



# Punjab One Time Settlement Scheme for Recovery of Outstanding Dues, 2023.

## Taxpayer's User Manual



# Login Screen


Step 1: To access the Punjab One Time Settlement 2023, use the 'sign in' option to fill out the OTS applications.

If you're a first-time user, click on the 'New User? Register Here' button to register your firm details for OTS.



# OTS Registration Screen


Punjab One Time Settlement 2023



### OTS Registration

TIN:

Mobile No:  Email:

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<Upon selecting 'New User? Register Here', the system will redirect you to the OTS Registration Screen>

Step 2: Input your TIN number as instructed on the screen above.



# OTS Registration Screen

 Punjab One Time Settlement 2023



### OTS Registration

TIN: 032XXXX088

Firm Name: XXXX TRADERS      Ward: Patiala - Ward No.8

District: Patiala      Division: PATIALA

Mobile No: 9999999999      Email: kXXXX@iit.ac.in

Powered By 

<After entering a valid TIN number, the system will automatically populate the Firm Name, Ward, District, and Division Details>

Step 3: Provide your Mobile number, Email Id and click on 'Submit'.



# OTS Registration Screen

Reg : Punjab One Time Settlement 2023 | Taxpayer Registration OTP

Inbox x

n

3B <noreply\_3b85@iith.ac.in>

to kax0000ya

Dear Taxpayer,

NAME : SURESH TRADERS

TIN : 03260850088

Your OTP for OTS Registration is 104379

Regards,

Department of Excise & Taxation,

Government of Punjab.

Note: Please do not reply to this email.

This email ID is only used for sending outgoing emails, and is not monitored by us.

For any query & clarification, Please contact your jurisdiction officer.

Disclaimer:- This footer text is to convey that this email is sent by one of the users of IITH. So, do not mark it as SPAM.

Reply

Reply all

Forward

<After clicking on Submit, system will send the OTP to your Registered Email Id>



# OTS Registration Screen

 Punjab One Time Settlement 2023



### OTS Registration

TIN:

Firm Name:  Ward:

District:  Division:

Mobile No:  Email:

Enter OTP :

Password :

Confirm Password :

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Step 4: Enter the OTP received via email, then set and confirm your password of your choice for OTS registration. Then, click on 'Final Submit'.



# OTS Registration Screen

Punjab One Time Settlement 2023

You have successfully registered for OTS.  
Kindly use TIN and Password details as your login credentials.

OK

## OTS Registration

TIN: 0320000088

Firm Name: SINGH TRADERS Ward: Patiala - Ward No.8

District: Patiala Division: PATIALA

Mobile No: 9999999999 Email: kankhoya@iit.ac.in

Cancel

Enter OTP: 1 0 4 3 7 9

Resend OTP Update Email

Password: .....

Confirm Password: .....


Final Submit Cancel

Powered By


<Upon successful submission, the system will show a confirmation message as displayed above>




# OTS Login Screen

 Punjab One Time Settlement 2023


### Login

 03\*\*\*\*\*8

 .....

[Sign in](#)

[New User? Register Here](#) [Forgot password ?](#)

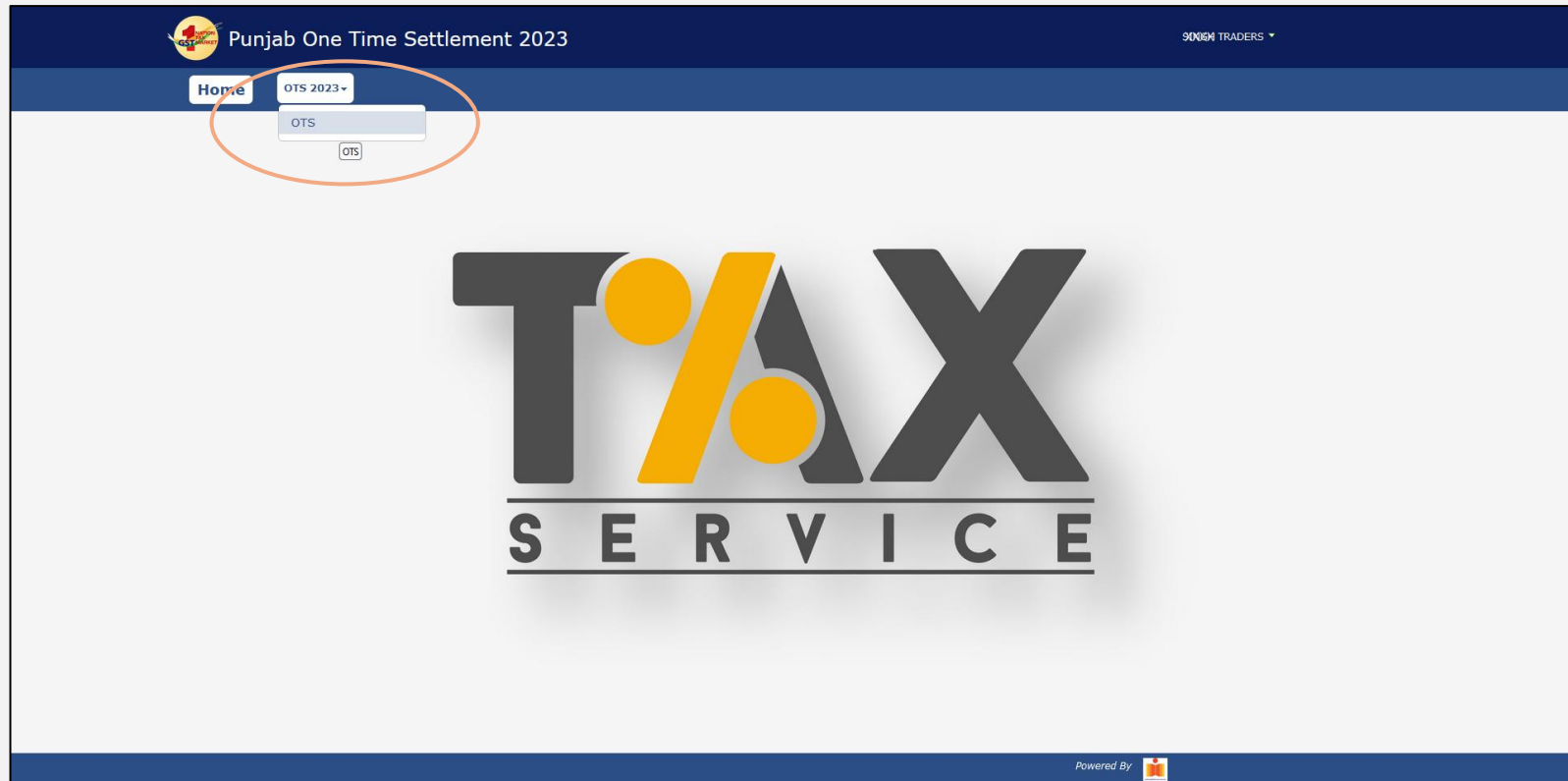
Powered By 

Step 5: Enter the Login Id & Password then click on 'Sign In'.





# OTS Home Screen

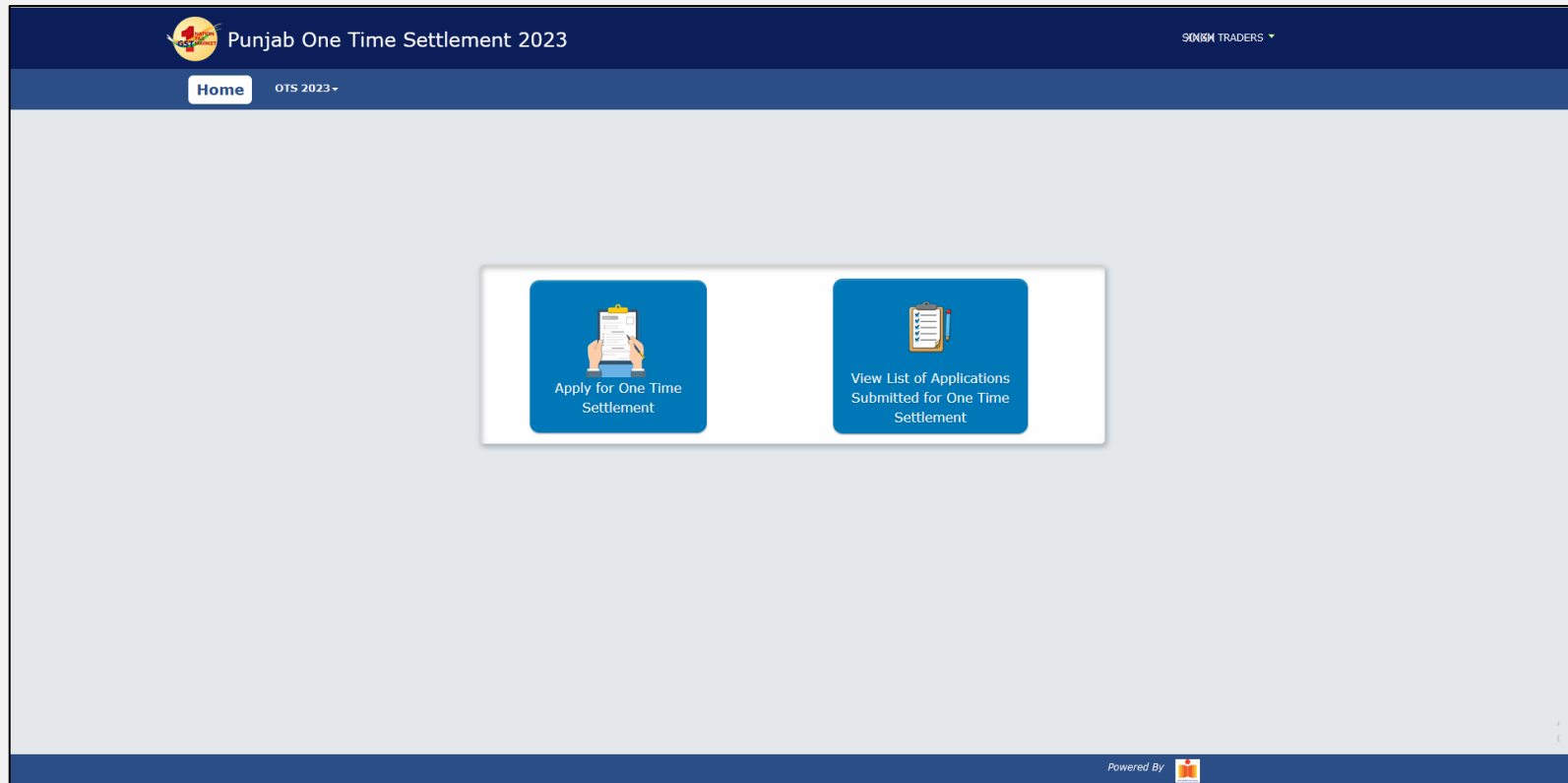


<After successfully signing in, the system will redirect you to the Home page>

Step 6: Navigate to the OTS 2023 tab and select the OTS link.



# OTS Menu Screen




<Clicking on the OTS link will redirect you to the Menu page. Here, the system will present you with two options: 'Apply for One Time Settlement' and 'View List of Applications Submitted for One Time Settlement'. Selecting Apply for One Time Settlement allows you to add a new application for OTS, while choosing View List of Applications Submitted for One Time Settlement displays the submitted applications>

Step 7: Click on Apply for One Time Settlement to begin filing a new application.



# FORM OTS -1 : Application For OTS Screen

 Punjab One Time Settlement 2023 SONOTRADERS

[Home](#) OTS 2023

**FORM OTS-1**  
[See clause 3(2)]

**APPLICATION FORM FOR SETTLEMENT OF OUTSTANDING DUES UNDER  
'THE PUNJAB ONE TIME SETTLEMENT SCHEME FOR RECOVERY OF OUTSTANDING DUES, 2023'.**

To  
The State Tax Officer/Excise and Taxation Officer,

Madam/Sir,


I K\*\*\*\*\* T SON of S\*\*\*\*\* T resident of Patiala, Punjab  
MANAGING DIRECTOR duly authorised person of M/s SONOTRADERS TIN 03281851888 hereby submit as follows:-

Name of the Act: Punjab Value Added Tax Act, 2005

Assessment year: 2010-11 (Copy of Assessment Order attached)

☒ Status of appeal, if any:-

Appellate authority/Court	Date of filing of appeal	Last date of hearing	Remarks
<u>VAT Tribunal</u>	<u>28 Feb, 2020</u>	<u>29 Feb, 2024</u>	<u>Stay Pending before VAT Tribunal</u>

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<Upon clicking on the "Apply for One Time Settlement" option, the system will redirect you to the FORM OTS-1 screen>

Step 8a: Enter the basic details of the dealer, including the Name, Type of Relation Person, Relation Person's Name, Residential Details, and Designation.

Step 8b: Select the Act and Assessment year from the dropdown to specify the assessment for which you wish to file the OTS application and upload the Assessment documents.

Step 8c: If there is an ongoing appeal status related to this assessment, check the corresponding checkbox and provide the current appeal details including the appellate authority or court where the appeal exists, the date of filing the appeal, the last date of hearing, and any remarks associated with it.



# FORM OTS -1 : Application For OTS Screen

Punjab One Time Settlement 2023
90% TRADERS

Home
OTS 2023

The Self-assessment of determined amount:-

Description	Tax	Interest	Penalty	Total
A. Total Demand	189005.00	18900.00	10000.00	217905.00
B. Less amount of waiver as per the specified slab	94502.50	18900.00	10000.00	123402.50
C. Determined Amount (A-B)	94502.50	0.00	0.00	94502.50
D. Less: Amount of prior deposit	10000.00	0.00	0.00	10000.00
E. Amount payable (C-D)	84502.50	0.00	0.00	84502.50

Payment details:-

Treasury receipt number	Treasury receipt date	Amount deposited	Upload Treasure Receipt	
0399999-1A	28 Feb, 2020	10000.00		
0399888-11A	08 Feb, 2024	84502.50		

Add new

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Step 8d: Enter the self-assessment of the determined amount for this assessment, including the tax demand, interest demand, and penalty demand.

<The system will then automatically populate the 'Less amount of waiver as per the specified slab' and 'Determined Amount' based on the Government Notification.

For instance:

If the total demand (tax + interest + penalty) is less than or equal to Rs. 1,00,000/-, the waiver of tax, interest, and penalty is 100%.

If the total demand (tax + interest + penalty) is from Rs. 1,00,001/- to Rs. 1,00,00,000/-, the waiver of tax is 50%, while the waiver of interest and penalty remains 100%>



# FORM OTS -1 : Application For OTS Screen

**Punjab One Time Settlement 2023**
90% TRADERS

[Home](#)
OTS 2023

**The Self-assessment of determined amount:-**

Description	Tax	Interest	Penalty	Total
A. Total Demand	189005.00	18900.00	10000.00	217905.00
B. Less amount of waiver as per the specified slab	94502.50	18900.00	10000.00	123402.50
C. Determined Amount (A-B)	94502.50	0.00	0.00	94502.50
D. Less: Amount of prior deposit	10000.00	0.00	0.00	10000.00
E. Amount payable (C-D)	84502.50	0.00	0.00	84502.50

**Payment details:-**

Treasury receipt number	Treasury receipt date	Amount deposited	Upload Treasure Receipt	
0399999-1A	28 Feb, 2020	10000.00		-
0399888-11A	08 Feb, 2024	84502.50		-

[Add new](#)

Powered By

Step 8e: Fill in the tax amount of prior deposit in the designated field, and the system will calculate and display the final amount payable.

Step 8f: Enter the payment details including the Treasury receipt number, Treasury receipt date, Amount deposited and upload the Treasury Receipt. If there are multiple receipts, use the "Add New" option available on the screen to include additional rows.

*Note: The total sum of the Amount deposited in the 'Payment details' section should be greater than or equal to the C. Determined Amount in the 'Self-assessment of determined amount' section.*



# FORM OTS -1 : Application For OTS Screen

Step 8g: Once all the required fields have been entered, review the declaration points carefully and accept them by checking the corresponding checkboxes. Finally, click on the "Submit" button to proceed.



# FORM OTS -1 : Application For OTS Screen

Punjab One Time Settlement 2023

Home OTS 2023

Payment details:-

Treasury receipt number	Treasury receipt date	Amount deposited	Upload Treasure Receipt
0399999-1A	28 Feb		
0399888-11A	08 Feb		

By clicking on 'SUBMIT', the application will be forwarded to the Department Officials, and any subsequent editing of application will be disabled.

Are you sure you want to 'SUBMIT' the application?

SUBMIT Cancel

Add new

Declaration:

- ☒ I hereby undertake to withdraw appeal filed by me under the relevant Acts, if any, within a period of fifteen working days from the date of communication of order of settlement and shall submit the proof thereof to the State Tax Officer/ Excise and Taxation Officer.
- ☒ I hereby undertake that I shall not file any appeal against the settlement order before any of the Appellate Authorities i.e. Deputy Excise and Taxation Commissioner(Appeals) or Punjab VAT Tribunal or Hon'ble Punjab and Haryana High Court or Hon'ble Supreme Court.
- ☒ I hereby declare that the above-mentioned information submitted by me is true and correct and self-assessment of determined amount has been correctly made as per provisions of the relevant Acts.
- ☒ I shall be liable to pay tax along with interest and penalty, as applicable, under the relevant Acts in case any discrepancies are detected at any stage.
- ☒ I have not been pressurized by official/person to opt this scheme. I am opting this scheme with my sweet will, without any undue influence.

Dated: 08 Feb, 2024

Name: K\*\*\*\*\* T

M/S: SINGH TRADERS

TIN: 03200000000


Submit Back

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Step 8h: Upon clicking on the "Submit" button in FORM OTS-1, the system will prompt for final confirmation. If all the entered data is correct, click on "SUBMIT" to forward the application to Department officials.



# OTS Applications List Screen

Punjab One Time Settlement 2023


906M TRADERS ▾

HomeOTS 2023 ▾

BackOTS Applications List

S No	Division District Ward	TIN Firm Name	Assessment Year Act	OTS Form-1	OTS Form-2	OTS Form-3	OTS Form-4	OTS Form-5
				Application No. Application Date	Acknowledgment No. Acknowledgment Date	Deficiency Memo No. Deficiency Memo Date	Settlement Memo No. Settlement Memo Date	Rejection Memo No. Rejection Memo Date
1	2	3	4	5	6	7	8	9
1	Patiala - Ward No.8 Patiala PATIALA	03290050008 906M TRADERS	2010-11 Punjab Value Added Tax Act,2005	POTS/03290050008/11/PVAT/F1 08-02-2024 <a href="#">View Form-1</a>	- -	- -	- -	- -

1 - 1 of 11 of 150 per page ▾


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<After successfully submitting the OTS FORM-1, the system will redirect you to the OTS Applications List containing the list of applications you have submitted.>

Step 9: Click on 'View Form-1' to review the form you have submitted.



# FORM OTS -1 : View & Download Screen

 Punjab One Time Settlement 2023 SINGH TRADERS

[Home](#) OTS 2023

**FORM OTS-1**  
[See clause 3(2)]

**APPLICATION FORM FOR SETTLEMENT OF OUTSTANDING DUES UNDER  
'THE PUNJAB ONE TIME SETTLEMENT SCHEME FOR RECOVERY OF OUTSTANDING DUES, 2023'.**

To  
The State Tax Officer/Excise and Taxation Officer,  
Madam/Sir,

I  SON  resident of   
MANAGING DIRECTOR  TIN  hereby submit as follows:-  
Name of the Act:

Assessment year:  (Copy of Assessment Order attached)

☒ Status of appeal, if any:-

Appellate authority/Court	Date of filing of appeal	Last date of hearing	Remarks
<input type="text" value="VAT Tribunal"/>	<input type="text" value="28 Feb, 2020"/>	<input type="text" value="29 Feb, 2024"/>	<input type="text" value="Stay Pending before VAT Tribunal"/>

**The Self-assessment of determined amount:-**

Description	Tax	Interest	Penalty	Total
A. Total Demand	<input type="text" value="189005.00"/>	<input type="text" value="18900.00"/>	<input type="text" value="10000.00"/>	<input type="text" value="217905.00"/>
B. Less amount of waiver as per the specified slab	<input type="text" value="94502.50"/>	<input type="text" value="18900.00"/>	<input type="text" value="10000.00"/>	<input type="text" value="123402.50"/>
C. Determined Amount (A-B)	<input type="text" value="94502.50"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="94502.50"/>
D. Less: Amount of prior deposit	<input type="text" value="10000.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="10000.00"/>
E. Amount payable (C-D)	<input type="text" value="84502.50"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="84502.50"/>

**Payment details:-**

Treasury receipt number	Treasury receipt date	Amount deposited	Upload Treasury Receipt
<input type="text" value="0399999-1A"/>	<input type="text" value="28 Feb, 2020"/>	<input type="text" value="10000.00"/>	<input type="text" value=""/>
<input type="text" value="0399888-11A"/>	<input type="text" value="08 Feb, 2024"/>	<input type="text" value="84502.50"/>	<input type="text" value=""/>
<b>TOTAL</b>		<input type="text" value="94502.50"/>	

**Declaration:**

☒ I hereby undertake to withdraw appeal filed by me under the relevant Acts, if any, within a period of fifteen working days from the date of communication of order of settlement and shall submit the proof thereof to the State Tax Officer/ Excise and Taxation Officer.

☒ I hereby undertake that I shall not file any appeal against the settlement order before any of the Appellate Authorities i.e. Deputy Excise and Taxation Commissioner(Appeals) or Punjab VAT Tribunal or Hon'ble Punjab and Haryana High Court or Hon'ble Supreme Court.

☒ I hereby declare that the above-mentioned information submitted by me is true and correct and self-assessment of determined amount has been correctly made as per provisions of the relevant Acts.


☒ I shall be liable to pay tax along with interest and penalty, as applicable, under the relevant Acts in case any discrepancies are detected at any stage.

☒ I have not been pressurized by official/person to opt this scheme. I am opting this scheme with my sweet will, without any undue influence.

Dated: 08 Feb, 2024

Name:   
M/S:   
TIN:

[Download FORM OTS-1](#) [Back](#)

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<The entire submitted application can be viewed here.>

Step 10: Click on 'Download FORM OTS-1' at the bottom of the screen to download the application in PDF format.



# FORM OTS -1 : Downloaded PDF

## FORM - OTS-1 [See clause 3(2)]

### APPLICATION FORM FOR SETTLEMENT OF OUTSTANDING DUES UNDER 'THE PUNJAB ONE TIME SETTLEMENT SCHEME FOR RECOVERY OF OUTSTANDING DUES 2023'.

To

The State Tax Officer/Excise and Taxation Officer,

Madam/ Sir,

I K\*\*\*\*\* T SON of S\*\*\*\*\* T resident of Patiala, Punjab MANAGING DIRECTOR duly authorized person of M/s SINGH TRADERS TIN 03281051088 hereby submit as follows: -

Name of the Act: Punjab Value Added Tax Act, 2005

Assessment year: 2010-11

Status of appeal, if any: -

Appellate authority/ Court	Date of filing of appeal	Last date of hearing	Remarks
VAT Tribunal	28-02-2020	29-02-2024	Stay Pending before VAT Tribunal

The self-assessment of determined amount: -

Description	Tax	Interest	Penalty	Total
A. Total Demand	189005.00	18900.00	10000.00	217905.00
B. Less amount of waiver as per the specified slab	94502.50	18900.00	10000.00	123402.50
C. Determined Amount (A-B)	94502.50	0.00	0.00	94502.50
D. Less: Amount of prior deposit	10000.00	0.00	0.00	10000.00
E. Amount payable (C-D)	84502.50	0.00	0.00	84502.50

Payment detail -

S.No	Treasury Receipt Number	Treasury Receipt Date	Amount Deposited
1	0399999-1A	28-02-2020	10000.00
2	0399888-11A	08-02-2024	84502.50
	TOTAL		94502.50

#### Declaration:

☒ I hereby undertake to withdraw appeal filed by me under the relevant Acts, if any, within a period of fifteen working days from the date of communication of order of settlement and shall submit the proof thereof to the State Tax Officer / Excise and Taxation Officer.

☒ I hereby undertake that I shall not file any appeal against the settlement order before any of the Appellate Authorities i.e. Deputy Excise and Taxation Commissioner (Appeals) or Punjab VAT Tribunal or Hon'ble Punjab and Haryana High Court or Hon'ble Supreme Court.

☒ I hereby declare that the above-mentioned Information submitted by me is true and correct and self-assessment of determined amount has been correctly made as per provisions of the relevant Acts.

☒ I shall be liable to pay tax along with interest and penalty, as applicable, under the relevant Acts in case any discrepancies are detected at any stage.

☒ I have not been pressurized by any official/person to opt this scheme. I am opting this scheme with my sweet will, without any undue influence.

Name : K\*\*\*\*\* T

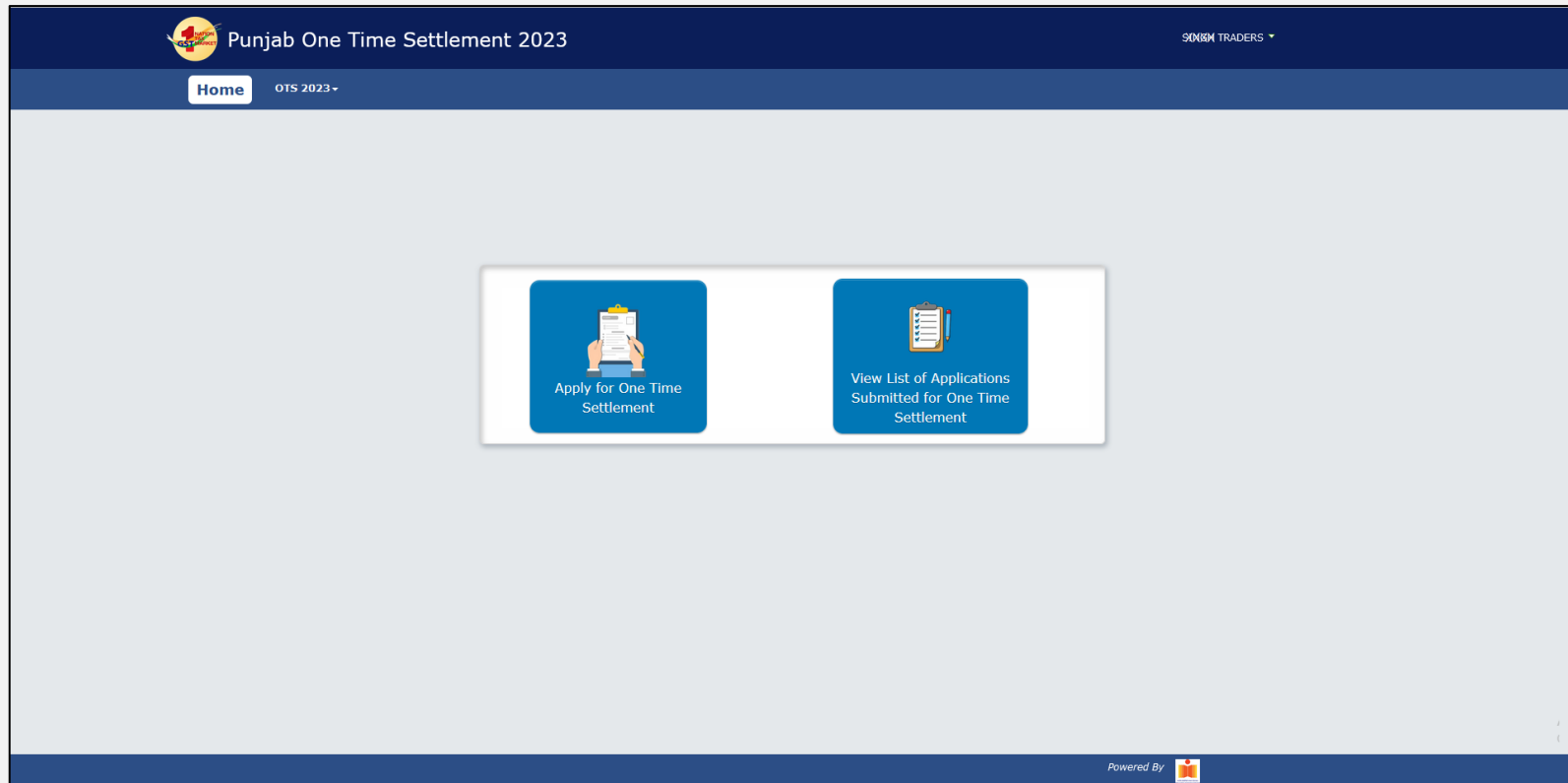
M/S : SINGH TRADERS

TIN : 03281051088

Dated : 08-02-2024



# OTS Menu Screen



*<Repeat the same process by clicking on 'Apply for One Time Settlement' if you wish to fill out another OTS application for different assessments.>*

Step 11: Click on 'View List of Applications Submitted for One Time Settlement' to review and check the status of your submitted applications.



# OTS Applications List Screen

Punjab One Time Settlement 2023

HomeOTS 2023

Back

OTS Applications List

S No	Division District Ward	TIN Firm Name	Assessment Year Act	OTS Form-1 Application No. Application Date	OTS Form-2 Acknowledgment No. Acknowledgment Date	OTS Form-3 Deficiency Memo No. Deficiency Memo Date	OTS Form-4 Settlement Memo No. Settlement Memo Date	OTS Form-5 Rejection Memo No. Rejection Memo Date
1	2	3	4	5	6	7	8	9
1	Patiala - Ward No.8 Patiala PATIALA	0300000088 SUNAM TRADERS	2010-11 Punjab Value Added Tax Act,2005	POTS/0300000088/11/PVAT/F1 08-02-2024 View Form-1	POTS/0300000088/11/PVAT/F2 08-02-2024 View Form-2	- -	- -	- -

1 - 1 of 11 of 150 per page

Activate Windows  
Go to Settings to activate Windows.

Powered By

<After the submitted application has been forwarded to the concerned department officials and acknowledged, you can view the status here. Additionally, the acknowledgement form will be sent to you by email.>

Step 12: Click on 'View Form-2' to access the Acknowledgement form.



# FORM OTS -2 : Acknowledgement Screen

<The ACKNOWLEDGEMENT OF APPLICATION IN FORM OTS-1 submitted by the department officials can be viewed here.>

Step 13: Click on 'Download FORM OTS-2' at the bottom of the screen to download the Acknowledgement in PDF format.



# FORM OTS -2 : Downloaded PDF

**FORM OTS – 2**  
**[See clause 3(3)]**

**ACKNOWLEDGEMENT OF APPLICATION IN FORM OTS-1**

To,

Name and address of the Taxable person : K\*\*\*\*\* T Patiala, Punjab

TIN : 03281051088

**Acknowledgement No :** POTS/03281051088/11/PVAT/F2 **Dated :** 08-02-2024

**Subject: Acknowledgement of application in FORM OTS-1**

Whereas, you have opted for the Punjab One Time Settlement Scheme for Recovery of Outstanding Dues,2023.

Your Application dated 08-02-2024 for assessment year 2010-11 under the Act named Punjab Value Added Tax Act,2005 for settlement of outstanding dues under the Scheme is hereby acknowledged.

State Tax Officer

Name : AMARDEEP SINGH NANDA

Ward: Patiala - Ward No.8

District: Patiala



# OTS Applications List Screen

Punjab One Time Settlement 2023

SINGH TRADERS

Home

OTS 2023

Back

OTS Applications List

S No	Division District Ward	TIN Firm Name	Assessment Year Act	OTS Form-1	OTS Form-2	OTS Form-3	OTS Form-4	OTS Form-5
				Application No. Application Date	Acknowledgment No. Acknowledgment Date	Deficiency Memo No. Deficiency Memo Date	Settlement Memo No. Settlement Memo Date	Rejection Memo No. Rejection Memo Date
1	2	3	4	5	6	7	8	9
1	Patiala - Ward No.8 Patiala PATIALA	03XXXXXXX SINGH TRADERS	2010-11 Punjab Value Added Tax Act,2005	POTS/03XXXXXXX/11/PVAT/F1 08-02-2024 View Form-1	POTS/03XXXXXXX/11/PVAT/F2 08-02-2024 View Form-2	POTS/03XXXXXXX/11/PVAT/F3 08-02-2024 View Form-3	- -	- -

1 - 1 of 1

1 of 1

50 per page

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<If the department officer has identified any deficiencies in the OTS Application and issued the Deficiency Memo, you can view the status here. Additionally, the deficiency memo will be sent to you by email.>

Step 14: Click on 'View Form-3' to access the Deficiency Memo form.



# FORM OTS -3 : Deficiency Memo Screen

**Punjab One Time Settlement 2023**

Home | OTS 2023

**FORM OTS-3**  
[See clause 3(4)(a)]

**DEFICIENCY MEMO**

To  
**Name and address of the Applicant:** K\*\*\*\*\* T Patiala, Punjab  
**TIN:** 03200060006  
**Memo No:** POTS/03200060006/11/PVAT/F3 **Dated:** 08 Feb, 2024

**Subject:** Deficiency Memo.  
**Reference:** Acknowledgement No: POTS/03200060006/11/PVAT/F2 **Dated:** 08 Feb, 2024

Whereas, you have opted for the Punjab One Time Settlement Scheme for Recovery of Outstanding Dues, 2023 for the assessment year 2010-11 under the Act named Punjab Value Added Tax Act, 2005

Following deficiencies have been observed:

- i) Files uploaded for Assessment Order of Act Punjab Value Added Tax Act, 2005 for Year 2010-11 is not clear.
- ii) Submit the clear documents
- iii)

You are hereby directed to appear before the undersigned personally or through authorized representative on 10 Feb, 2024 at 11:00 AM in the Office of Patiala - Ward No.8 and remove the aforesaid deficiencies within fifteen working days from the date of service of deficiency memo. In case of failure to do so, your application will be deemed to be rejected without any further reference to you.

**State Tax Officer**  
**Name:** ANAND KUMAR SINGH  
NANDA  
**Ward:** Patiala - Ward No.8  
**District:** Patiala

[Download FORM OTS-3](#) [Back](#)

Powered By

<The DEFICIENCY MEMO submitted by the department officials can be viewed here.>

Step 15: Click on 'Download FORM OTS-3' at the bottom of the screen to download the Deficiency Memo in PDF format.





# FORM OTS -3 : Downloaded PDF

**FORM OTS-3**  
**[See clause 3(4)(a)]**  
**DEFICIENCY MEMO**

To,

Name and address of the Applicant : K\*\*\*\*\* T Patiala, Punjab  
TIN : 03281051088

**Memo No :** POTS/03281051088/11/PVAT/F3 **Dated :** 08-02-2024

**Subject:** Deficiency Memo.

**Reference: Acknowledgement No:** POTS/03281051088/11/PVAT/F2 **Dated:** 08-02-2024

Whereas, you have opted for the Punjab One Time Settlement Scheme for Recovery of Outstanding Dues, 2023 for the assessment year 2010-11 under the Act named Punjab Value Added Tax Act, 2005

Following deficiencies have been observed:

- (i) Files uploaded for Assessment Order of Act Punjab Value Added Tax Act, 2005 for Year 2010-11 is not clear.
- (ii) Submit the clear documents

You are hereby directed to appear before the undersigned personally or through authorized representative on 10-02-2024 at 11:00 AM in the Office of Patiala - Ward No.8 and remove the aforesaid deficiencies within fifteen working days from the date of service of deficiency memo. In case of failure to do so, your application will be deemed to be rejected without any further reference to you.

State Tax Officer

Name : AMARDEEP SINGH NANDA

Ward: Patiala - Ward No.8

District: Patiala



# OTS Applications List Screen

Punjab One Time Settlement 2023 XXXXXTRADERS ▾

[Home](#) OTS 2023 ▾

[Back](#) OTS Applications List

S No	Division District Ward	TIN Firm Name	Assessment Year Act	OTS Form-1	OTS Form-2	OTS Form-3	OTS Form-4	OTS Form-5
				Application No. Application Date	Acknowledgment No. Acknowledgment Date	Deficiency Memo No. Deficiency Memo Date	Settlement Memo No. Settlement Memo Date	Rejection Memo No. Rejection Memo Date
1	2	3	4	5	6	7	8	9
1	Patiala - Ward No.8	03XXXXXX0008 XXXXXXTRADERS	2010-11 Punjab Value Added Tax Act, 2005	POTS/03XXXXXX0008 /11/PVAT/F1 08-02-2024 <a href="#">View Form-1</a>	POTS/03XXXXXX0008 /11/PVAT/F2 08-02-2024 <a href="#">View Form-2</a>	POTS/03XXXXXX0008 /11/PVAT/F3 08-02-2024 <a href="#">View Form-3</a>	POTS/03XXXXXX0008 /11/PVAT/F4 08-02-2024 <a href="#">View Form-4</a>	- -

1 - 1 of 1 < 1 of 1 > 50 per page ▾

<If the department officer has accepted the OTS Application and issued the ORDER OF SETTLEMENT, you can view the status here. Additionally, the ORDER OF SETTLEMENT will be sent to you by email.>

Step 16: Click on 'View Form-4' to access the ORDER OF SETTLEMENT form.



# FORM OTS -4 : Order Of Settlement Screen

Punjab One Time Settlement 2023

HomeOTS 2023

**FORM OTS-4**  
[See clause 3(4)(b)]

**ORDER OF SETTLEMENT**

To

**Name and address of the Taxable person:** K\*\*\*\*\* T Patiala, Punjab

**TIN:** 0320090008

**Memo No:** POTS/0320090008/11/PVAT/F4 **Dated:** 08 Feb, 2024

**Subject: An Order of Settlement.**

**Reference: Acknowledgement No:** POTS/0320090008/11/PVAT/F2 **Dated:** 08 Feb, 2024

Whereas, you have opted for the Punjab One Time Settlement Scheme for Recovery of Outstanding Dues, 2023 in FORM OTS-1 for the assessment year 2010-11 under the Act named Punjab Value Added Tax Act,2005 and on examination, your application has been found to be in order.

Accordingly, the order of settlement is, hereby, passed as follows:

**Name of the Act :** Punjab Value Added Tax Act,2005

Particulars	Amount (Rs.)
A. Total Demand	217905.00
B. Less amount of waiver as per the specified slab	123402.50
C. Determined Amount (A-B)	94502.50
D. Less Amount of prior deposit/ Amount paid along with FORM OTS-1	94502.50
E. Balance (C-D)	0.00
F. Less Amount paid	0
G. Balance (E-F)	0

**State Tax Officer**  
**Name:** AMARDEEP SINGH  
NANDA  
**Ward:** Patiala - Ward No.8  
**District:** Patiala

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<The ORDER OF SETTLEMENT submitted by the department officials can be viewed here.>

Step 17: Click on 'Download FORM OTS-4' at the bottom of the screen to download the Order of Settlement in PDF format.



# FORM OTS -4 : Downloaded PDF

## FORM OTS-4 [See clause 3(4)(b)]

### ORDER OF SETTLEMENT

To,

Name and address of the Taxable person : K\*\*\*\*\* T Patiala, Punjab

TIN : 03281051988

**Memo No :** POTS/03281051988/11/PVAT/F4 **Dated :** 08-02-2024

**Subject: An Order of Settlement.**

**Reference: Acknowledgement No:** POTS/03281051988/11/PVAT/F2 **Dated:** 08-02-2024

Whereas, you have opted for the Punjab One Time Settlement Scheme for Recovery of Outstanding Dues, 2023 in FORM OTS - 1 for the assessment year 2010-11 under the Act named Punjab Value Added Tax Act,2005 and on examination, your application has been found to be in order.

Accordingly, the order of settlement is, hereby, passed as follows:

**Name of the Act :** Punjab Value Added Tax Act,2005

Particulars	Amount (Rs.)
A. Total Demand	217905.00
B. Less amount of waiver as per the specified slab	123402.50
C. Determined Amount (A-B)	94502.50
D. Less Amount of prior deposit/ Amount paid along with FORM OTS-1	94502.50
E. Balance (C-D)	0.00
F. Less Amount paid	0
G. Balance (E-F)	0

State Tax Officer

Name : AMRINDER SINGH NANDA

Ward: Patiala - Ward No.8

District: Patiala



# OTS Applications List Screen

Punjab One Time Settlement 2023 SINGH TRADERS

[Home](#) [OTS 2023](#)

[Back](#)

## OTS Applications List

S No	Division District Ward	TIN Firm Name	Assessment Year Act	OTS Form-1 Application No. Application Date	OTS Form-2 Acknowledgment No. Acknowledgment Date	OTS Form-3 Deficiency Memo No. Deficiency Memo Date	OTS Form-4 Settlement Memo No. Settlement Memo Date	OTS Form-5 Rejection Memo No. Rejection Memo Date
1	2	3	4	5	6	7	8	9
1	Patiala - Ward No.8 Patiala PATIALA	03260000008 SINGH TRADERS	2010-11 Punjab Value Added Tax Act, 2005	POTS/03260000008 /11/PVAT/F1 08-02-2024 <a href="#">View Form-1</a>	POTS/03260000008 /11/PVAT/F2 08-02-2024 <a href="#">View Form-2</a>	POTS/03260000008 /11/PVAT/F3 08-02-2024 <a href="#">View Form-3</a>	- - <a href="#">View Form-4</a>	POTS/03260000008 /11/PVAT/F5 08-02-2024 <a href="#">View Form-5</a>

1 - 1 of 1 1 of 1 50 per page

Activate Windows  
Go to Settings to activate Windows.

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<If the department officer has rejected the OTS Application and issued the ORDER OF REJECTION , you can view the status here. Additionally, the ORDER OF REJECTION will be sent to you by email.>

Step 18: Click on 'View Form-5' to access the ORDER OF REJECTION form.



# FORM OTS -5 : Order Of Rejection Screen

**Punjab One Time Settlement 2023**

Home OTS 2023

**FORM OTS-5**  
[See clause 3(4)(c)]

**ORDER OF REJECTION**

To  
**Name and address of the Taxable person:** K\*\*\*\*\* T Patiala, Punjab  
**TIN:** 03281051088  
**Memo No:** POTS/03281051088/11/PVAT/F5 **Dated:** 08 Feb, 2024

**Subject: Order of Rejection**  
**Reference: Acknowledgement No:** POTS/03281051088/11/PVAT/F2 **Dated:** 08 Feb, 2024

Whereas, you have opted for the Punjab One Time Settlement Scheme for Recovery of Outstanding Dues, 2023 in FORM OTS-1, for the assessment year 2010-11 under the Act named Punjab Value Added Tax Act, 2005 and on examination, your application has not been found in order on account of following reasons:

- 1) The Self-assessment of determined amount is Incorrect as per the office records
- 2)
- 3)

Hence for the reasons as stated above, your application is hereby rejected.

**State Tax Officer**  
**Name:** AMARDEEP SINGH  
NANDA  
**Ward:** Patiala - Ward No.8  
**District:** Patiala

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<The ORDER OF REJECTION submitted by the department officials can be viewed here.>

Step 19: Click on 'Download FORM OTS-5' at the bottom of the screen to download the Order of Rejection in PDF format.



# FORM OTS -5 : Downloaded PDF

**FORM OTS-5**  
**[See clause 3(4)(c)]**

**ORDER OF REJECTION**

To,

Name and address of the Taxable person : K\*\*\*\*\* T Patiala, Punjab

TIN : 03281051088

**Memo No :** POTS/03281051088/11/PVAT/F5 **Dated :** 08-02-2024

**Subject:** Order of Rejection.

**Reference: Acknowledgement No:** POTS/03281051088/11/PVAT/F2 **Dated:** 08-02-2024

Whereas, you have opted for the Punjab One Time Settlement Scheme for Recovery of Outstanding Dues, 2023 in FORM OTS - 1 for the assessment year 2010-11 under the Act named Punjab Value Added Tax Act, 2005 and on examination, your application has not been found in order on account of following reasons :

(1) The Self-assessment of determined amount is Incorrect as per the office records  
Here for the reasons as stated above, your application is hereby rejected.

State Tax Officer

Name : AMARDEEP SINGH NANDA

Ward: Patiala - Ward No.8

District: Patiala



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Punjab One Time Settlement 2023

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Step 1: In case of a forgotten password, click on the 'Forgot Password?' button to retrieve your credentials.





# Forgot Password ?

Punjab One Time Settlement 2023

Forgot Password

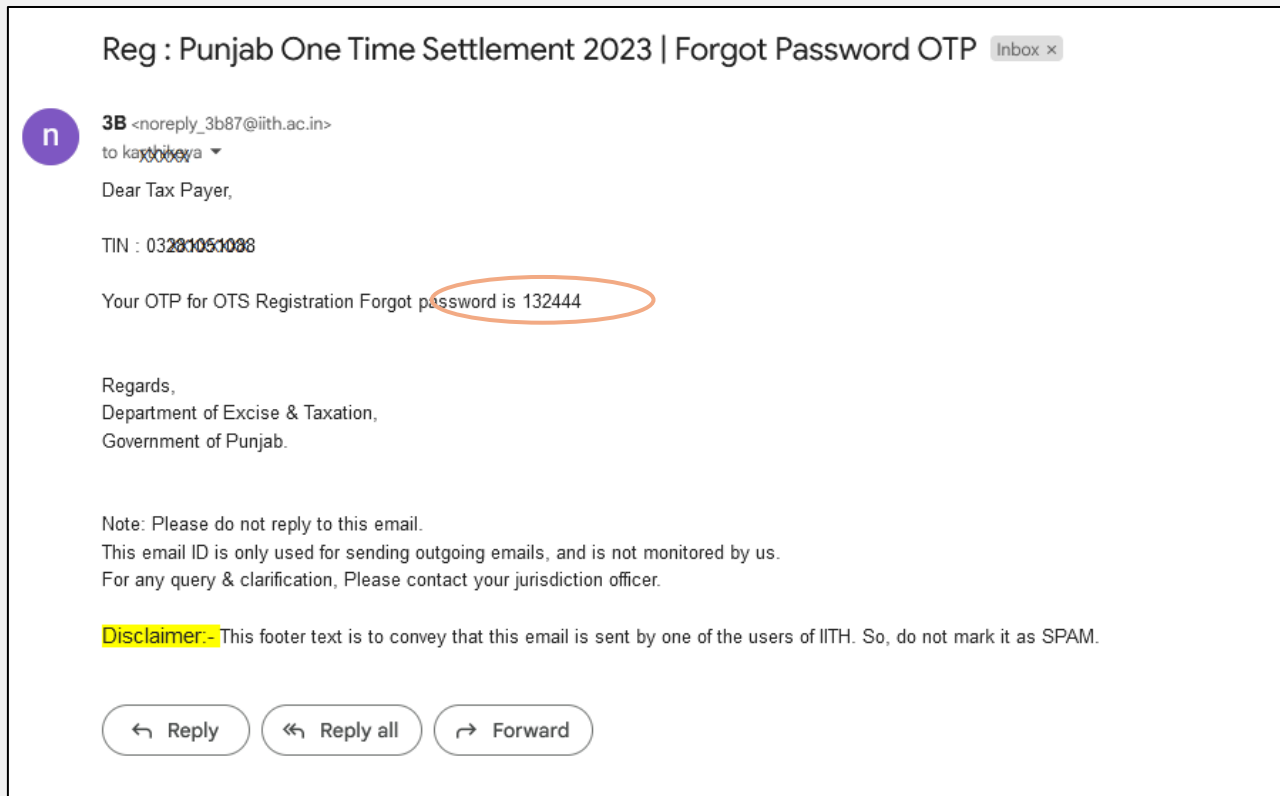
TIN :

Powered By

Step 2: Input the registered TIN in the designated field and click on 'Generate OTP'.




# Forgot Password ?



<After clicking on 'Generate OTP', system will send the OTP to your registered Email Id>



# Forgot Password ?

 Punjab One Time Settlement 2023


## Forgot Password

We have sent a 6-digit OTP to your email ID ka\*\*\*\*\*ya@iith.ac.in

TIN :

Enter OTP :

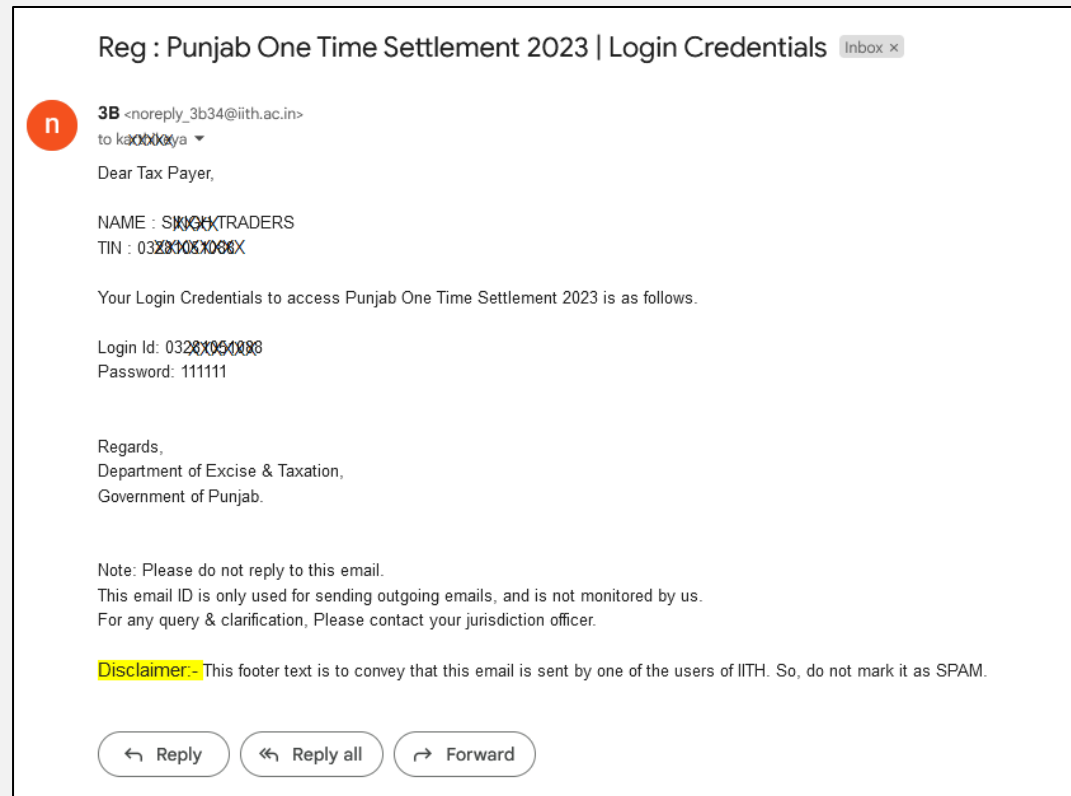
Resend OTP in 59 Seconds

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Step 3: Enter the OTP received via email. Then, click on 'Submit'.



# Forgot Password ?



<The Login Credentials to Access Punjab One Time Settlement 2023 will be sent to your registered email.>