

APPLICATION FORM
Meghalaya Settlement of Arrears Ordinance

Form-1

(See Rule 3)

To

The Commissioner of Taxes
Meghalaya, Shillong.

(Through the Jurisdictional Superintendent of Taxes)

I, Shri/Smt.....proprietor/authorized signatory of M/s do hereby submit the following application under the Meghalaya Settlement of Arrears (under State Taxation Acts) Ordinance, 2020, for settlement of total dues in accordance with the provisions under the Act and the Rules thereunder. The particulars are given below:-

1. Details of applicant.

- (i) Name of the applicant :-
- (ii) Residential address :-
- (iii) Trade name :-
- (iv) Address :-
- (v) Registration no. under the Relevant Taxation Act :-
- (vi) Contact No. :-
- (vii) Mobile No. :-
- (viii) Email address :-

2. Details of authorised signatory

- (i) Name of the applicant :-
- (ii) Designation :-
- (iii) Residential address :-
- (iv) Contact No. :-
- (v) Mobile No. :-
- (vi) Email address :-

Note :- Authority letter to be enclosed.

3. Tax period:-

4. Details of assessment :-

- (i) Tax :-
- (ii) Surcharge :-
- (iii) Interest :-
- (iv) Penalty :-

Note :- Certified copy of assessment order to be enclosed.

5. Details of amounts paid before issuance of notice of demand:-

- (i) Tax :-
- (ii) Surcharge :-
- (iii) Interest :-
- (iv) Penalty :-

Note :- Copies of Treasury Challans and statement to be enclosed.

6. Total dues as per notice of demand:-

- (i) Tax :-
- (ii) Surcharge :-
- (iii) Interest :-
- (iv) Penalty :-
- (v) Total :-

7. Amnesty amount eligible :-

- (i) Tax :-
- (ii) Surcharge :-
- (iii) Interest :-
- (iv) Penalty :-
- (v) Total :-

Note:- If applicant is a Tax non-payer or short payer, the details at point No. 3, 4, 5, 6 & 7 are to be filed separately after completion of assessment and copy of notice of demand is to be enclosed.

Declaration

I, Shri/Smt..... s/o d/o.....
Proprietor/ Partner/ Director/ Authorised signatory of M/s do hereby
declare that the statement furnished by me is correct to the best of my knowledge and belief. I
undertake to refund to the Government the amount availed as remission in case the same was
sanctioned due to wrong or misrepresentation of facts and that I am liable for prosecution in such
case(s).

Date:-

Signature of the Authorised Signatory.

GOVERNMENT OF MEGHALAYA
OFFICE OF THE SUPERINTENDENT OF TAXES
(herein please insert name of Circle)

No.

Dated

Acknowledgment of application
Meghalaya Settlement of Arrears Ordinance
Form-2
(See Rule 6)

To

..... (here insert name and address of applicant)
.....

This is to acknowledge receipt on(date) of application under the Meghalaya Settlement of Arrears (under State Taxation Acts) Ordinance, 2020, for settlement of total dues. The documents attached with the application are listed under:-

- 1.
- 2.
- 3.
- n.

Superintendent of Taxes

GOVERNMENT OF MEGHALAYA
OFFICE OF THE SUPERINTENDENT OF TAXES
(herein please insert name of Circle)

No.

Dated

DEFECT NOTICE

Meghalaya Settlement of Arrears Ordinance

Form-3

(See Rule 10)

To

..... (here insert name and address of applicant)

.....

Whereas on verification of your application under the Meghalaya Settlement of Arrears (under State Taxation Acts) Ordinance, 2020, for settlement of total dues, the following deficiencies were noted and you are required to correct the same within 15 (fifteen) working days from the date of issue of this notice.

Details of deficiencies:-

1. Details of assessment do not match with assessment records
Note:- Discrepancies to be mentioned.
2. Details of payments do not match with assessments records
Note:- Discrepancies to be mentioned.
3. Details of outstanding dues do not match with assessment records
Note:- Discrepancies to be mentioned.
4. Other discrepancies (details to be elaborated).

Superintendent of Taxes

(NAME OF THE OFFICE)
Appeal against rejection order
Meghalaya Settlement of Arrears Ordinance
Form-4
(See Rule 12)

To

The Commissioner of Taxes
Meghalaya, Shillong.

Subject:- Appeal under sub-section (9) of Section 8 of the Meghalaya Settlement of Arrears
(under State Taxation Acts) Ordinance, 2020.

Sir,

This is to inform you that I the undersigned applicant/authorised signatory on behalf of the applicant, is aggrieved by the decision of the Assessing Authority in rejecting the application for amnesty and tax remission under the above stated Act. Therefore in accordance with the provisions of the Ordinance and the Rules thereunder, I hereby file this appeal petition against the said Order, a copy of which is enclosed.

1. Grounds of appeal:-

2. Documentary evidences :-

I also request you to kindly allow me the opportunity of personal hearing and also to file further submissions in support of my appeal.

Date:-

Signature of the applicant

Authorised Signatory.

GOVERNMENT OF MEGHALAYA
OFFICE OF THE COMMISSIONER OF TAXES, ETC.,
MEGHALAYA, SHILLONG.

No.....

Dated.....

SETTLEMENT NOTICE
Meghalaya Settlement of Arrears Ordinance
Form-5
(See Rule 13)

To
..... (here insert name and address of applicant)
.....

After verification of your application under the Meghalaya Settlement of Arrears (under State Taxation Acts) Ordinance, 2020, for settlement of total dues, I am to inform you that you were found eligible for remission of 30% of the total dues payable and you are directed to pay the amount determined at column No. 7 of the table below, on or before by Treasury Challan and to submit a copy of the receipt thereof to the undersigned for further necessary action.

Dues as per Settlement Notice :-

Tax	Surcharge	Interest	Penalty	Total dues	Less 30% remission	Net amount payable
1	2	3	4	5	6	7

Note:- The amount payable at col. No. 7 of the table above may be paid in instalments within the dates specified in the Settlement Notice.

Commissioner of Taxes
Meghalaya, Shillong

GOVERNMENT OF MEGHALAYA
OFFICE OF THE COMMISSIONER OF TAXES, ETC.,
MEGHALAYA, SHILLONG.

No.....

Dated.....

Tax clearance certificate
Meghalaya Settlement of Arrears Ordinance
Form-6
(See Rule 14)

To
..... (here insert name and address of applicant)
.....

This is to certify that the applicant named above has paid the net amount payable being 70% of the total dues in accordance with the provisions of the Meghalaya Settlement of Arrears (under State Taxation Acts) Ordinance, 2020, as detailed under:-

- 1. Trade name and address:-
- 2. Registration No. under the State Taxation Act:-
- 3. Tax period:-
- 4. Details of dues:-

Tax	Surcharge	Interest	Penalty	Total dues	Less 30% remission	Net amount payable
1	2	3	4	5	6	7

- 5. Last date of payment:-
- 6. Details of Treasury Challan:-

Sl. No.	Treasury Challan No.	Date	Amount
1.			
2.			
n			
Total			

Rupees

Therefore, in exercise of the powers conferred under sub-section (2) of Section 9 of the Meghalaya Settlement of Arrears (under State Taxation Acts) Ordinance, 2020, I hereby certify that the applicant has fully paid the dues as per Settlement Notice issued under **Meghalaya Settlement Arrears Ordinance Form-5** No..... dated and all liabilities of the applicant to the extent of 30% as specified in the said notice for the Tax Period..... amounting to Rs. are hereby fully waived in accordance with the provisions of the Ordinance.

Given under my hand and seal this day ofmonth in the year.

Commissioner of Taxes
Meghalaya, Shillong