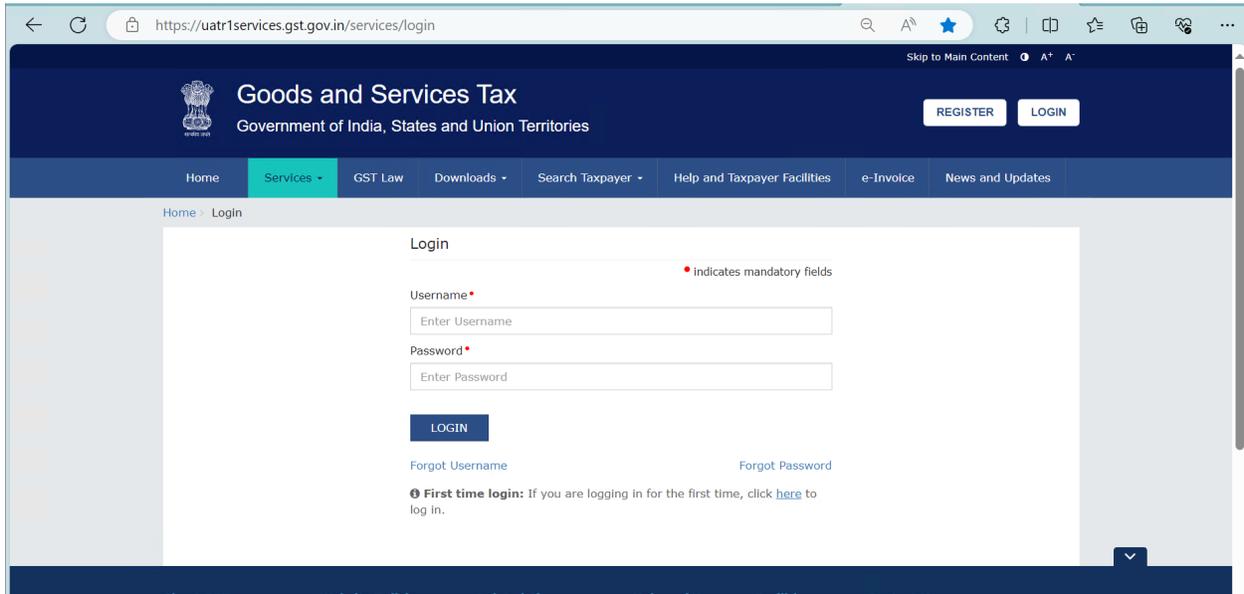


1. Open the below GSTN portal URL on your desktop.

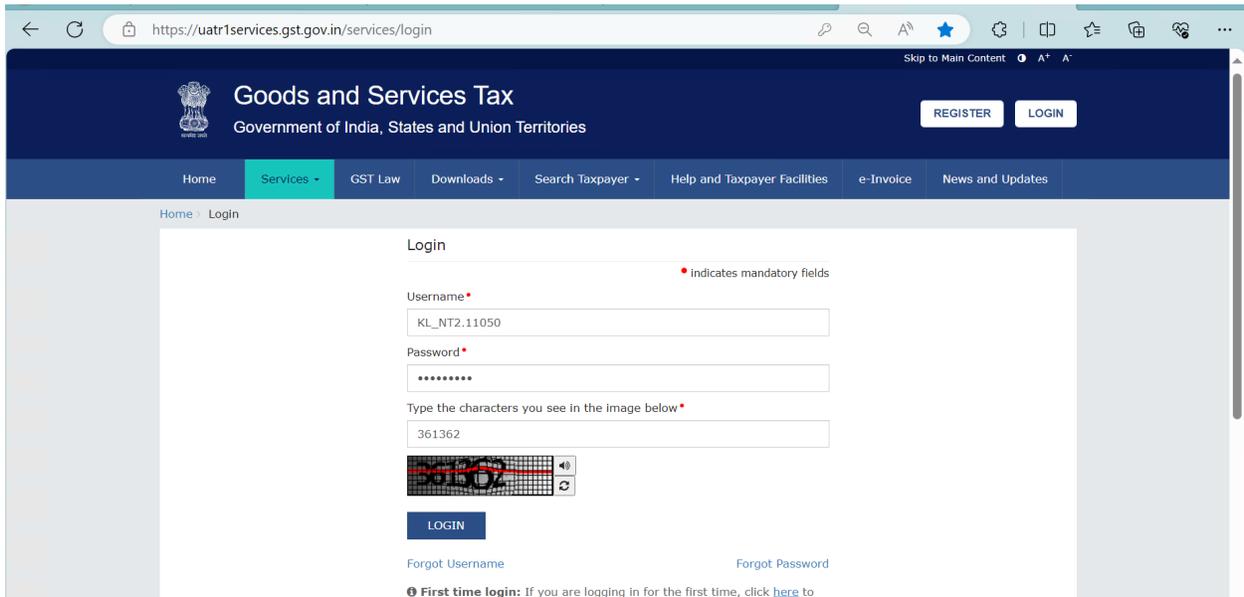
[Goods & Services Tax \(GST\) | Login](https://uatr1services.gst.gov.in/services/login)



The screenshot shows the GSTN portal login page. The browser address bar displays <https://uatr1services.gst.gov.in/services/login>. The page header includes the Government of India logo and the text "Goods and Services Tax Government of India, States and Union Territories". Navigation links include Home, Services, GST Law, Downloads, Search Taxpayer, Help and Taxpayer Facilities, e-Invoice, and News and Updates. The main content area is titled "Login" and contains the following fields and elements:

- Username** (mandatory field): Input field with placeholder text "Enter Username".
- Password** (mandatory field): Input field with placeholder text "Enter Password".
- LOGIN** button.
- Links for [Forgot Username](#) and [Forgot Password](#).
- First time login** notice: "If you are logging in for the first time, click [here](#) to log in."

2. Enter Username, Password and captcha



The screenshot shows the GSTN portal login page with the following fields filled in:

- Username** (mandatory field): Input field containing "KL_NT2.11050".
- Password** (mandatory field): Input field containing "*****".
- Type the characters you see in the image below** (mandatory field): Input field containing "361362".
- LOGIN** button.
- Links for [Forgot Username](#) and [Forgot Password](#).
- First time login** notice: "If you are logging in for the first time, click [here](#) to log in."

3. Click on Login button.

Goods and Services Tax
Government of India, States and Union Territories

REGISTER LOGIN

Home Services GST Law Downloads Search Taxpayer Help and Taxpayer Facilities e-Invoice News and Updates

Home Login

Login

• Indicates mandatory fields

Username *
KL_NT2.11050

Password *

Type the characters you see in the image below *
361362

LOGIN

[Forgot Username](#) [Forgot Password](#)

First time login: If you are logging in for the first time, click [here](#) to

4. Now navigate to Services=>Payments=>Create Challan, below screen will open.

Goods and Services Tax
Government of India, States and Union Territories

Excillon Software P
32MSHAG286311ZB

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer Facilities e-Invoice News and Updates

Registration Ledgers Returns Payments User Services Refunds E-Invoice e-Way Bill System Track Application Status

Create Challan

Challan History

Instalment Calendar

Saved Challans

Application for Deferred Payment/Payment in Instalments

Grievance against Payment(GST PMT-07)

View Profile

Quick Links

Check Cash Balance

Liability ledger

Credit ledger

Electronic Credit Reversal and Re-claimed Statement

Negative Liability Statement - Regular Taxpayers

Returns Calendar (Last 5 return periods)

	Feb - 2024	Mar - 2024	Apr - 2024	May - 2024	Jun - 2024
GSTR-1 / IFF	Not Filed				
GSTR-3B	Not Filed				

You can navigate to your chosen page through navigation panel given below

A facility is provided to you to Geocode the existing business addresses saved in GST system. Kindly click on Continue to update the Geocoded

5. Select "Any other Payment" as Reason for Challan and click on Proceed button.

Reason For Challan

Reason For Challan*

Monthly payment for quarterly return
 Any other payment

VIEW LEDGER BALANCE ▾

PROCEED

* indicates mandatory fields

Note: For taxpayer filing GSTR-3B on quarterly basis:
 1. To make payment for the first (M1) and second (M2) months of the quarter, please select reason as 'Monthly Payment for Quarterly Return' and the relevant period (financial year, month) and choose whether to pay through 35% challan or self-assessment challan.
 2. To make payment for the third month of the Quarter (M3), please use 'Create Challan' option in payment Table-6 of Form GSTR-3B Quarterly. An auto-populated challan amounting to liabilities for the quarter net off credit utilization and existing cash balance can be generated and used to offset liabilities.
[Click here](#) for navigation to 'Return Dashboard' and prepare GSTR-3B Quarterly. Filing of GSTR-3B Quarterly available in the third month of the quarter is mandatory.
 *For adding cash to Electronic Cash Ledger, already established procedure may be followed.

6. Enter Deposit details for which GST must pay.

Create Challan

Reason For Challan

Reason

Any other payment

Details of Deposit:

	Tax (₹)	Interest (₹)	Penalty (₹)	Fees (₹)	Other (₹)	Total (₹)
CGST(0005)	12					12
IGST(0008)	1					1
CESS(0009)	1					1
Kerala SGST(0006)	1					1
Total Challan Amount:	₹ 15 /-					
Total Challan Amount (In Words):	Rupees Fifteen Only					

7. Now select Payment mode as "Over the Counter".

Details of Deposit

	Tax (₹)	Interest (₹)	Penalty (₹)	Fees (₹)	Other (₹)	Total (₹)
CGST(0005)	12					12
IGST(0008)	1					1
CESS(0009)	1					1
Kerala SGST(0006)	1					1
Total Challan Amount:	₹ 15 /-					
Total Challan Amount (In Words):	Rupees Fifteen Only					

Payment Modes *

- E-Payment
- Over The Counter** ✓
- NEFT/RTGS
- IMPS

Name of Bank (Where cash or instrument is proposed to be deposited) *

- AXIS BANK
- BANK OF BARODA
- BANK OF MAHARASHTRA
- CENTRAL BANK OF INDIA
- DCB BANK LIMITED
- FEDERAL BANK
- ICICI BANK LTD
- IDFC FIRST BANK LIMITED
- BANDHAN BANK LIMITED
- BANK OF INDIA
- CANARA BANK
- CITY UNION BANK LIMITED
- DHANLAXMI BANK LIMITED
- HDFC BANK
- IDBI BANK
- INDIAN BANK

8. Select name of the bank as IDFC FIRST BANK LIMITED → Select options as CASH/DD/CHEQUE → click on Generate Challan button.

Total Challan Amount (In Words): Rupees Fifteen Only

Payment Modes *

- E-Payment
- Over The Counter** ✓
- NEFT/RTGS
- IMPS

Name of Bank (Where cash or instrument is proposed to be deposited) *

- AXIS BANK
- BANK OF BARODA
- BANK OF MAHARASHTRA
- CENTRAL BANK OF INDIA
- DCB BANK LIMITED
- FEDERAL BANK
- ICICI BANK LTD
- IDFC FIRST BANK LIMITED**
- INDIAN OVERSEAS BANK
- JAMMU AND KASHMIR BANK LIMITED
- KARUR VYSYA BANK
- PUNJAB AND SIND BANK
- RBL BANK LIMITED
- STATE BANK OF INDIA
- UCO BANK
- BANDHAN BANK LIMITED
- BANK OF INDIA
- CANARA BANK
- CITY UNION BANK LIMITED
- DHANLAXMI BANK LIMITED
- HDFC BANK
- IDBI BANK
- INDIAN BANK
- INDUSIND BANK
- KARNATAKA BANK LIMITED
- KOTAK MAHINDRA BANK LIMITED
- PUNJAB NATIONAL BANK
- SOUTH INDIAN BANK
- TAMILNAD MERCANTILE BANK LTD
- UNION BANK OF INDIA

Cash Cheque Demand Draft

EDIT REASON SAVE **GENERATE CHALLAN**

9.Challan has been successfully generated now.

The screenshot shows the 'Generate Challan' page on the GST portal. A green notification bar at the top states 'Challan successfully generated.' Below this, the 'GST Challan' details are displayed in a table:

CPIN	Challan Generation Date	Challan Expiry Date
24073200000700	26/07/2024 16:21:27	10/08/2024

Mode of Payment :- Over The Counter

Details Of Taxpayer

GSTIN/Other Id	Email Address	Mobile Number
32GSHAB287311ZK	sXXXXXXXXXXXXXXXX@XXXXXXXXXXXXom	6XXXXX9474

Name: Skylark Printings
Address: XXXXXXXXXXX Kerala,670123

Reason For Challan

10.Click on Download button to download the challan, challan will be downloaded in PDF format.

The screenshot shows the 'Details of Deposit' table on the GST Challan page:

	Tax (₹)	Interest (₹)	Penalty (₹)	Fees (₹)	Other (₹)	Total (₹)
CGST(0005)	12	0	0	0	0	12
IGST(0008)	1	0	0	0	0	1
CESS(0009)	1	0	0	0	0	1
Kerala SGST(0006)	1	0	0	0	0	1
Total Challan Amount:	₹ 15 /-					
Total Challan Amount (In Words):	Rupees Fifteen Only					

Over The Counter Details

Payment through	Bank Name
Cheque	IDFC FIRST BANK LIMITED

DOWNLOAD button (indicated by a green arrow)

⚠️ If amount is deducted from bank account and not reflected in electronic cash ledger, you may raise grievance under Services>Payments>Grievance against payment(GST PMT-07)
⚠️ *Awaiting Bank Confirmation: For e- payment mode of payment, if the maker has made a transaction and checker approval is not communicated by bank to GST System.
⚠️ *Awaiting Bank Clearance: For OTC mode of payment, if bank has acknowledged the challan but remittance confirmation is not communicated by bank to GST System.