

**GOVERNMENT OF WEST BENGAL
DIRECTORATE OF COMMERCIAL TAXES
14, BELIAGHATA ROAD, KOLKATA-700015**

TRADE CIRCULAR NO. 01/2017
DATED: 20.03.2017

**Subject: Allowing an enrolled transporter for resetting password for
generating certificate in Form -11**

The facility has been offered to transporters for online application for enrolment under section 25 of the West Bengal Value Added Tax Act, 2003, and generation of Enrolment Certificate in Form 11. When enrolment is granted by and issued electronically from an authority at Charge, such transporters can create a user_id and password for generating and printing of certificate in Form 11. So far, there was no method available in website to allow an enrolled transporter to reset a forgotten password leading to failure in printing enrolment certificate. In order to address the issue a system is now introduced in which an enrolled transporter will henceforth be able to reset forgotten password as per the following steps:

1. Concerned Transporter may make an application for resetting password manually or send email to the concerned enrolment granting authority at Charge quoting the Application No. Starting with 'S'.
2. The concerned enrolment granting authority at Charge may grant Reset password electronically through internal application.
3. If granted, system generated email communication will be sent to the transporter.
4. The transporter may, thereafter, create Login Details afresh using the following link given in www.wbcomtax.gov.in: e-ENROLMENT OF TRANSPORTERS→ CERTIFICATE OF ENROLMENT→ SIGN UP

Sd/- 20/03/2017
(Smaraki Mahapatra)
Commissioner,
Commercial Taxes, W.B

Memo. No. 317 CT/PRO
3 C/PRO/2015

Date: 20.03.2017

Copy forwarded to the Sr.JCCT/ISD for information and for uploading it on the official website of the Directorate for information of all concerned.

Sd/- 20/03/2017
(Adesh Kumar)
Addl.CCT & PRO