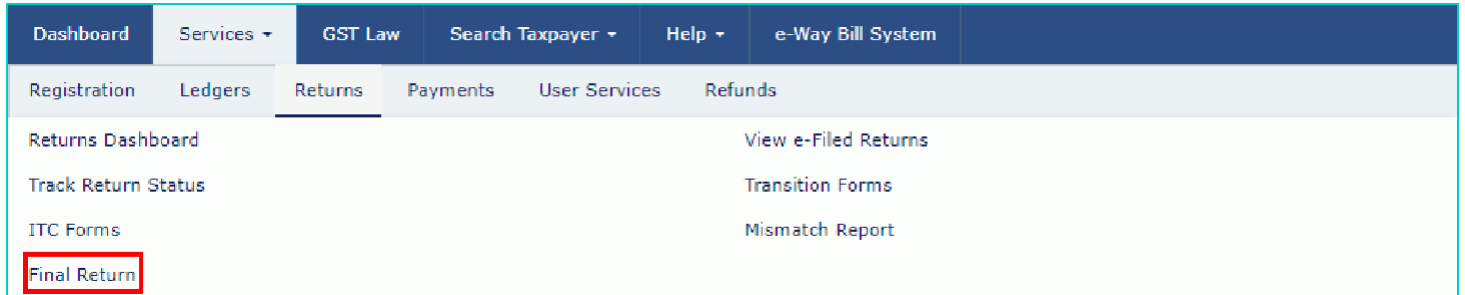


## Manual > Filing of Nil GSTR-10 Return

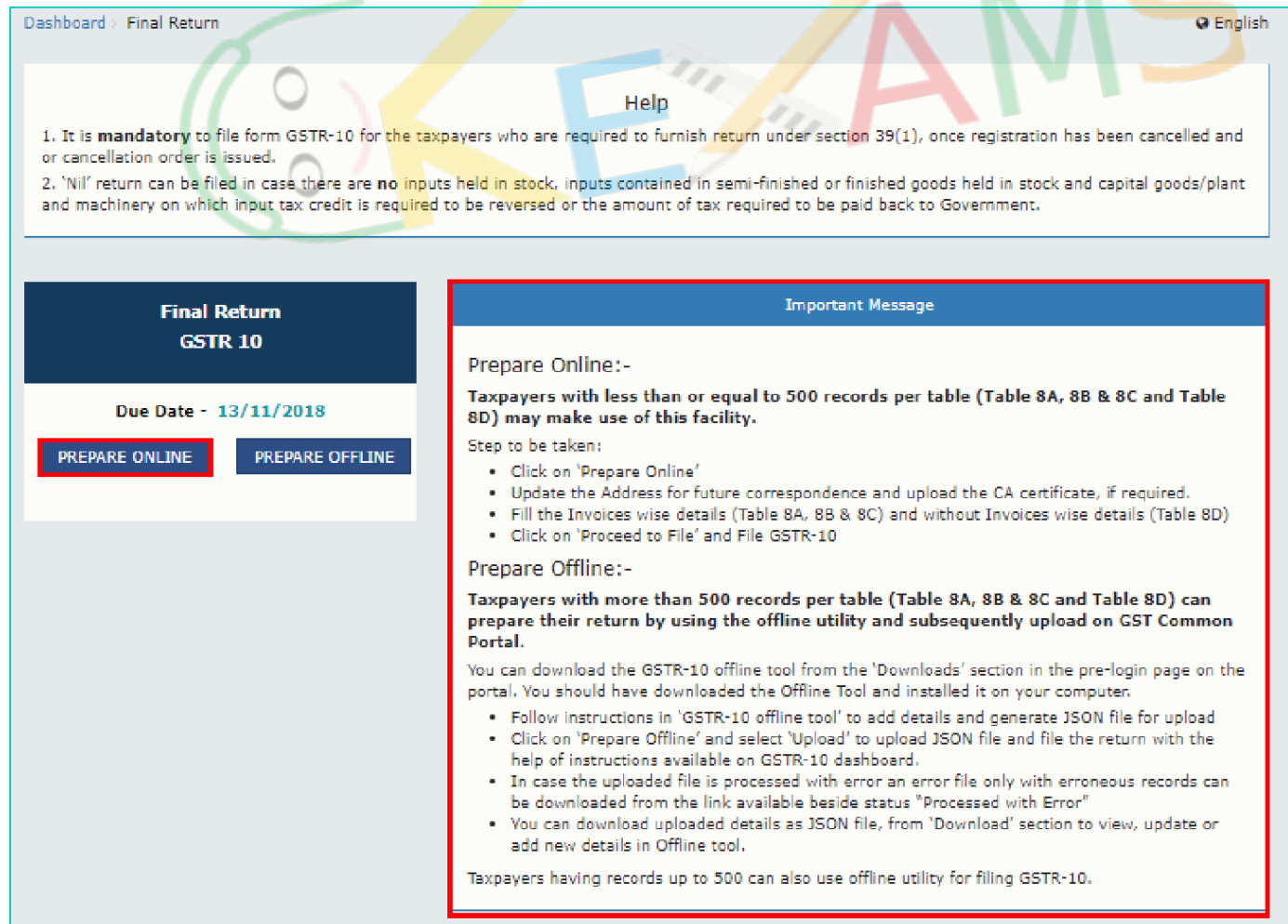
### मैनूअल > निल जीएसटीआर -10 रिटर्न दाखिल करना

1. Go to the [www.gst.gov.in](http://www.gst.gov.in) URL and login to the GST Portal with valid credentials.  
**www.gst.gov.in** यूआरएल पर जाएं और जीएसटी पोर्टल पर वैध प्रमाण-पत्रों के साथ लॉगिन करें।
2. Click the **Services > Returns > Final Return** command.  
**सेवाओं> रिटर्न> अंतिम रिटर्न** कमांड पर क्लिक करें।



The screenshot shows the GST Portal's Services menu. The 'Returns' tab is selected, and the 'Final Return' option is highlighted with a red box. Other options visible include 'Returns Dashboard', 'Track Return Status', 'ITC Forms', 'View e-Filed Returns', 'Transition Forms', and 'Mismatch Report'.

3. The **Final Return** page is displayed.  
**अंतिम रिटर्न** पेज प्रदर्शित किया गया है।
4. In the GSTR-10 tile, click the **PREPARE ONLINE** button.  
जीएसटी -10 टाइल में, **प्रिपेयर ऑनलाइन बटन** पर क्लिक करें।



The screenshot shows the 'Final Return GSTR 10' page. It includes a 'Help' section with instructions on filing GSTR-10, a 'Due Date - 13/11/2018' notice, and two buttons: 'PREPARE ONLINE' (highlighted with a red box) and 'PREPARE OFFLINE'. An 'Important Message' section provides detailed instructions for online and offline filing, including steps to take and a list of requirements.

**Help**

1. It is **mandatory** to file form GSTR-10 for the taxpayers who are required to furnish return under section 39(1), once registration has been cancelled and or cancellation order is issued.
2. 'Nil' return can be filed in case there are **no** inputs held in stock, inputs contained in semi-finished or finished goods held in stock and capital goods/plant and machinery on which input tax credit is required to be reversed or the amount of tax required to be paid back to Government.

**Final Return GSTR 10**

**Due Date - 13/11/2018**

**PREPARE ONLINE** **PREPARE OFFLINE**

**Important Message**

**Prepare Online:-**  
**Taxpayers with less than or equal to 500 records per table (Table 8A, 8B & 8C and Table 8D) may make use of this facility.**

Step to be taken:

- Click on 'Prepare Online'
- Update the Address for future correspondence and upload the CA certificate, if required.
- Fill the Invoices wise details (Table 8A, 8B & 8C) and without Invoices wise details (Table 8D)
- Click on 'Proceed to File' and File GSTR-10

**Prepare Offline:-**  
**Taxpayers with more than 500 records per table (Table 8A, 8B & 8C and Table 8D) can prepare their return by using the offline utility and subsequently upload on GST Common Portal.**


You can download the GSTR-10 offline tool from the 'Downloads' section in the pre-login page on the portal. You should have downloaded the Offline Tool and installed it on your computer.

- Follow instructions in 'GSTR-10 offline tool' to add details and generate JSON file for upload
- Click on 'Prepare Offline' and select 'Upload' to upload JSON file and file the return with the help of instructions available on GSTR-10 dashboard.
- In case the uploaded file is processed with error an error file only with erroneous records can be downloaded from the link available beside status "Processed with Error"
- You can download uploaded details as JSON file, from 'Download' section to view, update or add new details in Offline tool.

Taxpayers having records up to 500 can also use offline utility for filing GSTR-10.

5. The **GSTR-10 - Final Return** dashboard page is displayed.

जीएसटी -10 - अंतिम रिटर्न डैशबोर्ड पेज प्रदर्शित होता है।



## Goods and Services Tax

KIRAN KUMAR KOTHA ▾

Dashboard
Services ▾
GST Law
Search Taxpayer ▾
Help ▾
e-Way Bill System

Dashboard ▾ Returns
English

### GSTR10 - Final Return

↻

GSTIN - 37DERPK3419F1Z9	Legal Name - KIRAN KUMAR KOTHA	Trade Name - KOTHA Traders
FY - 2018-19	Status - Not Filed	Date of cancellation order- 13-08-2018
Effective date of cancellation of registration- 01-08-2018	Reference number of cancellation order - ZA370818000755A	Due Date - 13-11-2018

**Steps to prepare your GSTR-10 return online**

1. Provide the 'Address for future correspondence' and click on Save.
2. Click on 'Table 8A, 8B & 8C' or 'Table 8D' box whichever is applicable and add relevant details.
3. Summary of added details would be available on the relevant box.
4. Click on '**Preview Draft GSTR-10**' button to view summary of added details in PDF format.
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

[Help Manual](#)

Address for future correspondence
Help ? ▾

CA Certificate
Help ? ▾

Particulars of certifying Chartered Accountant or Cost Accountant [where applicable]

<p>Name of the Firm issuing certificate *</p> <input style="width: 95%;" type="text" value="Enter Name"/>	<p>Name of the certifying Chartered Accountant/Cost Accountant *</p> <input style="width: 95%;" type="text" value="Name of the Firm issuing certificate"/>
<p>Membership number *</p> <input style="width: 95%;" type="text" value="Enter Membership number"/>	<p>Date of issuance of certificate *</p> <input style="width: 95%;" type="text" value="DD/MM/YYYY"/>

Attachment (option for uploading certificate) \*

File with PDF or JPEG format is only allowed  
Maximum file size for upload is 500 KB

No file chosen

**8A, 8B & 8C - Goods Details With Invoices**  
No. of Records - 0

**8D - Goods Details Without Invoices**  
No. of Records - 0

**9 & 10 - Amount of tax payable and paid**

<table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Total Value</td></tr> <tr><td>₹0.00</td><td></td></tr> <tr><td>Integrated Tax</td><td>Central Tax</td></tr> <tr><td>₹0.00</td><td>₹0.00</td></tr> <tr><td>State/UT Tax</td><td>CESS</td></tr> <tr><td>₹0.00</td><td>₹0.00</td></tr> </table>	Total Value		₹0.00		Integrated Tax	Central Tax	₹0.00	₹0.00	State/UT Tax	CESS	₹0.00	₹0.00	<table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Total Value</td></tr> <tr><td>₹0.00</td><td></td></tr> <tr><td>Integrated Tax</td><td>Central Tax</td></tr> <tr><td>₹0.00</td><td>₹0.00</td></tr> <tr><td>State/UT Tax</td><td>CESS</td></tr> <tr><td>₹0.00</td><td>₹0.00</td></tr> </table>	Total Value		₹0.00		Integrated Tax	Central Tax	₹0.00	₹0.00	State/UT Tax	CESS	₹0.00	₹0.00	<table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Total Liability</td></tr> <tr><td colspan="2">₹0</td></tr> </table>	Total Liability		₹0	
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**Steps to file your GSTR-10 return.**

1. Click on "Proceed to File" for computation of tax, interest and late fee, if any
2. "Proceed to File" button would be disabled once liabilities are computed and reflected in Table 9 & 10 box.
3. Click on "Table 9 & 10" to pay liabilities and file the return
4. Additional details can be added even after clicking on 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the return
5. Click on '**Download Filed GSTR-10 (PDF)**' button to view summary of filed details in PDF format.

6. Enter the address for future correspondence,  
भविष्य के अनुरूप अपना पता दर्ज करें,
7. Click the **SAVE** button.  
सेव बटन पर क्लिक करें।
8. A success message is displayed that request has been accepted successfully.  
एक सफल संदेश प्रदर्शित होता है कि अनुरोध सफलतापूर्वक स्वीकार कर लिया गया है।

Request has been accepted successfully.. ✕

Address for future correspondence Help ?

Building No. / Flat No. <span style="color: red;">*</span> <input style="width: 90%;" type="text" value="1"/>	Floor No. <input style="width: 90%;" type="text" value="Enter Floor No."/>	Name of the Premises / Building <input style="width: 90%;" type="text" value="Enter Name of the Premises / Building"/>
Road / Street <span style="color: red;">*</span> <input style="width: 90%;" type="text" value="MG"/>	City / Town / Locality / Village <span style="color: red;">*</span> <input style="width: 90%;" type="text" value="ECITY"/>	
State <span style="color: red;">*</span> <input style="width: 90%;" type="text" value="Odisha"/>	District <span style="color: red;">*</span> <input style="width: 90%;" type="text" value="Angul"/>	PIN Code <span style="color: red;">*</span> <input style="width: 90%;" type="text" value="753001"/>
Latitude <input style="width: 90%;" type="text" value="Enter Latitude"/>	Longitude <input style="width: 90%;" type="text" value="Enter Longitude"/>	<input type="checkbox"/> Mobile Number <span style="color: red;">*</span> <input style="width: 90%;" type="text" value="+91 9991236547"/>
<input type="text" value="STD"/> Telephone Number (with STD Code) <input style="width: 90%;" type="text" value="Enter Telephone Number"/>	<input type="text" value="abc@gmail.com"/> Email Address <span style="color: red;">*</span> <input style="width: 90%;" type="text" value="abc@gmail.com"/>	<input type="text" value="STD"/> FAX Number (with STD Code) <input style="width: 90%;" type="text" value="Enter FAX Number"/>

**SAVE**

**9. Update Particulars of certifying Chartered Accountant or Cost Accountant (Not applicable for Nil GSTR-10 Return)**

चार्टर्ड एकाउंटेंट या कॉस्ट एकाउंटेंट प्रमाणित करने के विवरण अपडेट करें (निल जीएसटी -10 रिटर्न के लिए लागू नहीं)

10. Click the PREVIEW DRAFT GSTR-10 button. This button will download the draft Summary page of Form GSTR-10 for your review

प्रीव्यू ड्राफ्ट GSTR-10 बटन पर क्लिक करें। यह बटन आपकी समीक्षा के लिए फॉर्म GSTR-10 के मसौदे सारांश पृष्ठ को डाउनलोड करेगा

Skip to Main Content A+ A-

**Goods and Services Tax**

KIRAN KUMAR KOTHA

Dashboard Services GST Law Search Taxpayer Help e-Way Bill System

Dashboard Returns English

### GSTR10 - Final Return

GSTIN - 37DERPK3419F1Z9	Legal Name - KIRAN KUMAR KOTHA	Trade Name - KOTHA Traders
FY - 2018-19	Status - Not Filed	Date of cancellation order- 13-08-2018
Effective date of cancellation of registration- 01-08-2018	Reference number of cancellation order - ZA370818000755A	Due Date - 13-11-2018

**Steps to prepare your GSTR-10 return online**

1. Provide the 'Address for future correspondence' and click on Save.
2. Click on 'Table 8A, 8B & 8C' or 'Table 8D' box whichever is applicable and add relevant details.
3. Summary of added details would be available on the relevant box.
4. Click on '**Preview Draft GSTR-10**' button to view summary of added details in PDF format.
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

[Help Manual](#)

Address for future correspondence [Help](#)

CA Certificate [Help](#)

8A, 8B & 8C - Goods Details With Invoices	8D - Goods Details Without Invoices	9 & 10 - Amount of tax payable and paid																												
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**Steps to file your GSTR-10 return.**

1. Click on "Proceed to File" for computation of tax, interest and late fee, if any
2. "Proceed to File" button would be disabled once liabilities are computed and reflected in Table 9 & 10 box.
3. Click on "Table 9 & 10" to pay liabilities and file the return
4. Additional details can be added even after clicking on 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the return
5. Click on '**Download Filed GSTR-10 (PDF)**' button to view summary of filed details in PDF format.

BACK
PREVIEW DRAFT GSTR-10
PROCEED TO FILE

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11. Click the **PROCEED TO FILE** button.  
**प्रोसीड टो फ़ाइल बटन पर क्लिक करें।**

Skip to Main Content A+ A

**Goods and Services Tax**

KIRAN KUMAR KOTHA

Dashboard Services GST Law Search Taxpayer Help e-Way Bill System

Dashboard Returns English

### GSTR10 - Final Return

GSTIN - 37DERPK3419F1Z9	Legal Name - KIRAN KUMAR KOTHA	Trade Name - KOTHA Traders
FY - 2018-19	Status - Not Filed	Date of cancellation order- 13-08-2018
Effective date of cancellation of registration- 01-08-2018	Reference number of cancellation order - ZA370818000755A	Due Date - 13-11-2018

Steps to prepare your GSTR-10 return online

1. Provide the 'Address for future correspondence' and click on Save.
2. Click on 'Table 8A, 8B & 8C' or 'Table 8D' box whichever is applicable and add relevant details.
3. Summary of added details would be available on the relevant box.
4. Click on '**Preview Draft GSTR-10**' button to view summary of added details in PDF format.
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

[Help Manual](#)

Address for future correspondence Help

CA Certificate Help

8A, 8B & 8C - Goods Details With Invoices	8D - Goods Details Without Invoices	9 & 10 - Amount of tax payable and paid																																		
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Steps to file your GSTR-10 return.

1. Click on "Proceed to File" for computation of tax, interest and late fee, if any
2. "Proceed to File" button would be disabled once liabilities are computed and reflected in Table 9 & 10 box.
3. Click on "Table 9 & 10" to pay liabilities and file the return
4. Additional details can be added even after clicking on 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the return
5. Click on '**Download Filed GSTR-10 (PDF)**' button to view summary of filed details in PDF format.

BACK
PREVIEW DRAFT GSTR-10
PROCEED TO FILE

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12. A message is displayed on top page of the screen that Proceed to file request has been received. Please check the status in sometime. Click the **REFRESH** button.

स्क्रीन के शीर्ष पृष्ठ पर एक संदेश प्रदर्शित होता है कि "फाइल अनुरोध प्राप्त हो गया है। कृपया कुछ समय में स्थिति की जांच करें"। रिफ्रेश बटन पर क्लिक करें।

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**Goods and Services Tax**

KIRAN KUMAR KOTHA

Dashboard Services GST Law Search Taxpayer Help e-Way Bill System

Dashboard > Returns English

GSTR10 - Final Return

GSTIN - 37DERPK3419F1Z9      Legal Name - KIRAN KUMAR KOTHA      Trade Name - KOTHA Traders

FY - 2018-19      Status - Not Filed      Date of cancellation order- 13-08-2018

Effective date of cancellation of registration- 01-08-2018      Reference number of cancellation order - ZA370818000755A      Due Date - 13-11-2018

Steps to prepare your GSTR-10 return online

1. Provide the 'Address for future correspondence' and click on Save.
2. Click on 'Table 8A, 8B & 8C' or 'Table 8D' box whichever is applicable and add relevant details.
3. Summary of added details would be available on the relevant box.
4. Click on 'Preview Draft GSTR-10' button to view summary of added details in PDF format.
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

Help Manual

Proceed to file request has been received, please check the status in sometime.

Address for future correspondence Help

CA Certificate Help

8A, 8B & 8C - Goods Details With Invoices	8D - Goods Details Without Invoices	9 & 10 - Amount of tax payable and paid
No. of Records - 1	No. of Records - 1	
<p>Total Value ₹3,45,566.00</p> <p>Integrated Tax ₹0.00</p> <p>State/UT Tax ₹1,000.00</p>	<p>Total Value ₹24,55,555.00</p> <p>Integrated Tax ₹1,000.00</p> <p>State/UT Tax ₹0.00</p>	<p>Total Liability ₹0</p>
<p>Central Tax ₹1,000.00</p> <p>CESS ₹0.00</p>	<p>Central Tax ₹0.00</p> <p>CESS ₹0.00</p>	

Steps to file your GSTR-10 return.

1. Click on "Proceed to File" for computation of tax, interest and late fee, if any
2. "Proceed to File" button would be disabled once liabilities are computed and reflected in Table 9 & 10 box.
3. Click on "Table 9 & 10" to pay liabilities and file the return
4. Additional details can be added even after clicking on "Proceed to file" button, then you would be required to follow steps 1 to 3 again to file the return
5. Click on "Download Filed GSTR-10 (PDF)" button to view summary of filed details in PDF format.

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Top

13. Once the status of Form GSTR-10 is ready to File, **9 & 10 - Amount of tax payable and paid** tile gets enabled. Click the **9 & 10 - Amount of tax payable and paid** tile.

फॉर्म GSTR-10 की स्थिति फ़ाइल के लिए तैयार हो जाने के बाद, **9 और 10 - कर देय और भुगतान** टाइल की राशि सक्षम हो जाती है। **9 और 10 - देय और भुगतान** टाइल पर क्लिक करें।

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**Goods and Services Tax**

KIRAN KUMAR KOTHA

Dashboard Services GST Law Search Taxpayer Help e-Way Bill System

Dashboard > Returns English

### GSTR10 - Final Return

GSTIN - 37DERPK3419F1Z9	Legal Name - KIRAN KUMAR KOTHA	Trade Name - KOTHA Traders
FY - 2018-19	Status - Ready to file	Date of cancellation order- 13-08-2018
Effective date of cancellation of registration- 01-08-2018	Reference number of cancellation order - ZA370818000755A	Due Date - 13-11-2018

**Steps to prepare your GSTR-10 return online**

1. Provide the 'Address for future correspondence' and click on Save.
2. Click on 'Table 8A, 8B & 8C' or 'Table 8D' box whichever is applicable and add relevant details.
3. Summary of added details would be available on the relevant box.
4. Click on 'Preview Draft GSTR-10' button to view summary of added details in PDF format.
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

[Help Manual](#)

Ready to file as on 24/09/2018.

Address for future correspondence [Help](#)

CA Certificate [Help](#)

<div style="background-color: #0056b3; color: white; padding: 2px;"><b>8A, 8B &amp; 8C - Goods Details With Invoices</b></div> <div style="background-color: #e6f2ff; padding: 2px; text-align: center;">No. of Records - 1</div> <table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Total Value</td></tr> <tr><td>₹3,45,566.00</td><td></td></tr> <tr><td>Integrated Tax</td><td>Central Tax</td></tr> <tr><td>₹0.00</td><td>₹1,000.00</td></tr> <tr><td>State/UT Tax</td><td>CESS</td></tr> <tr><td>₹1,000.00</td><td>₹0.00</td></tr> </table>	Total Value		₹3,45,566.00		Integrated Tax	Central Tax	₹0.00	₹1,000.00	State/UT Tax	CESS	₹1,000.00	₹0.00	<div style="background-color: #0056b3; color: white; padding: 2px;"><b>8D - Goods Details Without Invoices</b></div> <div style="background-color: #e6f2ff; padding: 2px; text-align: center;">No. of Records - 1</div> <table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Total Value</td></tr> <tr><td>₹24,55,555.00</td><td></td></tr> <tr><td>Integrated Tax</td><td>Central Tax</td></tr> <tr><td>₹1,000.00</td><td>₹0.00</td></tr> <tr><td>State/UT Tax</td><td>CESS</td></tr> <tr><td>₹0.00</td><td>₹0.00</td></tr> </table>	Total Value		₹24,55,555.00		Integrated Tax	Central Tax	₹1,000.00	₹0.00	State/UT Tax	CESS	₹0.00	₹0.00	<div style="background-color: #0056b3; color: white; padding: 2px;"><b>9 &amp; 10 - Amount of tax payable and paid</b></div> <table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">Total Liability</td></tr> <tr><td colspan="2">₹3,000.00</td></tr> </table>	Total Liability		₹3,000.00	
Total Value																														
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Integrated Tax	Central Tax																													
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₹0.00	₹0.00																													
Total Liability																														
₹3,000.00																														

**Steps to file your GSTR-10 return.**

1. Click on "Proceed to File" for computation of tax, interest and late fee, if any
2. "Proceed to File" button would be disabled once liabilities are computed and reflected in Table 9 & 10 box.
3. Click on "Table 9 & 10" to pay liabilities and file the return
4. Additional details can be added even after clicking on "Proceed to file" button, then you would be required to follow steps 1 to 3 again to file the return
5. Click on "Download Filed GSTR-10 (PDF)" button to view summary of filed details in PDF format.

BACK
PREVIEW DRAFT GSTR-10
PROCEED TO FILE

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14. The cash and credit ledger balance as available on date are shown in below table:

उपलब्ध नकद और क्रेडिट खाताधारक शेष राशि नीचे दी गई तालिका में दिखाया गया है:

Skip to Main Content A+ A

**Goods and Services Tax**

KIRAN KUMAR KOTHA

Dashboard Services GST Law Search Taxpayer Help e-Way Bill System

Dashboard Final Return GSTR10 English

### Cash and Credit Ledger Balance Help

Description	Cash Ledger Balance					Credit Ledger B		
	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	CESS (₹)	Total (₹)	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)
Tax	₹0	₹0	₹0	₹0	₹0	₹3,00,000	₹23,400	₹23,400
Interest	₹0	₹0	₹0	₹0	₹0			
Late Fees		₹0	₹0		₹0			

Tax, Interest, Late fee payable and paid

Description	Tax Payable(₹)	Tax paid along with application for cancellation of registration (GST REG-16)	Balance Tax Payable(₹)	Paid through ITC(₹)				Tax to be paid in Cash(₹)
				Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	CESS (₹)	
				Available balance is 2,99,000.00				
Integrated Tax	₹1,000	₹0	₹1,000	₹1,000	₹0	₹0		₹0
Central Tax	₹1,000	₹0	₹1,000	₹0	₹1,000			₹0
State/UT Tax	₹1,000	₹0	₹1,000	₹0		₹1,000		₹0
CESS	₹0	₹0	₹0				₹0	₹0

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

[BACK](#)
[CREATE CHALLAN](#)
[PREVIEW DRAFT GSTR-10](#)
[FILE GSTR-10](#)

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**If the available balance in Electronic Cash Ledger/ Credit Ledger is less than the amount required to offset the liabilities then You may directly create challan for payment of remaining part of liability by clicking on the CREATE CHALLAN button.**

**यदि इलेक्ट्रॉनिक कैश लेजर / क्रेडिट लेजर में उपलब्ध शेष राशि देनदारियों को ऑफसेट करने के लिए आवश्यक राशि से कम है तो आप CREATE CHALLAN बटन पर क्लिक करके देयता के शेष हिस्से के भुगतान के लिए सीधे चालान बना सकते हैं।**



Skip to Main Content

## Goods and Services Tax

ANGAD JASBIRSINGH A

Dashboard Services - GST Law Search Taxpayer - Help - e-Way Bill System

Dashboard Final Return GSTR10 English

### Cash and Credit Ledger Balance Help

**!** You do not have sufficient cash balance to pay off your liabilities. Kindly add sufficient balance by clicking Create Challan button and then proceed for the filing.

Description	Cash Ledger Balance					Credit Ledger E		
	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	CESS (₹)	Total (₹)	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)
Tax	₹43,400	₹40,600	₹45,600	₹50,400	₹1,80,000	₹75,056	₹0	₹0
Interest	₹0	₹0	₹0	₹0	₹0			
Late Fees		₹1,725	₹1,725		₹3,450			

Tax, Interest, Late fee payable and paid

(₹)	Tax to be paid in Cash(₹)	Interest Payable(₹)	Interest to be paid in Cash(₹)	Late Fee Payable(₹)	Late Fee to be paid in Cash(₹)	Utilizable Cash Balance(₹)	Additional Cash Required(₹)
₹0	₹0	₹0	₹0			₹0	₹0
	₹0	₹24	₹24	₹4,800	₹4,800	₹1,725	₹3,099
₹0	₹0	₹24	₹24	₹4,800	₹4,800	₹1,725	₹3,099
	₹0	₹0	₹0			₹0	₹0

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

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i. The **Create Challan** page is displayed.

क्रिएट चालान पृष्ठ डिस्प्लेड होता है।

**Note:**

- You cannot edit the amount in challan.  
आप चालान में राशि संपादित नहीं कर सकते हैं।

ii. Select the **Payment Modes** as **E-Payment**

ई-भुगतान के रूप में भुगतान मोड का चयन करें

iii. Click the **GENERATE CHALLAN** button.

जेनेरेट चालान बटन पर क्लिक करें।

## Tax Liability

	Tax ( ₹ )	Interest ( ₹ )	Penalty ( ₹ )	Fees ( ₹ )	Other ( ₹ )	Total ( ₹ )
CGST(0005)	0	24		3075		3,099
IGST(0008)	0	0				0
CESS(0009)	0	0				0
Delhi SGST(0006)	0	24		3075		3,099
<b>Total Challan Amount:</b>	₹ 6,198 /-					
<b>Total Challan Amount (In Words):</b>	Rupees Six Thousand One hundred Ninety-Eight Only					

## Payment Modes

<input checked="" type="checkbox"/> E-Payment	✓
<input type="checkbox"/> Over The Counter	
<input type="checkbox"/> NEFT/RTGS	

[GENERATE CHALLAN](#)

- iv. The Challan is generated.  
चालान उत्पन्न हो गया है।



Goods and Services Tax

ANGAD JASBIR SINGH A ~

Dashboard Services GST Law Search Taxpayer Help e-Way Bill System

Dashboard Payment Generate Challan English

Challan successfully generated

GST Challan

CPIN 18080700000021	Challan Generation Date 09/08/2018 12:09:15	Challan Expiry Date 24/08/2018
------------------------	--	-----------------------------------

Mode of Payment :- E-Payment

Details Of Taxpayer

GSTIN/Other Id 21ACXPK3463AI35	Email Address XXXXXXXXXXXX@XXXXXXXXXX.com	Mobile Number 1XXXXXX1945
Name Mukesh Dhanjibhai Karshala	Address XXXXXXXXXX Odisha,753001	

Details of Deposit

	Tax (₹)	Interest (₹)	Penalty (₹)	Fees (₹)	Other (₹)	Total (₹)
CGST(0005)	0	24	0	3,075	0	3,099
IGST(0008)	0	0	0	0	0	0
CESS(0009)	0	0	0	0	0	0
Delhi SGST(0006)	0	24	0	3,075	0	3,099
<b>Total Challan Amount:</b>	₹ 6,198 /-					
<b>Total Challan Amount (In Words):</b>	Rupees Six Thousand One hundred Ninety-Eight Only					

Select Mode of E-Payment

Net Banking

DOWNLOAD MAKE PAYMENT

If amount is deducted from bank account and not reflected in electronic cash ledger, please raise grievance under Grievance Type Grievance Against Payment.

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**Net Banking:** You will be directed to the Net Banking page of the selected Bank. The payment amount is shown at the Bank's website.

**नेट बैंकिंग:** आपको चयनित बैंक के नेट बैंकिंग पेज पर निर्देशित किया जाएगा। भुगतान राशि बैंक की वेबसाइट पर दिखायी जाती है।

In case of successful payment, you will be re-directed to the GST Portal where the transaction status will be displayed. सफल भुगतान के बाद, आपको जीएसटी पोर्टल पर रीडायरेक्ट किया जाएगा जहां लेनदेन की स्थिति प्रदर्शित की जाएगी।

15. Click the **PREVIEW DRAFT GSTR-10** button to view the summary page of Form GSTR-10 for your review.

अपनी समीक्षा के लिए फॉर्म GSTR-10 के सारांश पृष्ठ को देखने के लिए **प्रीव्यू ड्राफ्ट GSTR-10** बटन पर क्लिक करें।

Skip to Main Content A+ A-

**Goods and Services Tax**

KIRAN KUMAR KOTHA

Dashboard Services GST Law Search Taxpayer Help e-Way Bill System

Dashboard Final Return GSTR10 English

### Cash and Credit Ledger Balance Help

Description	Cash Ledger Balance					Credit Ledger B		
	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	CESS (₹)	Total (₹)	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)
<b>Tax</b>	₹0	₹0	₹0	₹0	₹0	₹3,00,000	₹23,400	₹23,400
<b>Interest</b>	₹0	₹0	₹0	₹0	₹0			
<b>Late Fees</b>		₹0	₹0		₹0			

Tax, Interest, Late fee payable and paid

Tax (₹)		Tax to be paid in Cash(₹)	Interest Payable(₹)	Interest to be paid in Cash(₹)	Late Fee Payable(₹)	Late Fee to be paid in Cash(₹)	Utilizable Cash Balance(₹)	Additional Cash Required(₹)
Integrated Tax (₹)	CESS (₹)							
₹0		₹0	₹0	₹0			₹0	₹0
		₹0	₹0	₹0	₹0	₹0	₹0	₹0
₹1,000		₹0	₹0	₹0	₹0	₹0	₹0	₹0
	₹0	₹0	₹0	₹0			₹0	₹0

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

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16. Select the **Declaration** checkbox.

डिक्लरेशन चेकबॉक्स का चयन करें।

17. Select the **Authorized Signatory** from the drop-down list.

ड्रॉप-डाउन सूची से ऑथॉरिज्ड हस्ताक्षरकर्ता का चयन करें।

18. Click the **FILE GSTR-10** button.

फ़ाइल GSTR-10 बटन पर क्लिक करें।

Skip to Main Content

**Goods and Services Tax**

KIRAN KUMAR KOTHA

Dashboard Services GST Law Search Taxpayer Help e-Way Bill System

Dashboard Final Return GSTR10 English

### Cash and Credit Ledger Balance Help

Description	Cash Ledger Balance					Credit Ledger B		
	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	CESS (₹)	Total (₹)	Integrated Tax (₹)	Central Tax (₹)	State/UT T. (₹)
Tax	₹0	₹0	₹0	₹0	₹0	₹3,00,000	₹23,400	₹23,400
Interest	₹0	₹0	₹0	₹0	₹0			
Late Fees		₹0	₹0		₹0			

### Tax, Interest, Late fee payable and paid

₹(₹)	State/UT Tax (₹)	CESS (₹)	Tax to be paid in Cash(₹)	Interest Payable(₹)	Interest to be paid in Cash(₹)	Late Fee Payable(₹)	Late Fee to be paid in Cash(₹)	Utilizable Cash Balance(₹)	Additional Cash Required(₹)
₹0			₹0	₹0	₹0			₹0	₹0
			₹0	₹0	₹0	₹0	₹0	₹0	₹0
₹1,000			₹0	₹0	₹0	₹0	₹0	₹0	₹0
		₹0	₹0	₹0	₹0			₹0	₹0


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

Authorised Signatory \*

KIRAN KOTHA

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19. Click the **YES** button.  
यस बटन पर क्लिक करें।



## Warning

You are about to agree to offset your tax, interest and late fee, as indicated. Relevant amounts will be deducted from Electronic Cash ledger and accordingly liability will be reduced. Once these entries are made, these can NOT be reversed. Are you sure you want to continue?

20. The **Submit Application** page is displayed. Click the **FILE WITH EVC** button.  
सबमिट आवेदन पृष्ठ प्रदर्शित किया गया है। ईवीसी बटन के साथ फ़ाइल पर क्लिक करें।

Dashboard > Submit Application English

Return Type	Return Period	GSTIN/UIN/Temporary ID
Form GSTR-10		37DERPK3419F1Z9

## Warning

Digital signatures are governed by the provisions of Information Technology Act, 2000 ("IT Act") and rules made thereunder. It is a mode of authenticating electronic records [Section 2(p) of IT Act]. Affixing digital signature on any document herein is deemed to be equivalent to affixing hand written signature/mark on such information/document (Section 5 of IT Act). Fraudulently/Dishonestly making use of any other person's digital signature is a punishable offence under IT Act (Section 66 C). Before attaching your digital signature certificate, please be certain that you wish to authenticate this electronic record.

❗ DSC is compulsory for Companies & LLP  
❗ Facing problem using DSC? Click here for help

FILE WITH DSC
FILE WITH EVC

21. Enter the OTP sent on email and mobile number of the Authorized Signatory registered at the GST Portal and click the **VALIDATE OTP** button.

जीएसटी पोर्टल पर पंजीकृत ईमेल और मोबाइल नंबर पर भेजे गए ओटीपी दर्ज करें और **वैध ओटीपी बटन** क्लिक करें।

### OTP Verification

Please enter OTP

OTP has been sent to your Email and Mobile number registered at the GST portal

CLOSE
VALIDATE OTP

22. The success message is displayed and ARN is displayed. Status of the Form GSTR-10 return changes to "Filed". Click the **BACK** button.

सफलता संदेश प्रदर्शित और एआरएन प्रदर्शित होता है। फॉर्म GSTR-10 की स्थिति "फाइलड" में परिवर्तन बदलती है। **बैक बटन** पर क्लिक करें।

Dashboard > Returns > File English

GSTIN - 37DERPK3419F1Z9 FY - 2018-19	Legal Name - KIRAN KUMAR KOTHA Return Period -	Trade Name - KOTHA Traders Status - Filed
---	---	--

✔ GSTR-10 of GSTIN has been successfully filed. The Acknowledgment Reference Number: is AA370818000150L. The GSTR 10 can be viewed on your Dashboard Login=>Taxpayer Dashboard=>Returns=>Final Return. This message is sent to your registered Email ID and Mobile Number

BACK

Note: After Form GSTR-10 is filed:

नोट: फॉर्म GSTR-10 दायर करने के बाद:

- ARN is generated on successful filing of the Form GSTR-10 Return.
- फॉर्म जीएसटी -10 रिटर्न की सफल फाइलिंग पर एआरएन उत्पन्न होता है।
- An SMS and an email are sent to the taxpayer on his registered mobile and email id.
- करदाता को उनके पंजीकृत मोबाइल और ईमेल आईडी पर एक एसएमएस और ईमेल भेजा जाता है।

23. Click the **PREVIEW FINAL GSTR-10** button to download the filed return.

फाइलड वापसी डाउनलोड करने के लिए **प्रीव्यू फाइनल GSTR-10** बटन पर क्लिक करें।



GSTIN - 37DERPK3419F1Z9	Legal Name - KIRAN KUMAR KOTHA	Trade Name - KOTHA Traders
FY - 2018-19	Status - Filed	Date of cancellation order- 13-08-2018
Effective date of cancellation of registration- 01-08-2018	Reference number of cancellation order - ZA370818000755A	Due Date - 13-11-2018

## Steps to prepare your GSTR-10 return online

1. Provide the 'Address for future correspondence' and click on Save.
2. Click on 'Table 8A, 8B & 8C' or 'Table 8D' box whichever is applicable and add relevant details.
3. Summary of added details would be available on the relevant box.
4. Click on 'Preview Draft GSTR-10' button to view summary of added details in PDF format.
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

Help Manual

## Address for future correspondence

Help

## CA Certificate

Help

## 8A, 8B &amp; 8C - Goods Details With Invoices

No. of Records - 1

Total Value	₹3,45,566.00
Integrated Tax	₹0.00
State/UT Tax	₹1,000.00
Central Tax	₹1,000.00
CESS	₹0.00

## 8D - Goods Details Without Invoices

No. of Records - 1

Total Value	₹24,55,555.00
Integrated Tax	₹1,000.00
State/UT Tax	₹0.00
Central Tax	₹0.00
CESS	₹0.00

## 9 &amp; 10 - Amount of tax payable and paid

Total Liability	₹3,000.00	Paid Through Cash	₹0
Paid Through Credit	₹3,000.00		

## Steps to file your GSTR-10 return.

1. Click on "Proceed to File" for computation of tax, interest and late fee, if any
2. "Proceed to File" button would be disabled once liabilities are computed and reflected in Table 9 & 10 box.
3. Click on "Table 9 & 10" to pay liabilities and file the return
4. Additional details can be added even after clicking on "Proceed to file" button, then you would be required to follow steps 1 to 3 again to file the return
5. Click on "Download Filed GSTR-10 (PDF)" button to view summary of filed details in PDF format.

BACK

DOWNLOAD FILED GSTR-10

PROCEED TO FILE