

TITLE: ITS - EX01 –EXCISE REGISTRATION

Purpose: To define the methods and responsibilities for taxpayer registration process for Excise.

Scope: This procedure applies to taxpayers who want to register in Excise.

Responsibilities:

The **Taxpayer** is responsible for providing all information required for registration as required by IRD regulation for Excise. Taxpayer can use e-filling or fill up prescribed forms and submit to Inland Revenue Offices (IRO) or Organizations like (FNCCI) approved by IRD.

Tax Officers are responsible for ensuring the correctness and adequacy of the information provided by the taxpayer and register taxpayer as demanded by taxpayer.

Definitions:

Registration Form: Form prescribed by Inland Revenue Department (IRD) for registration purpose.

Registration: Taxpayer is considered registered in Excise once taxpayer fulfills all requirement of registration and is approved by Tax Officer.

Use Case:



PROCEDURE:

1.0 Application for registration

This Part is to be done by applicant (Taxpayer).

1.1 To apply for registration PAN, person or company must use IRD website (www.ird.gov.np) and select Taxpayer Portal.

Inland Revenue Department - IRD Inland Revenue Department וזיקן – הנדף://ird.gov.np/home/index	€1 ⊽ C Q. Search	☆ 自	♥ ↓ ♠ ↓ ♥	2
Government of Nepal Ministry of Finance Inland Revenue Department		Search Here 16600140000 (Toll F	Q नेपाली <u>English</u> Free)	
HOME ABOUT IRD V INFORMATION V TAX LAWS V		Qv CONTACTS		
सूचनाको हक सम्बन्धी सार्वजनिक विवरण				
कम्प्यूटर विजक सम्वन्धी कार्यविधि, २०७१		1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	1.00	
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		AND ALCONSI		
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1.2 Click on Taxpayer Portal link, following screen will appear.

← → C L taxpayerportalb.irc	l.gov.np/taxpayer/app.html	값 (S) =
आन्तरिक राजस्व f Inland Revenue Depai क्यूराताको श्रेषाता	प्रभाग tment कि ''जनततालाई सम्मात र सेवाः भग ^{रित} सुशासनलाई टेवा''	Date: 2071.05.31
Online E-Services	SiteMap::	
 ⇒ Dinlegated Tax System ⇒ Segletation(PAK,VAT,EXCISE) ⇒ Negletation(PAK,VAT,EXCISE) ⇒ VAT ⇒ UAT ⇒ Estimated Return ⇒ Income Tax ⇒ Diplomatic Refund 	::E-Services System	:::Taxpayer Portal:: PLEASE, USE FIREFOX
	JU	j
	Design	ed & Developed by PCS

1.3 It ne necessary to obtain a submission number for each application. Click on '+' sign beside 'Registration for (PAN, VAT, and EXCISE). Following menu will be displayed.



1.4 Click on Application for Registration. Following screen will be displayed

आन्तरिक राजस्व वि Inland Revenue Depart क्रम्लताको झेबाहा प्र	भाग ment समर्पित	''जनतालाई सम्मान र सेवा: सुशासनलाई टेवा''	Date: 2072.06.06
Online E-Services	Integrated Tax Menus >>	Joint TaxPayer registration system >> Registration >> Application For Registration	
🗟 😋 Integrated Tax System	Get Submission Number		
General General General General General General	Login Information		
Application For Registration	Usemame: 603	453164	
Registration Log In	Password: ••••	****	
WAT Estimated Return	Re-Password: ····		
B 🗀 Income Tax	Contact No: 603	453164	
Excise	Empil Id:		
	Lindriu.		
	Registration For	ersonal PAN 📃 Income Tax 📃 VAT 🛃 Exclue	
	Vefifying Offices		
	IRO/LTO	© TSO	
	IRO Name: BHA	RATPUR Y	
			V Ok X Cancel

- 1.5 It is necessary to obtain a submission number for each application. This submission number serves as identification number for application. Fill in following information in screen displayed above.
 - 1. Username Username is case sensitive. This username will be used to open application document again if application is partially filled previously. Hence applicant must note the username.
 - Password Password is case sensitive and must be six character or more. Password will be required to open previously saved document later. Hence applicant must note the password.
 - 3. Re-Password Re-enter password again just to confirm previously typed password.
 - 4. Contact No Type in Contact number.
 - 5. Email-id Type in Email Id

1.6 In Registration For block, choose Excise only for excise registration

registration for	📃 Personal PAN	📃 Income Tax	🔲 VAT	V Excise	

1.7 Choose the verifying office.

Vefifying Office: IRO/LTO	s – – – – – – – – – – – – – – – – – – –		
IRO Name:	Choose	~	
Vertying Offices # IRO(LTO ① TSO IRO Name: Inland Reven	ue Office Lalipur 👘		
			₩a. ¥and

1.8 Select where application is to be registered. Select from radio button IRO/LTO, TSO for applying in IRD authorized organization for verification. Select IRO name where PAN will be registered.Press "OK" button at bottom right corner, the following screen appears

आन्तरिक राजस्व f Inland Revenue Depa कर्ज्यात्री श्रीवाश	वेभाग Irment क्राविंत सुम्मात र सेवा: सुम्बार्थेत सुभासनलाई टेवा''
Online E-Services	Integrated Tax Menus >> Your Submission No
😑 😋 Integrated Tax System	Your Submission No
🗷 🧰 General	Complexies Number, 720002029278
Registration(PAN,VAT,EXCISE)	
Application For Registration	र्षेथे आपना Username, Password v Submission humber सुराक्षेत (अकुतिस) या Queename ? Password (भाइन आतंत्र १२ संस विभागन) अन्य E-515 Left हुन भा भा न स्रयोग में सानन की
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a 🦲 Income Tax	DAM No -
🗃 🧫 Excise	
E-TDS	Continue Cancel
	Designed & Developed By PCS

1.9 Here enter the PAN and click "**continue**" button, following page will be displayed

		_						
Online E-Services	Integrated Tax Menus >>Business Registration							
😑 😑 Integrated Tax System	Business Registration							
😐 🧰 General								
Registration(PAN,VAT,EXCISE)	Submission Number-720003029051							
Application For Registration								
Registration Log In	side() in (p) (all in ()							
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	मुख्य कार्मासरमहो देगाना कार्यात्रारको स्वय स्थान व्यवसाधिक श्रेवरण उत्प्रदात्रिको श्रियण व्यवसाधिक व्यवित्रगत विवरण							
	जिल्ला *: Laitpur क्षेत्र *: 00							
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	सम्पर्क साधन विकाण							
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	भोन (गोनइन/McEde)							
	🗎 Prnt 🔄 Save 🗸 submit. 💥 Cancel 🌳 Next							

The business information will automatically be loaded for the pan that exists. The business information cannot be modified. Click "**Next**" button and the following screen appear.

1.10 For Excise Registration, we have to select Business name, permit, permit activity and their permit date.

		Grand State				(í -
Online E-Services	Integrated Tax Menus	>Excise Registration					
🗟 😅 Integrated Tax System	EXCISE Registration						
🗃 🦲 General							
Registration(PAN, VAT, EXCESE)	Submission Nu	mber:-720003029051					
Application For Registration	Clen 4 Clan 2	Plan 2 Plan 4 Plan 5 Plan 8 S	Neo 7				
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Estimated Return			Add New Permit			- <u>-</u>	
🗃 🦳 Income Tax	Business *:	नेपाल काठ घिरान उद्योग	×				
🗃 🦲 Excise	Does it have a b	anch ?					
🗃 🥅 E-TDS	🔿 Yes 🔘 No						
Diplomatic Refund	Dermit *:	Other liquore moduction		Permit Rate :	160000		
				Physical Control Required :	Yes		
	Permit For	🗹 उत्पादन		Licence Required :	Yes		
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		🔲 निकासी					
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select Business name, permit, permit activity and their permit date (From Date: - The date from which the permit will be activated/valid. To date (Fiscal year):- Permit up to fiscal year wise the date till which the permit remains valid and can be only for 3 fiscal years at a time). After clicking the "**Add**" button, following page will be displayed

Online E-Services	Integrated Tax Menus >	>Excise Registration				
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			List Of Permits			
	PermitFrom	PermitTo Excise Amount	RemNameEnglish			
	2072.06.06	2073.03.32 160000	Other liquore production		9	
			kan an a	💥 Cancel 📦 Next		

On Clicking "Add" button, list of permit s shows on the screen.

1.11 User can also add more than one permit. Once a permit is added the user can delete the permit or update the permit. After that, to save data, click "Save" Button, following page will be displayed

Online E-Services	Integrated Tax Menus	>>Excise Registration					
Tickgraded Tax System General General	EXCLSE Registration	निकासी रसेय रसेय रसेय रसेय रसेय रसेय रसेय रसेय रसेय राज्य	Add Status I Permit/s Saved Sur CK	Physical Control Required : Y Licence Required : Y	Yes Yes	E	
			List Of F	ermits			
	PermitFrom	PermitTo Excise Amo	unt ItemNameEnglish				
	2072.06.06	2073.03.32 160000	Other liquore production		9		
			ack 🔓	Save 💥 Cancel 🌳 Next			

After clicking "Save" button, following page will be displayed

आन्तरिक राजस्व वि Inland Revenue Depar करहाताकी झेवाता	भगग Iment : ''जनतालाई सम्मात र सेवा: मगरिंग सुशासतलाई टेवा''	2.06.06
Online E-Services	Integrated Tax Menus >>Excise Registration	
🗟 🔁 Integrated Tax System	EXCISE Registration	
General General General General General Application For Registration	Submission Number:-720003029397	^
Registration Log In	Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7	
B C Estimated Return	Add Goods	
B 🛄 Income Tax	Permit:	
B C Excise	Permit Goods	
B 🗀 Diplomatic Refund	Therefords PremiumeEnside PremiumeEnside Searc Base Permiting Goods/Gode EnzeThate Goods/JameEnside Goo	

1.12 Here we have to select permit and their permit goods, following screen will be displayed

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Online E-Services	Integrated Tax Menus >>E	xcise Registration								
😑 🚞 Integrated Tax System	EXCISE Registration									
🗑 🦲 General										
Registration(PAN,VAT,EXCISE)	Submission Numb	er:-720003029397								A
Application For Registration										
🗏 🗎 Registration Log In	Step 1 Step 2 S	tep 3 Step 4 Step 5 Step	6 Step 7							
III 🗀 VAT	144.0004									
Estimated Return	Add Goods									
B I Income Tax	Permit: Other lic	quore production		~						
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	110001	Apple Sider स्ववंश्वमा उत्पा '''	देत्त		1070.04.04	110000	20/0.11.02			
	Add	Back. 🔒 Save 🎽 Cancel	Next							

Clicking on "Save" Button, a "Success Message" will be displayed as shown below.

Online E-Services	Integrated Tax Menus >>Excise Registration	
😑 😁 Integrated Tax System	EXCISE Registration	
🗃 🦳 General		
Registration(PAN,VAT,EXCISE)	Submission Number:-720003029397	
Application For Registration		
Registration Log In	Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7	
Estimated Return	Add Goods	
🗑 🦳 Income Tax	Downite Channel M	
😠 🥅 Excise	Pennic - Crose	
🗃 🦳 E-TDS	Permit Goods List Of Goods	
🕀 🦲 Diplomatic Refund	ItemCode ItemNameEnglish ItemNameNepali Spec Base PermitFrom GoodsCode FromDate GoodsNameEnglish GoodsNameNepal	
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	4 Add	
	Save 🙀 Back 🔄 Save 🙀 Cancel 📪 Next	

1.13 To setup workplace and godown address, following screen will be displayed

Online E-Services	Integrated Tax Menus >>Excise R	egistration			
😑 🗁 Integrated Tax System 😐 🦳 General	EXCISE Registration				
Registration(PAN, YAT, EXCISE)	Submission Number:-7	20003029397			Â
Application For Registration					
Registration Log In	Step 1 Step 2 Step 3	Step 4 Step 5 Step	6 Step /		
B C Estimated Return	Add Work Places				
🛚 🦲 Income Tax	Permit:	Other liquore production		×	
🗃 🦳 Excise	Place Name :	मानमान			
B E-TDS	Durnose:	प्रानगान			
a Cipiomatic Rerund					
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	Email				
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	Phone/Mobile				
	Eour Points				
	East	West	North	South	
	माख	हअख	हअखह	हअख	
	Add Work Place				
	LISE OF WORK PIACES				-
			Designed & Develop	ped By PCS	

To fill the information about workplace we fill up the following information

Permit: Select name of the permit

Place name: Name of the place where the workplace is located

Purpose: For what reason the workplace is used.

Address type: The address of workplace, it is permanent or temporary.

District: The name of the district defined by the Nepal government.

M.M. / S.M.M. / M.N. / V.D.C.: Click on the checkbox for the type of municipality the workplace is situated.

Tole: The local name of the area where the workplace is present

House no. /block no.: The number given by the M.M. / S.M.M. / M.N. / V.D.C to the particular house/block.

Ward no.: The number given by the M.M. / S.M.M. / M.N. / V.D.C to the particular ward.

Email: The email of the contact person for the particular workplace. If not present User has to give the phone number given at time of registration.

Fax No.: The fax number to contact person for the particular workplace. Ifnot presentUser has to give the phone number given at time ofregistration.

Telephone No: The telephone number to contact person for the particular workplace.

Four points:

- North
- East
- West
- South

After filling the information about workplace, click "Add work Place" Button, following page will be displayed

			2									,	
Online E-Services	Integrated Tax Menus	>>Excise Reg	gistration										
🚊 😋 Integrated Tax System	EXCISE Registration												
😟 🧰 General													
🖃 😋 Registration(PAN, VAT, EXCISE)	वडा नम्बर:		4										^
Application For Registration		0											
Registration Log In	ধন্যক ধায়ন	विदरण		_									
🗎 🦲 VAT	Email												
Estimated Return	Fax												
Income Tax	Phone/Mobile												
🗃 🛄 Excise													
B Coloradia Data ad													
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		襑 Back	🗟 Save 💥 Cano	el 📫 Next									

1.14 To add godown for the particular workplace user has to click on the " " symbolic link to add new godown. The user can also **add new workplace** if he/she needs to add another one. To fill the information about Godown we fill up the information as shown given following screen.

COOMN PURPOSE: Coom al Coom al Coom al Coom al Coom al Registration Log In Registration R	e E-Services	Godown Address		×	
Bendel Report Address Type : Address Type :: Address Type :: Address Type :: Concer Reft:: Choose - Reft:: Reft:	Integrated Tax System	GODOWN PURPOSE:			
Image: State Stat	Constant Con	FLOOR AREA:			
Rett: Cross-V 0 T. GUA OTUS NUCLESSON No VoleStation Codements Purpose FixeAres Acton	Registration(PAN,VAT,EXCISE)	Address Type : Choose	v		
Wat Insta Insta Insta Bisthated Stam dt It FARE Exist It FARE Exist West North South Exist West Hours Exist West Exist West North South Exist West Using Stamsonito Wolffacelio Godownito Purpose Pixode Colorade	Registration Log In	बिल्ला•	× • म • ज्यम • न माति म	Y	
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Ok Cancel		PanNo SubmissionNo WorkPlaceN	lo GodownNo Purpose FloorArea Ac	tion 🔹	/ 6
Ok Cancel					
		Ok Cancel			

To fill the information about godown we fill up the following information

Godown Purpose: For what reason the godown is used.

Floor Area: Area of the place where the godown is located

Address type: The address of godown, it is permanent or temporary.

District: The name of the district defined by the Nepal government.

M.M. / S.M.M. / C.M. / V.D.C.: Click on the checkbox for the type of municipality the godown is situated.

Tole: The local name of the area where the godown is present.

House no. /block no.: The number given by the M.M. / S.M.M. / C.M. / V.D.C to the particular house/block.

Ward no.: The number given by the M.M. / S.M.M. / C.M. / V.D.C to the particular ward.

Email: The email of the contact person for the particular godown. If not present User has to give the phone number given at time of registration.

Fax No.: The fax number to contact person for the particular godown.

Telephone No: The telephone number to contact person for the particular godown.

Four points:

- North
- East
- West
- South

Here list of workplace and their respective godowns is shown. If any workplace or godown is missing the user can add new one. The user can even edit or delete the workplace or godown already input by the user.

आन्तरिक राजस्व Inland Revenue Depa करतनाको जेवम	विभाग artment	"जनतालाई सम्मा सभासतल	ज़ र सेवा: 1ई टेवा''					Date: 2	072.06.06
	Godown Address	gradient					×	1	
Unind E-SerViceS Integrated Tax System General Registration (PAN, VAT, EXCED) Application For Registration Registration Tax Excinated Return Excinated Return Excinated Return Excinated Return Discons Tax Discons Tax	GCCOWN PLRPOSE: FLOOR AFEA: Address Type : विरला: देवेर: वडा नवर: क्या नवर: क्या नवर: क्या नवर: East क्या क्या - क्या क्या - क्या क्या - क्या क्या - क्या -	Maling Arghakhanchi बसजबस 4 7 West रुसाकम	 प ग. उएम धरनाबरः North 	` ् न.पा. ⊛ गादि.स. South 	ৰিবিকা ¥	×			
	List Of Godowns ParNo Subm 72000 Ok Cancel	ssionNo WorkPlaceNo 30029397 0	GodownNo Purpa 0 नमान	sse FloorArea 2334	Action A	1	•	, ,	E

Clicking on "Ok" Button, a "Success Message" will be displayed as shown below

Online E-Services	Integrated Tax Menus >	>Excise Registra	ion									
integrated Tax System	EXCISE Registration											
General General General General General General Application For Registration Registration	वडा नम्बर: सम्पर्क साधन	4 विवरण										*
B VAT	Email Fax											
Excise Excise E-TD5 E-DD	Phone/Mobile											
	Four Points			Status		×						
	East		West	(Wo	rk Places Save	d Successfully.						
	माख	ह अख		$\mathbf{\Psi}$								
	Add Work Place				ОК						=	
	List Of Work Plac	es										
	SubmissionNo	ItemCode	FromDate	PermitFrom	Seq	WorkPlaceNo	Placename	Purpose				Ε
	720003029397	10005	2070.04.01	2072.06.06	0	0	मानमान	मानमान	<u> </u>	I	e	
		🖨 Back 🗖	Save 🔀 Cance	i 🔿 Next		11					Þ	

1.15 After setting up the workplace and godown the user has to setup their workplace production stages.User chooses the permit category the list of all workplace Stages is displayed below

					_					
nline E-Services	Integrated Tax Menus	>>Excise Regist	ration							
🔤 Integrated Tax System	EXCISE Registration									
General General Dedictration/DAN VAT EV(TOP)	Submission M	mbor - 7200	02020207							
Application For Registration	SUDITISSION IN	ander7200	03029397							
Registration Log In	Step 1 Step 2	Step 3 St	ep 4 Step 5	Step 6 Ste	ep 7					
	Production Stage	Setup for Work	Places							
Income Tax	Permit :	Other lauore p	roduction				~			
🗃 🥅 Excise		a second second								
E-TDS	Work Places				Sta	ges				
🗃 🛄 Dipromatic Rerund	WorkPlaceNo	Placename	Purpose		V	StageDescEng	StageNo	ItemCode	StageDescNep	
	72000302939	71 मानमान	मानमान			Distillation	1	10005	चुलाइ	
					V	Blending	2	10005	व्यंण्डींग	
						Bottling	3	10005	बोटलिंग	
						Packaging	4	10005	पाकेजिंग	
	(All second									
	Add									
	Work Place Stag	es								
	SubmissionNo	ItemNameEnglish	StageDescEng	ItemCode		StageNo	StageDescNep	-		
	720003029397	Other liquore pr	Distillation	10005		1	पूलाइ	0		
	720003029397	Other liquore pr	. Blending	10005		2	ब्लेण्हींग	0		
	720003029397	Other liquore pr	Bottling	10005		3	बोटलिंग	0		
	700000000007	Other knows or	Packaging	10005		4	चाले दिया	<u> </u>		

Clicking on "Save" Button, a "Success Message" will be displayed as shown below

आन्तरिक राजस्व 1 Inland Revenue Depa बन्द्रताको श्रोबामा	विभाग irtment आगवित	''जनतालाई सम्मान सुशासनलाई	र सेवाः टेवा''				Date: 2072.06.06	
Online E-Services	Integrated Tax Menus	>>Excise Registration						
) 🚍 Integrated Tax System	EXCISE Registration							
General General General General General General General General	Submission Nu	umber:-720003029397						
Application For Registration								
Registration Log In	Step 1 Step 2	Step 3 Step 4 Step 5	Step 5 Step					
💷 🧰 Estimated Return	Production Stages	s Setup for Work Places						
Income Tax Furing	Permit :				~			
B C E-TDS	Work Places			Stages				
🗃 🥅 Diplomatic Refund	WorkPlaceNo	Placename Purpose		StageDescEng	StageNo	ItemCode StageDescNep		
			٩	Stages Saved Succ	cessfully.			
	(Add							
	Work Place Stag	es						
	SubmissionNo	ItemNameEnglish StageDescEng	ItemCode	StageNo	StageDescNep			
	720003029397	Other liquore pr Distillation	10005	1	पुलाइ			
	720003029397	Other liquore pr Blending	10005	2	ब्हाण्डान सोलसिंग	0		
	720003029397	Other liquore pr Packaging	10005	4	पार्कविंग			
		🗇 Back 🗖 Save 💥 Ca	ncel 🌳 Next					

Clicking on "Ok" Button, Following screen will be displayed as shown below

Online E-Services	Integrated Tax Menus >>	>Excise Registration						
Integrated Tax System General	EXCISE Registration	nber:-7200030	29397					Â
Registration Log In A Control Contro Control Control Control Cont	Step 1 Step 2 Permit :	Step 3 Step 4 Other liquore	step 5 Step 6 5	Step 7	•			
B C Excise	Stages							
🖶 🛄 E-TDS 🗄 🛄 Diplomatic Refund	720003029397 10	0005 1	geNo ItemName Other liqu	ore pr Distillation	उcageDescivep चुलाइ			
	720003029397 10 720003029397 10	0005 2 0005 3	Other liqu Other liqu	ore pr Blending ore pr Bottling	ब्लेण्डींग बोटलिंग			
	720003029397 1	0005 4	Other liqu	ore pr Packaging	पाकेजिंग			E
	Input Materials							
	MaterialId	MaterialDescNep অল্পক	MaterialDescEng HBS	Output Materials				
	10005	टपियोका	Tapioca	MaterialId	MaterialDescNep स्वीरि <i>म</i>	MaterialDescEng		
	 ✓ 10045 ✓ 10001 	न्यवष्त सूडां	Grain Molases	i losse		apa n		
		🎏 Back 📊 Save	e 🎇 Cancel 📫 Ne	aut				

1.16 After the workplace stage is setup the user needs to now setup the material production stage. Similar to previous stage user selects the permit. There is two parts in this stage INPUT & OUTPUT. It signifies the input material and what output that input material will give. After that clicking on "Save" Button, a "Success Message" will be displayed as shown below

Online E-Services	Integrated Tax Menus >>Excise Registration		
🖮 🔄 Integrated Tax System	EXCISE Registration		
🗄 🧰 General			
Registration(PAN,VAT,EXCISE)	Submission Number:-720003029397		
Application For Registration			
Registration Log In	Step 1 Step 2 Step 3 Step 4 Step 5	Step 6 Step 7	
B Estimated Return	Permit : Other Iguare production	n v	
B DIncome Tax			
🗃 🥅 Excise	Stages		
😑 🧰 E-TDS	SubmissionNo ItemCode StageNo	ItemNameEnglish StageDescEng StageDescNep	
🗃 🧰 Diplomatic Refund	720003029397 10005 1	Other liquore pr Distillation जुराह	
	720003029397 10005 2	9 Guine X	
	720003029397 10005 3	d states	
	720003029397 10005 4	o 👔 Data Saved Successfully.	
		4	
	Input Materials	ar an	
	MaterialId MaterialDescNep MaterialDesc	tEng	
	👽 10451 তরক্ HBS		
	🔽 10005 टपियोका Tapioca	MaterialId MaterialDescNep MaterialDescEng	
	10045 2002 Grain	☑ 10002 सपीरिट Spink	
	☑ 10001 국론리 Molases		
	a Bark 🗔 Save 💥 Canr	rel 🏟 Next	

1.17 After entering all the information regarding the Excise, the payment should be entered.

-Payment Details -						
Payment Type:	Choose					
Office:	Choose					
Payment Date:	YYYY.MM.DD					
Receipt No.						
Amount:						
🕀 Add Paymer	it					
Payment Detai	ls					
Payment Type	Office	PayementDate	Receipt No	Amount		
Cash	Inland Revenue	2072.06.07	7287	7000		

To fill the information about payment details, we fill up the following information

Payment Type: Select the payment like bank, cash etc.

Banks Name: The name of the bank defined by the system.

Branch Name: The name of the branch defined by the IRD.

Payment Date: Enter the date of payment.

Voucher No.: Enter the voucher number.

Amount: Enter the amount for the particular permit. It should be equals to permit rate but not less.

After filling the information about payment details, click "Add payment button". It shows the list of payment details >>>save button

After that clicking on "Save" Button, a "Success Message" will be displayed as shown below

आन्तरिक राजस्व वि Inland Revenue Depa वन्द्राताको सेवामा	विभाग parlment ब जगरिंग सुशासतलाई देवा''	
Online E-Services	Integrated Tax Menus >>Excise Registration	
	EXELSE Registration Submission Number:-720003029397	
Application region Application Log In Application Log In Application Log In Definited Refurn Definited Refurn Definited Refurn Definited Refurn Definited Refurn Definited Refurn Definited Refurn	Step 1 Step 3 Step 4 Step 5 Step 6 Step 7 Payment Details Payment Type: Bark Image: Step 3 Step 4 Step 7 Bark's Name: Nepail Bark Limited Lilipur Image: Step 3 Image: Step 3 Image: Step 3 Step 4 Bark's Name: Nepail Bark Limited Lilipur Image: Step 3 Image: Step 3 Image: Step 3 Image: Step 3 Bark's Name: Nepail Bark Limited Lilipur Image: Step 3 Image: Step 3 Image: Step 3 Image: Step 3 Payment Data: Status Image: Step 3 Image: Step 3 Image: Step 3 Image: Step 3 Voucher No. 544:54 Image: Step 3 Image: Step 3 Image: Step 3 Image: Step 3 Amount: 160000 Image: Step 3 Image: Step 3 Image: Step 3 Image: Step 3	
	Add Payment OK Payment Details	
	Payment Type Bank Branch Name PaymentDate Voucher No Amount Bank Nepal Bank Limit… Nepal Bank Limit… 2072.02.03 54454 1500000 Image: Company Com	
	🗇 Back 🖬 Seve 🎇 Cancel 🐢 Next	

1.18 After Entering all the required information, you can either save or submit information.

Image: Second	Online E-Services	Integrated Tax Menus >>Excise Registration
Submission Murther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 720003023397 Image: Submission Nurther: - 72003023397 Image: Submission Nurther: - 72003023937 Image:	🗟 😋 Integrated Tax System	EXCISE Registration
Edgrad & Devégad By PCS	a General a Registration (PAN, VAT, EXCISE) a Registration for Registration b Registration Log In a Extinated Return b Torono Tax b Excise a Extinated Return b Excise a Excise a Excise a Excise a Excise a Excise b Exciee b Exci	Subscriptional Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Your may Submit your Registration Request Now. Journ Registration Or Oldichere to make charges to your registration details
Desgned & Developed By PCS		
Designed & Developed By PCS		
		- Designed & Developed By PCS

User can submit the form or review/check the entire registration process once again before submitting. Saving the Information allows the information to be changed later but after submitting, the information is not allowed to change.

Online E-Services	Integrated Tax Menus >>Exclse Registration	
😑 🚍 Integrated Tax System	EXCISE Registration	
General G	Submission Number:-720003029397	
Registration Log In	Step 1 Step 2 Step 3 Step 5 Step 6 Step 7	
VAT Estimated Return Income Tax Excise Excise ErtOS Diplomatic Refund	Your may Submit your Registration Request Now. Submit Registration Or Click here to make changes to your registration details	
	Status Registration Information Saved And Submitted Successfully. OK	E

After the submission of Information, the information is to be approved.

2.0 Verification of Application

2.1 All application submitted by Taxpayer will be displayed in Submitted List.

Effectiveness Criteria:

Average time it takes to register Excise.

References:

None:

Revision History:

Revision	Date (DD/MM/YY)	Description of Changes	Requested By