

*Process Steps*  
*for*  
*SMS/IVRS based Goods Declaration*

## **Steps for SMS (Short Messaging Service) and IVRS (Interactive Voice Response System) Based Goods Declaration**

### **Common Steps for SMS & IVRS**

1. Registered and active dealers of Commercial Taxes Department can declare their dispatch of goods against Form VAT-47 or VAT-49 through Short Message Service (SMS) or Interactive Voice Response System (IVRS).
2. **Dealers already Signed-up:** If the dealer is already registered on the CTD web portal, then he just needs to logon to the CTD web portal using his TIN and password and then update the contact details – mobile and landline telephone numbers using the “Update Contact Details for SMS/IVRS Services” facility.
3. **Dealers not signed-up:** If the dealer is not yet signed-up on the CTD web portal, then he can carry out one-time sign-up on the CTD web portal using “New User Sign-up” facility. While doing this, dealer needs to provide the mobile and landline phone numbers.

### **Steps for SMS based VAT Declaration**

1. The dealer can register up to two mobile numbers for using this facility. Once the mobile numbers are registered on the CTD web portal, the dealer can start using the facility after 24 hours.
2. In order to carry out a SMS based goods movement declaration, dealer needs to type an SMS using his same mobile number as declared earlier. The SMS has to contain information in following manner:  
  
<VAT Form Type – VAT47 or VAT49> space <VAT From Number> space <Invoice Number> space <Invoice Date-DD/MM/YYYY> space <Total Invoice Value in Rs.> space <Vehicle Number>  
  
Example: VAT47 3917901 ABC/1429/09 02/03/2009 127000 RJ14XY7777
3. Dealer is required to send his SMS to the following number: **94133-30114 or 94133-30115**.
4. The SMS system will carry out certain checks on the information sent by the dealer through SMS:
  - Mobile Number – has to be valid and same as declared above
  - Checks on formats of information declared as mentioned in step 2 above
  - Any other prescribed checks
5. Once the SMS is sent successfully and received by CTD’s SMS system, dealer will receive a unique acknowledgment number (known as transaction identification number) on his mobile number.

6. Dealer or Owner or such person as authorized by the owner or the driver or the person in-charge of the vehicle or carrier or of goods in movement, is required to provide this transaction identification number to the assessing authority or person authorized by the Commissioner
7. **Dealer is required to submit the original form VAT-47 / VAT-49 to the office of his assessing authority along with the transaction identification number generated in step 5 above.**

### **Steps for IVRS based VAT Declaration**

1. The dealer can register one landline number for using this facility. Once the landline number is registered on the CTD web portal, the dealer can start using the facility after 24 hours.
2. In case of IVRS, dealer is required to call up the phone number: **0141-2227255**.
3. Once the call connects, dealer will be required to provide the options as asked in the menu by the pre-recorded voice.
4. Following details are required to be provided by dealer:
  - VAT Form Type (VAT-47 or VAT-49)
  - VAT Form Number
  - Invoice Number (Only numeric values)
  - Invoice Date (in DDMMYY format)
  - Total Invoice Value (Rounded off in Rs.)
  - Vehicle Number (Last 4 Digits)

**Every parameter is confirmed by pressing Hash (#).**

5. Once the details are entered successfully and validated, the dealer will get a unique acknowledgment number over phone (known as transaction identification number).
6. Dealer or Owner or such person as authorized by the owner or the driver or the person in-charge of the vehicle or carrier or of goods in movement, is required to provide this transaction identification number to the assessing authority or person authorized by the Commissioner
7. **Dealer is required to submit the original form VAT-47 / VAT-49 to the office of his assessing authority along with the transaction identification number generated in step 6 above.**