

Proforma for Application for permission to file ST-3 Return electronically

To
The Assistant/ Deputy Commissioner
Service Tax.

Subject :- Application for permission to file ST-3 Returns electronically.

(1) Name of Assessee :

(2) Category of service(s) :

(3) Service Tax Registration No.

(4) E-mail Address :

(Please give a trusted e-mail address to which the User-word and Pass-word for access to the E-filing of the return can be sent)

(5) I/We request that I/We may be permitted to file my ST-3 Return electronically. I/We declare that I/We satisfy the conditions of Trade Notice No. 6/2003 Dated 1-4-2003 and shall observe the instructions given therein.

I/We undertake to indicate my/our 15 digit STP Code in every challan used by me/us for remitting Service Tax in Banks.

If any difficulty is faced in filing the return electronically and get the acknowledgement from the computer within one month from the due date, I/we shall file manual returns as was done hitherto.

Date :

Name and signature of the assessee

Place :

Designation with seal.