

Manual > Filing reply in Form GST ASMT-11 to the notice issued against Scrutiny of Returns

How can I file reply in Form GST ASMT-11 to the notice issued against Scrutiny of Returns?

To file reply in Form GST ASMT-11 to the notice issued against Scrutiny of Returns, perform following steps:

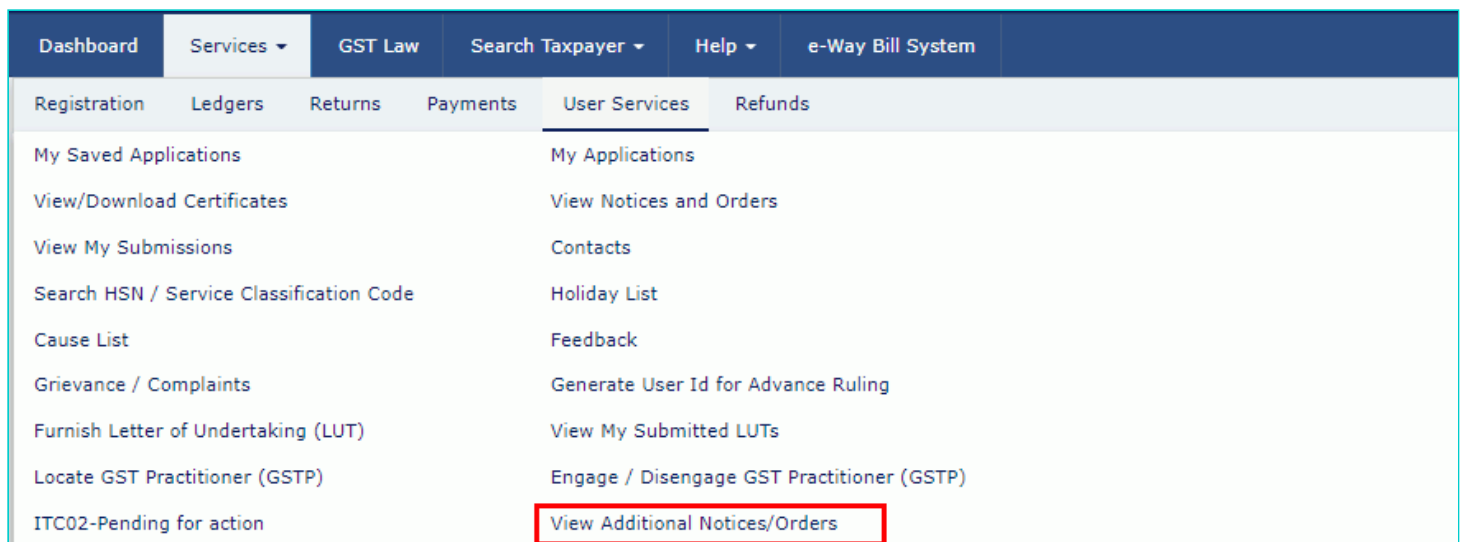
- A. Navigate to [View Additional Notices/Orders](#) page to view Notices and Orders issued against you by Tax Official
- B. Take action using NOTICES tab of Case Details screen: [View issued Notices](#)
- C. Take action using REPLIES tab of Case Details screen: [View/Add your reply to the issued Notice](#)
- D. Take action using ORDERS tab of Case Details screen: [View issued Order](#)

Click each hyperlink above to know more.

B. Take action using NOTICES tab of Case Details screen: View issued Notices

To view issued Notices, perform following steps after logging into the GST Portal:

1. Navigate to **Services > User Services > View Additional Notices/Orders** option.



2. Click **View** of the relevant case you want to view notice.

Type of Notice/Order	Description	Ref ID	Date of Issuance	Action
SCRUTINY OF RETURNS	Order to drop proceedings in Form GST ASMT-12	ZA1810180001171	22/10/2018	View
SCRUTINY OF RETURNS	Notice for intimating discrepancies in return in Form GST ASMT-10	ZA181018000102C	11/10/2018	View
SCRUTINY OF RETURNS	Notice for intimating discrepancies in return in Form GST ASMT-10	ZA1810180000826	10/10/2018	View
PROVISIONAL ASSESSMENT	PROVISIONAL ASSESSMENT ORDER GST ASMT-04	ZA1810180000735	09/10/2018	View
TAX COLLECTED NOT DEPOSITED	Show Cause Notice and Summary thereof in Form GST DRC-01	ZA1810180000719	09/10/2018	View
TAX COLLECTED NOT DEPOSITED	Show Cause Notice and Summary thereof in Form GST DRC-01	ZA181018000070B	09/10/2018	View
TAX COLLECTED NOT DEPOSITED	Intimation of issue of reminder in Form GST DRC-01	ZA181018000067Y	09/10/2018	View
TAX COLLECTED NOT DEPOSITED	Show Cause Notice and Summary thereof in Form GST DRC-01	ZA1810180000660	09/10/2018	View
SCRUTINY OF RETURNS	Notice for intimating discrepancies in return in Form GST ASMT-10	ZA181018000059V	05/10/2018	View
DEFERRED/PAYMENT INSTALMENTS	Application Id AD1809180000571 Approved	ZA181018000058X	04/10/2018	View

< 1 2 3 4 5 6 7 ... 31 >

10 25 50 100

3. On the Case Details page of that particular taxpayer, select the NOTICES tab, if it is not selected by default. This tab displays all the notices issued by the Tax Official to you in this particular case.
4. Click the **View** link in the Attachments column of the table to download notices issued into your machine and view them.

ARN	GSTIN/UIN/Temporary ID	Date Of Application/Case Creation	Status
AD181018000018K	18AJIPA1572EAZB	05/10/2018	Pending for reply by taxpayer

NOTICES	Type	Reference Number	Issue Date	Due Date to Reply	Personal Hearing	Section Number	Attachments
REPLIES	NOTICE	ZA181018000059V	05/10/2018	31/10/2018	No	61	20180524ZA100514 SR_NOTICE_ZA1810180000
ORDERS							

[Go back to the Main Menu](#)

C. Take action using REPLIES tab of Case Details screen: View/Add your reply to the issued Notice

To view or add your reply in Form GST ASMT-11 to the notice issued in Form GST ASMT-10, perform following steps:

1. On the Case Details page of that particular taxpayer, select the REPLIES tab. This tab will display the replies you will file against the Notices issued by the Tax Official. To add a reply, click **NOTICE**.

ARN AD181018000018K	GSTIN/UIN/Temporary ID 18AJIPA1572EAZB	Date Of Application/Case Creation 05/10/2018	Status Pending for reply by taxpayer
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- NOTICES
- REPLIES**
- ORDERS

ADD REPLY ▾

NOTICE

	Notice filed Against	Reply Date/Ph	Option for Personal Hearingy	Attachments
No Records Found				

2. The **REPLY** page is displayed.

ARN
AD181018000018KGSTIN/UIN/Temporary ID
18AJIPA1572EAZBDate Of Application/Case Creation
05/10/2018Status
Pending for reply by taxpayer

NOTICES

REPLIES

ORDERS

• indicates mandatory field

Type

NOTICE

Date Of SCN

05/10/2018

SCN Ref No

ZA181018000059V

Reply •

Amount Admitted And Paid, if Any

Tax Period				Act	Tax (₹)	Interest
From	To					
Month ▼	Year ▼	Month ▼	Year ▼	Acts ▼	<input type="text"/>	<input type="text"/>

ADD

Attachments

 No file chosen

• File with PDF/JPEG format is only allowed

• Maximum 4 files and 5 MB for each file allowed

Verification

I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

Name of Authorized Signatory •

Select ▼

Place •

Enter Place

Designation / Status

Date

• DSC is compulsory for companies and LLP.


BACK

PREVIEW

FILE

- Enter your response in the reply field.
- Enter the Amount admitted and paid details, if any.
- Scroll to the right using the scroll bar to enter more details.

Amount Admitted And Paid, if Any

Act	Tax (₹)	Interest (₹)	Others (₹)	Total(₹)	Actions
Acts					

6. Click **ADD** button to add more details.

Note: The notice issued by the tax official may indicate some discrepancies which were observed during scrutiny of return by him. If due to any of the indicated discrepancy, taxpayer is liable to pay differential tax, and he agrees to the discrepancy and pays the tax due on this count, he may mention the said agreed amount paid and enter the payment particulars in its reply to notice in Form GST ASMT 11.

If he is yet to pay the admitted amount, he can pay it either by using Form DRC-03 or he may furnish the outward supply invoice/debit note/amended invoice/amended debit note, in Form GSTR-1 or by paying tax or do cenvat reversal, as the case may be, at the time of filing Form GSTR-3B, in reply to the notice.

NOTICES

REPLIES

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• indicates mandatory fields

Type NOTICE **Date Of SCN** 05/10/2018

SCN Ref No ZA181018000059V

Reply •

Amount Admitted And Paid, if Any

Tax Period				Act	Tax (₹)	Interest
From	To					
Month	Year	Month	Year	Acts		

ADD

7. Click **Choose File** to upload your reply and upload any supporting document(s) related to your reply, if any.

8. Select the Verification check-box and select the name of the authorized signatory.

9. Enter the Place where the form is filed.

10. Click **PREVIEW** to download and review your reply.

Attachments

No file chosen

- File with PDF/JPEG format is only allowed
- Maximum 4 files and 5 MB for each file allowed

Verification

I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

Name of Authorized Signatory *

ANGAD ARORA

Place *

Enter Place

Designation / Status

Manager

Date

22/10/2018

DSC is compulsory for companies and LLP.

BACK

PREVIEW

FILE

11. Reply to the show cause notice is downloaded in PDF format.

Form GST ASMT - 11

[See rule 99(2)]

Reply to notice issued under section 61 intimating discrepancies in the return

1. GSTIN	18AJPA1572EAZB		
2. Name	ANGAD JASBIRSINGH ARORA		
3. Detail of notice	Reference No.: ZA181018000059V	Date:	05/10/2018
4. Tax Period	SEP-2017 NOV-2017		
5. Reply to the discrepancies	Return filed		

6. Amount Admitted And Paid, if Any :

Sr. No	Tax Period		Act	Tax (?)	Interest (?)	Others (?)	Total (?)
	From	To					
-NA-							

7. Verification :

I hereby solemnly affirm and declare that the information given hereinabove is true and correct to the best of my/our knowledge and belief and nothing has been concealed therefrom.

Signature of Authorized Signatory
Name: ANGAD ARORA
Designation / Status: Manager
Date: 22/10/2018

12. Click **FILE**.

Attachments
 No file chosen
File with PDF/JPEG format is only allowed
Maximum 4 files and 5 MB for each file allowed

Verification
 I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.


Name of Authorized Signatory	Place
<input type="text" value="ANGAD ARORA"/>	<input type="text" value="Delhi"/>
Designation / Status	Date
Manager	22/10/2018

DSC is compulsory for companies and LLP.

13. **Submit Application** page is displayed. Click **ISSUE WITH DSC** or **ISSUE WITH EVC**.

Dashboard > Submit Application English

GSTIN	Legal Name	Trade Name
18AJIPA1572EAZB	ANGAD JASBIRSINGH ARORA	Angad Provision



Warning

Digital signatures are governed by the provisions of Information Technology Act, 2000 ("IT Act") and rules made thereunder. It is a mode of authenticating electronic records [Section 2(p) of IT Act]. Affixing digital signature on any document herein is deemed to be equivalent to affixing hand written signature/mark on such information/document (Section 5 of IT Act). Fraudulently/Dishonestly making use of any other person's digital signature is a punishable offence under IT Act (Section 66 C). Before attaching your digital signature certificate, please be certain that you wish to authenticate this electronic record.

DSC is compulsory for Companies & LLP
Facing problem using DSC? [Click here for help](#)

14. A success message is displayed with the generated Reference number. Click **OK**.

Dashboard > Notices and Orders

Your reply has been filed against Ref. no ZA181018000059V dated 05/10/2018. To download the document [Click here](#)

15. The updated REPLIES tab is displayed, with the record of the filed reply in a table and status updated to "Reply furnished, pending for order by tax officer". You can also click the documents in the Attachments section of the table to download them.

Dashboard > Services > User Services > My Applications > Case Details

ARN AD181018000018K	GSTIN/UIN/Temporary ID 18AJIPA1572EAZB	Date Of Application/Case Creation 05/10/2018	Status Reply furnished, pending for order by tax officer
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NOTICES

REPLIES

ORDERS

ADD REPLY ~

Type	Reply filed Against	Reply Date/Ph	Option for Personal Hearing	Attachments
NOTICE	ZA181018000059V	05/10/2018	N	SR_REPLY_ZA181018000059V_20181022031103.pdf

Note: Once you file your reply successfully, following actions take place on the GST Portal:

- You will receive an acknowledgement intimation via your registered email and SMS, along with the generated RFN.
- Your reply will be available on Tax Official's dashboard.

[Go back to the Main Menu](#)

D. Take action using ORDERS tab of Case Details screen: View Order Issued Against Your Case

To download order issued against your case, perform following steps:

1. On the Case Details page of that particular taxpayer, click the **ORDERS** tab. This tab provides you an option to view the issued order, with all its attached documents, in PDF mode.
2. Click the **View** link in the Action column of the table to download and view them.

Dashboard > Additional Notices and Orders > Case Details

ARN AD181018000029H	GSTIN/UIN/Temporary ID 18AJIPA1572EAZB	Date Of Application/Case Creation 10/10/2018	Status Order for dropping proceedings issued
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NOTICES

REPLIES

ORDERS

Type	Order Number	Order Date	Attachments
DROP PROCEEDING	ZA1810180001171	22/10/2018	SR_DrpProcd_ZA1810180001171_20181022010119.pdf

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