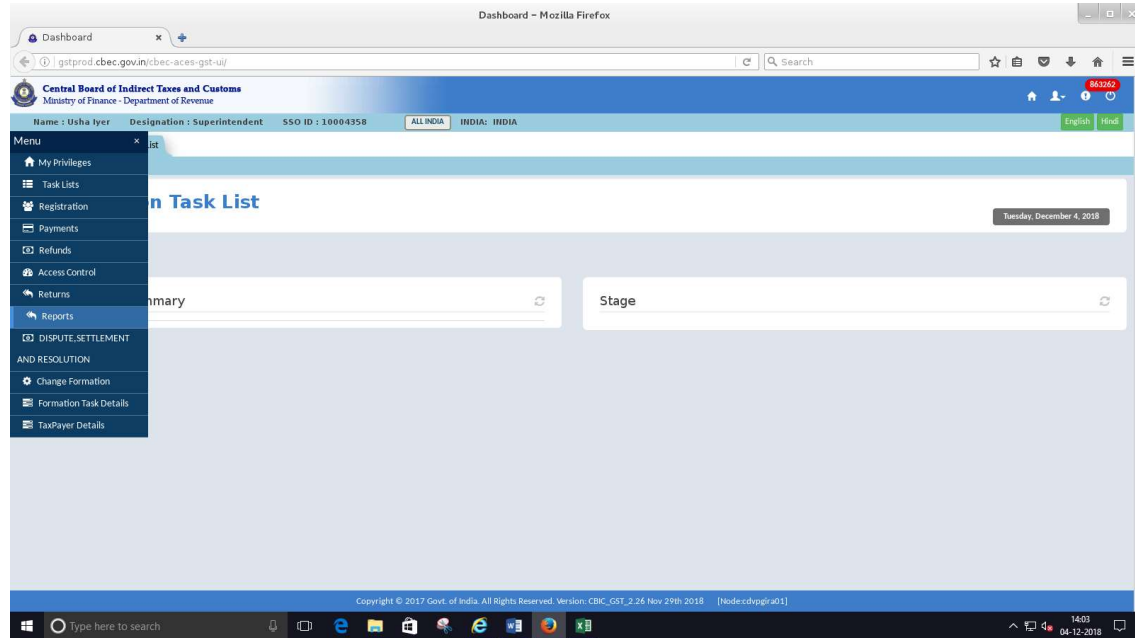


USER MANUAL ON REGISTRATION CANCELLATION - REASON WISE

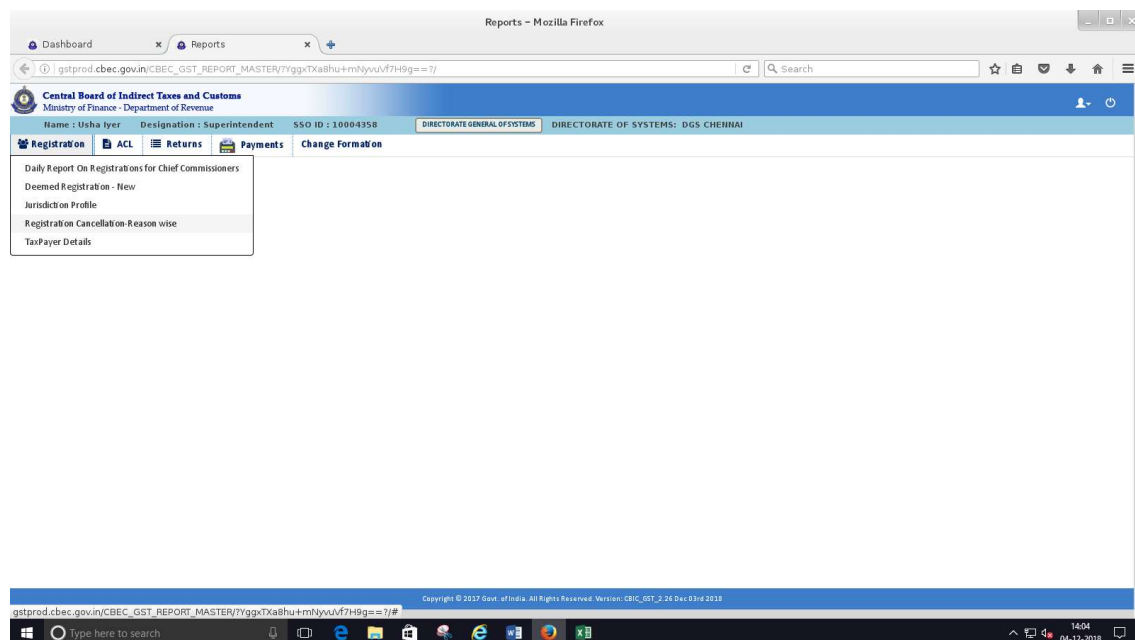
Under Registration Module a new report viz., Registration Cancellation reason wise has been developed. This report gives the details of cancellation of registration which are done by Taxpayer, Taxofficer, and Casual Taxable person/NRTP(who take registrations for a specific period), for a selected jurisdiction- selected period & selected cancellation type.

Navigational path to the said report along with screen shots is given as below.
After successful login to the citrix application in AIO, choose the Menu.

From Menu – click on Reports



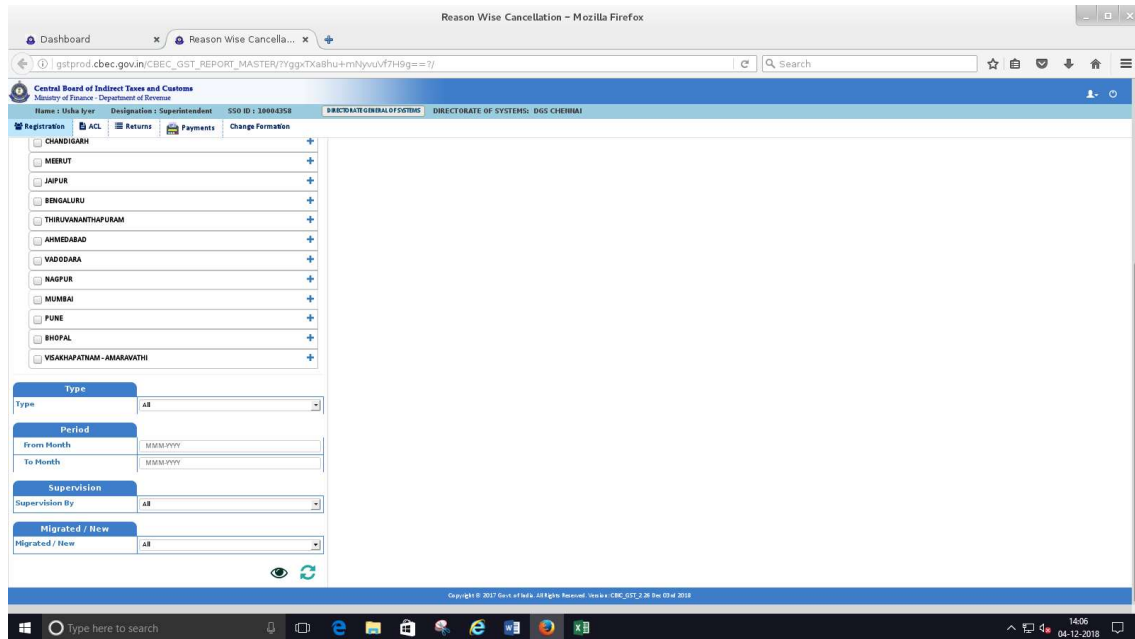
Reports will open in separate Tab. From Registration tab click on the Report viz., **Registration cancellation –Reason Wise**



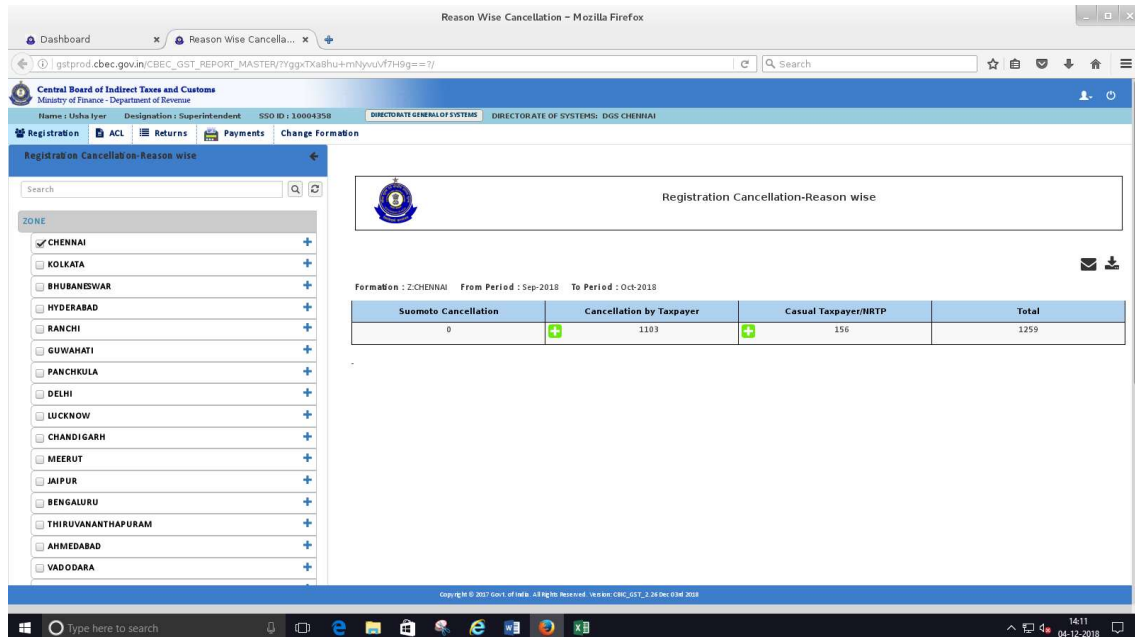
Search parameters are available as displayed in the screen below.

'Formation' can be selected to which the officer is mapped. 'Type' will have LOV 's for Suomoto Cancellation, Cancellation by Tax payer, Casual taxable person /NRTP and All.

Selection of 'From and To period', 'Supervision by Centre/State', 'Migrated/New Taxpayer' are also available.



On selecting the Zone, Type, Period, Supervision and whether Migrated /New following Display screen can be viewed.



- On click of (+) sign displayed against cancellation by tax payer, an expand screen is available which gives the details of Reason and Count and further on click of (-) the expanded screen will collapse bringing to earlier position.
- In a similar way 'Reasons' and 'Counts' will be displayed for Suomoto Cancellation and Casual tax payer/NRTP .
- The download shown against each of the count will display the list Reason wise.
- The download shown in the header next to email icon will display the total list for all types of cancellation.

Registration Cancellation-Reason wise

Formation : Z:CHENNAI From Period : Sep-2018 To Period : Oct-2018

Suomoto Cancellation	Cancellation by Taxpayer	Casual Taxpayer/NRTP	Total
0	1103	156	1259

Cancellation by Taxpayer Breakup

Reason	Count
Discontinuance of business/ Closure of business	822
Death of Sole Proprietor	13
Others	206
Ceased to be liable to pay tax	53
Change in constitution of business	5
Transfer of business on account of amalgamation, merger, demerger, sale, leased or otherwise	3
Voluntary registration, not commenced business within specified time	1
Total	1103

On click of the download option & selecting Submit, the same will be downloaded in Excel format .

Select Format

EXCEL

Submit Close

Reason Wise Cancellation - Mozilla Firefox

Dashboard x Reason Wise Cancell... x

gstprod.cbec.gov.in/CBEC_GST_REPORT_MASTER/7yggkTXa8hu+emNyuuvf7H9g==?/

Central Board of Indirect Taxes and Customs
Ministry of Finance - Department of Revenue

Name : Siba Iyer Designation : Superintendent SSO ID : 130004358 DIRECTOR GENERAL OF CUSTOMS DIRECTORATE OF SYSTEMS - DGS CHENNAI

Registration ACL Returns Payments Change Formation

Registration Cancellation-Reason wise

Search

ZONE

- CHENNAI
- KOLKATA
- BHUBANESHWAR
- HYDERABAD
- BANGCH
- GUWAHATI
- PANCHKULA
- DELHI
- LUCKNOW
- CHANDIGARH
- MERUT
- JAMPUR
- BENGALURU
- THIRUVANANTHAPURAM
- AHMEDABAD
- VADODARA
- NAGPUR
- MUMBAI
- PUNE

Formation : ZONE

Opening Reason wise cancellation.xlsx

You have chosen to open:
Reason wise cancellation.xlsx
which is: Excel spreadsheet (213 KB)
from: blob

What should Firefox do with this file?

Open with OpenOffice 4.1.3 Calc (default)

Save File

Do this automatically for files like this from now on.

Cancel OK

Casual Taxpayer/NRTP	Total
156	1259

	Count
Ceased to be liable to pay tax	822
Change in constitution of business	13
Transfer of business on account of amalgamation, merger, demerger, sale, leased or otherwise	206
Voluntary registration, not commenced business within specified time	53
Total	1103

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The list showing the total cancellation count is displayed as shown in the excel below, on click of download of option.

Reason wise cancellation.xlsx (read-only) - OpenOffice Calc

File Edit View Insert Format Tools Data Window Help

JR_PAGE_ANCHOR

S.No.	Zone	Commissionerate	Sub-Commissionerate	Division	Range	GSTIN	Registration Type	Trade Name	Legal Name	PAN No.
1	CHENNAI	CHENNAI-NORTH	...	MADHAVARAM	RANGE IV	33AAY9997Q1ZP	Normal	S. P. K. RAJAH	KANDASAMY YUVARAJAN	AAY9997Q
2	CHENNAI	CHENNAI-NORTH	...	MADHAVARAM	RANGE IV	33ABGF7438M1ZU	Normal	MR.FIBS	MR.FIBS	ABGFM7438M
3	CHENNAI	CHENNAI-NORTH	...	MADHAVARAM	RANGE IV	33BIPAS194C1ZLN	Normal	DEVI SHREE GOODS CARRIER	ANAND	BIIPAS194C
4	CHENNAI	CHENNAI-NORTH	...	MADHAVARAM	RANGE IV	33DBLPM4415G1ZRL	Normal	MobAccess	Gopinath Moorthy	DBLPM4415G
5	CHENNAI	CHENNAI-NORTH	...	MADHAVARAM	RANGE I	33BBCPT2780A1ZZ	Casual Taxable Person	KRITI CREATION	KRITI TREHAN	BBCPT2780A
6	CHENNAI	CHENNAI-NORTH	...	ROYAPURAM	RANGE I	33ABIFA9021G1ZQ	Normal	ANDAM TRADERS	ANDAM TRADERS	ABIFA9021G
7	CHENNAI	CHENNAI-NORTH	...	ROYAPURAM	RANGE I	33AVPK5824B2ZG	Normal	BKS CONSTRUCTION	KANNAN	AVPK5824B
8	CHENNAI	CHENNAI-NORTH	...	ROYAPURAM	RANGE I	33BFSR5544G1ZG	Normal	RC SUPER TRADES	SHAW RAMEEZ RAJA	BFSR5544G

RegistrationCancellation/

Sheet 1 | 1 PageStyle_RegistrationCancellation STD Sum=0 100%

Reason wise cancellation.xlsx (read-only) - OpenOffice Calc

PAN No.	Constitution of Business	Effective Date of Registration	Approved by Tax Officer/Expired	Type of Cancellation	Effective Date of Cancellation	Reason for Cancellation	Date of Application of Cancellation	Date of Approval of Cancellation	Email ID	Phone Number
AAYPY9997Q	Proprietorship	01/07/2017	Approved	CANCELLATION BY TAXPAYER	31/10/2018	Death of Sole Proprietor	20/11/2018	29/11/2018	spkrajahanharan@gmail.com	7200427777
ABGM7438M	Partnership	20/10/2017	Approved	CANCELLATION BY TAXPAYER	01/10/2018	Discontinuance of business/ Closure of business	19/11/2018	26/11/2018	mr.fib50@gmail.com	984041064
BIPAS194C	Proprietorship	18/08/2017	Approved	CANCELLATION BY TAXPAYER	31/10/2018	Discontinuance of business/ Closure of business	16/11/2018	26/11/2018	hananand309@gmail.com	9952913966
DBLPM4415G	Proprietorship	21/03/2018	Approved	CANCELLATION BY TAXPAYER	22/10/2018	Discontinuance of business/ Closure of business	14/11/2018	15/11/2018	goppish21@gmail.com	9940244388
BBCPT2780A	Proprietorship	25/08/2018	Expired	CASUAL TAXPAYER/NRTP	25/09/2018	Registration Expired	21/08/2018		Cashprakhatrig@gmail.com	9990178015
ABIFA9021G	Partnership	10/08/2017	Approved	CANCELLATION BY TAXPAYER	01/09/2018	Discontinuance of business/ Closure of business	19/09/2018	08/11/2018	andamtraders17@gmail.com	7010506555
AVVPK5824B	Proprietorship	08/03/2018	Approved	CANCELLATION BY TAXPAYER	07/09/2018	Discontinuance of business/ Closure of business	11/09/2018	14/11/2018	bksconstruction18@gmail.com	9840414182
BPSPR5544G	Proprietorship	21/03/2018	Approved	CANCELLATION BY TAXPAYER	01/10/2018	Discontinuance of business/ Closure of business	11/10/2018	14/11/2018	CLIENTGST@yahoo.com	9176763524

On clicking the Reason wise download, below excel is displayed. (eg;-Death of Sole proprietor). The downloaded excel can be saved in the AIO in D drive.

Reason wise cancellation-1.xlsx (read-only) - OpenOffice Calc

Registration Cancellation-Reason wise

Type : Cancellation By Taxpayer
Reason Description : Death of Sole Proprietor
From Period : Sep-2018
To Period : Oct-2018
Supervision : All
Migrated / New : All

S.No.	Zone	Commissionerate	Sub-Commissionerate	Division	Range	GSTIN	Registration Type	Trade Name	Legal Name	PAN No.
1	CHENNAI	CHENNAI-NORTH	---	MADHAVARAM	RANGE IV	33AAYPY9997Q1ZP	Normal	S. P. K. RAJAH	KANDASAMY YUVARAJAN	AAYPY9997Q
2	CHENNAI	CHENNAI-NORTH	---	AMBATTUR	RANGE III	33AADPN8040N1ZJ	Normal	RAMDEV ELECTRONICS	NANDARAM	AADPN8040N
3	CHENNAI	CHENNAI-SOUTH	---	ADYAR	RANGE III	33ADEPA9800D2Z2	Normal	SUPERMAN POWER SERVICE	ABDULKADER	ADEPA9800D
4	CHENNAI	CHENNAI-SOUTH	---	THYAGARAYA NAGAR	RANGE IV	33AKMPP4123F1ZC	Normal	PANNEER SELVAM PAPER M&D ASSOCIATES	PANNERSELVAM	AKMPP4123F
5	CHENNAI	CHENNAI-SOUTH	---	PORUR	RANGE IV	33AHNPD7042B1ZU	Normal	MANICKARAJ DEVANBOO	MANICKARAJ DEVANBOO	AHNPD7042B
6	CHENNAI	CHENNAI-SOUTH	---	GUINDY	RANGE III	33AAP57930F1ZL	Composition	ABOVSTOR	Revathy Sundar	AAIP57930F
7	CHENNAI	CHENNAI-OUTER	---	VILLUPURAM	THIRUVANNAMALAI RANGE	33BDBPK9667G1ZD	Normal	NATHAN TRADERS	VENKATESAN KAMALANATHAN	BDBPK9667G
8	CHENNAI	COIMBATORE	---	COIMBATORE - III	COIMBATORE - IIB	33ARMPD3891R1Z	Normal	SURIYA INDUSTRIES	ANANDHRAJ DHARMENDRAN	ARMPD3891R
9	CHENNAI	TIRUCHIRAPALLI	---	THANJAVUR	THANJAVUR - II RANGE	33AGQPD0033J1ZK	Composition	BHUVNESWARI CYCLE MART	MARIMUTHU MUDALIYAR DURARAJ	AGQPD0033J

To cross check, the Registrations which are cancelled will appear in INACTIVE LIST, as displayed in the screen below.

The screenshots show the 'GST InActive Registration List' interface. The top screenshot displays a table with one record:

Sl.No	Jurisdiction	GSTIN	GST Reg. Type	Cancelled By	Status	PAN	Business Name	Action
1	C:CHENNAI-NORTH > D:MADHAVARAM > R:RANGE IV	33AAIPY9997Q1ZP	Application for Existing Registration	Tax Payer	CANCELLED	AAIPY9997Q	KANDASAMY YUVARAJAN	

The bottom screenshot shows a detailed view of the same record, with a red box highlighting the cancellation transaction:

Sr.No	Transaction Type	Transaction Date	Status	Approved Date	ARN / GSTIN
1	Existing Registration		Approved	18-11-2017	AA330317018606E
2	Cancellation By Tax Payer	17-07-2018	Rejected	12-11-2018	33AAIPY9997Q1ZP
		20-11-2018	Approved	29-11-2018	33AAIPY9997Q1ZP

On click of Email icon, the report can be emailed to officers mail id.

The screenshot shows the 'Reason Wise Cancellation' report interface. An 'Email' dialog box is open, allowing the user to email the report. The dialog box contains the following fields:

- To: Usha Iyer@icegate.gov.in
- Cc:
- Select Format: EXCEL
- Buttons: Submit, Close

The background report shows the following data:

Supernote Cancellation	Cancellations by Taxpayer	Casual Taxpayer/IRTP	Total
0	1183	156	1339

The 'Cancellation by Taxpayer Breakup' table is as follows:

Reason	Count
Discontinuance of business/ Closure of business	822
Death of Sole Proprietor	13
Others	266
Ceased to be liable to pay tax	53
Change in constitution of business	5
Transfer of business on account of amalgamation, merger, demerger, sale, leased or otherwise	3
Voluntary registration, not commenced business within specified time	1
Total	1183