>Returns Link



U.T. Administration of Daman & Diu

**The Value Added Tax Department**



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(See instructions on page 19.)  
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#### Online Services

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- [e-Services](#)
- [e-TDS \(Authority\)](#)
- [e-Payment](#)

#### Dealer Services

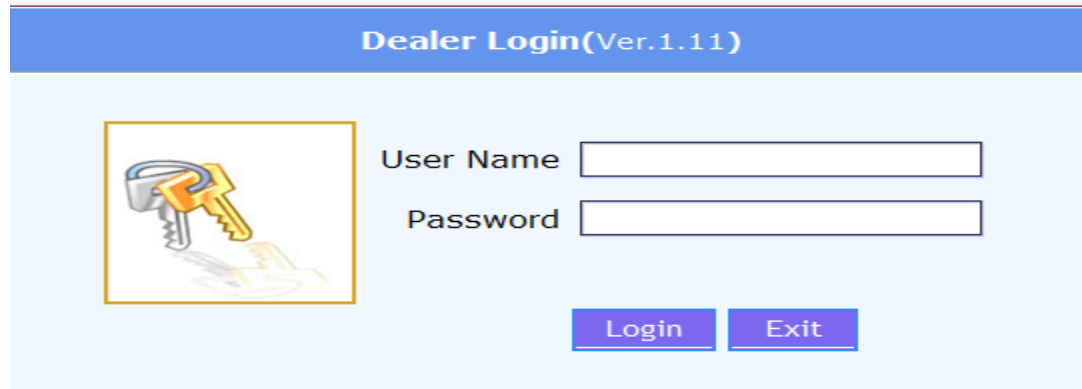
- [Schedule](#)
- [Tax\\_Rate](#)

#### Hit Counter


No. of Visitors : 39497  
Last Updated on : 15/05/12

- Select 'e-Services' under the 'e-Services Online' menu

# Dealer Log-in – With User Name and Password



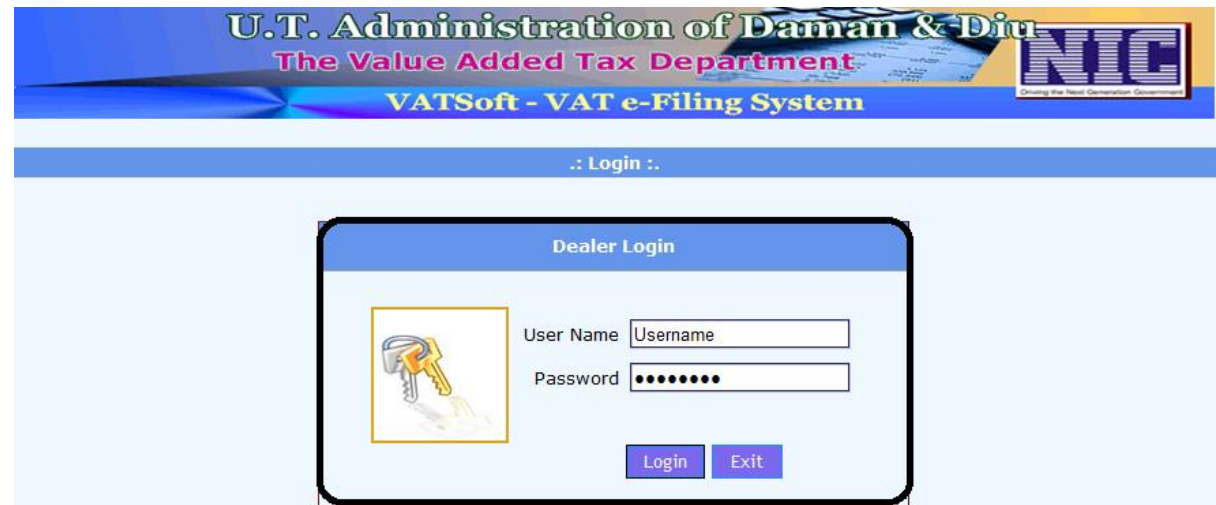
Dealer Login(Ver.1.11)



User Name

Password

## Log-in Screen




U.T. Administration of Daman & Diu  
The Value Added Tax Department  
VATSoft - VAT e-Filing System

NIC

:: Login ::

Dealer Login




User Name

Password

- Log-in with your User Name and Password

# Dealer Home Page


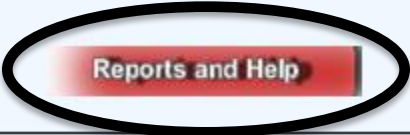
[Sign Out](#)

<p><b>PURCHASE INVOICE</b></p> <ul style="list-style-type: none"> <li><a href="#">Entry and Update</a></li> <li><a href="#">Upload ZIP/XML file</a></li> <li><a href="#">Delete All Invoices</a></li> </ul>	<p>Username: demouser3          TIN: 25000003594          Prop/Comp. Name: M/S. VISA POLY PACK          Last Login: On 17/01/2012 at 11:50:26 AM</p>	<p><b>ONLINE CST FORMS</b></p> <ul style="list-style-type: none"> <li><a href="#">Request Entry</a></li> <li><a href="#">Update and Submit</a></li> <li><a href="#">Status</a></li> <li><a href="#">Print</a></li> </ul>
<p><b>SALES INVOICE</b></p> <ul style="list-style-type: none"> <li><a href="#">Entry and Update</a></li> <li><a href="#">Upload ZIP/XML file</a></li> <li><a href="#">Delete all Invoices</a></li> </ul>	 <p style="text-align: center;"><b>Reports and Help</b></p>	<p><b>CST RECEIPTS FORMS</b></p> <ul style="list-style-type: none"> <li><a href="#">Entry and Update</a></li> <li><a href="#">Verify and Submit</a></li> </ul>
<p><b>TDS FORMS</b></p> <ul style="list-style-type: none"> <li><a href="#">New Entry</a></li> <li><a href="#">Update and Submit</a></li> </ul>		<p><b>MISCELLANEOUS</b></p> <ul style="list-style-type: none"> <li><a href="#">Apply for CST Registration</a></li> </ul>
<p><b>RETURNS ENTRY</b></p> <ul style="list-style-type: none"> <li><a href="#">Entry</a></li> <li><a href="#">Payment Details</a></li> <li><a href="#">Update and Submit</a></li> <li><a href="#">Print Returns</a></li> </ul>		

# How to reach for filing the de – registration application ?

- Click on 'Reports and Help' after logging in.

[Sign Out](#)

<b>PURCHASE INVOICE</b>	Username: demouser3 TIN: 25000003594 Prop/Comp. Name: M/S. VISA POLY PACK Last Login: On 17/01/2012 at 11:50:26 AM	<b>ONLINE CST FORMS</b>
<a href="#">Entry and Update</a> <a href="#">Upload ZIP/XML file</a> <a href="#">Delete All Invoices</a>		<a href="#">Request Entry</a> <a href="#">Update and Submit</a> <a href="#">Status</a> <a href="#">Print</a>
<b>SALES INVOICE</b>		<b>CST RECEIPTS FORMS</b>
<a href="#">Entry and Update</a> <a href="#">Upload ZIP/XML file</a> <a href="#">Delete all Invoices</a>		<a href="#">Entry and Update</a> <a href="#">Verify and Submit</a>
<b>TDS FORMS</b>		<b>MISCELLANEOUS</b>
<a href="#">New Entry</a> <a href="#">Update and Submit</a>		<a href="#">Apply for CST Registration</a>
<b>RETURNS ENTRY</b>		
<a href="#">Entry</a> <a href="#">Payment Details</a> <a href="#">Update and Submit</a> <a href="#">Print Returns</a>		

# Where to find de – registration request link?

- The following screen shall appear

**TIN: 25000008680 Prop/Comp. Name: M/s. Soneji Engineering Pvt. Ltd. Login: demouser8**  
[Sign Out](#)

**:: Reports and Help ::**

<p><b>REPORTS</b></p> <p><b>Web Acknowledgement</b></p> <ul style="list-style-type: none"><li><a href="#">Online CST Forms</a></li><li><a href="#">Purchase Invoices</a></li><li><a href="#">Sales Invoices</a></li><li><a href="#">CST Form Receipt</a></li><li><a href="#">TDS Forms</a></li></ul> <p><b>Detailed</b></p> <ul style="list-style-type: none"><li><a href="#">Online CST Forms</a></li><li><a href="#">Printed CST Form</a></li><li><a href="#">Purchase Invoices</a></li><li><a href="#">Sales Invoices</a></li><li><a href="#">CST Form Receipts</a></li></ul> <p><b>Master</b></p> <ul style="list-style-type: none"><li><a href="#">Commodities Enabled</a></li></ul>	<p><b>STATUS</b></p> <ul style="list-style-type: none"><li><a href="#">e Payment</a></li><li><a href="#">e TDS</a></li><li><a href="#">e CST-Receipts</a></li></ul>	<p><b>HELP</b></p> <ul style="list-style-type: none"><li><a href="#">User Manual</a></li><li><a href="#">FAQ's</a></li><li><a href="#">XML File Formats</a></li><li><a href="#">Tips</a></li><li><a href="#">Convertor</a></li></ul> <p><b>OTHER OPTIONS</b></p> <ul style="list-style-type: none"><li><a href="#">TIN Search</a></li><li><a href="#">Change Password</a></li><li><a href="#">Update Contact Info</a></li><li><a href="#">CST Dealer Print</a></li><li><a href="#">Deregistration Request</a></li><li><a href="#">Transfer</a></li><li><a href="#">Apply for CST Registration</a></li></ul>
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[Exit](#)

- Click on 'Deregistration Request'

# Reach the de – registration request link

TIN: 25000008680 Prop/Comp. Name: M/s. Soneji Engineering Pvt. Ltd. Login: demouser8

[Sign Out](#)

## De-Registration / Cancellation Options

▼ [VAT-Deregistration](#)

▼ [CST-Deregistration](#)

▼ COT-Deregistration

Exit





# CST De – registration

In case looking to de – register for CST click on CST – De – registration and arrive at the screen shown below

**TIN: 25000008680 Prop/Comp. Name: M/s. Soneji Engineering Pvt. Ltd. Login: demouser8**

[Sign Out](#)

### De-Registration

#### CST-Deregistration

TIN Number	<input type="text" value="25000008680"/>
Trading Name	<input type="text" value="M/s. Soneji Engineering Pvt. Ltd."/>
Reason Code	<input type="text" value="Has ceased to be liable to pay tax"/>
Reason Remark*	<input type="text" value="Has ceased to be liable to pay tax"/> Others, please specify Closure of incorporated body Discontinuance of business Dissolution of firm Dealer Deceased Death of sole proprietor

- 1. Select appropriate reason for de – registering, from the drop down.**
- 2. Add the reason/remark alongside the request form**

# Sample screen with the requisite entries

**TIN: 25000008680 Prop/Comp. Name: M/s. Soneji Engineering Pvt. Ltd. Login: demouser8**

[Sign Out](#)

## De-Registration

### CST-Deregistration

TIN Number	25000008680
Trading Name	M/s. Soneji Engineering Pvt. Ltd.
Reason Code	Has ceased to be liable to pay tax
Reason Remark*	APPLICATION FOR DE REGISTRATION AS THE DEALER WANT TO DISCONTINUE REGISTRATION UNDER CST AS
<input type="button" value="Save"/> <input type="button" value="Exit"/>	

# The acknowledgement number appears as shown below



TIN: 25000008680 Prop/Comp. Name: M/s. Soneji Engineering Pvt. Ltd. Login: demouser8

[Sign Out](#)

## De-Registration

### CST-Deregistration

TIN Number	25000008680
Trading Name	M/s. Soneji Engineering Pvt. Ltd.
Reason Code	Has ceased to be liable to pay tax
Reason Remark*	APPLICATION FOR DE REGISTRATION AS THE DEALER WANT TO DISCONTINUE REGISTRATION UNDER CST AS
<b>Saved Successfully.. Your acknowledgement number is 17300725</b>	
<input type="button" value="Save"/> <input type="button" value="Exit"/>	

# Click on exit to leave the application screen

**TIN: 25000008680 Prop/Comp. Name: M/s. Soneji Engineering Pvt. Ltd. Login: demouser8**

[Sign Out](#)

## De-Registration

### CST-Deregistration

TIN Number	25000008680
Trading Name	M/s. Soneji Engineering Pvt. Ltd.
Reason Code	Has ceased to be liable to pay tax
Reason Remark*	APPLICATION FOR DE REGISTRATION AS THE DEALER WANT TO DISCONTINUE REGISTRATION UNDER CST AS
Saved Successfully.. Your acknowledgement number is <b>17300725</b>	
<input type="button" value="Save"/> <input type="button" value="Exit"/>	



# VAT De – registration

# Reach the de – registration request link

TIN: 25000008680 Prop/Comp. Name: M/s. Soneji Engineering Pvt. Ltd. Login: demouser8  
[Sign Out](#)

## De-Registration / Cancellation Options

- ▼ [VAT-Deregistration](#)
- ▼ [CST-Deregistration](#)
- ▼ COT-Deregistration

[Exit](#)

**To apply for VAT de – registration, click on VAT – Deregistration.**

# Fill the form DVAT 09



**U.T. Administration of Daman & Diu**  
**The Value Added Tax Department**  
**VATSoft - VAT e-Filing System**

**TIN: 2500008236**      **Prop/Comp. Name: M/S NINA ENTERPRISE, CO SHRI RESHB RAMESH PANCHAMIA**      **Login: demouser7** [Sign Out](#)  
De-Registration / Cancellation

**Form DVAT 09**

(See Rule 16 of the Daman & Diu Value Added Tax Rules, 2005)  
Application for Cancellation of Registration under Daman & Diu Value Added Tax Regulation, 2005

Checklist of Supporting Documents
Ack No. :
<b>Please tick as applicable</b>
<b>Mandatory Documents</b>
<input checked="" type="checkbox"/> Certificate of registration issued to the dealer
<b>Supporting Documents</b>
<input checked="" type="checkbox"/> Proof of discontinuance of business
<input type="checkbox"/> Proof of closure of incorporated body
<input type="checkbox"/> Proof of death of sole proprietor
<input type="checkbox"/> Proof of dissolution of firm



# Instructions to fill in the DVAT 09

- Check box of the mandatory documents
- Check box of supporting documents
- Do not fill any details in the “FOR OFFICE USE ONLY”, section of the form
- Look to see that the details like the dealer TIN Number, the full name of applicant dealer as well as the trade name is filled already
- Look to select the check box of Reason of Cancellation (Tick one)
- In case selected Others, please specify fill the details in the space available for the text to be written
- Fill the date from which registration in daman and diu is to be cancelled
- Fill the details under, ***where the dealer has accounted for turnover on the basis of amounts received and amounts paid field*** against the description
  - Not yet paid
  - Not yet received

- Check the check box with the verification details and input the respective details which include:
  - NAME OF THE FILER/OWNER/AUTHORISED SIGNATORY
  - Full name
  - Designation
  - Place of filling the form
  - Date
- Input the details in the annexure for the DVAT 09
  - Tax Invoice Date
  - Tax Invoice No.
  - Description of Goods(Maximum 100 Characters)
  - Purchase Price (Rs.)
  - Fair Market Value (Rs.)
  - Tax credit previously claimed (Rs.)
  - See the output tax in the last column

- Based on the rate of tax input the form displays both the purchase tax credits claimed as well as sale tax credits owed to the UT as per the fair value and market value of the goods respectively.
- The data coming in the last column gets populated in row ***“Amount payable in respect of all goods held on the date of cancellation of registration”*** in the main form.
- You need to account for all the details of all the goods for the dealer that is filing de – registration
- You may add multiple bills for the dealer and click on ‘save’ to update the field in the DVAT 09 for that particular bill.

TIN: 25000008739

Prop/Comp. Name: M/s. Arihant Profiles.

Login: demouser6 [Sign Out](#)

De-Registration / Cancellation

**Form DVAT 09**

(See Rule 16 of the Daman & Diu Value Added Tax Rules, 2005)  
Application for Cancellation of Registration under Daman & Diu Value Added Tax Regulation, 2005

**Checklist of Supporting Documents**

Ack No. :

**Please tick as applicable**

**Mandatory Documents**

Certificate of registration issued to the dealer

**Supporting Documents**

Proof of discontinuance of business


Proof of closure of incorporated body

Proof of death of sole proprietor

Proof of dissolution of firm

Proof that the dealer has ceased to be liable to pay tax

# Sample DVAT 09 – Page 2/4

<input type="checkbox"/> Others, please specify	
<b>Reasons for Rejection (For Office Use Only)</b>	
<b>Please tick as applicable</b>	
<input type="checkbox"/> Not attached Mandatory Supporting Document(s) _____	
<input type="checkbox"/> Other	
1.	Registration No. <input type="text" value="25000008739"/>
2.	Full Name of Applicant Dealer: <input type="text" value="test"/>
3.	Trade Name (if any) <input type="text" value="M/s. Arihant Profiles."/>
4.	Reason for Cancellation (Tick One) <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Has ceased to be liable to pay tax</li> <li><input type="checkbox"/> Others, please specify</li> <li><input type="checkbox"/> Closure of incorporated body</li> <li><input type="checkbox"/> Discontinuance of business</li> <li><input type="checkbox"/> Dissolution of firm</li> <li><input type="checkbox"/> Death of sole proprietor</li> </ul>
<input type="checkbox"/> Others, please specify	
5.	Date from which registration under Daman & Diu Value Added Tax Regulation, 2005 is to be cancelled *. <input type="text" value="28/02/2013"/> 

# Sample DVAT 09 – Page 3/4

6.	Where the dealer has accounted for turnover on the basis of amounts received and amounts paid:	<b>Description:</b>	(Rs.)
		(i) Amounts not yet received in respect of sales made:-	0
		(ii) Amounts not yet paid in respect of purchases made:-	0
7.	Amount payable in respect of all goods held on the date of cancellation of registration*	Rs. <input type="text" value="250"/>	
(* Complete Annexure to furnish details of stock and calculation of amount payable under section 23 (1) of the Regulation)			


8. Verification:

I/we,  hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my/our knowledge and belief and nothing has been concealed therefrom.

Full name:

Designation:

Place:

Date:  

# Sample DVAT 09 – Page 4/4

## Form DVAT 09 : Annexure

### Particulars of Stock as on the date of cancellation of registration Details of stock of all goods held on the date of cancellation of registration

Tax Invoice Date	Tax Invoice No.	Description of Goods (Maximum 100 Characters)	Purchase Price (Rs.)	Fair Market Value (Rs.) (A)	Tax Credit previously claimed (Rs.) (B)	Rate of tax u/s 4 of the Regulation (C)	Output Tax (D=A x C)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[+] Add [!] Update [X] Delete

• Details Inserted Successfully !

	Tax Invoice Date	Tax Invoice No	Description of Goods	Purchase Price (Rs.)	Fair Market Value (Rs.) (A)	Tax Credit previously claimed (Rs.) (B)	Rate of tax u/s 4 of the Regulation (C)	Output Tax (Rs.) (D=A x C)
<a href="#">Select</a>	06/09/2012	1	DESCRIPTION OF GOODS	1000	2000	125	12.5	250

Higher of total of Column B and Column D of main form)  (carry to

Save Save and Submit Back

# Save, Save and Submit and Back buttons

**Form DVAT 09 : Annexure**  
**Particulars of Stock as on the date of cancellation of registration**  
 Details of stock of all goods held on the date of cancellation of registration

Tax Invoice Date	Tax Invoice No.	Description of Goods(Maximum 100 Characters)	Purchase Price (Rs.)	Fair Market Value (Rs.) (A)	Tax Credit previously claimed (Rs.) (B)	Rate of tax u/s 4 of the Regulation (C)	Output Tax (D=A x C)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

• **Details Inserted Successfully !**

	Tax Invoice Date	Tax Invoice No	Description of Goods	Purchase Price (Rs.)	Fair Market Value(Rs.) (A)	Tax Credit previously claimed (Rs.) (B)	Rate of tax u/s 4 of the Regulation (C)	Output Tax (Rs.) (D=A x C)
<u>Select</u>	06/09/2012	1	DESCRIPTION OF GOODS	1000	2000	125	12.5	250

Higher of total of Column B and Column D of main form)  (carry to



For changes to already entered Invoice details, use update and delete buttons after selecting the invoice using 'select' button

**Form DVAT 09 : Annexure**  
**Particulars of Stock as on the date of cancellation of registration**  
Details of stock of all goods held on the date of cancellation of registration

Tax Invoice Date	Tax Invoice No.	Description of Goods (Maximum 100 Characters)	Purchase Price (Rs.)	Fair Market Value (Rs.) (A)	Tax Credit previously claimed (Rs.) (B)	Rate of tax u/s 4 of the Regulation (C)	Output Tax (D=A x C)
06/09/2012	1	DESCRIPTION OF GOODS	1000	2000	125	12.5	

• Details Inserted Successfully !

	Tax Invoice Date	Tax Invoice No	Description of Goods	Purchase Price (Rs.)	Fair Market Value (Rs.) (A)	Tax Credit previously claimed (Rs.) (B)	Rate of tax u/s 4 of the Regulation (C)	Output Tax (Rs.) (D=A x C)
<u>Select</u>	06/09/2012	1	DESCRIPTION OF GOODS	1000	2000	125	12.5	250

Higher of total of Column B and Column D of main form)  (carry to

After successful submission the user sees the acknowledgement number as shown below

**U.T. Administration of Daman & Diu**  
**The Value Added Tax Department**



**VATSoft - VAT e-Filing System**

**TIN: 25000008739**

**Prop/Comp. Name: M/s. Arihant Profiles.**

**Login: demouser6**

[Sign Out](#)

:Deregistration / Cancellation acknowledgment notification.:

Please note down your acknowledgement number: **14300726** and date: **14/09/2012** for future use.

Print

Exit



# Thank You

Wipro Consulting Service