

Manual > Opt for Composition Levy (FORM GST CMP-02)

What are the steps involved in applying to Opt for the Composition Levy on the GST Portal?

To opt for the Composition Levy on the GST Portal as an existing taxpayer, perform following steps:

1. Access the <https://www.gst.gov.in/> URL. The GST Home page is displayed. Login to the GST Portal by entering your login credentials.
2. Select '**Application to Opt for composition Levy**' from the Registration Menu.

Dashboard	Services ▾	GST Law	Downloads ▾	Search Taxpayer ▾	Help and Taxpayer facilities	New Return (Trial) ▾	E-Invoice
Registration	Ledgers	Returns	Payments	User Services	Refunds	e-Way Bill System	
New Registration						Application for Filing Clarifications	
Amendment of Registration Core Fields						Amendment of Registration Non - Core Fields	
Application to Opt for composition Levy						Application for Withdrawal from Composition Levy	
Track Application Status						Application for Cancellation of Registration	

3. Application to Opt for Composition Levy page is displayed.

Application to Opt for Composition Levy

❗ Select HSN in compliance with the eligibility to opt for composition levy under Section 10 of the CGST Act. The registered person shall be eligible to opt, if he is not a manufacturer of such goods as may be notified by the Government on the recommendations of the Council. Please ensure you are not a manufacturer of any of the below commodities:

S.No.	Tariff item, subheading, heading or Chapter	Description
1.	2105 00 00	Ice cream and other edible ice, whether or not containing cocoa.
2.	2106 90 20	Pan masala
3.	24	All goods, i.e. Tobacco and manufactured tobacco substitutes

• indicates mandatory fields

GSTIN 07AEFPA4963B1ZY	Legal Name of Business Ranu Ahuja	Trade name, if any Ranu ahuja
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Address of Principal Place of Business 05,05,Mg building,Mg road,Delhi,South West Delhi,Delhi,110019	Financial Year for which composition Levy is opted 2020-2021
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Jurisdiction

Centre (DELHI NORTH),(BADLI),(RANGE - 31)	State (1),(ward)
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Category of Registered Person •

Manufacturers, other than manufacturers of such goods as may be notified by the Government for which option is not available

Suppliers making supplies referred to in clause (b) of paragraph 6 of Schedule II

Any other supplier eligible for composition levy

Composition Declaration •

I hereby declare that the aforesaid business shall abide by the conditions and restrictions specified for paying tax under section 10.

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
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Designation / Status	Date 26/05/2020
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BACK

SAVE

SUBMIT WITH DSC

SUBMIT WITH E-SIGNATURE

SUBMIT WITH EVC

4. Your GSTIN, Legal Name of Business, Trade Name (if any), Address of Principal Place of Business and Jurisdiction are auto-populated. Select the **Category of Registered Person**.

5. Select the **Composition** and **Verification Declaration**.

6. Select the **Authorized Signatory** from the drop-down list and enter the **Place** from where the form is filled.

7. Click **SAVE**.

Application to Opt for Composition Levy

❗ Select HSN in compliance with the eligibility to opt for composition levy under Section 10 of the CGST Act. The registered person shall be eligible to opt, if he is not a manufacturer of such goods as may be notified by the Government on the recommendations of the Council. Please ensure you are not a manufacturer of any of the below commodities:

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GSTIN 07AEFPA4963B1ZY	Legal Name of Business Ranu Ahuja	Trade name, if any Ranu ahuja
Address of Principal Place of Business 05,05,Mg building,Mg road,Delhi,South West Delhi,Delhi,110019		Financial Year for which composition Levy is opted 2020-2021

Jurisdiction

Centre (DELHI NORTH),(BADLI),(RANGE - 31)	State (1),(ward)
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Category of Registered Person *

<input checked="" type="checkbox"/>	Manufacturers, other than manufacturers of such goods as may be notified by the Government for which option is not available
<input type="checkbox"/>	Suppliers making supplies referred to in clause (b) of paragraph 6 of Schedule II
<input type="checkbox"/>	Any other supplier eligible for composition levy

Composition Declaration *

<input checked="" type="checkbox"/>	I hereby declare that the aforesaid business shall abide by the conditions and restrictions specified for paying tax under section 10.
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Verification

<input checked="" type="checkbox"/>	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.
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Name of Authorized Signatory *	Place *
<input type="text" value="ANGAD JASBIRSINGH ARORA[AJIPA1572E]"/>	<input type="text" value="Delhi"/>
Designation / Status	Date
CA	26/05/2020

BACK

SAVE

SUBMIT WITH DSC

SUBMIT WITH E-SIGNATURE

SUBMIT WITH EVC

8. A confirmation message is displayed that Application has been saved.

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 JASBIRSINGH ARORA[AJIPA1572E]

Place *

Delhi

Designation / Status

CA

Date

26/05/2020

BACK

SAVE

SUBMIT WITH DSC

SUBMIT WITH E-SIGNATURE

SUBMIT WITH EVC

Success Your application has been saved. You can retrieve this application and submit within 10/06/2020 days. You can access the Application from X "My Saved Applications" and submit on GST Portal.

9. Click the **SUBMIT WITH DSC** or **SUBMIT WITH EVC** button.

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 JASBIRSINGH ARORA[AJIPA1572E]

Place *

Delhi

Designation / Status

CA

Date

26/05/2020

BACK

SAVE

SUBMIT WITH DSC

SUBMIT WITH E-SIGNATURE

SUBMIT WITH EVC

Success Your application has been saved. You can retrieve this application and submit within 10/06/2020 days. You can access the Application from X "My Saved Applications" and submit on GST Portal.

10.1. SUBMIT WITH DSC:

- Click **YES**.
- Select the certificate and click the **SIGN** button.



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.

Do you want to proceed to attach Digital Signature Certificate?

NO

YES

10.2. SUBMIT WITH EVC:

a. Enter the OTP sent on email and mobile number of the Authorized Signatory registered at the GST Portal and click the **VALIDATE OTP** button.

OTP Verification

Please enter OTP

OTP has been sent to your Email and Mobile number registered at the GST portal

CLOSE

VALIDATE OTP

11. The success message is displayed. You will receive the acknowledgement in next 15 minutes on your registered e-mail address and mobile phone number.

Dashboard > Acknowledgement

English

✓ SUCCESS

Thank you for submission

System will verify / validate the information submitted after which acknowledgement will be sent in next 15 minutes