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1. Go to link
   www.gst.gov.in
   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
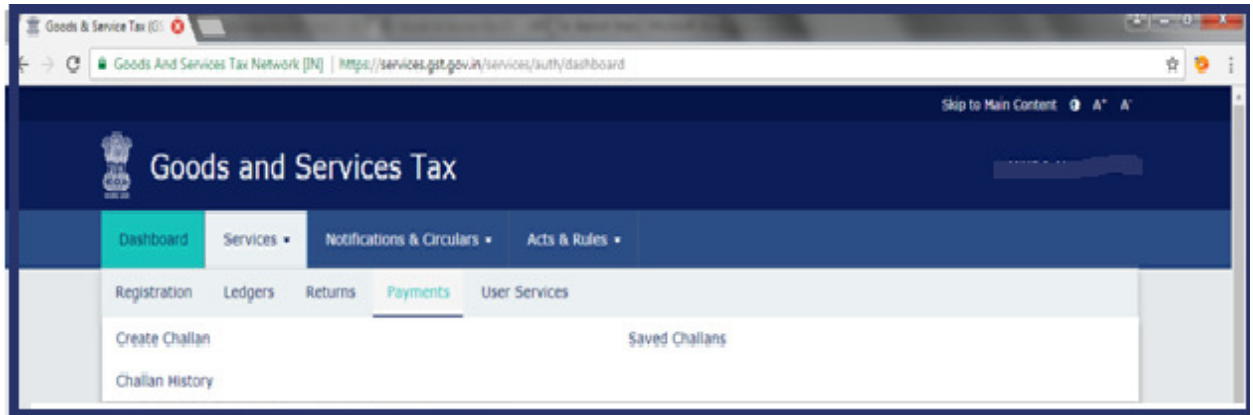
*(As per recent updation in GST website , "create challan" option is appearing in dashboard itself)*

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

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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"

7. 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"
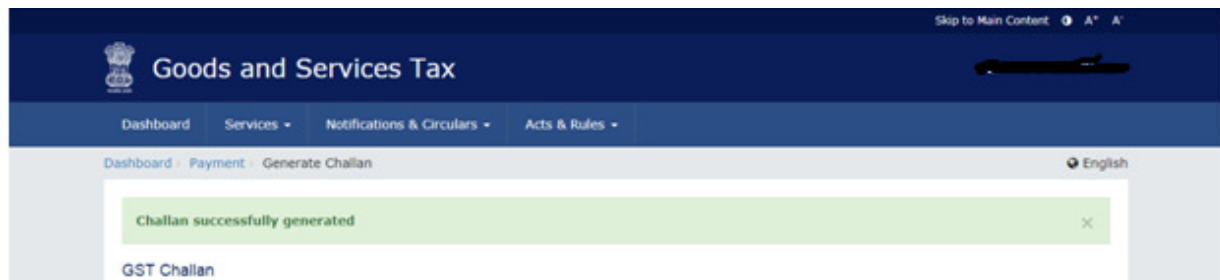
10. Click on mode of payment (Net Banking) appearing below the total challan amount. (It will be reflected in above screen itself).

11. For NEFT / RTGS – see point no. 17

12. 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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13. Screen will appear like this –
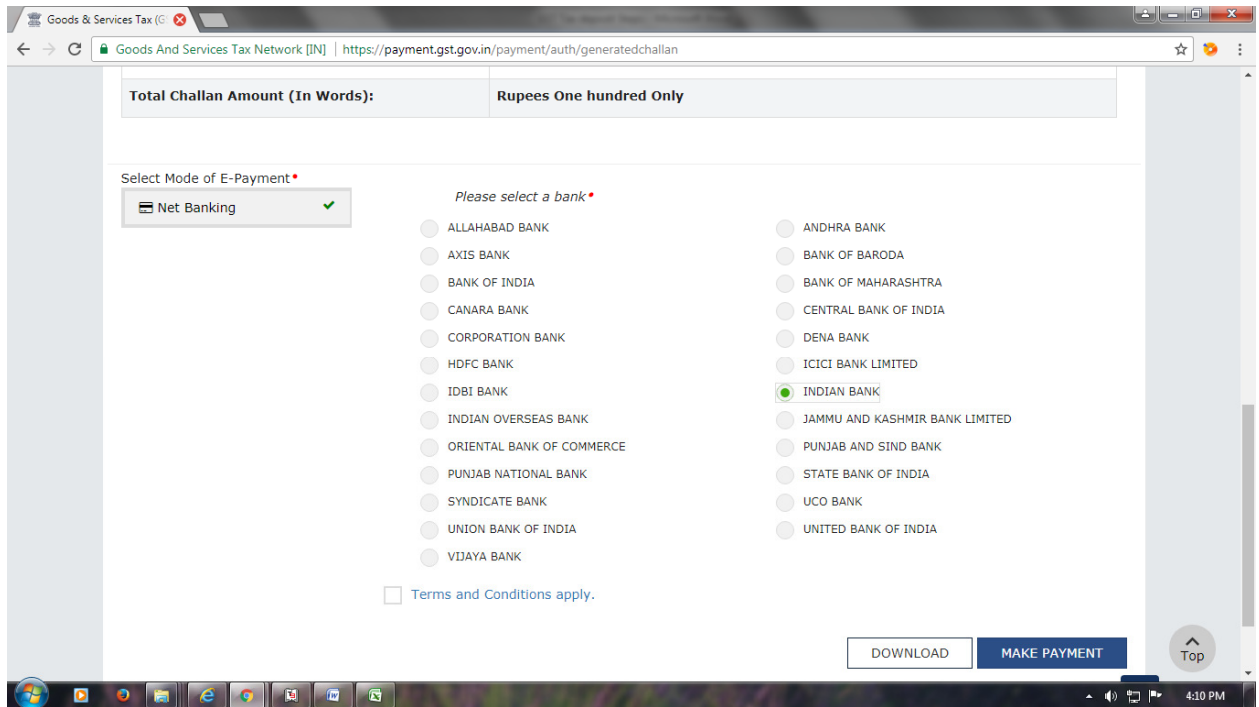
14. After clicking on bank name, you will see "Make Payment" button will get highlighted. Click on it

15. By clicking on "Make Payment" you will be directed to your bank website. Enter your online banking login ID & Password and make payment.

16. Save the challan for future use.

17. **In case of Payment via NEFT / RTGS**
    - Choose mode of payment as "NEFT / RTGS"
    - Then select your bank
    - Challan will be generated successfully (it will have all details regarding beneficiary a/c no, IFSC etc)
    - Then download this challan and submit it with your bank
    - Save this challan for future use.

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