

C2/7867/11/CT

Office of the Commissioner,  
Commercial Taxes, Kerala,  
Thiruvananthapuram  
Dated 13-07-2011

**CIRCULAR No.12/2011**

Sub:- Online Filing of Form 8FA Declaration – Procedure to be followed - Reg.

Consequent to the introduction of online issuance of statutory forms the Commercial Tax Department now provide the dealers the facility for online filing of Form 8FA declaration. In order to facilitate the clearance of consignments moving through Railways / Sea-ports / Air-ports, the Consignor / Consignee / Transporting agency should file Form 8FA through the website [www.keralataxes.gov.in](http://www.keralataxes.gov.in), whereby the requirement of signature of Assessing Officer can be avoided.

The procedure to be followed in this regard is as follows:

- For availing this facility the user should be a registered dealer / registered transporting agency.
- Dealer has to log in to [www.keralataxes.gov.in](http://www.keralataxes.gov.in) and select 'e-filing' link.
- After entering the username (i.e. TIN) and password, the user reaches dealer's homepage.
- A new option to file Form 8FA is provided along with other options like "File Return, upload invoice etc."
- After submitting the details online, the system will issue an online token against the application.
- On submission of the application, the system generates the 8FA Form.
- The dealer could download and print the Form 8FA to accompany the consignment.
- Since the dealer has already furnished the details which can be verified by using KVATIS, the requirement of signature of Assessing Officer can be avoided.

Sd/-  
COMMISSIONER

To  
All Concerned