

Manual > Unblocking of E-Way Bill Generation Facility

How can I file application for Unblocking of E-Way Bill Generation Facility?

To file application for Unblocking of E-Way Bill Generation Facility on GST Portal, perform following steps:

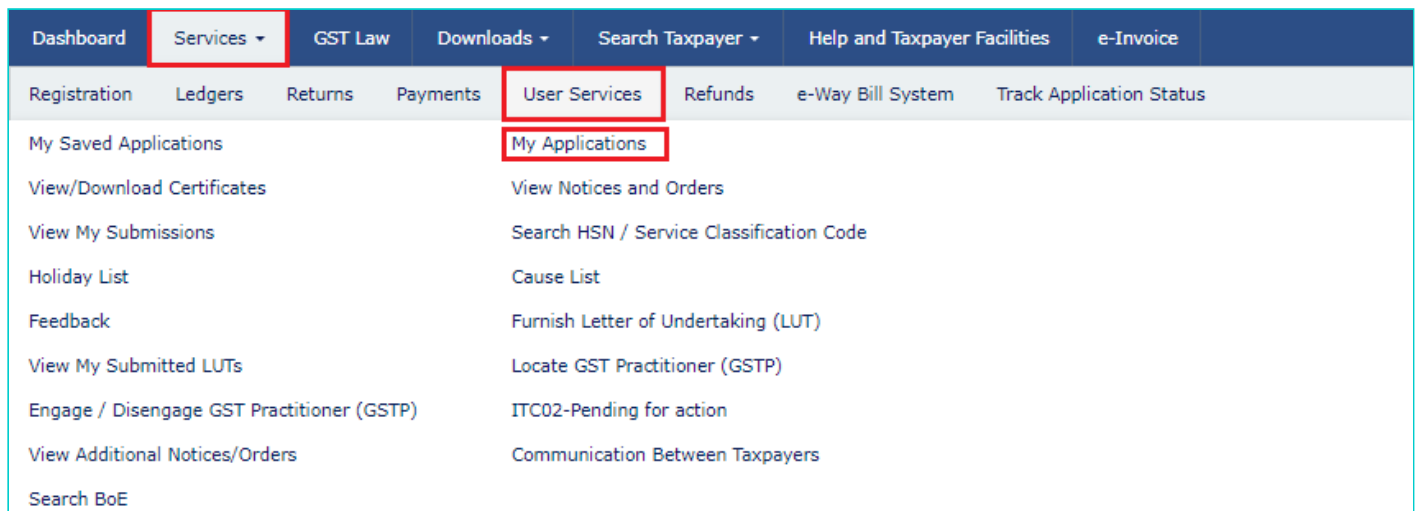
- [File application for Unblocking of E-Way Bill Generation Facility.](#)
- Open the Application's Case Details screen by searching for your filed Application in [My Applications](#) page or from [View Additional Notices/Orders](#) page
- [View your Filed Application](#)
- [View issued Notice related to that Application and File your Reply.](#)
- [View issued Orders related to that Application](#)

Click each hyperlink above to know more.

A. File Application for Unblocking of E-Way Bill Generation Facility

To file application for Unblocking of E-Way Bill Generation Facility on GST Portal, perform following steps:

1. Access the www.gst.gov.in URL. The GST Home page is displayed. Login to the portal with valid credentials. Dashboard page is displayed. Click **Services > User Services > My Applications** option.



2. The **My Applications** page is displayed. Select **Application for unblocking of E-way bill** in the Application Type field. Click the **NEW APPLICATION** button.

My Applications

• indicates mandatory fields

Application Type *

Select

- Select
- Advance Ruling
- Intimation of Voluntary Payment - DRC-03
- Letter Of Undertaking
- Appeal to Appellate Authority
- REFUNDS
- Application for rectification of order
- Application for Restoration of Provisional Attachment
- Application for Deferred Payment/Payment in Instalments
- Provisional Assessment ASMT-01
- Compounding Application
- Application for unblocking of E-way bill

From Date

DD/MM/YYYY

To Date

DD/MM/YYYY

SEARCH

NEW APPLICATION

3. The **Application for unblocking of E-way bill** page is displayed.

Application for unblocking of E-Way Bill generation facility

FORM GST EWB-05

Indicates Mandatory Fields *

GSTIN/UIN *

27CDQPG3530GMZZ

Trade Name

Composition Ltd

Legal Name

RAHUL SINGH GUSAIN

Address

1, 4th, GSTN, 2, Thane, Thane,

Reason of blocking of E-Way bill generation facility *

Blocked by system due to defau

Return type

GSTR3B

Default Period From

January2020

Default Period To

February2020

Facility of EWB generation blocked w.e.f

24/09/2020

Expected date for filing of returns of the default periods

DD/MM/YYYY



Reason of Unblocking by Taxpayer *

Select

Please Specify

Attachments

(Upload attachments to substantiate the application)

Enter Document Description

Choose File No file chosen

Only PDF or JPEG file format is allowed.

Maximum file size for upload is 1MB.

Maximum 4 supporting documents can be attached.

Verification *

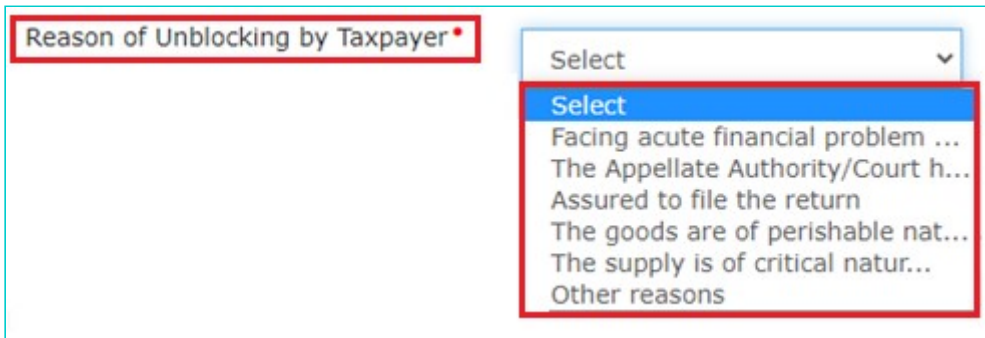
I hereby solemnly affirm and declare that the information given hereinabove is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

PROCEED

4. Select the **Expected date for filing of returns of the default periods** using the calendar.

5. Select the **Reason of Unblocking by Taxpayer** from the drop-down list.

Note: If Other reasons is selected as the **Reason of Unblocking**, specify the reason in the box provided next to it.



The image shows a screenshot of a web form. On the left, there is a text input field with the label "Reason of Unblocking by Taxpayer" and a red asterisk. To the right of this field is a dropdown menu. The dropdown menu is currently open, showing a list of options. The top option is "Select" (highlighted in blue), followed by "Facing acute financial problem ...", "The Appellate Authority/Court h...", "Assured to file the return", "The goods are of perishable nat...", "The supply is of critical natur...", and "Other reasons".

6. Click **Choose File** to upload the document(s) related to this application.

Note:

- Only PDF or JPEG file format is allowed.
- Maximum file size for upload is 1MB.
- Maximum 4 supporting documents can be attached.

7. Select the **Verification** check-box and **Name of the Authorized Signatory** from the drop-down list. Enter the name of the **Place** where you are filing this application. Click the **PROCEED** button.



Application for unblocking of E-Way Bill generation facility FORM GST EWB-05

Indicates Mandatory Fields *

GSTIN/UIN *	Trade Name	Legal Name	Address
<input type="text" value="27CDQPG3530GMZZ"/>	<input type="text" value="Composition Ltd"/>	<input type="text" value="RAHUL SINGH GUSAIN"/>	<input type="text" value="1, 4th, GSTN, 2, Thane, Thane,"/>
Reason of blocking of E-Way bill generation facility *	<input type="text" value="Blocked by system due to defau"/>	Return type	<input type="text" value="GSTR3B"/>
Default Period From	<input type="text" value="January2020"/>	Default Period To	<input type="text" value="February2020"/>
Facility of EWB generation blocked w.e.f	<input type="text" value="24/09/2020"/>		
Expected date for filing of returns of the default periods	<input type="text" value="DD/MM/YYYY"/>		
Reason of Unblocking by Taxpayer *	<input type="text" value="Other reasons"/>	Please Specify *	<input type="text"/>

Attachments

(Upload attachments to substantiate the application)

Enter Document Description

 No file chosen

* Only PDF or JPEG file format is allowed.

* Maximum file size for upload is 1MB.

* Maximum 4 supporting documents can be attached.

Verification *

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

Name of Authorized Signatory *


Place *

Designation/Status: MGR

Date : 24/09/2020

8. Click the **PROCEED** button.

Choose File No file chosen Maximum 4 supporting documents can be attached.



Warning

Do you want to proceed?


Verification *
 I hereby solemnly affirm and c... has been concealed therefrom.

Name of Authorized Signatory *
 RAHUL GUSAIN

Designation/Status: MGR Date : 24/09/2020

9. The Submit Application page is displayed. Click **SUBMIT WITH DSC** or **SUBMIT WITH EVC**.

GSTIN/Temporary ID/UIN	Legal Name	Trade Name
27CDQPG3530GMZZ	RAHUL SINGH GUSAIN	Composition Ltd



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](#)

10. (a) **SUBMIT WITH DSC**: Click the **PROCEED** button. Select the certificate and click the **SIGN** button.

10. (b) **SUBMIT WITH EVC**: 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 Acknowledgement page is displayed with the generated ARN. You will also receive an SMS and email on your registered mobile number & e-mail id respectively, intimating you of the generated ARN and successful filing of the application. To download the filed application, click the **DOWNLOAD** button.

Note: Once the application is filed, status of the application gets updated to "**Pending with Tax Officer**".

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer Facilities E-Invoice

Dashboard > Services > User Services > Acknowledgement

Acknowledgement for Application of Unblocking of E-Waybill

✔ Your form has been signed successfully through EVC

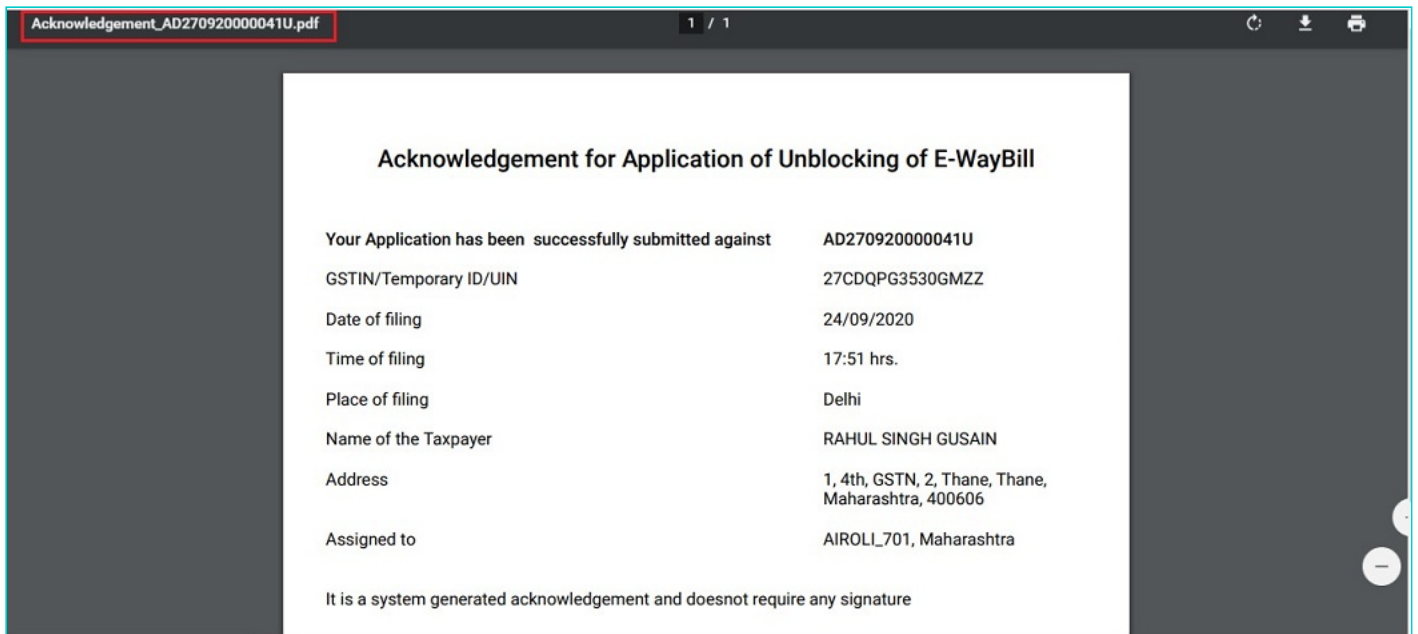
Your Application has been successfully submitted against **AD270920000041U**

GSTIN/Temporary ID/UIN	27CDQPG3530GMZZ
Date of filing	24/09/2020
Time of filing	17:51 hrs.
Place of filing	Delhi
Name of the Taxpayer	RAHUL SINGH GUSAIN
Address	1, 4th, GSTN, 2, Thane, Thane, Maharashtra, 400606
Assigned to	AIROLI_701, Maharashtra

It is a system generated acknowledgement and does not require any signature.

DOWNLOAD

11(a). The filed application is displayed in PDF format.

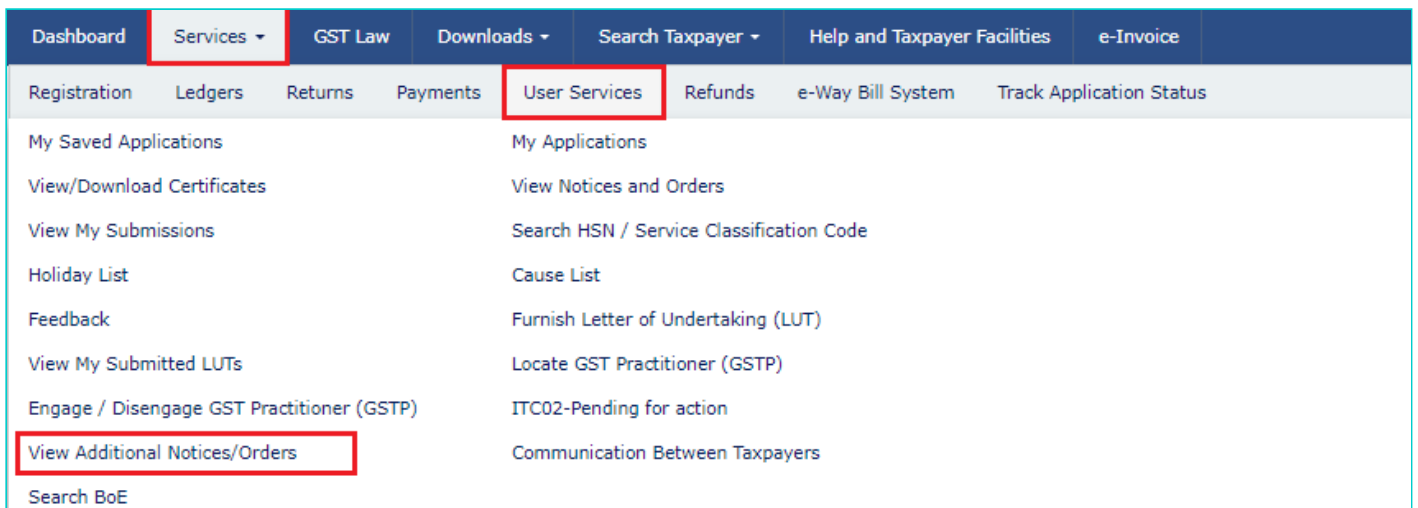


[Go back to the Main Menu](#)

C. Take action using APPLICATIONS tab of Case Details screen: View your Filed Application


To view Application Details, based on which this Case was created, perform following steps:

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



2. Click **View**.

Skip to Main Content



Goods and Services Tax

RAHUL SINGH GUSAIN
27CDQPG3530GMZZ

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer Facilities E-Invoice

Dashboard > Services > User Services > Additional Notices and Orders

Type of Notice/Order	Description	Ref ID	Date of Issuance	Action
Ewb Unblock by Tax Payer	EWB generation facility request - Personal Hearing Notice Issued By Tax Officer	ZD270920002109P	25/09/2020	View

10 25 50 100

3. On the **Case Details** page of that particular application, select the **APPLICATIONS** tab, if it is not selected by default. This tab provides you an option to view the filed application in PDF mode. Click the **DOWNLOAD APPLICATION** button to download and view the application in PDF format.

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer Facilities E-Invoice

Dashboard > Services > User Services > Application for unblocking of E-way bill

Case ID AD27092000041U	GSTIN/Temp ID 27CDQPG3530GMZZ	Legal Name RAHUL SINGH GUSAIN	Status Personal Hearing Notice Issued
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APPLICATIONS

NOTICES

REPLIES

ORDERS

Application for unblocking of E-Way Bill generation facility

GSTIN/UIN	Trade Name	Legal Name	Address
27CDQPG3530GMZZ	Composition Ltd	RAHUL SINGH GUSAIN	1, 4th, GSTN, 2, Thane, T
Reason of blocking of E-Way bill generation facility	Blocked by System due to	Return type	GSTR3B
Default Period From	January2020	Default Period To	February2020
Facility of EWB generation blocked w.e.f	24/09/2020		
Expected date for filing of returns of the default periods			
Reason of Unblocking by Taxpayer	Facing acute financial prot		
Attachments uploaded by Taxpayer to substantiate the application	NA		

[DOWNLOAD APPLICATION](#)

3(a). The file application is displayed in PDF format.

FORM GST EWB-05

[See rule 138 E]

Application for unblocking of E-Way Bill generation facility

1	GSTIN	27CDQPG3530GMZZ
2	Legal Name	RAHUL SINGH GUSAIN
3	Trade Name	Composition Ltd
4	Address	1, 4th, GSTN, 2, Thane, Thane, Maharashtra, 400606

5	Facility of furnishing of information in Part A of FORM GST EWB 01 (i.e. facility for generation of E-Way Bill) blocked w.e.f.	24-09-2020
6	Reasons of unblocking of facility for generation of E- Way Bill	
(I)	Facing acute financial problem and will suffer huge financial losses, if E-way bill generation facility is not restored.	NA
7	Expected date for filing of returns for the period under default	NA

8. Verification

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

Signature of Authorized Signatory:

Name: RAHUL GUSAIN

Designation /Status: MGR

Date: 24-09-2020

Place: Delhi

Signature Not
Verified
Digitally signed
by AAGF1853L
Date:
2020.09.24
17:51:34+05'30'

[Go back to the Main Menu](#)**D. Take action using NOTICES tab of Case Details screen: View issued Notice related to that Application and File your Reply**

To view issued Notices by Tax Official and file your Reply, perform following steps:

1. On the Case Details page of that particular application, select the **NOTICES** tab. This tab displays all the notices issued by Tax Official. Click the **Notice Type** to download the personal hearing notice in PDF format.

Note: You can also click the attachment under Download Attachment column, if any attachment has been uploaded.

Dashboard	Services	GST Law	Downloads	Search Taxpayer	Help and Taxpayer Facilities	E-Invoice
Dashboard > Services > User Services > Application for unblocking of E-way bill						
Case ID	GSTIN/Temp ID	Legal Name	Status			
AD270920000041U	27CDQPG3530GMZZ	RAHUL SINGH GUSAIN	Personal Hearing Notice Issued			
APPLICATIONS	Notice Number	Notice Type	Notice Issued Date	Due Date to Reply to Notice	Download Attachment	Action
NOTICES	ZD270920002109P	Personal Hearing Notice-1	25/09/2020	25/09/2020	NA	Reply
REPLIES						
ORDERS						

1(a). The personal hearing notice is displayed in PDF format.

Office of Additional Commissioner
Jurisdiction: AIROLI_701:RAIGAD:Thane:Maharashtra

Notice for Personal Hearing-1

Reference No.: ZD270920002109P Date: 25-09-2020
ARN: AD270920000041U


To
27CDQPG3530GMZZ
RAHUL SINGH GUSAIN
1, 4th, GSTN, 2, Thane, Thane, Maharashtra, 400606

Notice for Personal hearing -Application for unblocking of E-waybill generation facility
This is with reference to your application for unblocking of E-way bill generation facility.
In this matter, a Personal hearing has been fixed as indicated below.

S. No.	Particulars	Details
1	Date of Personal Hearing	25-09-2020
2	Time of Personal Hearing	18:33 hrs.
3	Place where Personal Hearing will be held	Delhi
4	Documents to be submitted at the time of hearing by Taxpayer as required by Tax official	Financial Statements

You are required to attend the hearing before the undersigned, at the date/time /place, as indicated above. You may appear for hearing in person or through authorized representative. You may also submit your written submission /documents in support of your application, at the time of hearing. In case you do not appear for personal hearing at the date/time /place, as indicated above the application will be decided ex-parte on the basis of available records.

Place: Delhi
Date: 25-09-2020

Signature Not Verified
Digitally signed by AAGF0853L
Date: 2020.09.25 18:35:18 +05'30'
Signature: 
Name: Mh Test
Designation: Additional Commissioner
Jurisdiction: AIROLI_701
Address: AIROLI_701

2. To reply to the issued Notice, click the **Reply** hyperlink.

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer Facilities E-Invoice

Dashboard > Services > User Services > Application for unblocking of E-way bill

Case ID	GSTIN/Temp ID	Legal Name	Status
AD270920000041U	27CDQPG3530GMZZ	RAHUL SINGH GUSAIN	Personal Hearing Notice Issued

APPLICATIONS	Notice Number	Notice Type	Notice Issued Date	Due Date to Reply to Notice	Download Attachment	Action
NOTICES	ZD270920002109P	Personal Hearing Notice-1	25/09/2020	25/09/2020	NA	Reply
REPLIES						
ORDERS						

3. The **Notice Reference Number**, **Notice Issued Date**, **Notice Type** and **Replay Date** fields are auto populated. In the **Reply** field, enter details of your reply to the issued notice. Click **Choose File** to upload the document(s) related to your reply. Select the **Verification** check box and select the **Name of Authorized Signatory** from the drop-down list. Click **PROCEED**.

Note:

- Only PDF or JPEG file format is allowed.
- Maximum file size for upload is 1MB.
- Maximum 4 supporting documents can be attached.

Dashboard > Services > User Services > Application for unblocking of E-way bill

Case ID	GSTIN/Temp ID	Legal Name	Status
AD270920000041U	27CDQPG3530GMZZ	RAHUL SINGH GUSAIN	Personal Hearing Notice Issued

APPLICATIONS

- NOTICES
- REPLIES
- ORDERS

Notice Reference No. ZD270920002109P Notice Issued Date 25/09/2020

Notice Type Personal Hearing Notice-1

Reply Date 25/09/2020

Reply Financial Statements are attached

Attachments *

(Upload attachments to substantiate the application)
Enter Document Description

Choose File No file chosen

statement: financial statement.pdf

Verification *

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

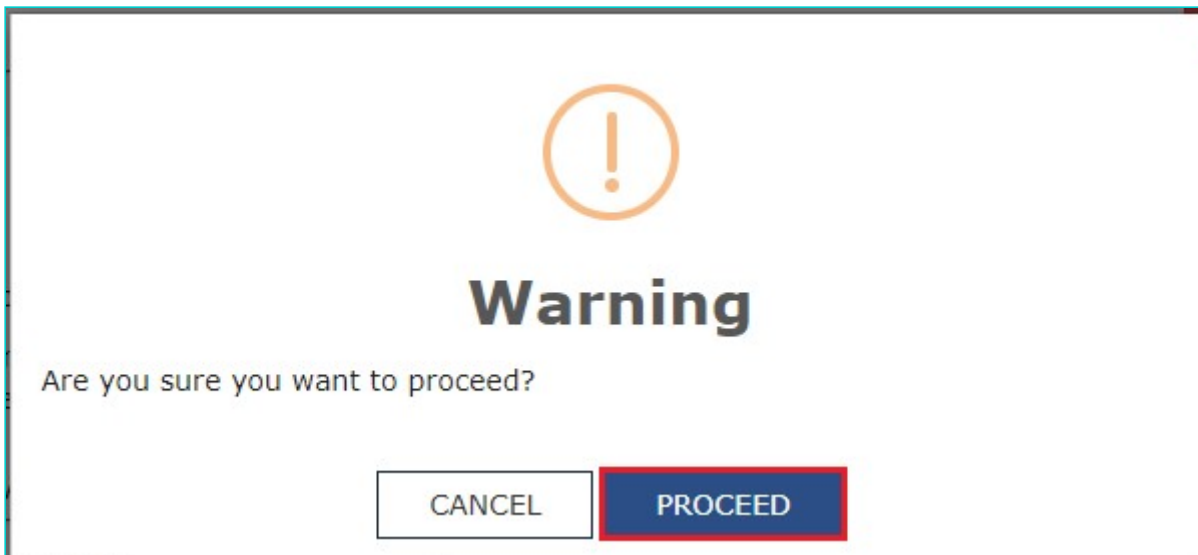
Name of Authorized Signatory *

RAHUL GUSAIN

Date : 25/09/2020

BACK PROCEED

4. Click the **PROCEED** button.



5. The Submit Application page is displayed. Click **FILE WITH DSC** or **FILE WITH EVC**.

GSTIN/Temporary ID/UIN	Legal Name	Trade Name
27CDQPG3530GMZZ	RAHUL SINGH GUSAIN	Composition Ltd

A warning dialog box with a white background and a thin black border. At the top center is an orange exclamation mark icon inside a circle. Below the icon, the word "Warning" is written in a large, bold, black font. Underneath, there is a paragraph of text: "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." Below this text are two lines of smaller text: "DSC is compulsory for Companies & LLP" and "Facing problem using DSC? Click here for help". At the bottom right, there are two buttons: a blue button with a red border labeled "FILE WITH DSC" and a blue button with a red border labeled "FILE WITH EVC".

5. (a) **FILE WITH DSC**: Click the **PROCEED** button. Select the certificate and click the **SIGN** button.

5. (b) **FILE WITH EVC**: 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

6. A confirmation message is displayed that reply has been filed successfully. Click **OK**.

Goods and Services Tax

RAHUL SINGH GUSAIN 27CDQPG3530GMZZ

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer Facilities E-Invoice

Dashboard > Services > User Services > Reply

Reply has been filed successfully.

OK

7. The updated **REPLIES** tab is displayed, with the record of the filed reply in a table and with the Status updated to **"Reply to Personal Hearing Filed"**. You can also click the documents in the **Reply Filed** section of the table to download them.

Dashboard > Services > User Services > Application for unblocking of E-way bill

Case ID	GSTIN/Temp ID	Legal Name	Status
AD270920000041U	27CDQPG3530GMZZ	RAHUL SINGH GUSAIN	Reply to Personal Hearing Filed

APPLICATIONS
NOTICES
REPLIES
ORDERS


Notice Number	Notice Type	Notice Issued Date	Reply Date	Reply Reference Number	Reply and Supporting Document filed	Reply
ZD270920002109P	Personal Hearing Notice-1	25/09/2020	25/09/2020	ZD2709200021106	financial statement.pdf	Financial Statements are attached

[Go back to the Main Menu](#)

E. Take action using ORDERS tab of Case Details screen: View issued Orders related to that Application

To download order issued by tax official regarding acceptance or rejection of Unblocking of E-Way Bill Generation Facility, 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, in PDF mode. Click the order in the Order Type section of the table to download them in PDF format.



Goods and Services Tax

▲ RAHUL SINGH GUSAIN
27CDQPG3530GMZZ

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[Dashboard](#) > [Services](#) > [User Services](#) > [Additional Notices and Orders](#)

Type of Notice/Order	Description	Ref ID	Date of Issuance	Action
Ewb Unblock by Tax Payer	EWB generation facility request - unblocked by Tax Official	ZD2709200021114	25/09/2020	View
Ewb Unblock by Tax Payer	EWB generation facility request - Personal Hearing Notice Issued By Tax Officer	ZD270920002109P	25/09/2020	View

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