

E-MANIFEST DECLARATION

Visit the Commissioner of Taxes website : www.tax.assam.gov.in

The screenshot shows a web browser window with the URL www.tax.assam.gov.in/AssamTimsInfo/index.html. The page header features the text "GOVERNMENT OF ASSAM" and "COMMISSIONERATE OF TAXES" alongside the national emblem and a map of Assam. A navigation bar includes links for Home, Acts, Rules, Schedules, Tax Rates, Forms, Notifications, Clarifications, and Circulars. A left sidebar lists various services such as e-Services, Dealer Search, and Statutory Form Search. A central image shows a traditional Assamese building. A right sidebar titled "New E-Services" lists "And Entry Tax", "E-Issuance of C and F Form", "E-CST Forms Search", and "E-Manifest Declaration by Courier, Transporter". A footer contains a disclaimer, the text "Powered by National Informatics Centre, Assam", and the date "Last updated on 17th JUNE 2015".

Dept. of Sales Tax

eDeclaration of Online Shop...

Official Website of the Dir...

wbcomtax.nic.in/e-Services/

www.tax.assam.gov.in/AssamTimsInfo/index.html

GOVERNMENT OF ASSAM
COMMISSIONERATE OF TAXES

Home Acts Rules Schedules Tax Rates Forms Notifications Clarifications Circulars

e-Services
Dealer Search
Statutory Form Search
User Manual
About Us
Feedback/Contact us
Links of Related sites
Industrial Concession
Composition Schemes
GST
RTI
Right to Public Service
Liquidation of arrear dues

New E-Services

And Entry Tax

E-Issuance of C and F Form

E-CST Forms Search

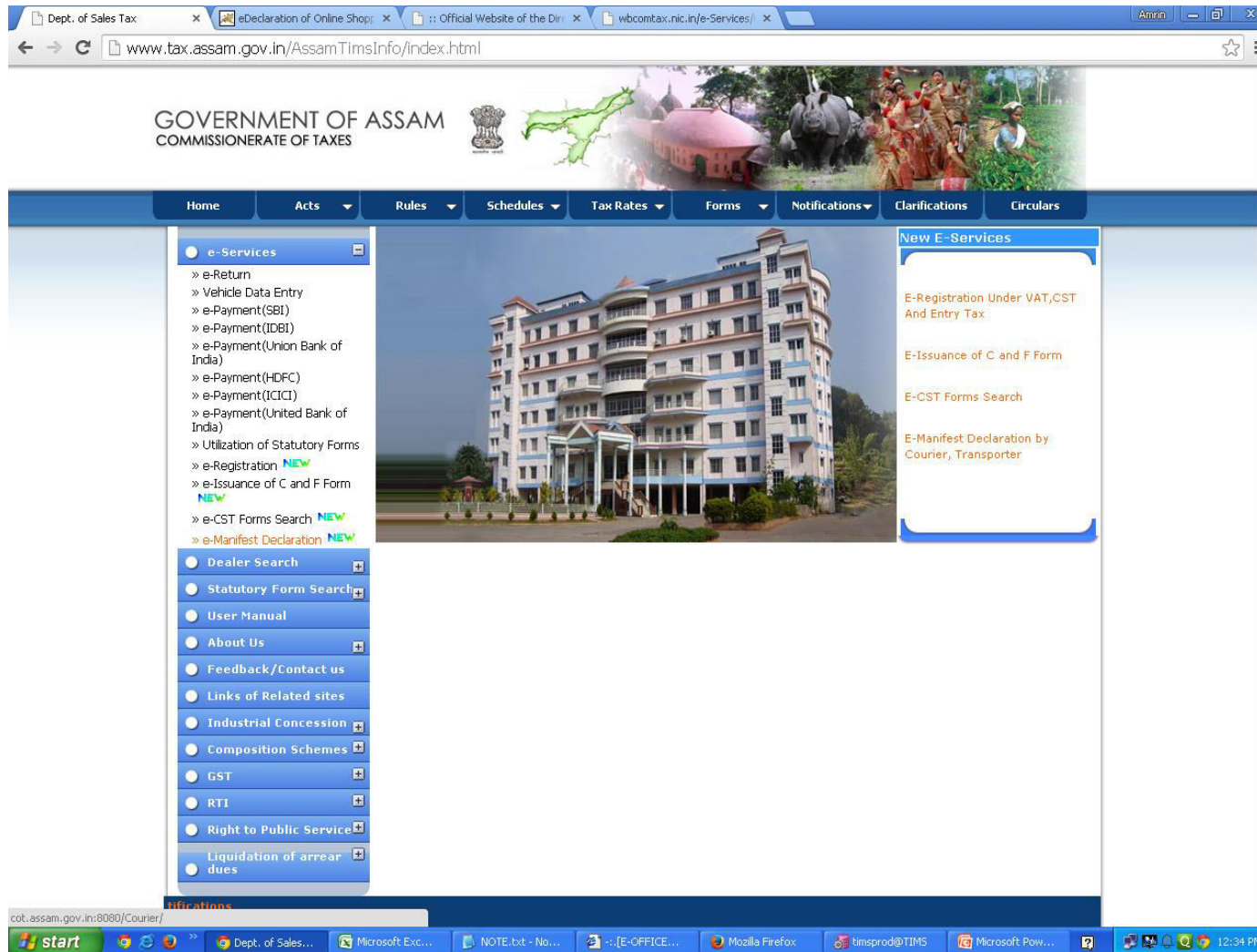
E-Manifest Declaration by Courier, Transporter

NEW [Click here for Latest Circulars and Notifications](#)
NEW [Extracts of Budget Speech of Finance Minister on Taxation](#)

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Powered by National Informatics Centre, Assam

After clicking on **e-Services** the following services as shown below will appear,



Under **e-Services** menu click on **e-Manifest Declaration**.

Following screen will appear after clicking on e-Manifest Declaration.

GOVERNMENT OF ASSAM
COMMISSIONERATE OF TAXES

Instruction for Courier Declaration MANIFEST:

1. Enter User id and Password.
2. Download The MANIFEST and Save as per requirement
3. Logout.
4. Unzip downloaded file to get:
For MANIFEST
CourierDeclaration JAR
5. Fill up the Forms and click 'Save' button to save and check entered Data. If declaration is not checked then the form will be saved partially without any checking.(User cannot upload the partially saved XML)
6. Check the declaration check box to save the data ready for upload. User will be prompted if any error occurs.
7. Login again using User id and Password.
8. Upload XML Files.
9. Click on Print Tab of JAR file to print
10. Submit Print Copies to charge office.

User ID :

Password :

start | eDeclaration o... | Microsoft Exc... | NOTE.txt - No... | [E-OFFICE... | Mozilla Firefox | timsprod@TIMS | Microsoft Pow... | 12:37 PM

Log into the system by giving valid **userid** and **password**.

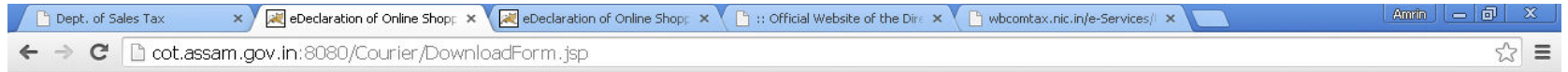
User will get the following screen view after successful log in.

The screenshot shows a web browser window with the following details:

- Browser Tabs:** Dept. of Sales Tax, eDeclaration of Online Shop, eDeclaration of Online Shop, Official Website of the Dir, wbcmtax.nic.in/e-Services/
- Address Bar:** cot.assam.gov.in:8080/Courier/DownloadForm.jsp
- Page Header:** GOVERNMENT OF ASSAM, COMMISSIONERATE OF TAXES. Includes the state emblem and a map of Assam.
- Enrollment Information:** Enrollment Number: 1200000000
- Links:**
 - [Click on this link to download latest 'MANIFEST' JAR File](#) **NEW!**
 - [Upload 'MANIFEST' XML File](#)
 - [Print AcknowledgementSlip](#)
- Note:** #Note: Please Upload The XML File Generated From The 'MANIFEST' Form

The Windows taskbar at the bottom shows the Start button and several open applications: eDeclaration o..., Microsoft Exc..., NOTE.txt - No..., [E-OFFICE..., Mozilla Firefox, tmsprod@TIMS, and Microsoft Pow... The system clock indicates 12:45 PM.

Click on the link to download the latest Manifest Jar File.



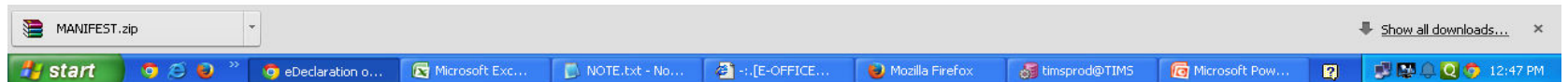
Enrollment Number : 1200000000

[Click on this link to download latest 'MANIFEST' JAR File](#) **NEW!**

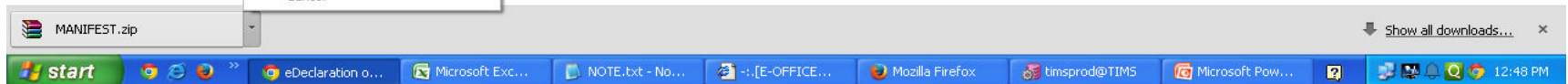
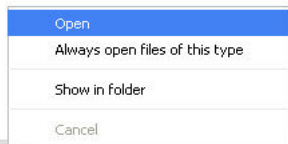
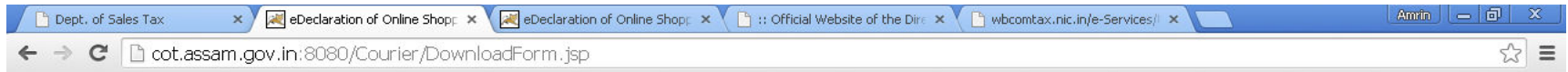
[Upload 'MANIFEST' XML File](#)

#Note: Please Upload The XML File Generated From The 'MANIFEST' Form

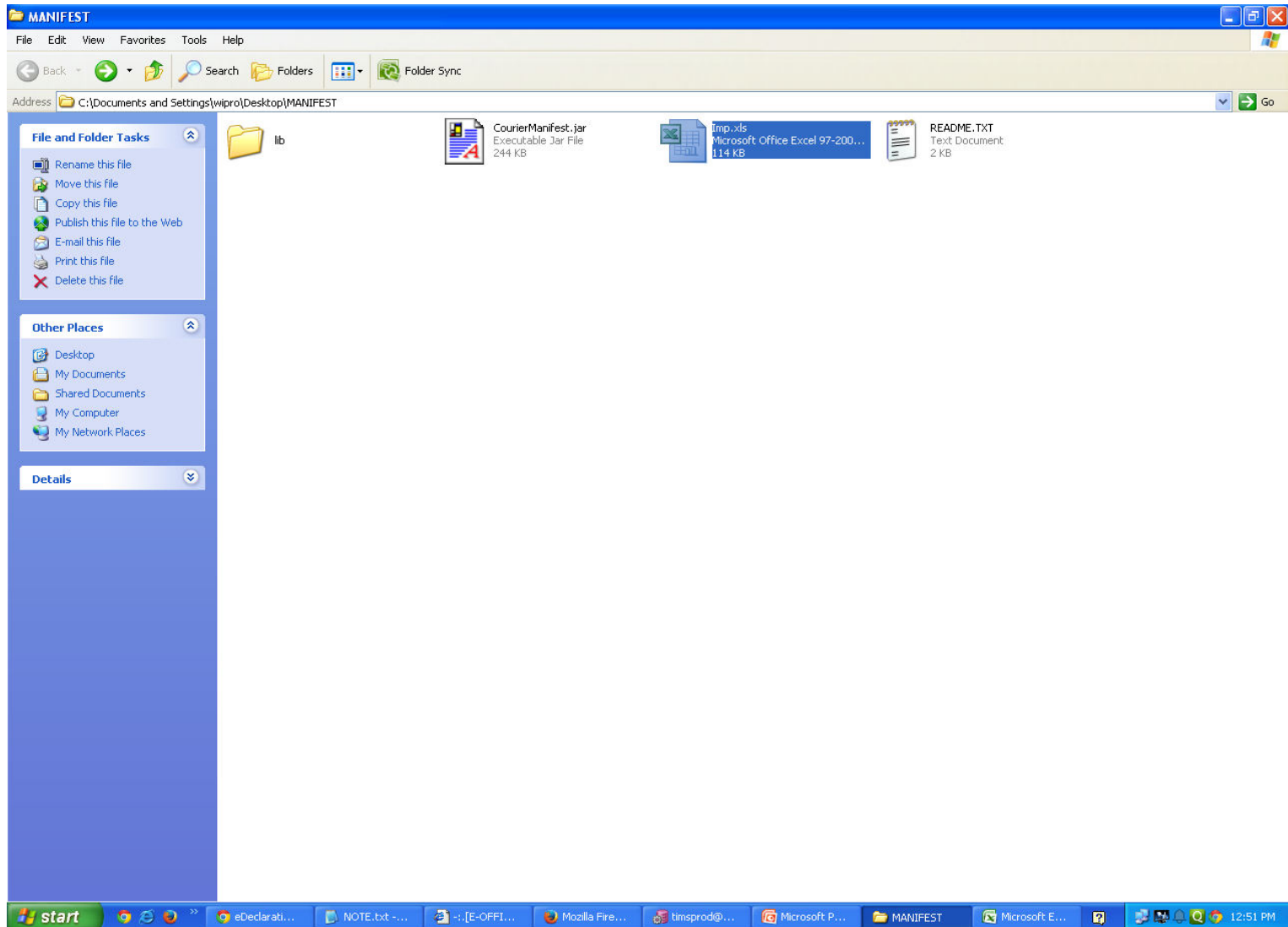
[Print AcknowledgementSlip](#)



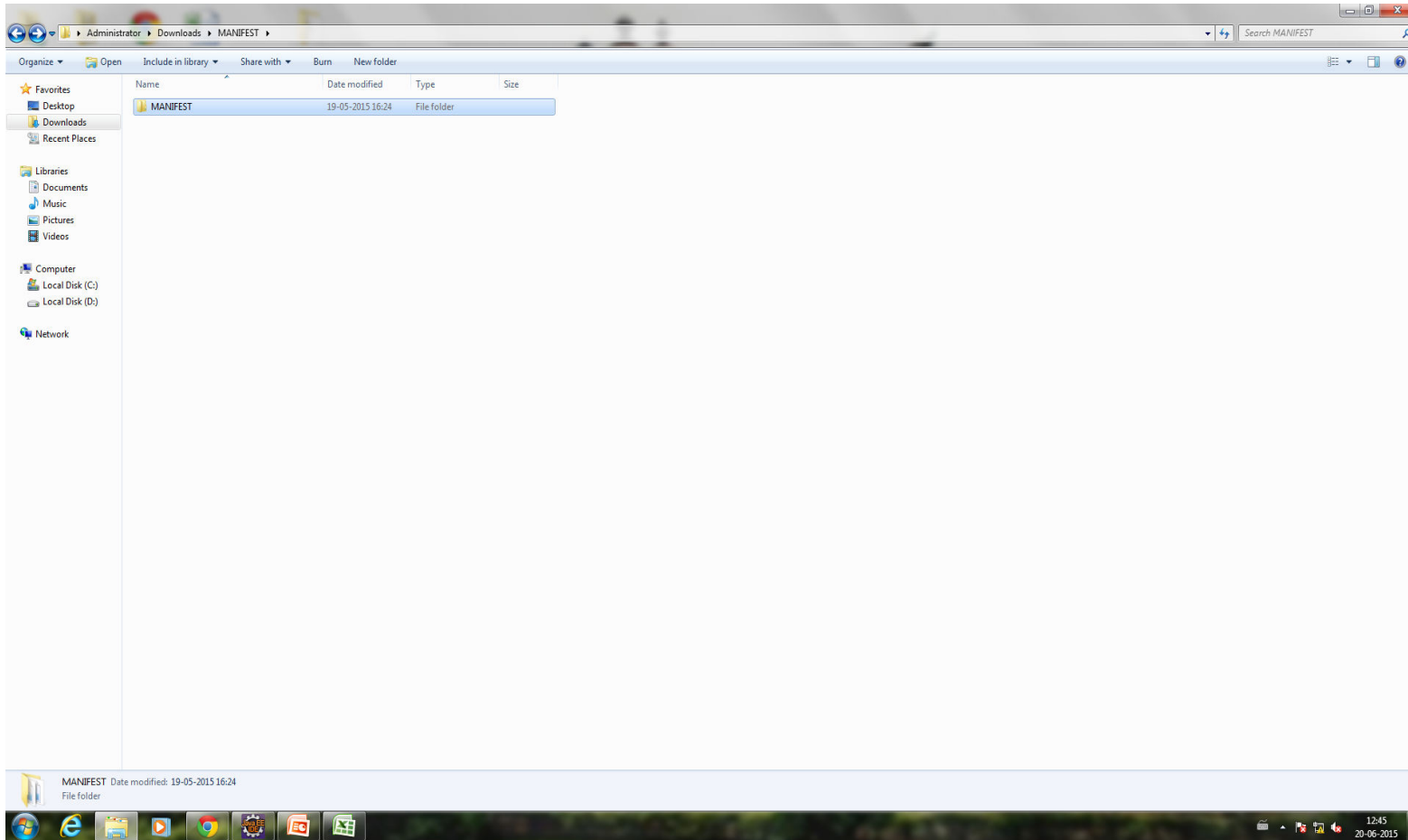
Right click on the downloaded jar file and select “open” and then extract the files.



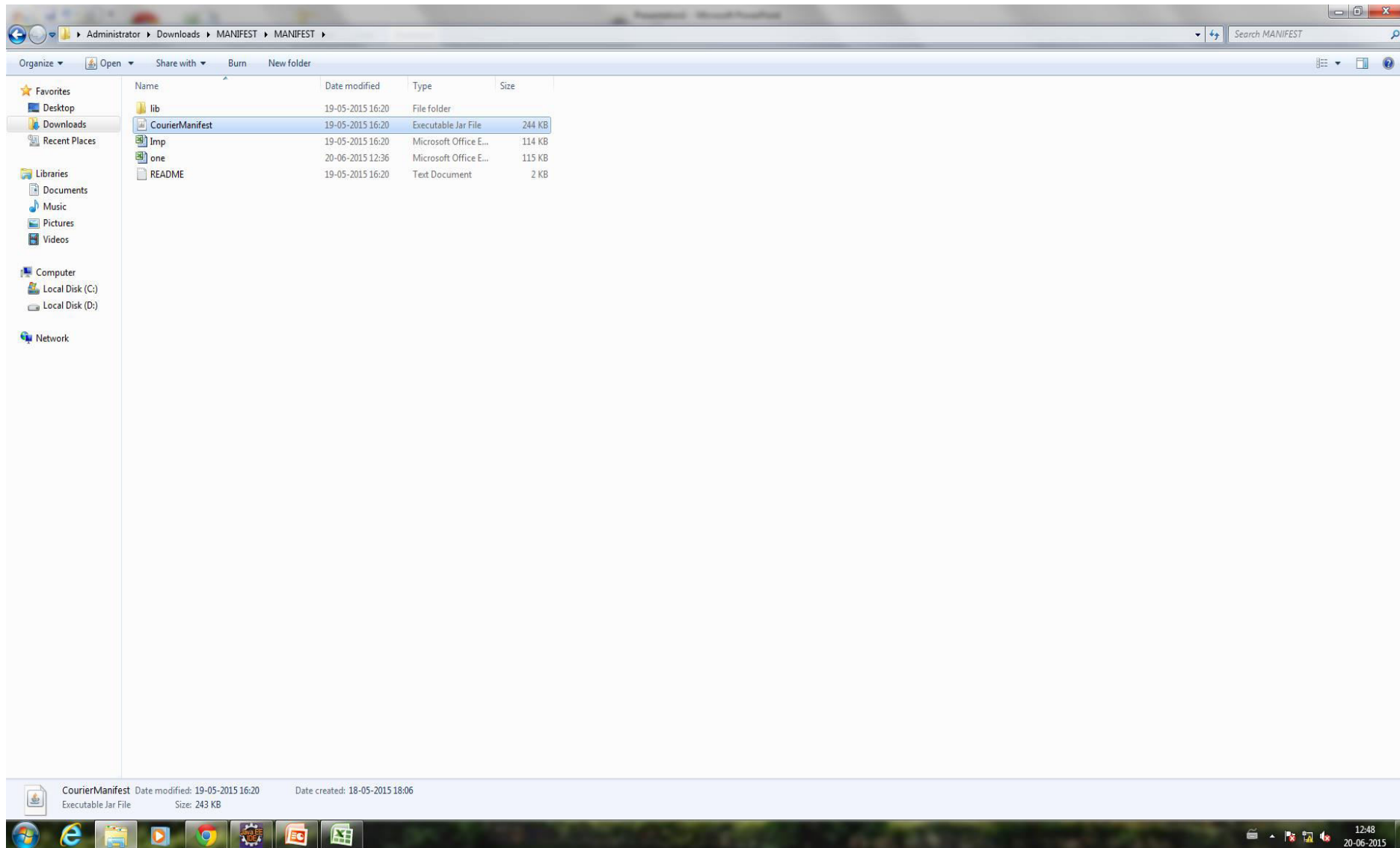
After extraction, open the excel file and fill all the data properly then save the file.



After the excel file is filled properly, user need to again go the extracted jar file location. Open the folder.



Then click on **CourierManifest** file.



User need to enter 11 digit Entry Tax Reg Number in the given text box.

COMMISSIONERATE OF TAXES
GOVERNMENT OF ASSAM

DEVELOPED BY
NIC

DETAILS OF IMPORTS FOR PERSONAL USE FROM OUTSIDE ASSAM BY THE COURIER

Entry Tax Reg. No. : 189 288 08 170

Import Details

Consignment Note No.	C/Note Date (dd/mm/yyyy)	Import Date (dd/mm/yyyy)	Consignor Shipper Name	Consignor/Shipper Address	Consignee Name	Consign Addre	Invoice No.	Invoice Date (dd/mm/yyyy)	Invoice Value (Rs.)	Entry Tax payable @4% (Rs.)	Commodity	Quantity Details	No. of Packages

**** Double click on each cell in Import Details to enter Data**

Total Number of Invoices:

Total Value of Goods:

Total Entry Tax Payable:

I declare that the information given in this return is correct and complete

Name of the person making the declaration:

Designation of the person making the declaration:

Click on "Import from Excel file" Button and browse to the filled excel file and then click open.

The screenshot shows a web browser window displaying a form titled "COMMISSIONERATE OF TAXES GOVERNMENT OF ASSAM". The form is for "DETAILS OF IMPORTS FOR PERSONAL USE FROM OUTSIDE ASSAM BY THE COURIER". It includes a text field for "Entry Tax Reg. No." with the value "1188 288 08 170". Below this is a table for "Import Details" with columns for Consignment Note No., CNote Date, Import Date, Consignor/Shipper Name, Consignee Name, Invoice No., Invoice Date, Invoice Value (Rs.), Entry Tax payable @4% (Rs.), Commodity, Quantity Details, and No. of Packages. The table is currently empty. Below the table are input fields for "Total Number of Invoices" (0), "Total Value of Goods" (0.00), and "Total Entry Tax Payable" (0.00). There is a checkbox for "I declare that the information given in this return is correct and complete" and fields for "Name of the person making the declaration" and "Designation of the person making the declaration". An "Import from Excel file" button is located at the bottom of the form. An "Open" file dialog is overlaid on the form, showing the "Look In:" path as "MANIFEST" and a list of files including "lib", "CourierManifest.jar", "Imp.xls", "one.xls", and "README.TXT". The "File Name:" field is set to "Imp.xls" and "Files of Type:" is set to "All Files". The "Open" and "Cancel" buttons are visible at the bottom of the dialog. The browser's address bar shows "Search MANIFEST". The Windows taskbar at the bottom shows the system tray with the date "20-06-2015" and time "12:51".

COMMISSIONERATE OF TAXES
GOVERNMENT OF ASSAM

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DETAILS OF IMPORTS FOR PERSONAL USE FROM OUTSIDE ASSAM BY THE COURIER

Entry Tax Reg. No. : 1188 288 08 170

Import Details

Consignment Note No.	CNote Date (dd/mm/yyyy)	Import Date (dd/mm/yyyy)	Consignor/Shipper Name	Consignor/Shipper Address	Consignee Name	Consign Address	Invoice No.	Invoice Date (dd/mm/yyyy)	Invoice Value (Rs.)	Entry Tax payable @4% (Rs.)	Commodity	Quantity Details	No. of Packages

** Double click on each cell in Import Details to enter Data

Total Number of Invoices: 0
Total Value of Goods: 0.00
Total Entry Tax Payable: 0.00

I declare that the information given in this return is correct and complete

Name of the person making the declaration: _____
Designation of the person making the declaration: _____

Import from Excel file

Open

Look In: MANIFEST

- lib
- CourierManifest.jar
- Imp.xls
- one.xls
- README.TXT

File Name: Imp.xls
Files of Type: All Files

Open Cancel

CourierManifest Date modified: 19-05-2015 16:20 Date created: 18-05-2015 18:06
Executable Jar File Size: 243 KB

12:51
20-06-2015

All the excel data would automatically get imported here and the user will receive a success message.

The screenshot displays the CourierManifest application window. The main window title is "COMMISSIONERATE OF TAXES GOVERNMENT OF ASSAM". Below the title, it says "DETAILS OF IMPORTS FOR PERSONAL USE FROM OUTSIDE ASSAM BY THE COURIER". The "Entry Tax Reg. No." is displayed as "183 188 08 170".

The "Import Details" table is as follows:

Consignment Note No.	C/Note Date (dd/mm/yyyy)	Import Date (dd/mm/yyyy)	Consignor/Shipper Name	Consignor/Shipper Address	Consignee Name	Consignee Address	Invoice No.	Invoice Date (dd/mm/yyyy)	Invoice Value (Rs.)	Entry Tax payable @4% (Rs.)	Commodity	Quantity Details	No. of Packages
yyy/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	xxx...	12/-	12/10/2...	1000.00	100.00	Telescopes	e111	123
nn/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	fdsfs	10/-	12/10/2...	1000.00	10.00	Television ...	a4544	251
aa/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	sdf	14/-	12/10/2...	100.00	10.00	Tender gre...	tt55	566
vv/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	sdf	15/-	12/10/2...	100.00	10.00	Textiles(Old)	tt55	125
gg/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	sdf	78/-	12/10/2...	100.00	10.00	Tendu/Ken...	g12	856
ff/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	sdf	88/-	12/10/2...	100.00	10.00	Timber	d44	423
reer/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	dfsdfs	15/-						

An information dialog box is displayed in the foreground with the following text:

Information!!
File is imported successfully.
Please open Import Details to see the imported data.
OK

Below the table, there are summary fields:

** Double click on each cell in Import Details to enter Data

Total Number of Invoices: 7
Total Value of Goods: 2500.0
Total Entry Tax Payable: 160.0

I declare that the information given in this return is correct and complete

Name of the person making the declaration: [Text Field]
Designation of the person making the declaration: [Dropdown Menu]

Buttons: Print, Export to XML, Import from XML, Import from Excel file

At the bottom of the window, the file information is shown: CourierManifest Date modified: 19-05-2015 16:20 Date created: 18-05-2015 18:06 Executable Jar File Size: 243 KB

Then fill the **declaration** then click on print

COMMISSIONERATE OF TAXES
GOVERNMENT OF ASSAM

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DETAILS OF IMPORTS FOR PERSONAL USE FROM OUTSIDE ASSAM BY THE COURIER

Entry Tax Reg. No. : 188 188 08 170

Import Details

Consignment Note No.	C/Note Date (dd/mm/yyyy)	Import Date (dd/mm/yyyy)	Consignor/Shipper Name	Consignor/Shipper Address	Consignee Name	Consig. Address	Invoice No.	Invoice Date (dd/mm/yyyy)	Invoice Value (Rs.)	Entry Tax payable @4% (Rs.)	Commodity	Quantity Details	No. of Packages
yyyy/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	xxx...	12/-	12/10/2...	1000.00	100.00	Telescopes	e111	123
nn/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	fdfs	10/-	12/10/2...	1000.00	10.00	Television ...	a4544	251
aa/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	sd	14/-	12/10/2...	100.00	10.00	Tender gre...	t55	566
vv/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	sd	15/-	12/10/2...	100.00	10.00	Textiles(Old)	t55	125
gg/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	sd	78/-	12/10/2...	100.00	10.00	Tendu/Ken...	g12	856
ff/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	sd	88/-	12/10/2...	100.00	10.00	Timber	d44	423
reer/-	01/01/2...	02/02/2...	yyxx	xxxy	yyyyy	dfds	15/-	12/10/2...	100.00	10.00	Toddy, Nee...	s44	77

** Double click on each cell in Import Details to enter Data

Add Row Delete Row

Total Number of Invoices: 7

Total Value of Goods: 2500.0

Total Entry Tax Payable: 160.0

I declare that the information given in this return is correct and complete

Name of the person making the declaration: test

Designation of the person making the declaration: PROPRIETOR

Print

Export to XML

Import from XML

Import from Excel file

CourierManifest Date modified: 19-05-2015 16:20 Date created: 18-05-2015 18:06
Executable Jar File Size: 243 KB

12:55
20-06-2015

Then click on “Export to XML” Button. Then give file name and click on save.

Note: Please remember the location where this file is being saved.

COMMISSIONERATE OF TAXES
GOVERNMENT OF ASSAM

DEVELOPED BY
NIC

DETAILS OF IMPORTS FOR PERSONAL USE FROM OUTSIDE ASSAM BY THE COURIER

Entry Tax Reg. No. : 189 288 08 170

Consignment Note No.	C/Note Date (dd/mm/yyyy)	Import Date (dd/mm/yyyy)	Consignor Shipper Name	Quantity Details	No. of Packages
yy/-	01/01/2...	02/02/2...	yyxx	e111	123
nn/-	01/01/2...	02/02/2...	yyxx	a4544	251
aa/-	01/01/2...	02/02/2...	yyxx	tt55	566
vv/-	01/01/2...	02/02/2...	yyxx	t55	125
gg/-	01/01/2...	02/02/2...	yyxx	g12	856
ff/-	01/01/2...	02/02/2...	yyxx	d44	423
reer/-	01/01/2...	02/02/2...	yyxx	s44	77

** Double click on each cell in Import Details

Total Number of Invoices:

Total Value of Goods:

Total Entry Tax Payable:

I declare that the information given in this return is correct and complete

Name of the person making the declaration:

Designation of the person making the declaration:

Buttons: Print, Export to XML, Import from XML, Import from Excel file, Delete Row

Again visit the following page ,it is the same page from where “manifest jar file” was downloaded.
Then click on the link “**Upload Manifest XML file**”

Dept. of Sales Tax x eDeclaration of Online Shi x

cot.assam.gov.in:8080/Courier/DownloadForm.jsp

GOVERNMENT OF ASSAM
COMMISSIONERATE OF TAXES

[User is not a valid user/Userid and Password does not matched]

Enrollment Number 12000000000

[Click on this link to download latest 'MANIFEST' JAR File](#)

[Upload 'MANIFEST' XML File](#)

#Note: Please Upload The XML File Generated From The 'MANIFEST' Form

[Print Acknowledgement Slip](#)

cot.assam.gov.in:8080/Courier/Upload

13:03
20-06-2015

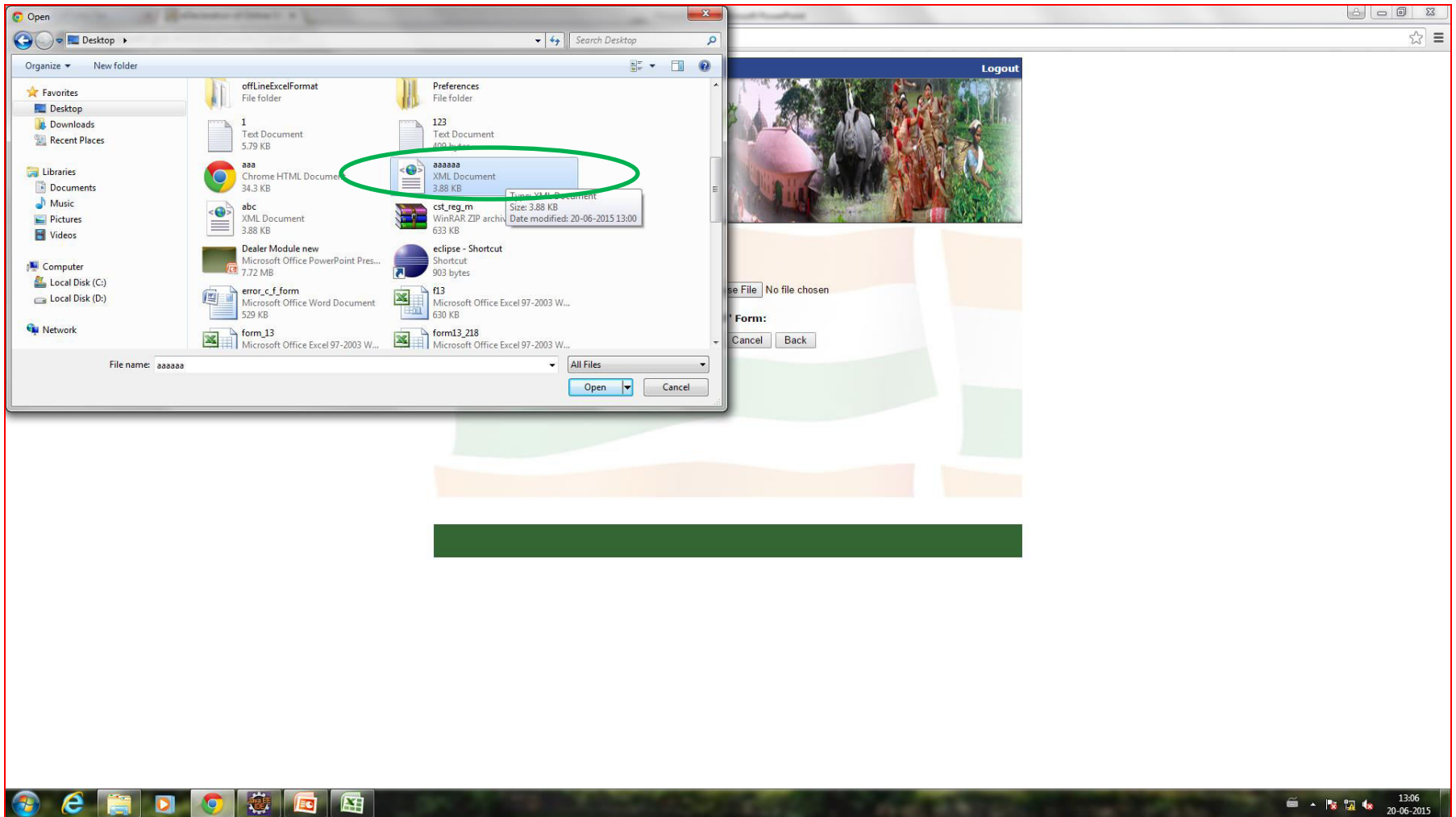
In the following screen click on “Choose File” Button.

The screenshot shows a web browser window with the following details:

- Address bar: `cot.assam.gov.in:8080/Courier/Upload`
- Page Header: **GOVERNMENT OF ASSAM**
COMMISSIONERATE OF TAXES
- Page Content:
 - Section: **Upload 'MANIFEST' XML file**
 - Text: **Please Upload XML file :**
 - Buttons: No file chosen
 - Text: **Upload The XML File Generated From The 'MANIFEST' Form:**
 - Buttons:

The background of the page features a collage of Assamese cultural and natural elements, including a map of Assam, a traditional Assamese house (Bara), a water buffalo, and people in traditional attire. A 'Logout' link is visible in the top right corner of the page content area.

Browse the saved XML file and click on “ Open ” Button



And then click on “Upload” Button.

The screenshot shows a web browser window with the address bar displaying `cot.assam.gov.in:8080/Courier/Upload`. The page header includes the text "GOVERNMENT OF ASSAM" and "COMMISSIONERATE OF TAXES" alongside a map of Assam and a "Logout" link. The main content area features a large background image of the Indian national flag. The text "Upload 'MANIFEST' XML file" is displayed in red. Below this, the instruction "Please Upload XML file :" is followed by a "Choose File" button and the filename "aaaaa.xml". A second instruction, "Upload The XML File Generated From The 'MANIFEST' Form:", is followed by "Upload", "Cancel", and "Back" buttons. The Windows taskbar at the bottom shows the system clock at 13:07 on 20-06-2015.

After uploading the XML file, following Acknowledgement Slip is generated.
Use can take Print of this slip by simply clicking on **Print** button.

The screenshot shows a web browser window with the following details:

- Browser tabs: Dept. of Sales Tax, eDeclaration of Online Sh...
- Address bar: cot.assam.gov.in:8080/Courier/ack.jsp
- Page Header: GOVERNMENT OF ASSAM, COMMISSIONERATE OF TAXES
- Image: A collage featuring the Assam state emblem, a map of Assam, a traditional Assamese house, a rhinoceros, and people in traditional attire.
- Section Header: **ACKNOWLEDGEMENT SLIP**
- Details:
 - Acknowledgement No : 20150000021
 - Trade Name :
 - Enrollment No : 12000000000
 - Total Invoice : 7
 - Total Invoice Value : 2500
 - Total Entry Tax : 160
 - Date of Submission : 20/06/2015
 - Declaration Made By : test
 - Designation : PROPRIETOR
- Buttons: Print, Logout

The Windows taskbar at the bottom shows the system clock as 13:07 on 20-06-2015.

Print view of the generated Acknowledgement Slip.

The screenshot shows a web browser window with a print dialog open. The browser's address bar displays `cot.assam.gov.in:8080/Courier/ack.jsp`. The print dialog on the left includes the following settings:

- Print:** Total: 1 sheet of paper. Buttons: Print, Cancel.
- Destination:** Samsung Universal Prin... Change...
- Pages:** All (selected), e.g. 1-5, 8, 11-13
- Copies:** 1 (with +/- buttons)
- Layout:** Portrait
- More settings:** + More settings
- Footer:** Print using system dialog... (Ctrl+Shift+P)

The main content area displays the Acknowledgement Slip for the Government of Assam, Commissionate of Taxes. The slip includes the following details:

ACKNOWLEDGEMENT SLIP

Acknowledgement No :	20150000021
Trade Name :	
Enrollment No :	1200000000
Total Invoice :	7
Total Invoice Value :	2500
Total Entry Tax :	160
Date of Submission :	20/06/2015
Declaration Made By :	test
Designation :	PROPRIETOR

Buttons: Print, Logout

Page number: 1/1

URL: `http://cot.assam.gov.in:8080/Courier/ack.jsp`

Thank you...