
(Migration to GST)

GST Migration starts From 15-November-2016 for Gujarat State, Once Dealer will login on Gujarat Commercial Tax Department Portal ([www.commercialtax.gujarat.gov.in](http://www.commercialtax.gujarat.gov.in)) using his Login Id (VAT TIN) and credentials, It will show pop-up window which will show details of **GSTN Provisional Id** and **Temporary password** on screen to enrol on GSTN Portal ([www.gst.gov.in](http://www.gst.gov.in)). Enrolment Process schedule for Dealer of Gujarat State is from **15-Nov-2016 to 30-Nov-2016**. Refer [https://www.gst.gov.in/](https://www.gst.gov.in/) for further details for GSTN related process/news/video/user guide etc.
1) Dealer will now open GSTN Portal (www.gst.gov.in) for Further Enrolment Process

2) For first time log in, click the NEW USER LOGIN
3) Tick on Declaration submit through continue button.

4) Enter provisional id provided by state authority.
5) Enter password provided by State authority.

6) Enter Captcha value shown in image.
7) Enter valid email and mobile no.

8)
9) Enter separate OTP received on email and mobile.

10) Click on Resend OTP button in case OTP is expired.
11) Enter the New user name and new password for the next time log in and fill up other details.

12) Enter security answers. This is required to reset password in case user forgets.
Security Questions (To enable you to retrieve your password in case you forget it)

1. What is the data of birth of Proprietor (in case of Proprietorship)/Year of commencement of Business? (Others) *
   Enter Security Answer

2. What is the name of your mother (in case of Proprietorship)/Mother name of Primary Authorized Signatory? *
   Enter Security Answer

3. Name your main commodity / service *
   Enter Security Answer

4. Name of the first employee *
   Enter Security Answer

5. Personal Mobile Number of Proprietor / Authorized Signatory *
   Enter Security Answer

For each security question, enter the answer.

It is mandatory to enter answers to all the security questions. Be careful when answering the security questions.

In case you forget your password, you will be required to answer these security questions to retrieve your password.
15) Now log in with new user name and password.

16) You can login to the GST Common Portal from this page with your new Username and Password.
17) Fill up details of business.
18) Enter details of promoter/partner details.
19) Enter details of authorized signatory.
20) Enter details of principal place of business.
21) Enter details of additional place of business.
22) Enter details of bank accounts.
23) Submit details with DSC/E-Signature.
24) Select DSC from pop up window and sign.
25) On successful submission it will show message on screen and you will receive notification with unique application reference number (ARN) on your registered email address and mobile phone number.