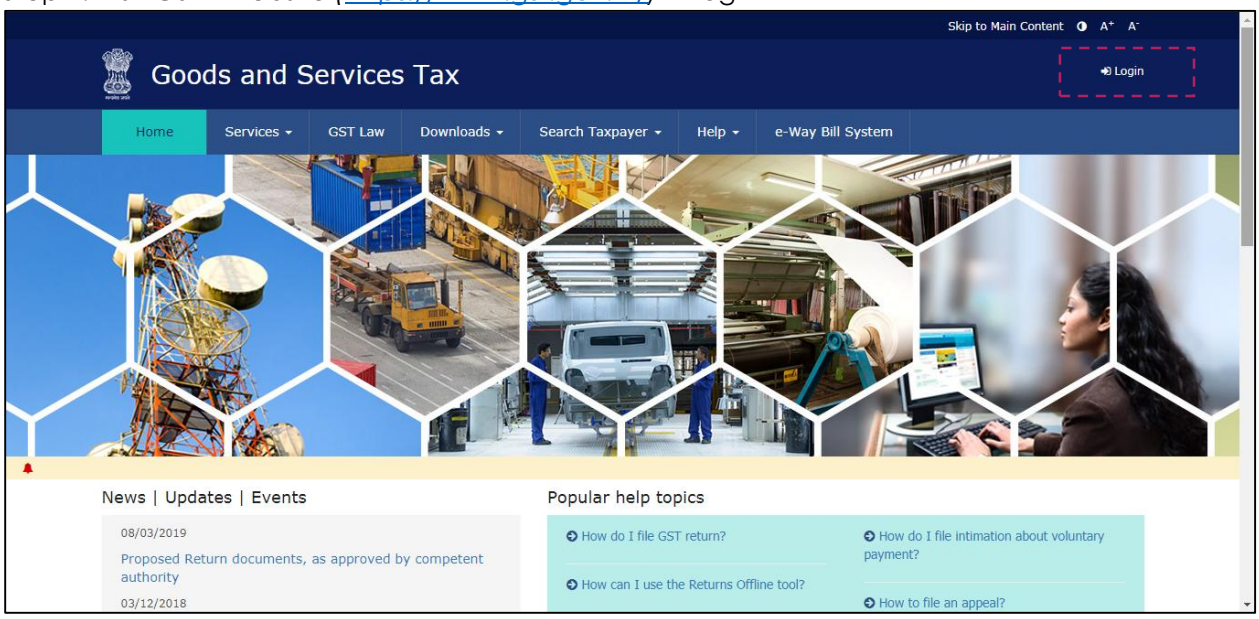
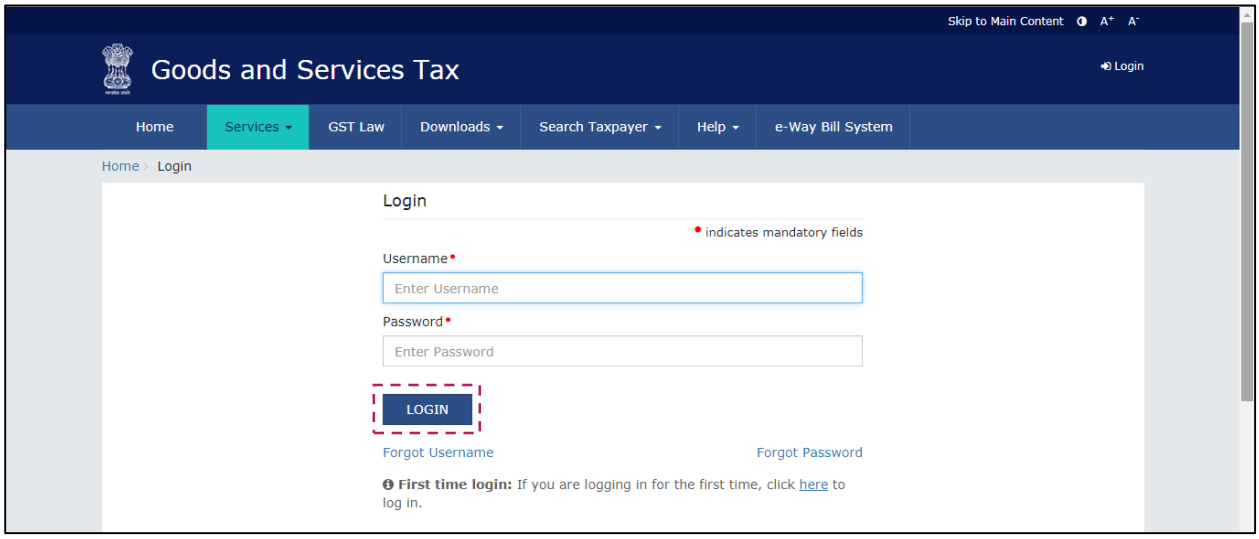
Goods and Services Tax (GST) Payments through Paypro of Axis Bank

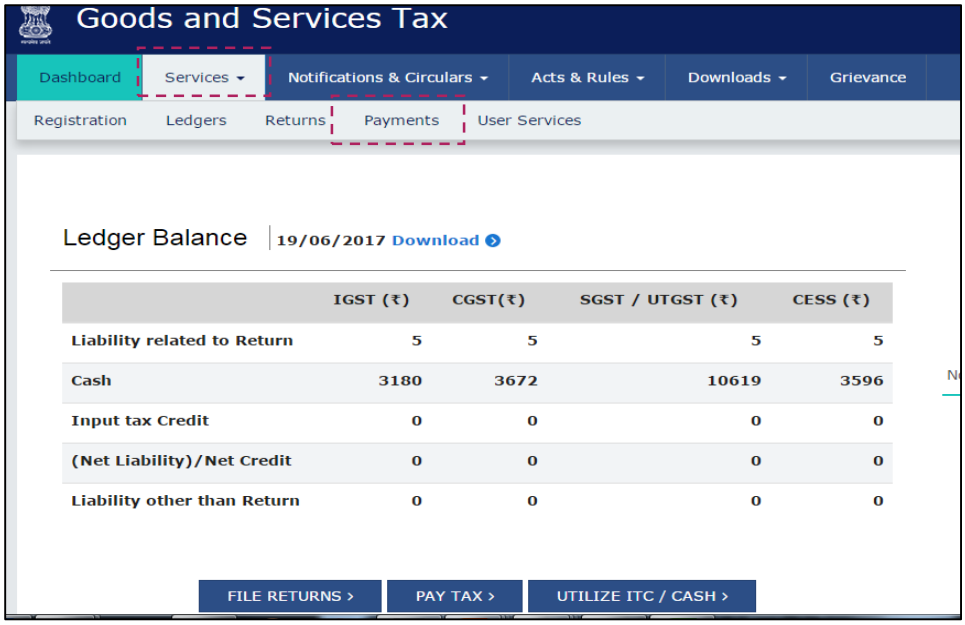
Step 1: Visit GSTN website *(https://www.gst.gov.in/)* > Login



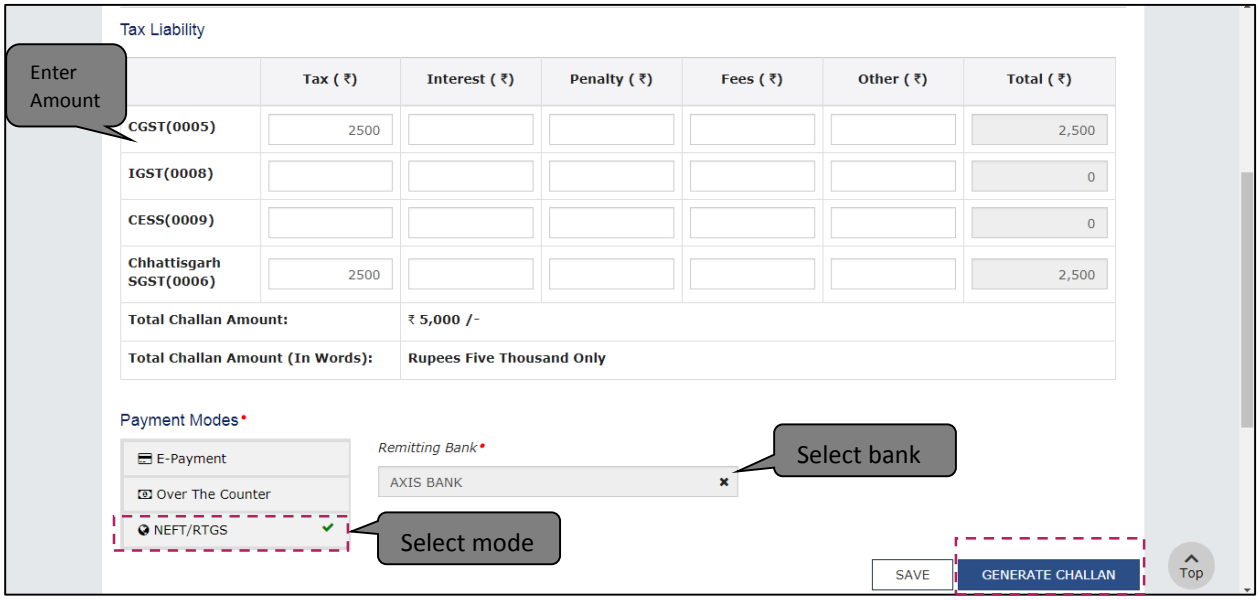
Enter the Username and Password. Click on "Login".



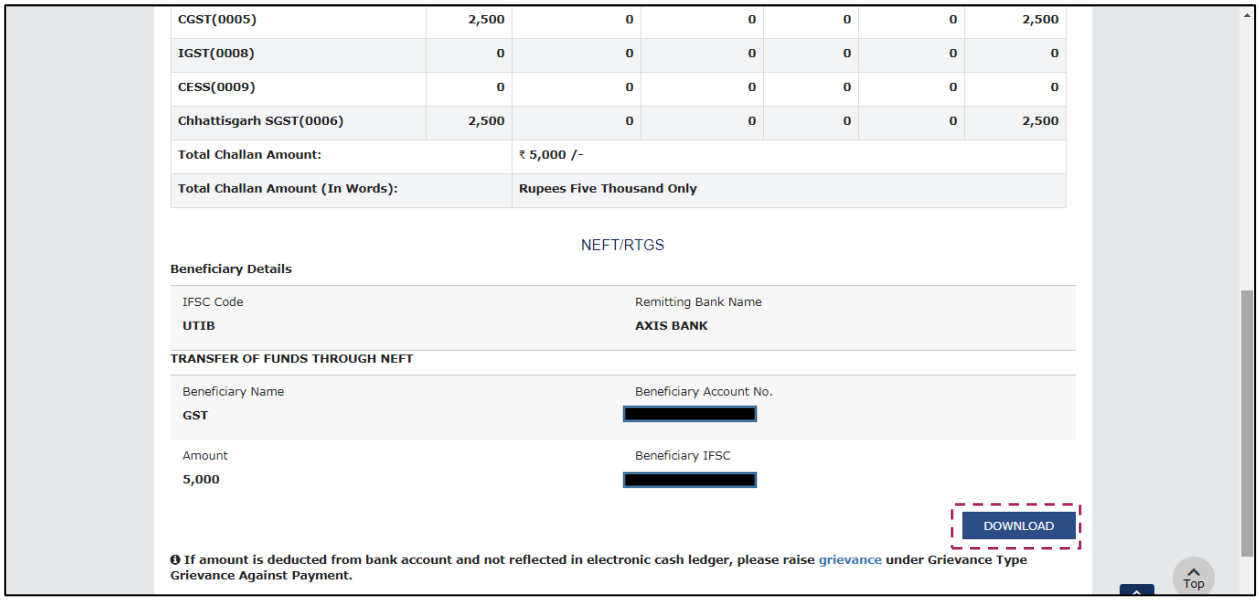
Click on the "Services" tab > select "Payments" > choose "Create Challan".



Enter the tax amounts. Select "NEFT/RTGS" as the payment mode. Choose "Axis Bank" as the remitting bank from the drop down list. Click on "Generate Challan".



Click on "Download" to generate the challan.



CGST(0005)	2,500	0	0	0	0	2,500
IGST(0008)	0	0	0	0	0	0
CESS(0009)	0	0	0	0	0	0
Chhattisgarh SGST(0006)	2,500	0	0	0	0	2,500
Total Challan Amount:		₹ 5,000 /-				
Total Challan Amount (In Words):		Rupees Five Thousand Only				

NEFT/RTGS

Beneficiary Details

IFSC Code	Remitting Bank Name
UTIB	AXIS BANK

TRANSFER OF FUNDS THROUGH NEFT

Beneficiary Name	Beneficiary Account No.
GST	[redacted]
Amount	Beneficiary IFSC
5,000	[redacted]

DOWNLOAD

If amount is deducted from bank account and not reflected in electronic cash ledger, please raise grievance under Grievance Type Grievance Against Payment.

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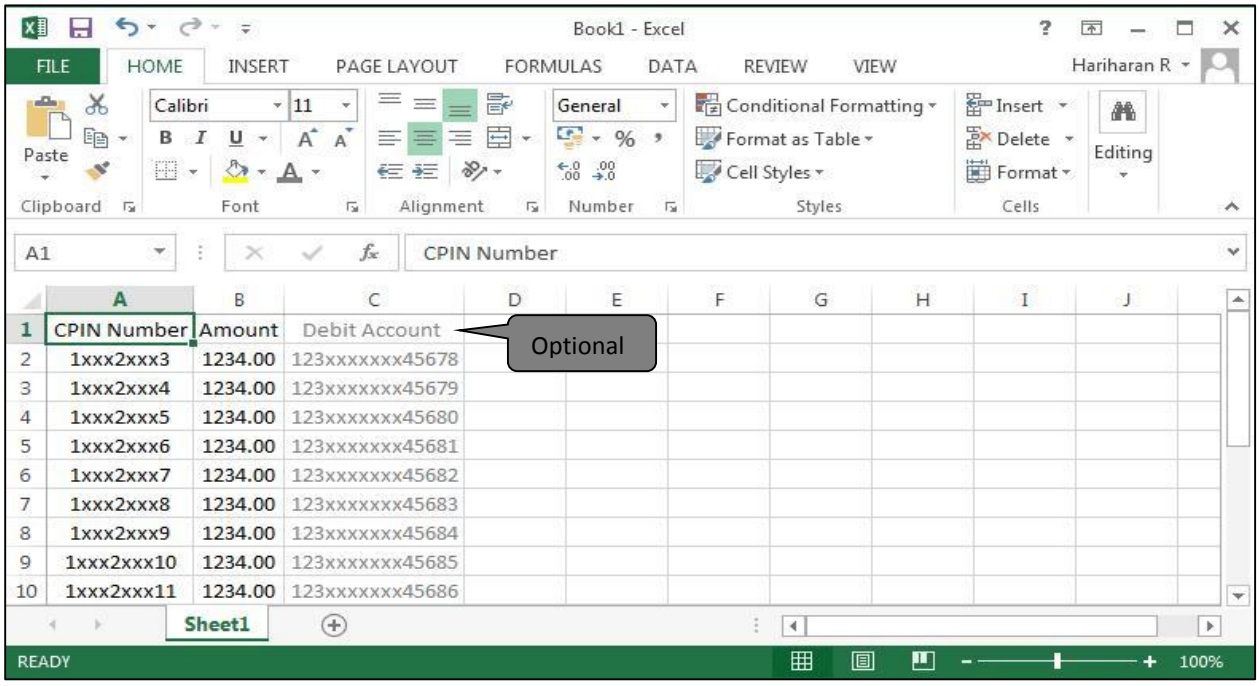
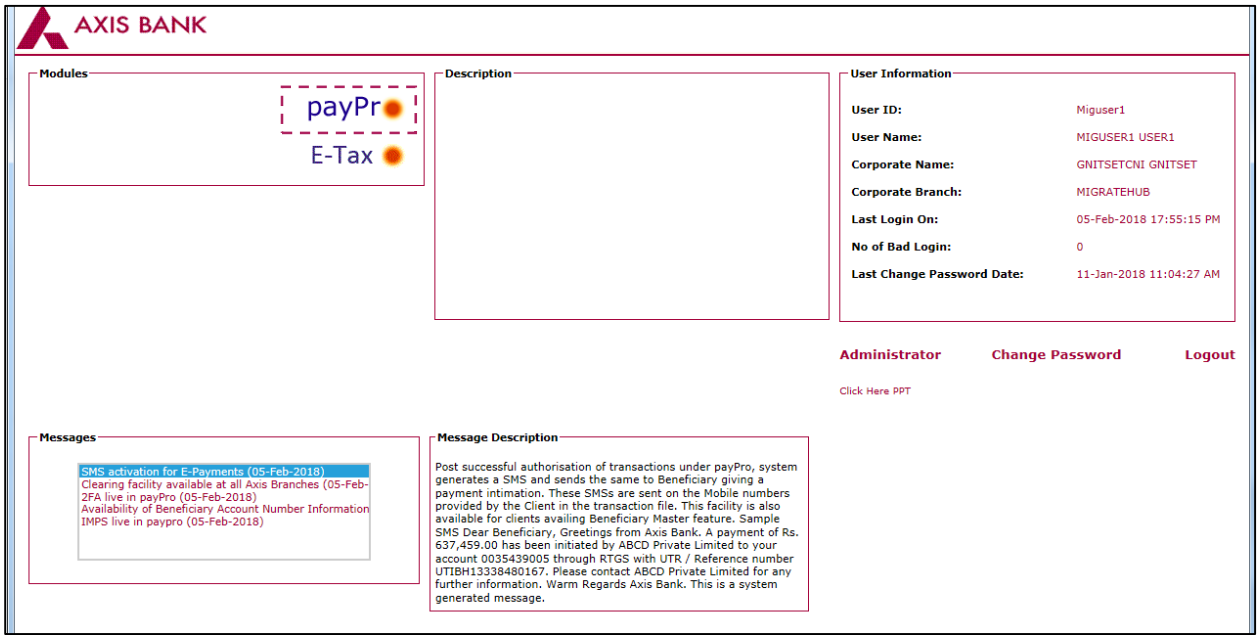
Step 2: User to create the excel upload file. CPIN and amount are the mandatory fields. The CPIN will be mentioned on the challan generated. The debt account field is optional. In case the debit account is blank then the default account will be debited.

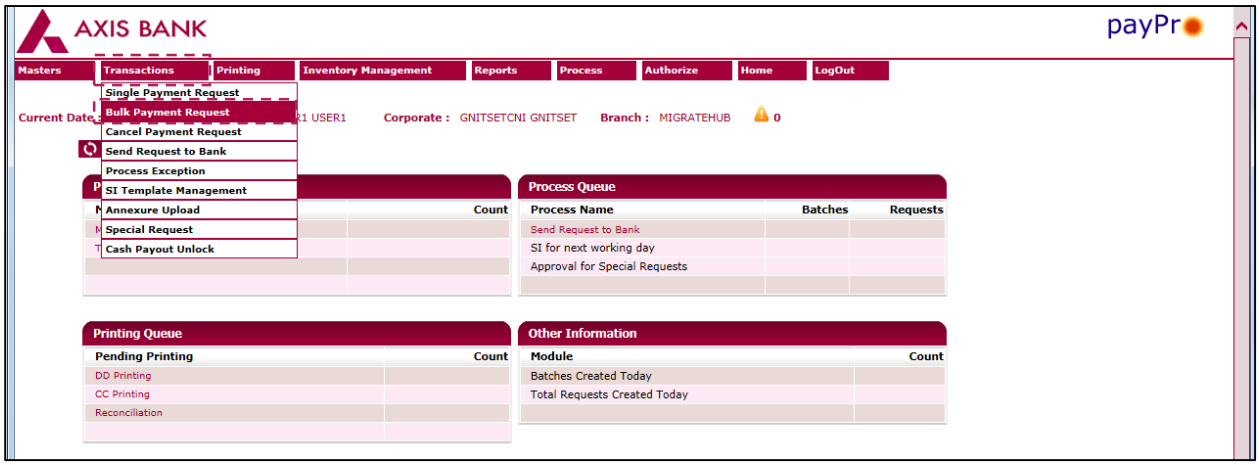


	A	B	C
1	CPIN Number	Amount	Debit Account
2	1xxx2xxx3	1234.00	123xxxxxxx45678
3	1xxx2xxx4	1234.00	123xxxxxxx45679
4	1xxx2xxx5	1234.00	123xxxxxxx45680
5	1xxx2xxx6	1234.00	123xxxxxxx45681
6	1xxx2xxx7	1234.00	123xxxxxxx45682
7	1xxx2xxx8	1234.00	123xxxxxxx45683
8	1xxx2xxx9	1234.00	123xxxxxxx45684
9	1xxx2xxx10	1234.00	123xxxxxxx45685
10	1xxx2xxx11	1234.00	123xxxxxxx45686

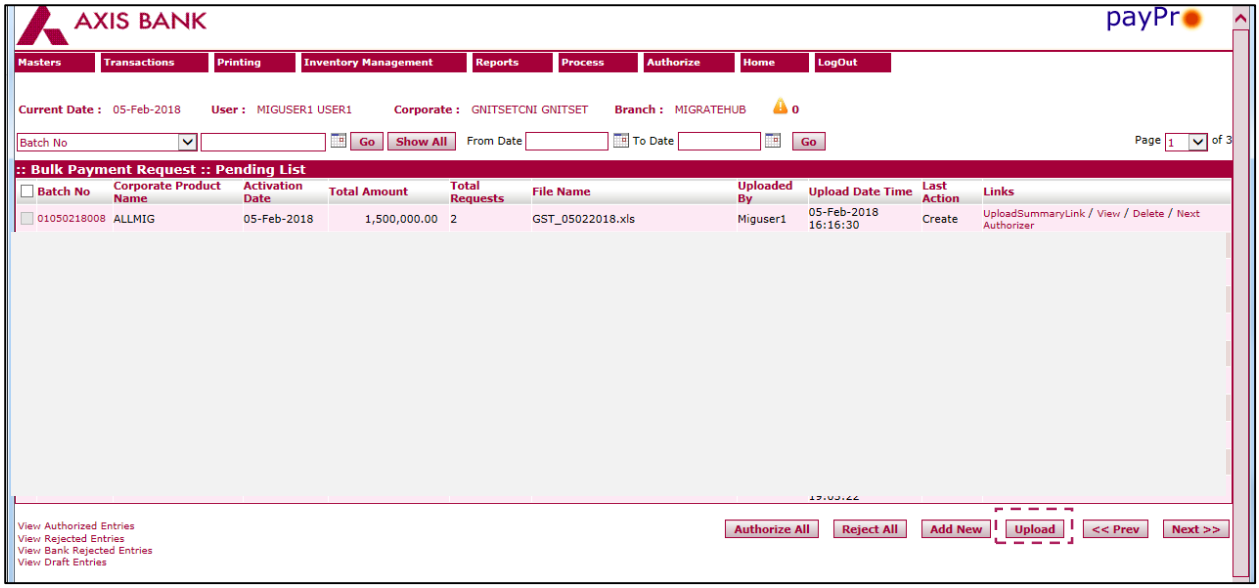
Maker to login with credentials. Click on "Paypro" on the Home page.



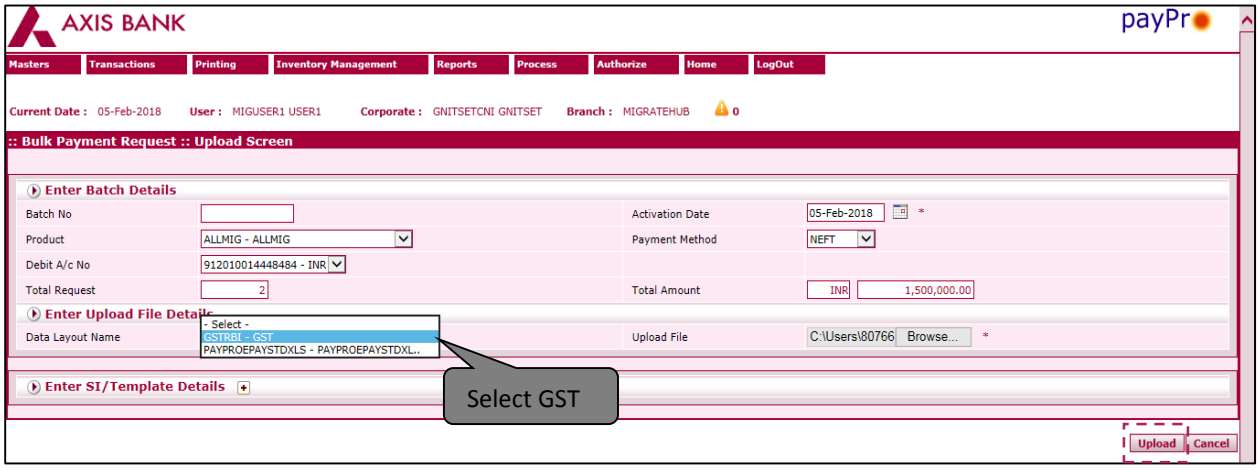
On the "Transactions" tab, select "Bulk Payment Request"



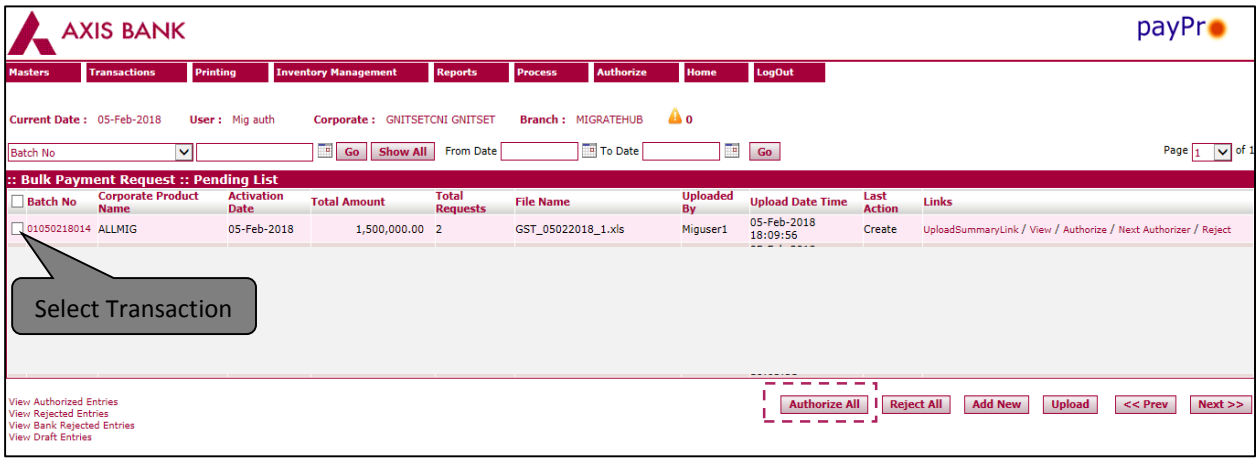
Select the “Upload” option.

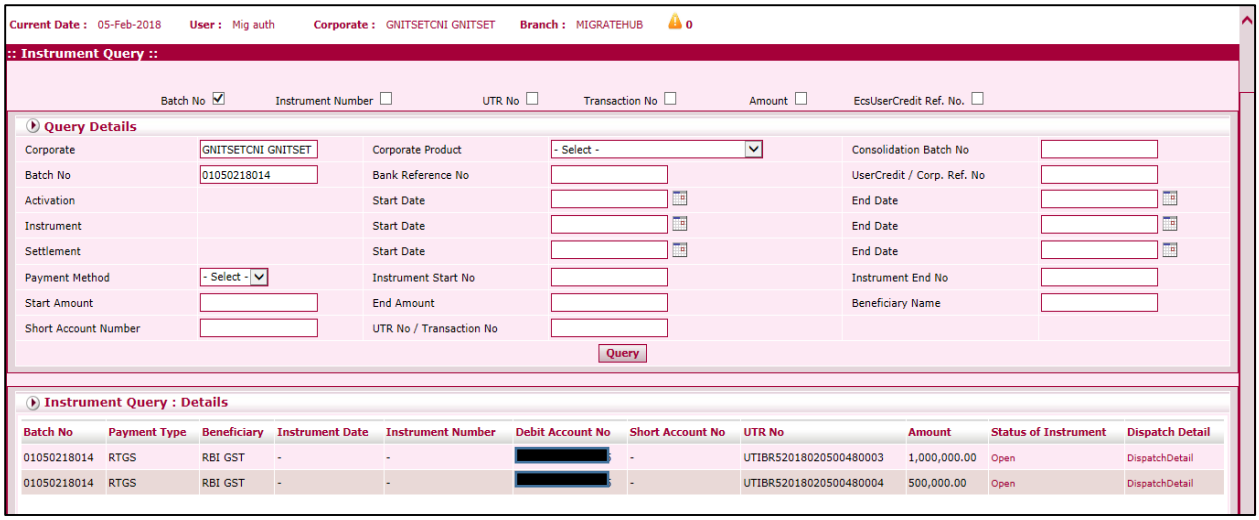


Select “GST” from the drop down list and click on “Upload”.



Step 3: Approver to login with credentials. Select the transaction to be authorized.



Step 4: Option available to check transaction status. Select "Reports" tab, choose "Corporate Transaction Report or E-payment Status Report", click on "Generate", capture mandatory fields and click on "Submit". A report in ZIP file will be generated.

The transaction level status will be viewed as below.