

**ANNEXURE-1**

**Application for Redressal of difficulties faced due to technical glitches on the GST portal**

Sr No	Particulars	Details
1	GSTIN / <u>PID</u> Number of the Taxpayer	
2	Registration number of earlier Act ( In case of Migrated dealers )	
3	Legal name of the Taxpayer	
4	Email of the authorized signatory for communication	
5	Phone no of the authorized signatory for communication	
6	Category of the functionality where difficulty was faced. ( For e. g . <u>Migration</u> / GSTR 3B/ TRAN 1/TRAN 2/REG 01.... etc.)	
7	Description of issue/problem in detail	
8	When did the taxpayer first attempt to file return/form?	dd/mm/yyyy
9	Nature of error noticed in first filing ( attach screen shots and other evidences like emails sent)	
10	Details of subsequent attempts of filing (chronologically)( enclose evidences)	
11	Nature of the errors/ message received while attempting to file subsequently (attach screen shots and other evidences)	
12	Details communication of the problem to the GST Helpdesk and /or on Self- Service Grievance Redress Portal .	
	a. Date of communication	
	b. Service Request/ticket numbers.	
	c. Communication received from GST Helpdesk and /or on Self- Service Grievance Redress Portal. ( If yes provide evidences in support of the same )	Yes/ No

Place:-

Date :-

**Name and Signature of authorized signatory**