STEPS BY STEP GUIDE TO DEPOSIT IGST / CGST / SGST / UTGST / CESS

(For Education purpose only)

1. Go to link

<u>www.gst.gov.in</u> click on "Login" button appearing on top right side

- 2. Login with your user name and password
- 3. After Login Go to "Services" tab and select "Payments" option from dropdown list

🖀 Goods & Service Tax (0): 🧿 🔛 Science Call							(2)0- X				
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	💈 Good	ls and	Servic	es Tax							
	Dashboard	Services •	Notifica	tions & Circula	rs • Acts & Rule	s •					
	Registration	Ledgers	Returns	Payments	User Services						
	Create Challan Challan History					Saved Challans					

4. From Payments option – Click on "Create Challan" – Screen will appear like this

Tax Liability Tax (₹) Interest (₹) Penalty (₹) Fees (₹) Other (₹) Total (₹) CGST(0005) I <t< th=""><th>Create Challan</th><th></th><th>Saved C</th><th>hallan</th><th></th><th colspan="3">Challan History</th></t<>	Create Challan		Saved C	hallan		Challan History			
Tax (₹) Interest (₹) Penalty (₹) Fees (₹) Other (₹) Total (₹) CGST(0005) I	-				,				
CGST(0005)Image: Section of the section o	Tax Liability								
IGST(0008) Image: Comparison of the co		Tax (₹)	Interest (₹)	Penalty (₹)	Fees (₹)	Other (₹)	Total (₹)		
CESS(0009) Image: Cess (0006) Image: Cess (0006	CGST(0005)						0		
Delhi scst(0006)	IGST(0008)						0		
SGST(0006) 0	CESS(0009)						0		
							0		
Total Challan Amount:	Total Challan Amount:		□ 0						
Total Challan Amount (In Words):	Total Challan Amount (In Words):								
	Payment Modes •								
		er							
E -Payment	NEFT/RTGS								

ANKG & ASSOCIATES Chartered Accountants (Email – ankgassociates@gmail.com)

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- 5. Fill amount of Tax, Interest, Penalty, Fees or any other amount as per the computation
 (Be careful in mentioning type of tax and interest etc to be deposited vis-à-vis whether to deposit IGST or CGST or SGST, as once deposited it cannot be interchanged and any wrong deposit will require re-deposit of correct deposit of tax)
- 6. After filling all the amount in respective boxes, total will appear automatically as "Total Challan Amount"
- Then click on "E Payment" or "NEFT /RTGS" as per your choice under "Payments Modes" appearing just below the total challan amount. (Suggested to opt for E Banking as NEFT / RTGS might take 2-3 days time to update)
- 8. After clicking on type of payment, "Generate Challan" button will get highlighted.
- 9. Click on "Generate Challan", you will get message "challan successfully generated"



- 10. Click on mode of payment (Net Bank / NEFT RTGS) appearing below the total challan amount. (It will be reflected in above screen itself)
- 11. On clicking mode of payment Various Bank Names will appear, Select your "Bank Name" and put tick mark on "Term & Conditions apply" after reading this.

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12. Screen will appear like this -

		Rupees One hundred Only		
Select Mode of E-Payment•				
🚍 Net Banking	✓ Ple	ease select a bank •		
	ALLA	AHABAD BANK		ANDHRA BANK
	AXIS	5 BANK		BANK OF BARODA
	BAN	K OF INDIA		BANK OF MAHARASHTRA
	CAN	ARA BANK		CENTRAL BANK OF INDIA
	COR	PORATION BANK		DENA BANK
	HDF	C BANK		ICICI BANK LIMITED
	IDBI	I BANK	۲	INDIAN BANK
	INDI	IAN OVERSEAS BANK		JAMMU AND KASHMIR BANK LIMITED
	ORIE	ENTAL BANK OF COMMERCE		PUNJAB AND SIND BANK
	PUN	JAB NATIONAL BANK		STATE BANK OF INDIA
	SYN	DICATE BANK		UCO BANK
	UNIC	ON BANK OF INDIA		UNITED BANK OF INDIA
	VIJA	YA BANK		
		d Conditions apply.		

- 13. After clicking on bank name, you will see "Make Payment" button will get highlighted. Click on it
- 14. By clicking on "Make Payment" you will be directed to your bank website. Enter your online banking login ID & Password and make payment.
- 15. Save the challan for future use.
