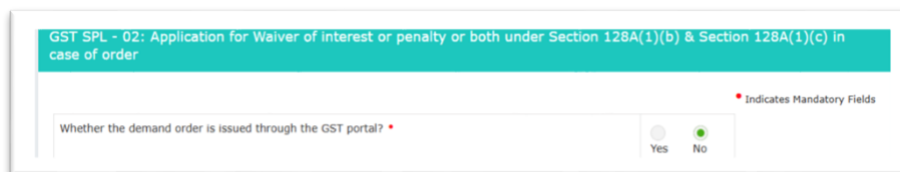


Advisory on filing of Amnesty applications under Section 128A of the CGST Act

1. The taxpayers facing technical issues which is restricting them to file amnesty applications are advised to adopt the alternative route of manual entry of order details on the portal by following the steps outlined below:

- a. While initiating the filing of application, taxpayers are advised to enter '**No**' against '**Whether the demand order is issued through the GST Portal**' as shown below:



GST SPL - 02: Application for Waiver of interest or penalty or both under Section 128A(1)(b) & Section 128A(1)(c) in case of order

Whether the demand order is issued through the GST portal? *

Yes No

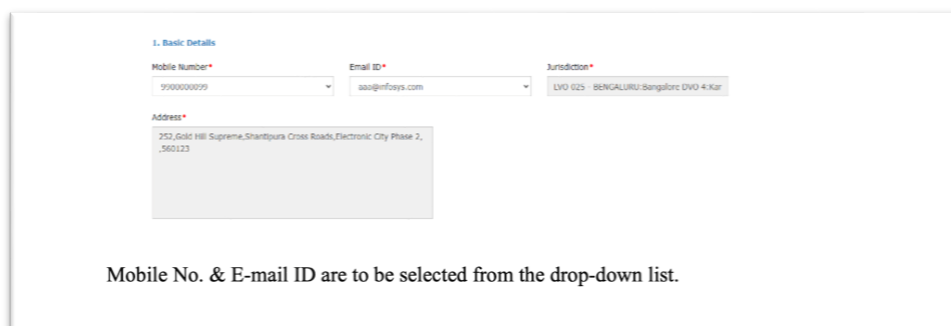
* Indicates Mandatory Fields

- b. In the field "**Details of demand order**", taxpayers shall enter the order number with the prefix of "**ONL**".

Example: If the online order number is ABCDE12345X1Z2, the taxpayer has to enter the order number as ONLABCDE12345X1Z2.

Note: If the exact order number (as already recorded in the system under online mode) is entered without any modification, the system will restrict filing under manual mode, as the order was originally issued online.

- c. The editable details in the **Basic Details** table shall be entered manually:



1. Basic Details

Mobile Number* 9900000099

Email ID* aao@infosys.com

Jurisdiction* LVO (25 - BENGALURU/Bangalore DVO 4-Kar)

Address* 252, Gold Hill Supreme, Shantpura Cross Roads, Electronic City Phase 2, 560123

Mobile No. & E-mail ID are to be selected from the drop-down list.

- d. Once this step is completed, the ***Order details, Payment details, and Demand related information*** can be entered manually by the taxpayer.
- e. In cases where the taxpayer has made the duty payment through DRC-03, the relevant details may be furnished in Table 4. However, if the payment has been made using the ***'Payment towards demand'*** option, such details cannot be entered in this table. Taxpayers are accordingly advised to upload the payment details separately in such cases.