|  |  |
| --- | --- |
|  | hdservice |
|  |  |
|  | |  | | --- | | **Documentation :- STATES IN INDIA** | |  | | Reference Guide For Sales Tax & Other Levies | |  | | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **State** | **No of invoices reqd.** | **Consignee ST & CST numbers reqd.** | **Type of ST form/Permit** | **Entry Tax Applicability** | **Applicability of Octroi** | | ANDHRA PRADESH | 3 | Y | FORM NO. 600 | N | N | | ARUNACHAL PRADESH | 3 | N | NO | N | N | | ASSAM | 3 | Y | PERMIT/ FORM 61 | N | N | | BIHAR | 3 | Y | FORM D 10 | N | N | | CHANDIGARH | 3 | Y | NO | N | N | | CHATTISGARH | 3 | Y | FORM 59 | N | N | | DELHI | 3 | Y | NO | N | N | | GOA | 3 | Y | NO | Y | N | | GUJARAT | 3 | Y | FORM402/403 | N | N | | HARYANA | 3 | Y | FORM 38 | N | N | | HIMACHAL PRADESH | 3 | Y | FORM 26 | Y | N | | JAMMU & KASHMIR | 3 | Y | FORM 55 | Y | N | | JHARKHAND | 3 | Y | FORMNO504G/504B | N | N | | KARNATAKA | 3 | Y | FORM39 | N | N | | KERALA | 4 | Y | FORM 27B/15 | Y | Y | | MADHYA PRADESH | 3 | Y | FORMNO 49/50 | N | N | | MAHARASHTRA | 3 | Y | NO | N | Y | | MANIPUR | 3 | Y | NO | N | N | | MEGHALAYA | 3 | Y | NO | N | N | | MIZORAM | 3 | Y | FORM 38A | N | N | | NAGALAND | 3 | Y | NO | N | N | | ORISSA | 3 | Y | FORMNO32 | Y | Y | | PONDICHERRY | 3 | Y | NO | N | N | | PUNJAB | 3 | Y | NO | Y | N | | RAJASTHAN | 3 | Y | FORM 47/49A | N | N | | SIKKIM | 3 | Y | NO | N | N | | TAMIL NADU | 3 | Y | NO | N | N | | TRIPURA | 3 | Y | FORM NO 24 | N | N | | UTTAR PRADESH | 3 | Y | FORM NO 38 /39 | N | N | | UTTARANCHAL | 3 | Y | FORM 16/17 | N | N | | WEST BENGAL | 3 | Y | WAY BILL NO 50 | N | N | | |  | | **Note :-** | | |  |  | | --- | --- | | 1. | CST/LST No's of Consignees are essential. | | 2. | Information given in this guide is for general reference. Actual interpretation by the concerned authorities may vary. | | \* | Entry tax is applicable in case of non-commercial transactions when the consignee imports the goods directly from a supplier located outside the state for self-consumption and not for resale (Applicable only on cetain specified items in Jammu & Kashmir, Punjab & Kerala) | | \*\* | Toll tax applicable. | | \*\*\* | Only applicable In case of stock transfer or non-commercial transaction by a registered dealer. | | |  | | **Packaging Guidelines :-** | | STEP BY STEP PROCEDURE : | | |  |  | | --- | --- | | 1. | Use a corrugated box or a rigid carton. Check the weight specification of the box / carton you are using and don't exceed its capacity. | | 2. | Wrap the items separately. | | 3. | Provide internal protection with adequate cushioning material. | | 4. | Use strong tape designed for shipping. Tape should be at least 2" wide, but preferably 3" wide. | | 5. | Use proper labeling that has a clear and complete origin & destination address, including phone numbers and pin codes. | | |  | | SOME PACKING SUGGESTIONS : | | |  |  | | --- | --- | | 1. | For floppy disks the packing must be in padded envelopes or in blister- proof packing. | | 2. | Sample medical vials must have adequate protection inside the packing so that the same do not move. Shredded paper can be used for packing such materials. | | 3. | For foodstuff samples like, Tea, Rice, Grains, Pulses, etc. fabric-reinforced envelopes must be used. Plain covers should not be used. | | 4. | Books must be packed in cartons / wooden cases. If in cartons, two strappings must be done to ensure that the contents hold together. | | 5. | Textile goods must be first wrapped in polythene or any suitable waterproof material and then covered with strong Hessian / Jute cloth. | | 6. | Electronic articles must be packed in adequate-ply corrugated cartons | | |  | | **VOLUMETRIC CALCULATAION :-** | | Volumetric weight is a standard practice followed throughout the air-freight industry that considers density determining charges.   The calculations are used to consider the amount of space a package will take in various modes of transportation / warehouse in relation to the actual weight of the package.   : | |  | |