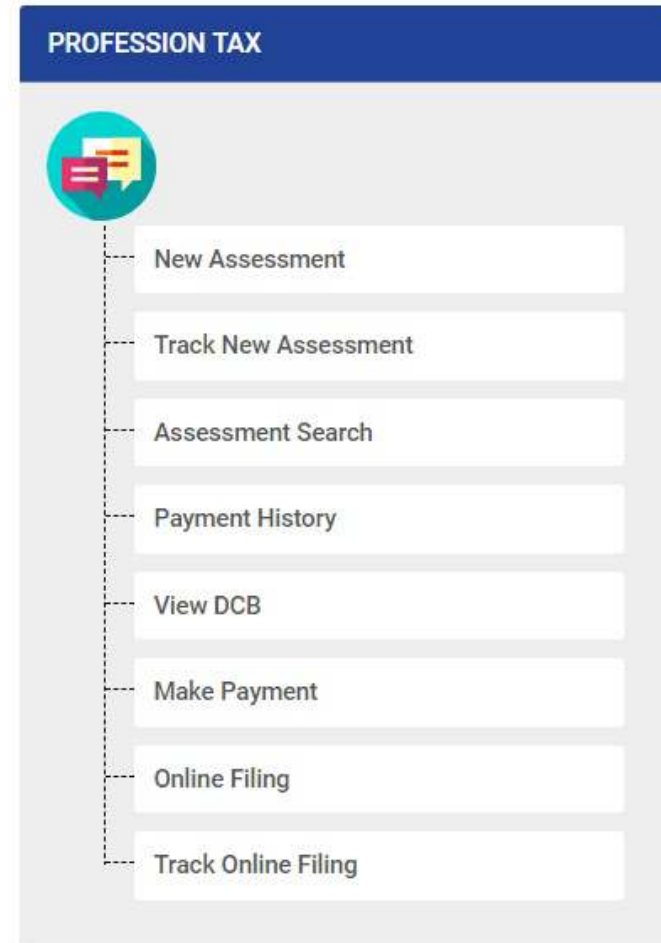


Profession Tax

Public can

- ✓ Raise a request for new profession tax assessment
- ✓ Track the profession tax assessment request status and details
- ✓ Search any particular profession tax assessment
- ✓ View the payment history of a particular profession tax assessment
- ✓ View the respective Panchayat's overall profession tax demand, collection and balance details as a report
- ✓ Make Profession Tax payment online
- ✓ Do online filing of profession tax
- ✓ Track profession tax online filing



- On click of Profession tax from Home Page or Main Menu, user will get the above screen with multiple options
- User can view all the required details of their profession tax and calculate the tax to be paid
- Once the user wants to pay the tax, he/she can click "Make Payment". System will ask for valid user id and password. On providing the valid credentials user will get the payment screen

Profession Tax – New Assessment

PROFESSION TAX

TRACK NEW ASSESSMENT

* District	<input type="text" value="Select"/>	* Town Panchayat	<input type="text" value="Select"/>
* Name	<input type="text"/>		
* Mobile No	<input type="text"/>	* Email Id	<input type="text"/>
* Type	<input checked="" type="radio"/> Trade <input type="radio"/> Organization		
* Trade Name	<input type="text"/>		
* Door No	<input type="text"/>	* Ward No	<input type="text"/>
* Street Name	<input type="text"/>		
* Slab Rate	<input type="text"/>		

Document Enclosed

* Trade / Organization Letter	<input type="text" value="Choose File No file chosen"/>	<input type="button" value="Upload"/>
	<small>Format : jpeg or jpg or png or pdf or doc</small>	
* Income Details	<input type="text" value="Choose File No file chosen"/>	<input type="button" value="Upload"/>
	<small>Format : jpeg or jpg or png or pdf or doc</small>	

- On click of New Assessment, user will get the above screen
- User need to enter all the required details (* marked fields are mandatory) and upload the required documents
- Once they submit, user will get the “Request Number” which can be used for further tracking
- User can “Reset” all the entered values (all the values become empty) by pressing the “Reset” button

Profession Tax – Track Assessment

TRACK NEW ASSESSMENT

REQUEST NEW ASSESSMENT

*Request No.

(Or)

* Mobile No

Track

Reset

- On click of Track Assessment, user will get the above screen
- User can track the request status and detail by entering the valid Request number or the registered mobile number
- Once they submit, user will get the assessment status and details of the entered Request number
- User can “Reset” all the entered values (all the values become empty) by pressing the “Reset” button

Profession Tax – Assessment Search

PROFESSION TAX - ASSESSMENT SEARCH

* Financial Year	<input type="text" value="2019-2020"/>
* District	<input type="text" value="Select"/>
* Town Panchayat	<input type="text" value="Select"/>
* Tax No	<input type="text"/>

- On click of Assessment Search, user will get the above screen
- User need to enter all the required details like Financial year, District, Town Panchayat and Tax No (* marked fields are mandatory)
- Once the user enters the valid tax number, user will get the assessment details and balance history

Profession Tax – Payment History

PROFESSION TAX - PAYMENT HISTORY

* Financial Year	<input type="text" value="2019-2020"/>
* District	<input type="text" value="Select"/>
* Town Panchayat	<input type="text" value="Select"/>
* Tax No	<input type="text"/>

- On click of Payment History, user will get the above screen
- User need to select the Financial Year, respective District and Town Panchayat (* marked fields are mandatory)
- Once the user enters the valid tax number, user will get the assessment details and payment history

Profession Tax – View DCB

PROFESSION TAX - VIEW DEMAND COLLECTION BALANCE

* Financial year	2019-2020 ▼
* District	Select ▼
* Town Panchayat	Select ▼

- On click of “View DCB”, user will get the above screen
- User need to select the Financial Year, respective District and Town Panchayat (* marked fields are mandatory)
- Respective Panchayat’s overall profession tax demand, collection and balance details will be shown as a report

Profession Tax – Online Filing

PROFESSION TAX - ONLINE FILING

TRACK ONLINE FILING

* District	<input type="text" value="Select"/>	* Town Panchayat	<input type="text" value="Select"/>
* Financial Year	<input type="text" value="Select"/>	* Name	<input type="text"/>
* Mobile No	<input type="text"/>	* Email Id	<input type="text"/>
* Type	<input checked="" type="radio"/> Trade <input type="radio"/> Organization		
* Tax No	<input type="text"/>		
* Current Year	<input type="text" value="2019-2020"/>	* Demand Type	<input checked="" type="radio"/> First Half <input type="radio"/> Second Half

- On click of Online Filing, user will get the above screen
- User need to enter all the required details (* marked fields are mandatory)
- Once they submit, user will get the “Request Number” which can be used for further tracking
- User can “Reset” all the entered values (all the values become empty) by pressing the “Reset” button

Profession Tax – Track Online Filing

PROFESSION TAX - TRACK ONLINE FILING

REQUEST ONLINE FILING

* Request No.

(Or)

* Mobile No

Track

Reset

- On click of Track Online Filing, user will get the above screen
- User can track the request status and detail by entering the valid Request number or the registered mobile number
- Once they submit, user will get the profession tax online filing status and details of entered Request number
- User can “Reset” all the entered values (all the values become empty) by pressing the “Reset” button

Profession Tax – Make Payment

- On click of Make Payment, user will be re-directed to Payment System Login

[Online Payment Slide \(Link\)](#)