



CENTRAL WAREHOUSING CORPORATION
केंद्रीय भंडारण निगम
A GOVERNMENT OF INDIA UNDERTAKING

WAREHOUSE MANAGEMENT SOLUTION

USER MANUAL

CUSTOM BOND MANAGEMENT

Contents

1. CUSTOM BOND MENU	4
2. GENERAL BASIS STORAGE	5
2.1 SAC Apply / Payment receipt / SAC Issue	6
2.2 Receipt of Stock	13
2.2.1 Space allocation	13
2.2.2 Receipt of Stock process	14
2.2.2.1 Depositor Application Form	14
2.2.2.2 Gate In	16
2.2.2.3 Weighment In	17
2.2.2.4 Seal and Cargo Inspection	17
2.2.2.5 Stacking	18
2.2.2.6 Weighment Out	19
2.2.2.7 Gate Out Pass	19
2.2.2.8 Area measurement	20
2.2.2.9 WHR/ACK	21
2.2.2.10 Time Barred Bond SAC	23
2.3 Issue of Stock	24
2.3.1 Delivery Order	24
2.3.2 Gate In	30
2.3.3 Stack Out	31
2.3.4 Gate Out	32
2.3.5 Balance Area Measurement	32
2.4 Interim Bill	34
2.5 SAC Revalidation	37
3. RESERVATION BASIS STORAGE	39
3.1 Custom Bond >> Space Reservation	39
3.2 Space Reservation Listing	47
3.3 SAC Listing	47
3.4 SAC Space Allocation Listing	54
3.5 Update Importer Details	55
3.6 Receipt of Stock	55
3.6.1 Depositor Application Form	56
3.6.2 Gate In	57
3.6.3 Weighment In	58
3.6.4 Seal and Cargo Inspection	59
3.6.5 Stacking	59
3.6.6 Weighment Out	60
3.6.7 Gate Out Pass	60
3.6.8 Area measurement	61
3.6.9 WHR/ACK	62
3.6.10 Time Barred Bond SAC	64

3.7	Issue of Stock	64
3.7.1	Delivery Order	65
3.7.2	Gate In	69
3.7.3	Stack Out	70
3.7.4	Gate Out	71
3.7.5	Balance Area Measurement	71
3.8	Reservation Renewal	73
3.9	SAC Revalidation	77
4.	REGISTRATION OF IMPORTER / CHA & ASSOCIATION	80
4.1	Importer Registration	80
4.1.1	New User:	80
4.1.2	Existing User:	80
4.2	CHA Registration	80
4.3	Importer Cha Association Listing	82

CUSTOM BOND MANAGEMENT

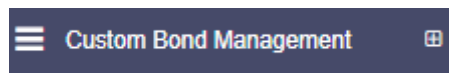
A custom bonded warehouse is a building, place, or area that is authorized to store goods for a specified period under the customs control. Import goods and domestic goods destined for export may be placed in a customs bonded warehouse. While goods are stored in a customs bonded warehouse duties and taxes are suspended. Any restrictions and prohibitions on the goods may be waived up to the time the goods are released for home use or exported.

The Importer can avail the custom bonded warehousing services of CWC in two different modes.

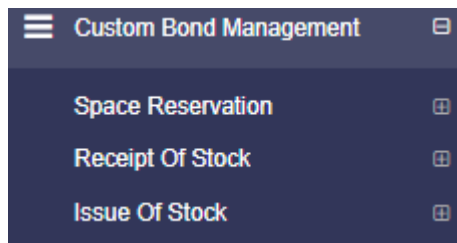
- a. General basis (importer pays only for the space occupied for the period)
- b. Reservation basis (importer pays for the space reserved)

1. CUSTOM BOND MENU

The users will be able to access the Custom Bond Management module through the menu option “Custom Bond Management”



- The icon directly facing the menu option describes whether the menu is expandable or not.
- A list of items contained within the menu can be viewed by the WHM as depicted in the image attached below.



- Clicking on any of the menu options will take the user to the respective screen in the CWC environment.

2. GENERAL BASIS STORAGE

In general basis storage, stock can be stored by the importer or CHA on behalf of the importer.

Pre Requisite:

- The depositor (Importer)
- CHA if operating on behalf of the importer should be registered and attached to the depositor.
- If the depositor (importer) is not registered in WMS then proceed to section **4.1** of this document to register the depositor (importer).
- If it is a new CHA the proceed to section **4.2** of this document to register the CHA and to be followed by associating the CHA with the depositor (importer) as in section **4.3** of this document.
- If the CHA is already registered in WMS then associate the CHA with the depositor (importer) as per section **4.3** of this document

2.1 SAC Apply / Payment receipt / SAC Issue

To apply for SAC

- Custom bond management >> Space reservation>>Apply Sac / Saclisting
- Click on Apply SAC button placed at the right top corner of the screen.

SAC Listing

Apply SAC

Please choose status

Showing 1-4 of 4 items.

Actions	Payment Status	Reservation Type	CHA	Importer	Taxable Type	Open Area (Sq Mt)	Covered Area (Sq Mt)	Units
<input type="button" value="View"/> <input type="button" value="Take Action"/>	PENDING	NA	NA	white	TAXABLE	0.00	1.00	700
<input type="button" value="View"/> <input type="button" value="Print"/> <input type="button" value="Create DAF"/>	SUCCESS	RESERVATION BASIS	WEB	simren	TAXABLE	1.00	1.00	200

- When the user clicks on the Apply SAC, the same gets redirected to the below screen:

The screenshot shows the 'Request SAC' form with the following fields and values:

- SAC Requested by:** IMPORTER
- Importer Name:** white
- CHA Name:** Select CHA
- Importer License No.:** 123456
- BOL/AWB No.:** AWB123456
- Commodity Group Name:** FOOD GRAIN
- Commodity Name:** BAJRA
- SAC Taxable Type:** TAXABLE
- Cargo Description:** gHJY
- Units:** 700
- Nature of Packages:** BAG
- Dimension Unit:** Mtr
- Dimensions Length:** 8
- Dimensions Breadth:** 9
- Dimensions Height:** 3
- Weight in Kg:** 10000
- Nature Of Material:** Non-Hazardous
- CIF Value:** 100000
- Duty Amount:** 2000
- SAC Area Type:** COVERED
- Covered Area (Sq Mt):** 1
- SAC Request Date:** 13-04-2022
- SAC Valid From:** 13-04-2022
- SAC Valid Till:** 10-05-2022

Instructions: Only files with these extensions are allowed: png, jpg, jpeg, pdf.

Upload Invoice (Max upload size 5MB): File Name: download.jpg

Upload Packing List (Max upload size 5MB): File Name: image_2022_04_06T08_00_36_764Z - Copy.png

Upload BOL/AWB (Max upload size 5MB): File Name: download.jpg

Upload BOE (Max upload size 5MB): File Name: image_2022_04_06T08_00_36_764Z - Copy.png

I/We agree to abide by the provisions of the Customs Act, 1962 with the amendments in force. The terms and conditions for storage of Bonded Goods are also accepted to me/us.

Buttons: Cancel, Save

- The user fills the particulars in all the relevant fields available for entry and clicks on the save button to proceed further.

Check Note: If importer is selected then CHA field is non mandatory. If CHA is selected, then CHA field is mandatory.

No back date in “SAC request date” and “SAC valid from” Future date allowed in “SAC valid from”

“SAC valid till date” is 4 weeks from the “sac valid from date” Checks for valid formats of PAN / TAN / GST has been provided. Check to ensure that PAN matches the GST without state code is also provided.

And any format mismatch will reflect at time of Saving.

- The applied SAC will appear under the SAC listing menu.

SAC Listing

[Apply SAC](#)

Please choose status [Search](#)

Showing 1-4 of 4 items.

Actions	Payment Status	Reservation Type	CHA	Importer	Taxable Type	Open Area (Sq Mt)	Covered Area (Sq Mt)	Units
View Take Action	PENDING	NA	NA	white	TAXABLE	0.00	1.00	700
View Print Create DAF	SUCCESS	RESERVATION BASIS	WEB	simren	TAXABLE	1.00	1.00	200

➤ When the user clicks on the Take action button against the SAC applied, following screen will appear:

Central Warehousing Corporation
 There are 2 space reservations expiring with in two months.

Ambattur123 ▾ Home / SAC listing / SAC Action AMBATTUR(MDR4401)

SAC Action [Back](#)

SAC Requested by	Importer	CHA
Importer	white	NA
Importer License Number	BOL/AWB No.	Commodity Group
123456	AWB123456	FOOD GRAIN
Commodity	SAC Taxable Type	Cargo Description
BAJRA	TAXABLE	ghjY
Units	Nature of Packages	Dimension Unit
700	BAG	Mtr
Dimensions	Nature of Material	Area Type
Length: 8 Breadth: 9 Breadth: 3	Non-Hazardous	COVERED
Weight In KG	CIF Value	Duty Amount
10000	100,000.00	2,000.00
Covered Area	SAC Valid From	SAC Valid Till
1	13-04-2022	10-05-2022
SAC Creation Date	SAC Valid From	SAC Valid Till
13-04-2022	13-04-2022	10-05-2022
Upload		
Invoice * 3105.png	BOL/AWB * 2277.png	
Packing List * 2352.png	BOE 2768.png	

[Reject](#) [Accept](#)

Note:

This screen has been provided only for reviewing and accepting the data as all fields are auto populated and no field data can be modified.

The process is required since the Importer can apply for SAC from his log in. In such a scenario the WHM will verify the details in the attachment and the details provided in the various fields and if any variance is found or if there is no vacant space in the warehouse he can reject the SAC request.

The Importer has to initiate another request in such a case as there is no option to edit the submitted SAC.

- The user then clicks on the accept button to proceed further.
- The following screen opens up

The screenshot shows a web form titled "SAC Action". At the top right, there is a "Back" button. Below the title, it displays "Vacant Covered Area 004.31 (Sq. Mtr)". The form is organized into several sections. The first section contains three date pickers: "SAC Valid From" (13-04-2022), "SAC Valid Till" (10-05-2022), and "Is SEZ" (dropdown menu set to "NO"). The second section contains three input fields: "Covered Area Requested (Sq. Mtr)" (1), "Space/Area Requested (Sq. Mtr)" (1), and "Covered Area Booked (Sq. Mtr)" (1). The third section contains two more input fields: "Space/Area Booked (Sq. Mtr)" (1) and "SAC TYPE" (dropdown menu set to "GENERAL BASIS"). The fourth section contains two dropdown menus: "Tariff Type" (set to "GROSS BONDAREA") and "Remarks" (set to "done"). At the bottom right, there are "Cancel" and "Save" buttons.

Note:

- ***The user will enter choices in the field of SEZ / SAC type & Tariff type. Rest of the fields are auto populated.***
- ***The WHM can enter SAC area according to the availability of space in that particular warehouse or his assessment of the area required based on the dimensions mentioned in the SAC apply screen.***

- The user the fields of SAC type as General basis and chooses Gross Bond area and clicks on the save button.

Note: If Nett Bond area is chosen in tariff type then tariff will be applied basedon the fact of Nett area = 150% of Gross area.

- After clicking on the save button, the system will show the SAC Bill Demand Note Details confirmation pop up screen as shown below:

SAC Bill Demand Note Detail's									
Sr.No.	Commodity stored	Area Type	Reserved Space (Sq. Mtr)	Period of invoice & weeks	Rate (Sq. Mtr) (Rs.)	Total Amount (Rs.)	Discount (Rs.)	Taxable Value (Rs.)	IGST(%)
1.	BAJRA	cover	1 (GROSS)	13/04/2022 to 10/05/2022 (4 weeks)	150	600	0	600	108 (18%)
Subtotal						600	0	600	108 (18%)
Round off amount (Rs.)								0.00	
Total amount (Rs.)								708	

- Select the Accept button.
- The system will automatically generate a demand note against the SAC.
- To access the Demand note, go to menu Accounts & billing >> demand notes and the listing all demand notes will be available

Custom Bonded > Demand Notes

Listing

Branch: AMBATTUR From: 14/03/2022 To: 13/04/2022 Global Search

Page Sizes: 10

Action	Demand Note No	Amount	Demand Note Date	Demand Note Type	Party Name	Payment Status
	44017/2022/0004	708.00	13/04/2022	SAC	white	Pending
	44017/2022/0004	9.00	13/04/2022	Insurance Bill	simren	Paid
	44017/2022/0004	247800.00	11/04/2022	Reservation Basis	simren	Paid
	44017/2022/0004	44.00	08/04/2022	Insurance Bill	ASHIT KISHORCHANDRA CHHEDA	Paid
	44017/2022/0003	123900.00	08/04/2022	SAC	ASHIT KISHORCHANDRA CHHEDA	Paid
	44017/2022/0002	10620.00	08/04/2022	Extended Area Receipt of Stack	ASHIT KISHORCHANDRA CHHEDA	Paid
	44017/2022/0001	123900.00	08/04/2022	Reservation Basis	ASHIT KISHORCHANDRA CHHEDA	Paid
	44017/2022/0001	20355.00	08/04/2022	SAC Extended Area	ASHIT KISHORCHANDRA CHHEDA	Paid

Showing 1 to 8 of 8 entries

Check Note:

- *If the payment is not made against the generated demand note on the same day, the demand note gets auto cancelled.*
- *Demand note for the first reservation is created for a minimum of four week period*

- To receive payment and generate a bill & CR against the created demand note, the user clicks on the update payment against bill as per below

Go to Accounts and billing → Update payment against bill

- Once the user clicks on the update payment against delivery bill option the same will get redirected to the payment screen as:

- The user will select the depositor name from the drop down and click on the search button.
- By clicking on the search button, the user gets redirected to the following screen:

Action	Bill Date	Bill No.	Bill Type	Total Amount(₹)	Paid Amount(₹)	Pending Amount(₹)	Amount To Be Paid(₹)	TDS Deducted(₹)
1. White								
<input checked="" type="checkbox"/>	13/04/2022	44017/2022/0004	Demand Note	708.00	0.00	708.00	708.00	0.00
Download Demand Note								
	Total			708.00	0.00	708.00		
	Total						708	0

- The user selects the demand note against which payment is to be received by selecting the check box
- The user enters the amount and TDS (if any) and clicks on the received now button.

Check Note:

- *The payment against the demand note cannot be made partially.*
 - *TDS cannot be more than 10% of the demand note amount*
 - *The total of amount and TDS cannot be more than demand note amount.*
- By clicking on the received now button, the user gets redirected to the following screen:

- The user will click on the proceed button to complete the payment process.
- When the user clicks on the proceed button the same arrives at the following screen:

- The user selects the payment type as off line / On line and the payment mode and hits the receive now button to proceed further.
- After the payment is complete, bill and CR gets auto generated.
- The Bill can be viewed from Accounts & billing >> Storage bill
- The CR can be viewed from accounts & billing >> Cash receipt
- After the receipt of payment, the button to print button will appear in SAC listing menu and the SAC certificate can be issued to the customer.

2.2 Receipt of Stock

2.2.1 Space allocation

- The user clicks on the space allocation listing to allocate the space.
- One done, the following screen appears:

SAC Space Allocation Listing

Importer Name
white - ACC/2022/013626

Importer	SAC No.	Open Area	Covered Area	Units	License No.	Actions
No results found.						

- The user selects the importer name from the drop down and clicks on the search button.
- By clicking on the search button, the user lands up on the following page.

SAC Space Allocation Listing

Importer Name
white - ACC/2022/013626

Showing 1-1 of 1 item.

Importer	SAC No.	Open Area	Covered Area	Units	License No.	Actions
white	SAC/MDR4401/130422/0004	0.000	1.000	700	123456	<input type="button" value="Add"/>

- The user can click on the add button under the action column.
- After clicking on the add button, the user arrives at the following screen to allocate space.

Space Allocation

Depositor	Warehouse Type	Requested Units/Bags	Requested Weight	
Ashit Kishorchandra Chheda	CUSTOM BONDED - AREA	700	10000 00000	<input type="button" value="Add Stack"/>

Date: 13-04-2022

SAC Number: SAC/MDR4401/130422/0006 BOE NO.: BOE12376 BOND NO.: 3456

Godown No*: 15 Compartment No*: 15A Stack Type: Full Stack

Main Stack No*: 15A-1 Commodity Type*: FOOD GRAIN Commodity*: BAJRA

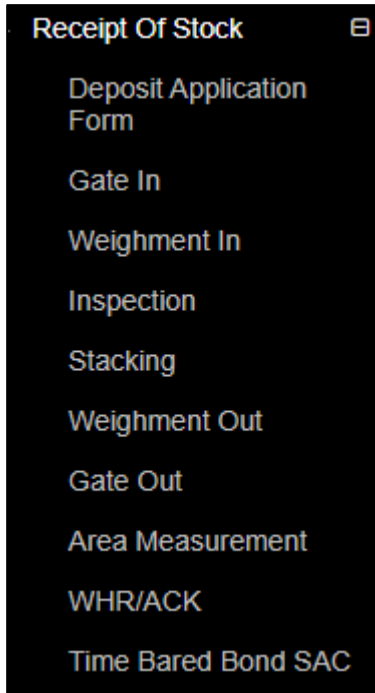
Variety: good Packing Type: BAG Packing: 50 KG

- Select the following fields to allocate the stack
 - a) Godown No.
 - b) Compartment No.

- c) Stack Type
- d) Main Stack No.
- e) Bags/Unit

2.2.2 Receipt of Stock process

➤ When the user clicks on the receipt of stock the following options appear:



2.2.2.1 Depositor Application Form

The screenshot shows the "SAC Deposit Application Form" in a web application. The interface includes a sidebar menu on the left with various options like Dashboard, Warehouse Management, Master, Godown Management, etc. The main content area contains the following form fields:

- Deposit Application Date ***: 12-04-2022
- Warehouse Name**: AMBATTUR
- SAC Number**: SAC/MDR4401/110422/0003
- SAC Date**: 11-04-2022
- Importer Name**: simren
- CHA**: WEB
- Request Type**: RESERVATION BASIS
- Request Number**: 2022/000240
- Importer Licence Number**: 123456
- Commodity**: ARMS AND AMMUNITION
- Units/Packages/Bags ***: Enter Units/Packages/Bags
- Consignment weight as per BOE**: Enter Weight (QTL)
- CIF Value ***: [Empty field]
- Duty Value ***: [Empty field]
- Challan No.**: e-Challan
- BOE NO. ***: [Empty field]
- BOE Date ***: [Empty field]
- BOND NO. ***: [Empty field]
- BOND Date ***: [Empty field]
- BOND Expiry Date ***: [Empty field]
- Declaration**: SAID TO WEIGH
- Instructions**: Only files with these extensions are allowed: png, jpg, jpeg, pdf.
- Upload BOE (Max upload size 5MB) ***: [Upload button]
- Save**: [Save button]

- The user will enter the following particulars while generating DAF:
 - a. Units/Bags/Packages*
 - b. CIF Value*
 - c. Duty Value*
 - d. BOE No.*
 - e. BOE date*
 - f. Bond No.*
 - g. Bond date*
 - h. Bond Expiry date*
- After entering the above details, the user will click on the save button.

Note:

- *There can be multiple DAF's for a single SAC but for every DAF there will be a separate ACK.*
- *For receiving stock against a SAC in multiple days the DAF will be created date wise.*
- *All fields with * are mandatory.*
- *If in declaration said to weight is selected, then the weighment will not be performed.*

2.2.2.2 Gate In

SAC Gate In 12/04/2022

1 — 2 — 3 — 4 — 5 — 6 — 7

DAF Gate In Pass Weighment In Seal & cargo Inspection Stacking Weighment Out Gate out Pass

S.No.	Importer Name	CHA Name	Request Type	Request No.	Commodity	Date	Action
	<input type="text"/>						

No results found.

➤ The user will click on the Gate-In pass and following screen will appear:

Central Warehousing Corporation
There are 2 space reservations expiring with in two months

Ambatur123 - Home / SAC / Gate Pass / Receipt Gatepass / AMBATTUR(MDR4401)

SAC Gate In

Importer/CHA : simren Gate In Date * 12/04/2022 Gatepass In Time * 12:50

Gate No. * Choose One Mode Of Transport * Choose One Vehicle No. *

Driver Name * Challan No. (Optional) Container No.

Package Seal No. * Weighment * No Yes

DAF! Details

Requested Weight : 50.00000 Requested Units/Bags : 100

Commodity Name : ARMS AND AMMUNITION (NA) DAF Number : DAF/2022/000168 SAC Number : SAC/MDR4401/110422/0003 SAC Validity Date : 08-05-2022

No of Units

➤ The user will fill up the following particulars:

- i. Gate no.*
- j. Mode of Transport*
- k. Vehicle No.*
- l. Driver Name*
- m. Challan no.
- n. Container No.
- o. Package seal No.*
- p. No of units

Note: All fields with * are mandatory

- If the No. of units exceeds the requested no. of bags, then a pop up will appear as shown below:

2.2.2.3 Weighment In

- The user will enter the following:
 - d. Weighbridge type *
 - e. Estimated weight
 - f. Captured weight(QTL)*
- The user will then click on the submit button to proceed ahead.

2.2.2.4 Seal and Cargo Inspection

- ✓ The user will enter the name of custom officer, remarks and hit the save button to proceed to the stacking process.
- ✓ The other fields are auto populated and non-editable.

1 DAF 2 Gate In Pass 3 Weighment In 4 Seal & Cargo Inspection 5 Stacking 6 Weighment Out 7 Gate out Pass

Token No. :
 120422/9876/0001 Search

Importer/CHA : Commodity Name : Date
 simren ARMS AND AMMUNITION 12-04-2022

OTL/SEAL No. Name of custom officer BOE No.
 76543/ BOE12486

Cif Value Duty Value
 6.00 8.00

Remarks

Save

2.2.2.5 Stacking

- ✓ The user will select the token from the drop down and the followingscreen will open.

Token No.
 120422/9876/0001 Search

Importer Name BOND Number BOND Validity Date
 simren BOE12486 12/05/2022

Commodity Variety No. Of Units
 ARMS AND AMMUNITION NA 100

Date
 12-04-2022

Crop Year *:
 NA

Total Bags : 100

Godown No* Compartment No* Stack type
 13 13B Full Stack

Main Stack No* Bags/Units* Add More
 13B-2 100

Submit

- ✓ The user will allocate the space to store the stock and click on the submitbutton to proceed further.

Note: If space is not allocated, the user will click on the space allocation to allocate the space and will follow the same process as shown under heading space allocation (2.2.1).

2.2.2.6 Weighment Out

- The user selects the token from the drop down and the following screen appears:
- The user selects the Tare weight and hits the submit button to proceed further.

The screenshot shows the 'SAC Weighment Out' interface. At the top, a progress bar indicates seven steps: 1. DAF, 2. Gate In Pass, 3. Weighment In, 4. Seal & Cargo Inspection, 5. Stacking, 6. Weighment Out (highlighted in red), and 7. Gate out Pass. Below the progress bar, there are several input fields: 'Token No.' with a dropdown menu showing '120422/9876/0001' and a 'Search' button; 'Warehouse Name' (AMBATTUR), 'Commodity Group' (INDUSTRIAL GOODS), and 'Commodity Name' (ARMS AND AMMUNITION); 'Variety Name' (NA), 'Importer/CHA' (simren), and 'Vehicle No.' (9876); 'Name of Driver' (test) and 'Gross Weight (qtls)' (5.00001). A 'Capture Weight' button is present. Below this, there are fields for 'Nat Weight (qtls)' (1.00001) and 'Tare Weight (qtls)' (4.00000). A table with columns 'Godown Name', 'Compartment Name', 'Stack Name', 'No. of units', and 'Total Weight' is shown, with 'done' in the 'Remarks' field. A 'Submit' button is at the bottom right.

2.2.2.7 Gate Out Pass

- The user selects the token from the dropdown and the following screen appears:

The screenshot shows the 'SAC Gate Out' interface. At the top, a progress bar indicates seven steps: 1. DAF, 2. Gate In Pass, 3. Weighment In, 4. Seal & Cargo Inspection, 5. Stacking, 6. Weighment Out, and 7. Gate out Pass (highlighted in red). Below the progress bar, there are several input fields: 'Token No.' with a dropdown menu showing '120422/9876/0001' and a 'Search' button; 'Gate Out Date' (12/04/2022), 'Gate Out Time' (14:49), and 'Gate Out Number' (Gate No.1); 'Out Truck Type' (EMPTY), 'Vehicle No.' (9876), and 'Name of Driver' (test). A 'Gateout Remarks' text area is at the bottom. A 'Save' button is at the bottom right.

- The user can enter the remarks and click on the save button to complete the process.

2.2.2.8 Area measurement

- Once the process of receipt of stock is completed, the user will do the area measurement.

The screenshot shows the 'Area Measurement' form with the following fields and values:

Is Consignment completed?	Date	SAC Number	Search
Yes	dd-mm-yyyy	Select SAC Number	Search

- The user enters the date and SAC number and clicks on the search button.

The screenshot shows the 'Area Measurement' form after a search. The search criteria are filled in, and the results are displayed below.

Is Consignment completed?	Date	SAC Number	Search	Print
Yes	12-04-2022	SAC/MDR4401/110422/0003	Search	Print

Importer/CHA Name	BOE Number	BOE Date
simren	BOE12486	12-04-2022

BOND Number	BOND Date	BOND Expiry Date
45678	12-04-2022	12-05-2022

Commodity	Variety	No. Of Units
ARMS AND AMMUNITION	NA	200

Covered Area Approved (Sq. Mtr.)	Open Area Approved (Sq. Mtr.)	Area Approved (Sq. Mtr.)
1	1	2

Covered Occupied Area (Sq. Mtr.) *	Open Occupied Area (Sq. Mtr.) *	Occupied Area (Sq. Mtr.)	Area Type (GROSS to NET)

Submit

- The user enters the covered occupied area and open occupied area against the approved area and clicks on the submit button.
- The user can see the details of area measurement in the SAC area measurement listing.

Note: When area measurement is performed if the occupied SAC area exceeds the approved SAC area, a bill will be generated automatically for the extra area and payment of the generated bill is to be cleared before the issue process.

2.2.2.9 WHR/ACK

- The user can generate ACK in this menu.

Acknowledgement/Warehouse Receipt Whr Done / Cancel

Start Date: 12/04/2022 End Date: 12/04/2022 Status: PENDING Search

- When the user clicks on the search button, the same gets redirected to the below mentioned screen:

Acknowledgement/Warehouse Receipt Whr Done / Cancel

Start Date: 12/04/2022 End Date: 12/04/2022 Status: PENDING Search

Acknowledgement/Warehouse List

S.No	Depositor	DAF No.	Commodity	Variety	Quantity	Weight (Qt)	Stacking Date	Quality	Module Type	WHR Receipt / Pending Tokens
1	Simren	DAF/2022/000168	ARMS AND AMMUNITION	NA	100	4.00001	12/04/2022	NA	SACAPPLICATION	ACK

- The user can click on the ACK button provided against the depositor name.

Central Warehousing Corporation
 There are 4 space reservations expiring with in two months.

Home / WHR / WHR Acknowledgement

WHR Acknowledgment

SAC Number: SAC/MDR4401/080422/0002
 Bond Number: BOE34587

Validity of Bond Period: 05-05-2022
 No. of packages Received: 100

Custom house name (to be filled by WHM) *: param
 OTL/Seal Number: 78547/NA

Name of the Customs Officer who affixed the seal
 Date of seal: 13-04-2022

Date of Receipt of Cargo at warehouse: 13-04-2022
 BOE Number: BOE34587

BOE Date: 13-04-2022

Action	Compartment No	Open Area (Sq Mtr)	Covered area (Sq Mtr)	Stack Number	No. Of Packages / Units / Bags Or Lot	Shortage, if any
View	12A	100	100	12A-2	10	1900
Total					10	1900

Godown details: 12
 Importer Name: ASHIT KISHORCHANDRA CHHEDA

Importer License Number: 125222
 CHA Name: Ashit Company

CHA License Number: 1522
 Duty Amount (Total Value Of Goods (₹)) *: 10000.00

CIF (Market Rate Of Goods At The Time Of Deposit (₹))*: 100000.00
 Total Value: 110000

Rate of storage/handling /other charges ₹ *: 150.00
 Condition of package *: Nothing selected

Billing Type *: PAYMENT_AGAINST_DELIVERY

Remarks:

DISCLAIMER: The rate of storage shown above is for covered storage. In case if your reservation is for open storage tariff is 75% of the covered storage tariff. You are requested to contact the warehouse manager for further information.

[Save](#)

- The user will enter custom house name, billing type and condition of packages field. All other fields are auto populated and non-editable.

Note: The open storage tariff is 75% of the covered storage area.

- After entering the details, the user hits the save button.
- Once done the ACK bill is generated.

Acknowledgement/Warehouse Receipt [Whr Done / Cancel](#)

ACK Receipt Generate Successfully

Start Date: 12/04/2022
 End Date: 12/04/2022
 Status: PENDING

[Search](#)

2.2.2.10 Time Barred Bond SAC

- ✓ The user can view the list of the Bonds and can revalidate the bond whose validity period is expired.

Bond Listing

From Date ^{*} 12-04-2022 To Date ^{*} 12-04-2022 Status ^{*} Select Status

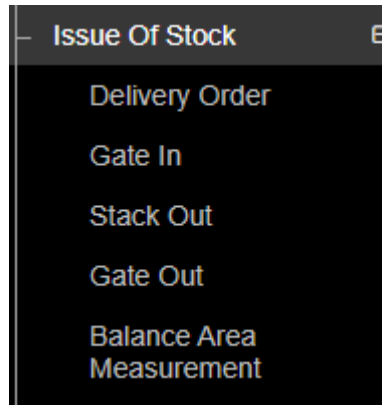
Showing 1-9 of 9 items.

#	Registration Importer Name	CHA Company Name	SAC Application No.	Date of Issue of Bond	Value	Bond Validity Date	Actions
1	simren	WEB	SAC/MDR4401/110422/0003	11-04-2022	5.000000	08-05-2022	<input type="button" value="View"/> <input type="button" value="Re-Validate"/>
2	Arshad Ansari	Era User	SAC/5432/080422/0003	08-04-2022	2000.000000	05-05-2022	<input type="button" value="View"/> <input type="button" value="Re-Validate"/>
3	Arshad Ansari	Era User		08-04-2022	250.000000	05-05-2022	<input type="button" value="View"/> <input type="button" value="Re-Validate"/>

Activate Windows

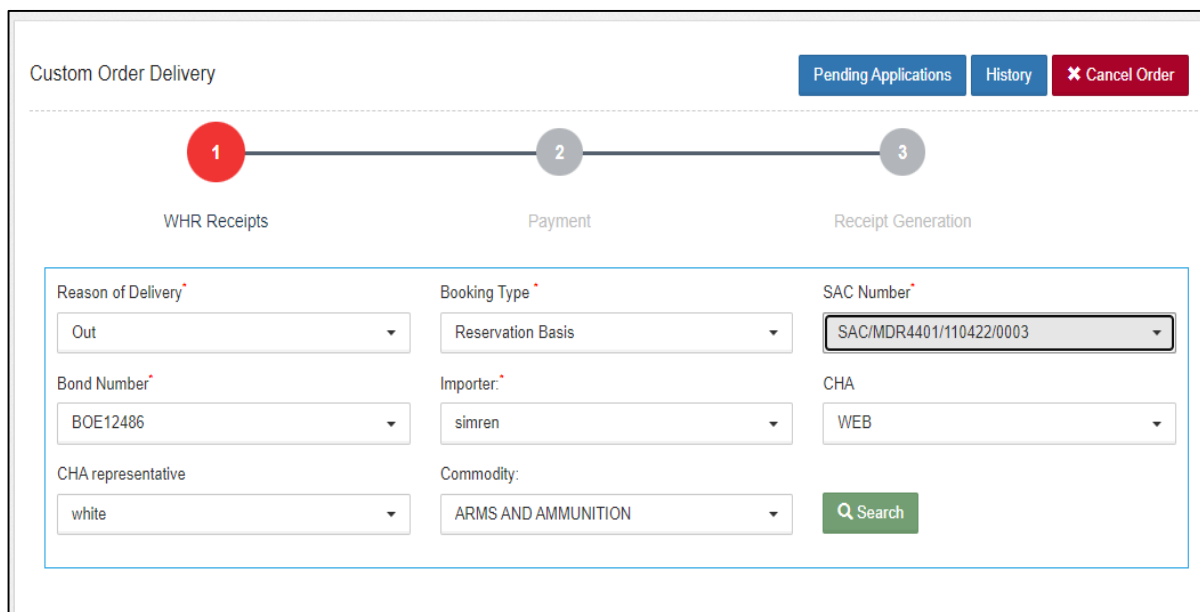
2.3 Issue of Stock

- When the user clicks on the Issue of stock menu the list of following option list appears:



2.3.1 Delivery Order

- When the user clicks on the Delivery order option, the same gets redirected to the following screen:

A screenshot of the "Custom Order Delivery" screen. At the top, there are three buttons: "Pending Applications", "History", and "Cancel Order". Below these is a progress bar with three steps: 1 (WHR Receipts), 2 (Payment), and 3 (Receipt Generation). Step 1 is highlighted with a red circle. Below the progress bar is a form with the following fields:

Reason of Delivery*	Booking Type*	SAC Number*
Out	Reservation Basis	SAC/MDR4401/110422/0003
Bond Number*	Importer*	CHA
BOE12486	simren	WEB
CHA representative	Commodity:	
white	ARMS AND AMMUNITION	Search

- The user selects the following information:
 - a. Reason of delivery*
 - b. Booking type*
 - c. SAC Number*

Note: When the user selects the SAC number, the rest of the fields get auto-populated.

➤ The user clicks on the search button and the following screen appears:

Central Warehousing Corporation
 There are 2 space reservations expiring with in two months.

Ambatur123 Home / Custom Issue In / Order Delivery AMBATTUR(MDR4401)

Custom Order Delivery Pending Applications History Cancel Order

1 WHR Receipts 2 Payment 3 Receipt Generation

Reason of Delivery* Out
 Booking Type* Reservation Basis
 SAC Number* SAC/MDR4401/110422/0003
 Bond Number* BOE12486
 Importer* simren
 CHA representative white
 Commodity ARMS AND AMMUNITION
 CHA WEB

Instructions:
 • Only files with these extensions are allowed: png, jpg, jpeg, pdf
 • File size should not exceed 5 MB.

Out of Charge Document* Upload Space Alteration Document Upload

Compartment No	Stack No	WHR/ACK Receipt No.	Delivery Type	Delivery units		Balance No. of Bags*	Add More
				No of units	No of units (Open/loose)		
Select Comps		Please !	Select Delivery Type				

Date* 12/04/2022
 Out of Charge CIF Value*
 Out of Charge Duty Value*

Is SEZ* NO

Next →

➤ The user enters the above particulars and clicks on the next button.

Note: The user can enter no. of units for delivery.

➤ By clicking on the next button the user will land up on the following screen:

Sr.No.	Bill of Entry no. & Date	Commodity stored	Value of Stock (CIF + Duty)	Period of Invoice	No. of Weeks	Rate (Sq. Mtr.) (Rs.)	Total Amount (Rs.)	Taxable Value (Rs.)	IGST(%)
1.	BOE12486 & 12/04/2022	ARMS AND AMMUNITION	60000	11/04/2022 to 13/04/2022	1	0.125 per week/1000 value	7.5	7.5	1.35 (18%)
Subtotal							7.5	7.5	1.35 (18%)

At the DO, two cases will arise while calculating the bill amount:

Case 1- If the Interim bill is generated and paid then, the bill at time of DO will be generated from the next day of the date of interim bill generation to the present date.

For e.g., First four weeks = 1st April to 28th April

Interim bill generated = 15 May

Issue = 15 June

At DO = Bill generated will be from 16th May to 15th June

Case 2- If Interim bill is not generated then at DO the bill amount generated will be calculated from the end of the first four weeks to the present date.

First four weeks = 1st April to

28th April Issue = 15 June

At DO = Bill generated will be from 29th April to 15th June

Insurance Bill:

Insurance bill is calculated week wise from the start date to the issue date. It is generated at the time of delivery order and is calculated on the basis of no. of units being issued.

CIF and duty value are calculated as:

$(\text{CIF} + \text{Duty}) / \text{No. of units} = \text{value (calculated on basis of DAF units)}$

AT DO

$\text{Value} * \text{No. of units (filled at time of DO)} = \text{Value 1}$

Insurance invoice calculations for one week = $(\text{Value 1} * 0.125) / 1000$

Insurance invoice calculations for more than one

week =

$\{(\text{Value 1} * 0.125) / 1000\} * \text{weeks}$

- The user will click on the Accept button to proceed further.
- After clicking on the accept button, the user will land up on the payment screen.

Custom Order Delivery

Pending Applications History Cancel Order

1 2 3

WHR Receipts Payment Receipt Generation

Payment Amount ₹: TDS Amount 9 Pay Now

- The user enters the TDS amount and clicks on the Pay Now.
- By clicking on the pay now, a confirmation pop up appears as shown below:

Confirmation

Please check the information filled in the form

Are you Sure you want to continue Payment?

CONFIRM **CANCEL**

- The user clicks on the confirm button and lands up on the following payment screen.

Back

Payment Mode

Payment Type

Payment Mode Payment Type

Total Amount (₹) Ledger

Is Challan Generate

Remarks

150 Character(s) Remaining

Received Now

- The user selects the payment mode from the drop down, enters the remarks and hits the received now button.
- Once done the following screen appears:

Custom Order Delivery

Pending Applications History ✕ Cancel Order

1 ————— 2 ————— 3

WHR Receipts Payment Receipt Generation

Select Action:

- The user can select the action from the dropdown as:
- Reject
 - Approve
 - On hold

- The user can select the approve and click on the save button to proceed further.

Custom Order Delivery

Pending Applications History **Cancel Order**

1 — 2 — 3

WHR Receipts Payment Receipt Generation

Your Receipt is successfully generated!

Please [Click Here](#) to Downlaod Bill 44017/2022/0004.

Please [Click Here](#) to download Cash receipt CR/4401/2022/00008.

2.3.2 Gate In

Gate In 13-04-2022

Gate In History

1 — 2 — 3

Gate In Stack Out Gate Out

Showing 1-1 of 1 item.

S.No.	Depositor Name	Depositor Account No.	Delivery Order No.	Commodity	Delivery Order Date	Action
1	simren	ACC/2022/013627	DO/2022/000371	ARMS AND AMMUNITION	13/04/2022	Next

- The user clicks on the next button to start the process.

Gate In

Gate In History

1 — 2 — 3

Gate In Stack Out Gate Out

Branch* AMBATTUR

Depositor Name* simren

Gate In Date Time* 2022-04-13 10:40 AM

Gate In Number* Gate No.1

Vehicle No.* Enter Vehicle Number

Name of Driver* Enter Name of Driver

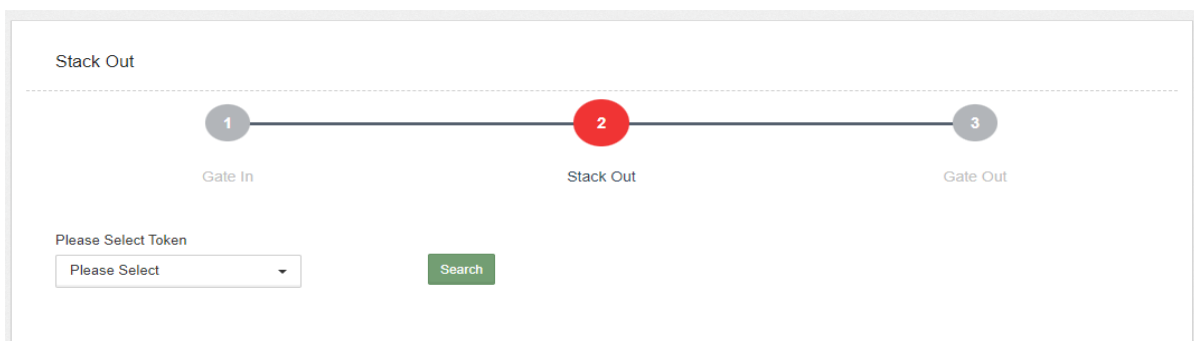
[Save](#) [Cancel](#)

Activate Windows

- The user enters the following details:
 - Gate-In number*
 - Vehicle No.*
 - Name of Driver*
- After entering the details, the user clicks on the save button.

2.3.3 Stack Out

- The user will select the token from the drop down and click on the search button.



- By clicking on the search button the following screen appears:

Please Select Token

Depositer Details

Depositer Name		WareHouse Name			Commodity Name				
simren		AMBATTUR			ARMS AND AMMUNITION				
SAC Number *	Bond Number *	Compartment *	Stack Number *	Delivery Type	Actual quantity open/loose units/bags *	Actual quantity packages units/bags *	DO requested quantity of open /loose units/bags *	DO requested quantity of packages units/bags *	Action
SAC/M	45678	13B	13B-2	Packag	0	100	0	100	<input type="checkbox"/>

- The user selects the checkbox under the action to verify the number of requested no. of bags/units and clicks on the save button to proceed further.

2.3.4 Gate Out

- The user selects the token no. from the dropdown and clicks on the search button.
- After clicking on the search button the following screen appears:

Gate Out Gate Out History

1 ————— 2 ————— 3

Gate In Stack Out Gate Out

Token No.*

Gate Out Date & Time* Gate Out Number* Out Truck Type*

Vehicle No.* Name of Driver* Gate In Number*

- The user can change the following fields:
 - Gate Out number*
 - Out truck type*
- After selecting the above fields, the user can click on the save button.

2.3.5 Balance Area Measurement

- By clicking on the balance area measurement the following screen appears:

Balance Area Measurement

SAC Number DO Number

- When the user clicks on the search button, the next screen appears as shown in the image below:

The screenshot shows a web form titled "Balance Area Measurement". At the top, there are two dropdown menus for "SAC Number" (SAC/MDR4401/110422/0003) and "DO Number" (DO/2022/000371), with "Search" and "Print" buttons to their right. Below this, the form displays search results in a grid-like layout:

Importer simren	CHA Name WEB	BOE Number BOE12486
BOE Date 12-04-2022	BOND Number 45678	BOND Date 12-04-2022
BOND Expiry Date 12-05-2022	Commodity ARMS AND AMMUNITION	Variety NA
No. Of Units 100	SAC Space Type	

Below the search results, there are four input fields for area measurements:

Covered Area Measured (Sq. Mtr.) 1	Open Area Measured (Sq. Mtr.) 1	Area Measured (Sq. Mtr.) 2	
Covered Occupied Area (Sq. Mtr.)	Open Occupied Area (Sq. Mtr.)	Occupied Area (Sq. Mtr.) 0	Area Type (GROSS) 0.00

A "Submit" button is located at the bottom right of the form.

- The user enters the occupied area against the area measured and clicks on the submit button.
- After clicking on the submit button, the user enters the OTP to verify and thus the balanced area measurement is saved.

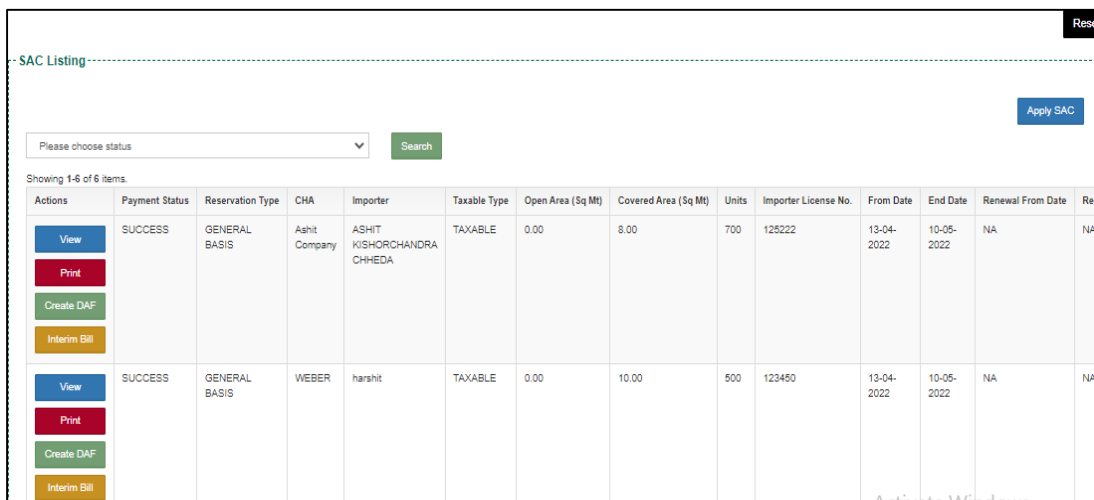
The screenshot shows the same "Balance Area Measurement" form, but with a green success message at the top: "Save balance area measurement successfully". Below the message, the form fields are now empty:

SAC Number Select SAC Number	DO Number Nothing selected	Search
---------------------------------	-------------------------------	--------

- By the balance area measurement, the user gets the details of the area released from the area occupied for a particular SAC.

2.4 Interim Bill

- Interim Demand note is generated by the WHM in the following scenarios:
 1. When the WHM would like to raise demand note at periodic intervals to reduce the risk of non-payment by the importer / CHA as in General basis the importer would like to pay only at time of delivery.
 2. When the importer / cha is willing to pay some adhoc payment before taking delivery as there is no concept of advance receipt voucher in the case of custom bond storage.
- In the SAC listing screen, the user can generate an Interim demand note.



The screenshot shows the 'SAC Listing' interface. At the top right is a 'Reset' button. Below the title is a search area with a dropdown menu labeled 'Please choose status' and a 'Search' button. A blue 'Apply SAC' button is also present. The main content is a table with the following columns: Actions, Payment Status, Reservation Type, CHA, Importer, Taxable Type, Open Area (Sq Mt), Covered Area (Sq Mt), Units, Importer License No., From Date, End Date, Renewal From Date, and Re. The table displays two rows of data. The first row has an 'Interim Bill' button in the Actions column. The second row also has an 'Interim Bill' button.

Actions	Payment Status	Reservation Type	CHA	Importer	Taxable Type	Open Area (Sq Mt)	Covered Area (Sq Mt)	Units	Importer License No.	From Date	End Date	Renewal From Date	Re
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	Aahit Company	ASHIT KISHORCHANDRA CHHEDA	TAXABLE	0.00	8.00	700	128222	13-04-2022	10-05-2022	NA	NA
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	WEBER	harshit	TAXABLE	0.00	10.00	500	123450	13-04-2022	10-05-2022	NA	NA

- By clicking on the Interim demand note button present against the respective importer, the user gets redirected to the following screen:



The screenshot shows the 'Interim Bill' screen. At the top right is a 'Back' button. Below the title is a dropdown menu labeled 'Is SEZ' with 'NO' selected. At the bottom right are 'Cancel' and 'Get Bill' buttons.

- The user will click on the get bill to generate the bill.
- Once the user hits the Get bill button, the following screen appears:

Home / SAC | Interim Bill Demand Note Detail's | AMBATTUR(MDR401)

Interim B

Is SE...
NO

Back

Cancel Get Bill

Accept Cancel

Activate Windows

A) WAREHOUSING CHARGES											
Sr.No.	Bill of Entry no. & Date	Commodity stored	Date of Delivery	No. of Units Delivered	Total Period of Storage	Charges already collected for period	Chargeable Period	No. of Weeks	Rate (Sq. Mtr.) (Rs.)	Taxable Value (Rs.)	IGST(%)
1.	BOE12376 & 13/04/2022	--	14/04/2022	700	13/04/2022 to 14/04/2022	--	13/04/2022 to 14/04/2022	1	150	1200	216 (18%)

B) INSURANCE CHARGES											
Sr.No.	Bill of Entry no. & Date	Commodity stored	Value of Stock (CIF + Duty)	Total Period of Storage	Charges already collected for period	Chargeable Period	No. of Weeks	Rate (Sq. Mtr.) (Rs.)	Taxable Value (Rs.)	IGST(%)	
1.	BOE12376 & 13/04/2022	--	102000	13/04/2022 to 14/04/2022	--	13/04/2022 to 14/04/2022	1	0.125 per week/1000 value	12.75	2.3 (18%)	
Subtotal										1212.75	218.3 (18%)

Round off amount (Rs.)	0.05
Total amount (Rs.)	1431

- The user will click on the Accept button and proceed further to generate the bill.
- The user can see the demand note generated in the Demand Notes menu.

Custom Bonded > Demand Notes

Listing

Branch: AMBATTUR | From: 15/03/2022 | To: 14/04/2022 | Global Search

Page Sizes: 10 | Search

Action	Demand Note No	Amount	Demand Note Date	Demand Note Type	Party Name	Payment Status
	44017/2022/0016	31005.00	14/04/2022	Interim Bill	ASHIT KISHORCHANDRA CHHEDA	Pending
	44017/2022/0015	1785.00	14/04/2022	Interim Bill	SWARNA	Paid
	44017/2022/0014	1785.00	14/04/2022	Interim Bill	SWARNA	Paid
	44017/2022/0012	1785.00	14/04/2022	Interim Bill	SWARNA	Paid
	44017/2022/0007	7080.00	13/04/2022	SAC	SWARNA	Paid
	44017/2022/0006	70800.00	13/04/2022	Reservation Basis	ASHIT KISHORCHANDRA CHHEDA	Paid
	44017/2022/0006	5684.00	13/04/2022	SAC	ASHIT KISHORCHANDRA CHHEDA	Paid
	44017/2022/0006	123900.00	13/04/2022	Reservation Basis	simren	Paid
	44017/2022/0005	7080.00	13/04/2022	SAC	harshit	Paid
	44017/2022/0004	708.00	13/04/2022	SAC	white	Paid

Showing 1 to 10 of 17 entries | First Previous 1 2 Next Last

Activate Windows
Go to Settings to activate Windows.

- To make payment and generate a bill against the created demand note, the user clicks on the update payment against bill.

Accounts and billing → Update payment against bill

- Once the user clicks on the update payment against delivery bill option the same will get redirected to the payment screen as:

Payment Against Bill History

Warehouse: AMBATTUR Depositor: ASHIT KISHORCHANDRA CHHEDA

Start Date: _____ Close Date: _____ Search

Action	Bill Date	Bill No.	Bill Type	Total Amount(₹)	Paid Amount(₹)	Pending Amount(₹)	Amount To Be Paid(₹)	TDS Deducted(₹)
1. Ashit Kishorchandra Chheda								
<input type="checkbox"/> Download Invoice	13/04/2022	44011/2022/0009	STORAGE	70,800.00	0.00	70,800.00		
<input checked="" type="checkbox"/> Download Demand Note	14/04/2022	44017/2022/0016	Demand Note	31,005.00	0.00	31,005.00		0.00
Total				101,805.00	0.00	101,805.00		

Received Now

Activate Windows

- By clicking on the received now button, the user gets redirected to the following screen:

Back

Payment Mode

Payment Type: Offline Payment

Payment Mode: Cash Payment Type: FULL

Total Amount (₹): 31005 Ledger: Cash In Hand

Is Challan Generate: NO

Remarks: done

146 Character(s) Remaining

Received Now

- The user clicks on the Received Now button and the CR and bill gets generated.

CR Generated Successfully!
Download Cash receipt CR/4401/2022/00016

Payment Against Bill History

Warehouse: AMBATTUR Depositor: Please Select Depositor

Start Date: _____ Close Date: _____ Search

Note: An Interim Bill is optional and is not auto generated. In case if interim bill is not generated then at time the Delivery the entire amount will be charged.

2.5 SAC Revalidation

- In case of General basis, if the user wishes to revalidate the SAC then a collective bill of SAC revalidation (two weeks) and Extended Area Receipt of Stock Bill if any will be generated.
- To extend the same, the user will follow the following steps:
- The user will click on the SAC listing and a list of the SAC applied will appear as shown below:

The screenshot displays the 'SAC Listing' page. At the top, there is a navigation bar with 'Home / SAC Listing' and 'AMBATTUR(MDR4401)'. Below the navigation bar, there is a 'Reset' button and an 'Apply SAC' button. A search bar with a dropdown menu labeled 'Please choose status' and a 'Search' button is present. The main content area shows a table with 13 columns: Actions, Payment Status, Reservation Type, CHA, Importer, Taxable Type, Open Area (Sq Mt), Covered Area (Sq Mt), Units, Importer License No., From Date, End Date, and Renewal. The table contains 7 rows of data. Each row has a set of action buttons: View, Print, Create DAF, and Interim Bill. The last row has an additional 'Extend' button.

Actions	Payment Status	Reservation Type	CHA	Importer	Taxable Type	Open Area (Sq Mt)	Covered Area (Sq Mt)	Units	Importer License No.	From Date	End Date	Renewal
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	NA	SWARNA	TAXABLE	0.00	10.00	700	12345	13-04-2022	10-05-2022	NA
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	Asht Company	ASHIT KISHORCHANDRA CHHEDA	TAXABLE	0.00	8.00	700	125222	12-04-2022	10-05-2022	NA
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	WEBER	harshit	TAXABLE	0.00	10.00	500	123450	13-04-2022	10-05-2022	NA
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	NA	white	TAXABLE	0.00	1.00	700	123456	13-04-2022	10-05-2022	NA
View Print Create DAF	SUCCESS	RESERVATION BASIS	WEB	simren	TAXABLE	1.00	1.00	200	123456	11-04-2022	08-05-2022	NA
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	Asht Company	ASHIT KISHORCHANDRA CHHEDA	TAXABLE	100.00	100.00	2000	125222	08-04-2022	05-05-2022	NA
View Print Create DAF Extend	SUCCESS	RESERVATION BASIS	Asht Company	ASHIT KISHORCHANDRA CHHEDA	TAXABLE	125.00	110.00	2500	125222	08-04-2022	14-04-2022	NA

- The user will click on the Extend button present against the respective SAC's applied.
- When the user clicks on the Extend button, the same will land up on the following screen:

SAC Extend Request

CHA Name <input type="text" value="Ashit Company"/>	Importer Name <input type="text" value="ASHIT KISHORCHANDRA CHHEDA"/>	SAC No. <input type="text" value="SAC/MDR4401/080422/0001"/>
Open Area <input type="text" value="125.000"/>	Covered Area <input type="text" value="125.000"/>	Units <input type="text" value="2500"/>
From date <input type="text" value="08-04-2022"/>	End date <input type="text" value="14-04-2022"/>	Extend date <input type="text" value="--Select Weeks --"/>

- The user will select the Extend date from the drop down and click on the Extend Date button.
- Once done a demand note will be generated against the extended SAC
- The user will complete the payment process by the following steps:
- To make payment and generate a bill against the created demand note, the user clicks on the update payment against bill.

Accounts and billing ➡ Update payment against bill

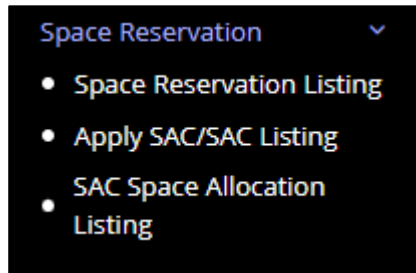
- Once the user clicks on the update payment against delivery bill option the same will get redirected to the payment screen.
- Once the payment is done CR and Advance Bill gets generated.

Note: The user can revalidate the SAC only for two week

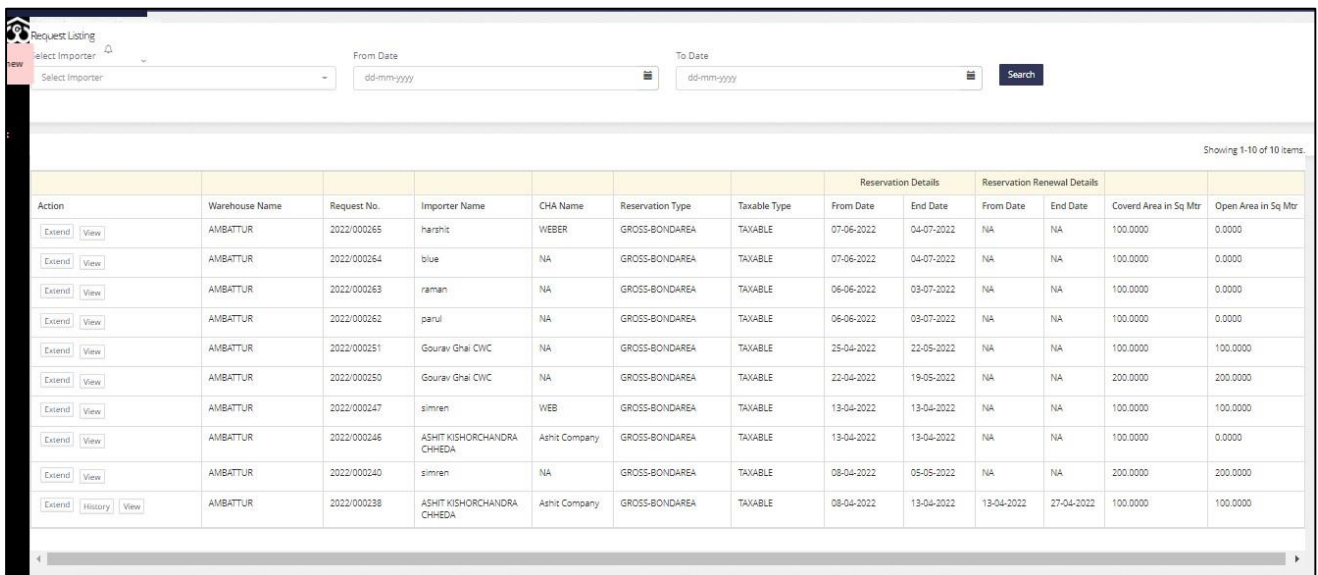
3. RESERVATION BASIS STORAGE

3.1 Custom Bond >> Space Reservation

- When the user selects the space reservation option the following list of options are displayed as shown in the image below:



- Choose Space reservation listing. The list will show all existing Importer reservations along with necessary details like the CHA associated with the importer, start date and end date of the reservations, the total covered area and open area in the reservation as per screen below.



A screenshot of a web application interface titled "Request Listing". It features a search bar with "Select Importer" and date filters for "From Date" and "To Date". Below the search bar, a table displays reservation details. The table has columns for "Action", "Warehouse Name", "Request No.", "Importer Name", "CHA Name", "Reservation Type", "Taxable Type", "Reservation Details" (From Date, End Date), "Reservation Renewal Details" (From Date, End Date), "Covered Area in Sq Mtr", and "Open Area in Sq Mtr". The table contains 10 rows of data, each with "Extend" and "View" buttons in the "Action" column.

Action	Warehouse Name	Request No.	Importer Name	CHA Name	Reservation Type	Taxable Type	From Date	End Date	From Date	End Date	Covered Area in Sq Mtr	Open Area in Sq Mtr
Extend View	AMBATTUR	2022/000265	harshit	WEBER	GROSS-BONDAREA	TAXABLE	07-06-2022	04-07-2022	NA	NA	100.0000	0.0000
Extend View	AMBATTUR	2022/000264	blue	NA	GROSS-BONDAREA	TAXABLE	07-06-2022	04-07-2022	NA	NA	100.0000	0.0000
Extend View	AMBATTUR	2022/000263	raman	NA	GROSS-BONDAREA	TAXABLE	06-06-2022	03-07-2022	NA	NA	100.0000	0.0000
Extend View	AMBATTUR	2022/000262	panul	NA	GROSS-BONDAREA	TAXABLE	06-06-2022	03-07-2022	NA	NA	100.0000	0.0000
Extend View	AMBATTUR	2022/000251	Gourav Ghel CWC	NA	GROSS-BONDAREA	TAXABLE	25-04-2022	22-05-2022	NA	NA	100.0000	100.0000
Extend View	AMBATTUR	2022/000250	Gourav Ghel CWC	NA	GROSS-BONDAREA	TAXABLE	22-04-2022	19-05-2022	NA	NA	200.0000	200.0000
Extend View	AMBATTUR	2022/000247	simren	WEB	GROSS-BONDAREA	TAXABLE	13-04-2022	13-04-2022	NA	NA	100.0000	100.0000
Extend View	AMBATTUR	2022/000246	ASHIT KISHORCHANDRA CHHEDA	Ashit Company	GROSS-BONDAREA	TAXABLE	13-04-2022	13-04-2022	NA	NA	100.0000	0.0000
Extend View	AMBATTUR	2022/000240	simren	NA	GROSS-BONDAREA	TAXABLE	08-04-2022	05-05-2022	NA	NA	200.0000	200.0000
Extend History View	AMBATTUR	2022/000238	ASHIT KISHORCHANDRA CHHEDA	Ashit Company	GROSS-BONDAREA	TAXABLE	08-04-2022	13-04-2022	13-04-2022	27-04-2022	100.0000	100.0000

- There is an option to extend the existing reservation by clicking on the extend and view the details of the reservation by clicking on the view button.

- User to then select create space request to create a new reservation The screen will be shown as below:

- Choose the following options from the screen as below:
 - Importer from the importer name
 - CHA associated with the vendor
 - Tariff type (Gross / Nett)
 - Taxable / Non Taxable
 - Area type (Covered / Open)
 - Area sqm
 - Start date and end date of reservation

- On submission the screen will provide a summary of reservation request being created as below:

Taxable Type	Tariff Type	Open Area (Sq. Mtr)	Covered Area (Sq. Mtr)	Total Amount + GST (18%) (₹)
TAXABLE	GROSS BONDAREA	0	100	70800

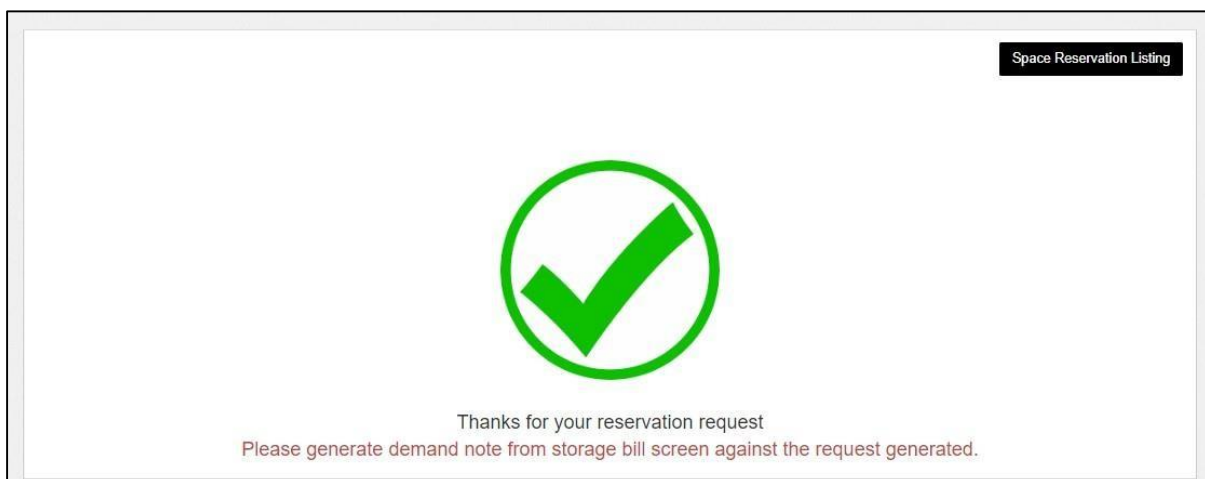
- The covered area in the middle of the screen will show the total covered area available based on the compartment allocated for custom bonded.
- On selection of Save button, a pop up will show as below asking to whom (Importer / CHA / Representative) the OTP has to be sent as a part of KYC verification.

Note: A minimum of 4 week charges will be applicable.

Tariff calculation will be based on tariff type i.e., Gross Bond area and Netarea

Net area= 1.5 Gross bond area

- When the user clicks on the save button, a space request is generated and the user is asked to generate the demand note.



- For generating the demand note the user will click on the accounts and billing menu
Accounts and billing → billing → Storage bill

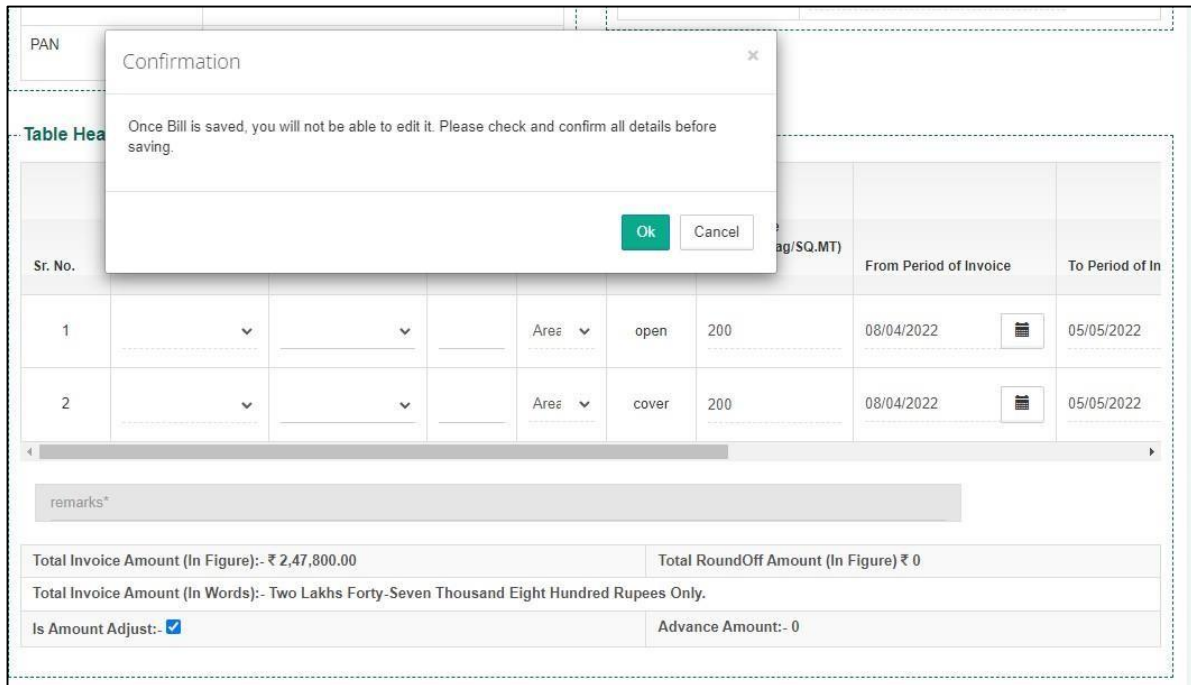
- Once the user clicks on the storage bill option, the same gets redirected to the following screen:

Generated Bills				Bill To Be Generate			
Listing Q Search							
Depositor Search simren							
Action	Request No	Warehouse Type	Depositor Type	Bag/Area	Commodity Name	Period From	Period To
Depositor Name: simren							
<input checked="" type="checkbox"/>	2022/000240	CUSTOM BONDED	PRIVATE LIMITED	400 (Sq. Mt.)		08/04/2022	05/05/2022
Showing 1 to 2 of 2 entries							
First	Previous	1	Next	Last			
Generate Bill							

- The user will select the checkbox against the depositor name and hit the generate bill button.
- By clicking on the generate bill button the user gets redirected to the following screen:

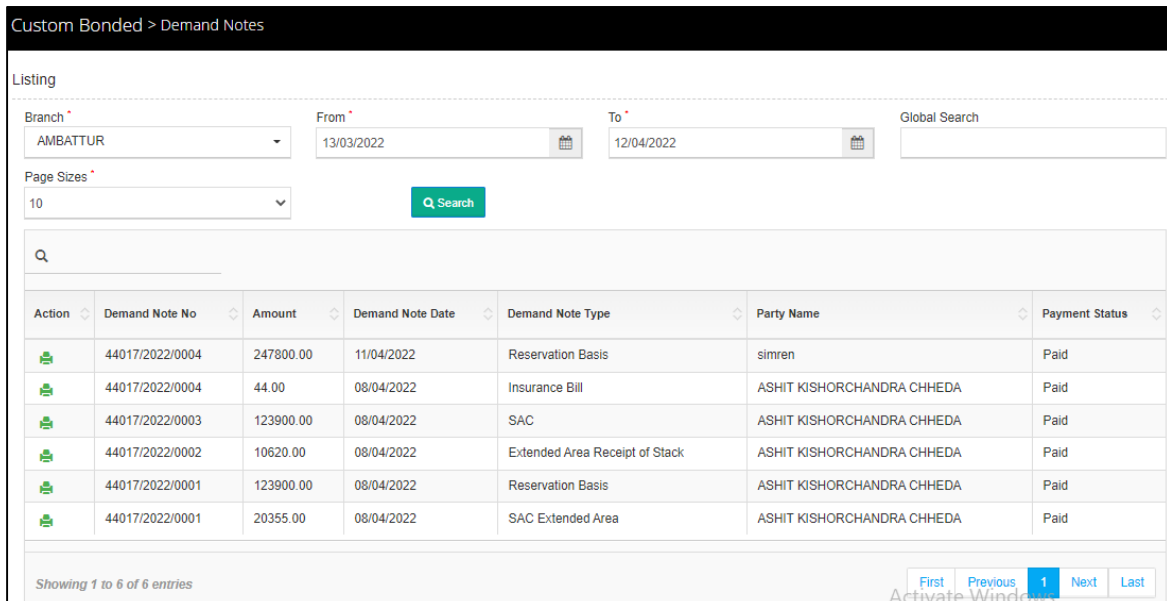
Simple fieldset								
Charge Type *	WareHouse *	Financial Year *	Depositor Type *					
Custom Bonded	AMBATTUR	2022-2023	PRIVATE LIMITED					
Date	11/04/2022							
Ledger Name *	Is SEZ*	Party *						
WH. CHARGES- CUSTOM BONDED (GST TAXABLE)	NO	simren						
Request Number *	All selected							
Details of Service Provider		Details of Service Receiver						
Name	AMBATTUR	Name *	simren					
Address	Plot.No .21/B (NP) Sidco Industrial Estate, Ambattur, Chennai - 600098, Chennai	Address *	chandigarh, Chandigarh					
Pin Code	600098	Pin Code *	123456					
PAN	AAACC1206D							
Table Heading								
Sr. No.	Commodity Group	Commodity stored	Remarks	Unit	Area Type	Res. Space (Qts/MT/Bag/SQ.MT)	From Period of Invoice	To Period of In
1				Area	open	200	08/04/2022	05/05/2022
2				Area	cover	200	08/04/2022	05/05/2022
remarks*								
Total Invoice Amount (In Figure):- ₹ 2,47,800.00					Total RoundOff Amount (In Figure) ₹ 0			
Total Invoice Amount (In Words):- Two Lakhs Forty-Seven Thousand Eight Hundred Rupees Only.								
Is Amount Adjust:- <input type="checkbox"/>					Advance Amount:- 0			
								Save & New Cancel

- The user enters the remarks, selects the checkbox if the amount is adjusted and hits the “save and new” button.
- Once the user clicks on the save and new button a pop for confirmation appears as shown below:



- The user clicks on the ok button to confirm.
- By clicking on ok, demand note is created and can be viewed under the demand note listing as depicted in the image below:

Accounts and billing → Billing → Demand notes



Note:

- **If the payment is not made against the generated demand note on the same day, the demand note gets auto cancelled.**
- **Demand note for the first reservation is created for a minimum of four week period.**

➤ To receive payment and generate a bill against the created demand note, the user clicks on the update payment against bill.

Accounts and billing → Update payment against bill

➤ Once the user clicks on the update payment against delivery bill option the same will get redirected to the payment screen as:

- The user will select the depositor name from the drop down and click on the search button.
- Once the user hits the search button, he gets redirected to the following screen:

Action	Bill Date	Bill No.	Bill Type	Total Amount(₹)	Paid Amount(₹)	Pending Amount(₹)	Amount To Be Paid(₹)	TDS Deducted(₹)
1. Simren								
<input checked="" type="checkbox"/>	11/04/2022	44017/2022/0004	Demand Note	247,800.00	0.00	247,800.00		0.00
				Total	247,800.00	0.00	247,800.00	
Total								

- The user first enters the actual amount received and also enters the amount and TDS (if any).
- On clicking the TDS filed a pop menu will open as below requesting to choose whether TDS (Yes /No) and enter the actual TDS deducted by the party.

TDS For Custom Bond

Is TDS ?	Pending amount	Pending amount(withoutGST)	TDS 10% of Pending Amount
Please sele <input type="button" value="v"/>	40120.00	34000	3400.00
Please select type			
YES			
NO			

TDS For Custom Bond

Is TDS ?	Pending amount	Pending amount(withoutGST)	TDS 10% of Pending Amount
YES <input type="button" value="v"/>	40120.00	34000	3400.00
Amount to be paid (₹)	TDS Deducted (₹)		
36720	3400.00 <input type="button" value="v"/>		
<input type="button" value="Submit"/>			

- **Checks & balances:** TDS is limited to 10% of the billing amount without GST.
- After entering the TDS, the main payment screen will be shown as below:

Warehouse*
TEST BUFFER

Depositor*
Please Select Depositor

Start Date*

Close Date*

Search

Check / Uncheck all depositor

Action	Bill Date	Bill No.	Bill Type	Total Amount(₹)	Paid Amount(₹)	Pending Amount(₹)	Amount To Be Paid(₹)	TDS Deducted(₹)
<input type="checkbox"/> 1. Gourav Imp Ghai								
<input checked="" type="checkbox"/> Download Demand Note	02/02/2023	3HGG7/2022/0009	Demand Note	40,120.00	0.00	40,120.00	36720.00	3400.00
	Total			40,120.00	0.00	40,120.00		
Total							36720	3400

Reminder Pay Now

- By clicking on the received now button, the user gets redirected to the following screen:

Back

Payment Mode

Payment Type Offline Payment

Payment Mode* Select Payment Mode

Payment Type* FULL

Total Amount (₹)* 247800

Ledger* CW AMBATTUR - 302900010025-

Is Challan Generate* NO

Remarks*

150 Character(s) Remaining

Received Now

- After selecting the payment mode, the user enters the remarks and clicks on the received now button.
- Once the payment is done CR and Advance Bill gets generated.
- The advance bill generated can be viewed

Accounts and billing >> billing>> custom bond

- ✓ The CR generated can be viewed as:

Note:

- *The payment against the demand note cannot be made partially.*

3.2 Space Reservation Listing

- The status of all reservation requests can be viewed from the list.
- The user can view or extend the reservation request under the action column.

Request Listing

Select Importer: From Date: To Date:

Showing 1-3 of 3 items.

Warehouse Name	Request No.	Importer Name	CHA Name	Taxable Type	Reservation Details		Reservation Renewal Details		Coverd Area in Sq Mtr	Open Area in Sq Mtr	Action
					From Date	End Date	From Date	To date			
BATTUR	2022/000240	simren	NA	TAXABLE	08-04-2022	05-05-2022	NA	NA	200.0000	200.0000	<input type="button" value="View"/>
BATTUR	2022/000239	ASHIT KISHORCHANDRA CHHEDA	Ashit Company	NA	08-04-2022	08-04-2022	NA	NA	0.0000	0.0000	<input type="button" value="Extend"/> <input type="button" value="View"/>
BATTUR	2022/000238	ASHIT KISHORCHANDRA CHHEDA	Ashit Company	TAXABLE	08-04-2022	05-05-2022	NA	NA	100.0000	100.0000	<input type="button" value="View"/>

Activate Windows

3.3 SAC Listing

SAC Listing

Showing 1-2 of 2 items.

Actions	Payment Status	Reservation Type	CHA	Importer	Taxable Type	Open Area (Sq Mt)	Covered Area (Sq Mt)	Units
<input type="button" value="View"/> <input type="button" value="Print"/> <input type="button" value="Create DAF"/> <input type="button" value="Interim Bill"/>	SUCCESS	GENERAL BASIS	Ashit Company	ASHIT KISHORCHANDRA CHHEDA	TAXABLE	100.00	100.00	2000
<input type="button" value="View"/> <input type="button" value="Print"/> <input type="button" value="Create DAF"/>	SUCCESS	RESERVATION BASIS	Ashit Company	ASHIT KISHORCHANDRA CHHEDA	TAXABLE	125.00	110.00	2500

- ✓ The user can apply SAC by clicking on the Apply SAC button placed at the right top corner of the screen.

Central Warehousing Corporation
 केंद्रीय भंडारण निगम
 A Unit of India Logistics

There are 2 space reservations expiring with in two months.

Ambatur123 ▾ Home / SAC Listing / Request SAC AMBATTUR(MDR4401)

Dashboard
 Warehouse Management
 Master
 Godown Management
 Custom Bond Management
 Key Management
 Space Reservation
 Stack Management
 Book Transfer
 Receipt Of Stock
 Standardization
 Issue Of Stock
 Preservation
 Gunny Management
 Internal Movement
 Asset Management
 Reports & Registers
 Engg & Maintenance
 H & T
 PCS Management
 Physical Verification
 Account & Billing
 Inspection
 Employee Management
 Farmers Extension Service Scheme
 FCI DOS
 Other Transactions

Request SAC

SAC Requested by
 IMPORTER

Importer Name * CHA Name Importer License No. *

Select Importer Select CHA

BOL/AWB No. * Commodity Group Name * Commodity Name *

Select Commodity Group Select Commodity

SAC Taxable Type * Cargo Description * Units *

Select Taxable Type

Nature of Packages * Dimension Unit * Dimensions Length *

BAG Mtr Length*

Dimensions Breadth * Dimensions Height * Weight in Kg *

Breadth* Height*

Nature Of Material * CIF Value * Duty Amount *

Non-Hazardous

SAC Area Type * Covered Area (Sq Mt) *

COVERED 1

SAC Request Date * SAC Valid From * SAC Valid Till *

11-04-2022

Instructions:
 Only files with these extensions are allowed: png, jpg, jpeg, pdf.

Upload Invoice (Max upload size 5MB) * Upload Packing List (Max upload size 5MB) *

Upload BOL/AWB (Max upload size 5MB) * Upload BOE (Max upload size 5MB)

I/We agree to abide by the provisions of the Customs Act, 1962 with the amendments in force. The terms and conditions for storage of Bonded Goods are also accepted to me/us.

Cancel Save

- When the user clicks on the Apply SAC, the same gets redirected to the above screen.
- The user fills the particulars and clicks on the save button.

Contact List for SAC ✕

Please select the contact on which you want to send the OTP.

	#	Name	Phone	Contact Type
<input type="radio"/>	1	simren	*****5479	Importer
<input type="radio"/>	2	WEB	*****8765	CHA
<input type="radio"/>	3	white	*****9876	Representative

Send

- When clicking on the save button a pop up appears to select the contact.
- After selecting the contact type, the user clicks on the send button and lands up on the below screen:

SAC Listing

Apply SAC

Please choose status ▼

Search

SAC application submit successfully. ✕

Showing 1-3 of 3 items.

Actions	Payment Status	Reservation Type	CHA	Importer	Taxable Type	Open Area (Sq Mt)	Covered Area (Sq Mt)	Units
<div style="background-color: #2196F3; color: white; padding: 2px 5px; margin-bottom: 5px; border-radius: 5px;">View</div> <div style="background-color: #FF9800; color: white; padding: 2px 5px; border-radius: 5px;">Take Action</div>	PENDING	NA	WEB	simren	TAXABLE	1.00	1.00	200

➤ The user clicks on the take action tab to reject or approve the SAC request.

SAC Action Back

SAC Requested by	Importer	CHA
Importer	simren	WEB
Importer License Number	BOL/AWB No.	Commodity Group
123456	AWB123467	INDUSTRIAL GOODS
Commodity	SAC Taxable Type	Cargo Description
ARMS AND AMMUNITION	TAXABLE	test
Units	Nature of Packages	Dimension Unit
200	BAG	Mtr
Dimensions		
Length: 2 Breadth: 3 Breadth: 4	Nature of Material	Area Type
Weight In KG	Non-Hazardous	BOTH
800	Covered Area (Sq Mt)	Total Area (Sq Mt)
	1	2
CIF Value	Duty Amount	SAC Creation Date
5.00	890.00	11-04-2022
SAC Valid From	SAC Valid Till	Upload
11-04-2022	08-05-2022	Invoice * 3524.png
		Packing List * 3704.png
BOL/AWB * 2740.png		
BOE 2856.png		

Reject Accept

➤ By clicking on the approve button, the user gets redirected to the following screen:

Vacant Open Area -38.12 (Sq. Mtr) Vacant Covered Area 133.73 (Sq. Mtr) Total Vacant Area 95.61 (Sq. Mtr)

Is SEZ *
NO

SAC Valid From * (Changeable)
11-04-2022

SAC Valid Till * (Changeable)
08-05-2022

Covered Area Requested (Sq. Mtr)
1

Open Area Requested (Sq. Mtr)
1

Space/Area Requested (Sq. Mtr)
2

Covered Area Booked * (Sq. Mtr)
1

Open Area Booked * (Sq. Mtr)
1

Space/Area Booked (Sq. Mtr)
2

SAC TYPE *
RESERVATION BASIS

Reservation Request *
2022/000240 - Balance Area: 400.0000 (Sq. Mtr)

Tariff Type *
GROSS BONDAREA

Remarks

Cancel Save

- Once done the user clicks on the save button.

Note:

- *The user can change the SAC area according to the availability of space in that particular warehouse.*
- *If the SAC area applied is greater than the reserved SAC area, then Extended Area SAC Bill will be generated. If the area applied is equal or less than the reserved area, then no such bill will be generated. For e.g., SAC reserved area =1000 sq.mt and SAC area applied is 1200sq.mt then, an Extended Area SAC Bill of 200 sq.mt will be generated.*

Extended Bill Scenario

- ✓ *During the SAC approval, if the SAC area is greater than the reserved SAC area, then Extended Bill will be generated.*
- ✓ *To create DAF, the user needs to clear this bill before proceeding forward by following steps:*
 - The user enters the space area booked and clicks on the save.
 - By clicking on the save button, a pop up screen will appear:

Sr.No.	Commodity stored	Area Type	Reserved Space (Sq. Mtr)	Period of invoice & weeks	Rate (Sq. Mtr) (Rs.)	Total Amount (Rs.)	Discount (Rs.)	Taxable Value (Rs.)	IGST(%)
1.	Bajra (MB)	cover	300 (GROSS)	07/06/2022 to 04/07/2022 (4 weeks)	150	180000	0	180000	32400 (18%)
Subtotal						180000	0	180000	32400 (18%)
Round off amount (Rs.)								0.00	
Total amount (Rs.)								212400	

- The user will click on the Accept button to accept the request.

➤ By clicking on the Accept button, the following alert pop up will appear:

➤ The user will click on the OK button demand note will be generated.

SAC Listing

Apply SAC

Please choose status Search

Demand note generated successfully. please receive payment through update payment menu in accounts & billing for issuing SAC.

Showing 1-10 of 13 items.

Actions	Payment Status	SAC Request Status	Reservation Type	CHA	Importer	Taxable Type	Open Area (Sq Mt)	Covered Area (Sq Mt)	Units	Importer License No.	From Dat
View Print Create DAF	SUCCESS	ACCEPT	RESERVATION BASIS	NA	blue	TAXABLE	0.00	400.00	500	1234567789	07-06-2022
View	PENDING	ACCEPT	RESERVATION BASIS	NA	raman	TAXABLE	0.00	300.00	700	9876543212	06-06-2022
View	PENDING	ACCEPT	GENERAL BASIS	NA	testtt	TAXABLE	0.00	1.00	500	123456789	03-05-2022
Extend											

Activate Windows

- The user will receive the payment through the update payment against bill menu in billing for issuing SAC.
- The user will click on the update payment against bill menu and the following screen appears:

Payment Against Bill

History

Warehouse: AMBATTUR Depositor: blue

Start Date: 07/06/2022 Close Date: 08/06/2022 Search

Action	Bill Date	Bill No.	Bill Type	Total Amount(₹)	Paid Amount(₹)	Pending Amount(₹)	Amount To Be Paid(₹)	TDS Deducted(₹)
1. Blue								
<input checked="" type="checkbox"/> Download Demand Note	07/06/2022	44017/2022/0017	Demand Note	212,400.00	0.00	212,400.00		0.00
Total				212,400.00	0.00	212,400.00		

Received Now

➤ The user will enter the Amount and click on Received Now button.

Payment Mode

Payment Type: Offline Payment

Payment Mode: Cash

Payment Type: FULL

Total Amount (₹): 212400

Ledger: Cash In Hand

Is Challan Generate: NO

Remarks: done

146 Character(s) Remaining

Received Now

- The user will select the payment mode and remarks and then click on the Received Now button.
- Once done the user CR will be generated successfully.

CR Generated Successfully!
Download Cash receipt CR/4401/2022/00051

Payment Against Bill

Warehouse: AMBATTUR

Depositor: Please Select Depositor

Start Date: [Calendar Icon]

Close Date: [Calendar Icon]

Search

SAC Listing

Apply SAC

Please choose status [Dropdown] Search

SAC Accept Request successfully.

Showing 1-3 of 3 items.

Actions	Payment Status	Reservation Type	CHA	Importer	Taxable Type	Open Area (Sq Mt)	Covered Area (Sq Mt)	Units
View Print Create DAF	SUCCESS	RESERVATION BASIS	WEB	simren	TAXABLE	1.00	1.00	200

3.4 SAC Space Allocation Listing

✓ The user can allocate space for the SAC by clicking on this menu.

SAC Space Allocation Listing

Importer Name
simren - ACC/2022/013627

Showing 1-1 of 1 item.

Importer	SAC No.	Open Area	Covered Area	Units	License No.	Actions
simren	SAC/MDR4401/110422/0003	1.000	1.000	200	123456	<input type="button" value="Add"/>

- By searching the importer name the SAC details appear.
- The user can click on the add tab and the following screen will be displayed.

Depositor	Warehouse Type	Requested Area	
Simren	CUSTOM BONDED - AREA	400.0000 (sq.mtr)	<input type="button" value="Add Stack"/>

Date :
11-04-2022

SAC Number: NA BOE NO.: NA BOND NO.: NA

Godown No*
Select Godown No

Compartment No*
Select Compartment No

Stack Type
Select Stack Type

Main Stack No*
Select Stack No

Commodity Type*
Select Commodity Type

Commodity*
Select Commodity

Variety
Select Variety

Packing Type
BAG

Packing
Select Packing

- The user will enter the fields like:
 - Godown no.*
 - Compartment no.*
 - Main stack no*
 - Commodity type *
 - Commodity*
 - Variety
 - Packing
 - Packing type

*Note: All fields with * are mandatory.*

- After entering all the details, the user will hit the save button and proceed further for stock receipt.

3.5 Update Importer Details

- ✓ The user can update the details like manage contact information, download documents or update the importer details in this menu.

3.6 Receipt of Stock

- When the user clicks on the receipt of stock the following options appear:



3.6.1 Depositor Application Form

The screenshot shows a web application interface for the 'SAC Deposit Application Form'. The form is divided into several sections with input fields and labels. The top section includes 'Deposit Application Date *' (12-04-2022), 'Warehouse Name' (AMBATTUR), and 'SAC Number' (SAC/MDR4401/110422/0003). The middle section includes 'SAC Date' (11-04-2022), 'Importer Name' (sinren), 'Request Number' (2022/000240), 'Request Type' (RESERVATION BASIS), 'Commodity' (ARMS AND AMMUNITION), 'Units/Packages/Bags *' (input field), 'Importer Licence Number' (123456), and 'Consignment weight as per BOE' (input field). The bottom section includes 'CIF Value *', 'Duty Value *', 'Challan No.' (e-Challan), 'BOE NO. *', 'BOE Date *', 'BOND NO. *', 'BOND Date *', 'BOND Expiry Date *', and a 'Declaration' section with a checked 'SAID TO WEIGH' checkbox. There is also an 'Upload BOE (Max upload size 5MB) *' section with an 'Upload' button and a 'Save' button at the bottom right.

➤ The user will enter the following particulars while generating DAF:

- a. Units/Bags/Packages*
- b. CIF Value*
- c. Duty Value*
- d. BOE No.*
- e. BOE date*
- f. Bond No.*
- g. Bond date*
- h. Bond Expiry date*

➤ After entering the above details, the user will click on the save button.

Note:

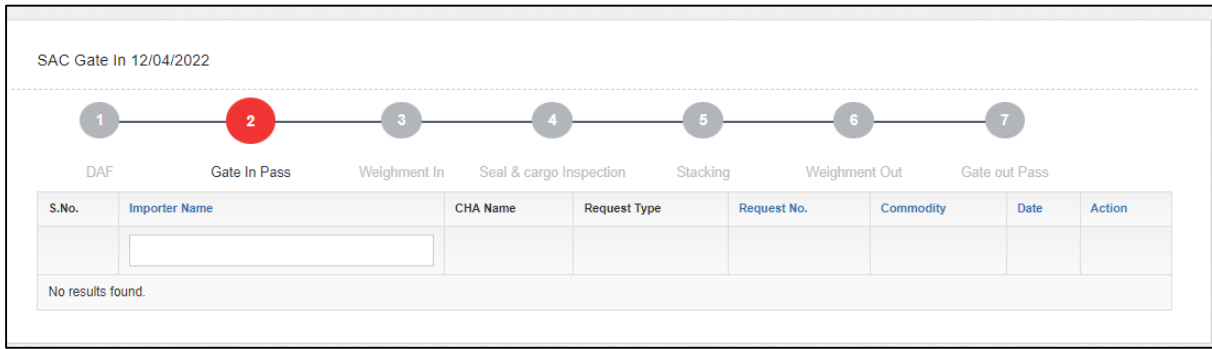
There can be multiple DAF's for a single SAC but for every DAF there will be a separate ACK.

For receiving stock SAC in multiple days the DAF shall be created date wise.

All fields with * are mandatory.

If in declaration said to weight is selected, then the weighment will not be performed.

3.6.2 Gate In



➤ The user will click on the Gate-In pass and following screen will appear:

Central Warehousing Corporation
There are 2 space reservations expiring with in two months

Ambatur123 ~ Home / SAC / Gate Pass / Receipt Gatepass / AMBATTUR(MDR4401)

SAC Gate In

Importer/CHA : Gate In Date * Gatepass In Time *

Gate No. * Mode Of Transport * Vehicle No. *

Driver Name * Challan No. (Optional) Container No.

Package Seal No. * Weight * No Yes

DAF! Details.

Requested Weight : 50.00000 Requested Units/Bags : 100

Commodity Name : DAF Number : SAC Number : SAC Validity Date :

No of Units

➤ The user will fill up the following particulars:

- a. Gate no.*
- b. Mode of Transport*
- c. Vehicle No.*
- d. Driver Name*
- e. Challan no.
- f. Container No.

- g. Package seal No.*
- h. No of units

Note: All fields with * are mandatory.

- If the No. of units exceeds the requested no. of bags, then a pop up will appear as shown below:

The screenshot shows a web form with several input fields. A pop-up message is displayed in the center, stating: "Gate-In units are exceeding the DAF requested bags." with an "OK" button. The form fields include:

- Driver Name *: test
- Challan No. (Optional):
- Container No.:
- Package Seal No. *: 76543
- Weightment *: No Yes
- Requested Weight: 50.00000
- Requested Units/Bags: 100
- Commodity Name: ARMS AND AMMUNITION (NA)
- DAF/2022/000168
- SAC/MDR4401/110422/0003
- SAC Validity Date: 08-05-2022
- No of Units: 200

3.6.3 Weighment In

The screenshot shows a 7-step process flow. Step 3, "Weighment In", is highlighted in red. The form contains the following fields:

- Token No.: 120422/9876/0001
- Warehouse Name: "AMBATTUR"
- Variety: NA
- Weight (Qtls): 50.00000
- Weightment Date *: 12-04-2022
- Estimated weight (QTL): 50.00000
- Commodity Group: INDUSTRIAL GOODS
- Commodity Name: ARMS AND AMMUNITION
- Importer / CHA: simren
- Units / BAGS / PACKAGES: 100
- Truck No.: 9876
- Name of Driver: test
- Weightment Time *: 13:06
- Captured Weight (QTL) *: 0.00000
- Weighbridge Owner Type *: Choose One

Buttons: Search, Capture Weight, Activate Windows

- The user will enter the following:
 - a. Weighbridge type *
 - b. Estimated weight
 - c. Captured weight(QTL)*

- The user will then click on the submit button.

3.6.4 Seal and Cargo Inspection

- The user will enter the name of custom officer, remarks and hit the save button.

3.6.5 Stacking

- The user will select the token from the drop down and the following screen will open.

- The user will allocate the space to store the stock and click on the submit button to proceed further.

Note: If space is not allocated, the user will click on the space allocation to allocate the space.

3.6.6 Weighment Out

- The user selects the token from the drop down and the following screen appears:

The screenshot displays the 'SAC Weighment Out' interface. At the top, a green banner indicates 'There are 2 space reservations expiring with in two months.' The left sidebar lists various system modules. The main content area features a progress bar with 7 steps, where step 6 'Weighment Out' is currently active. Below the progress bar, there are several input fields for data entry, including a search button for the token number. A 'Capture Weight' button is used to record the net weight, which is shown as 1.00001 qtls. A table for recording weights is also visible, along with a remarks field containing the text 'done' and a 'Submit' button.

- The user selects the Tare weight and hits the submit button to proceed further.

3.6.7 Gate Out Pass

- The user selects the token from the dropdown and the following screen appears:

SAC Gate Out

1 — 2 — 3 — 4 — 5 — 6 — 7

DAF Gate In Pass Weighment In Seal & Cargo Inspection Stacking Weighment Out Gate out Pass

Token No. *: 120422/9876/0001

Gate Out Date *: 12/04/2022 Gate Out Time *: 14:49 Gate Out Number *: Gate No.1

Out Truck Type. *: EMPTY Vehicle No.: 9876 Name of Driver: test

Gateout Remarks

- ✓ The user can enter the remarks and click on the save button to complete the process.

3.6.8 Area measurement

- Once the process of receipt of stock is completed, the user will do the area measurement.

Area Measurement

Is Consignment completed? Date SAC Number

- The user enters the date and SAC number and clicks on the search button.

Area Measurement

Is Consignment completed? Date SAC Number

Importer/CHA Name: simren BOE Number: BOE12486 BOE Date: 12-04-2022

BOND Number: 45678 BOND Date: 12-04-2022 BOND Expiry Date: 12-05-2022

Commodity: ARMS AND AMMUNITION Variety: NA No. Of Units: 200

Covered Area Approved (Sq. Mtr.): Open Area Approved (Sq. Mtr.): Area Approved (Sq. Mtr.):

Covered Occupied Area (Sq. Mtr.):* Open Occupied Area (Sq. Mtr.):* Occupied Area (Sq. Mtr.): Area Type (GROSS to NET)

Activate Windows

- The user enters the covered occupied area and open occupied area against the approved area and clicks on the submit button.
- The user can see the details of area measurement in the SAC areameasurement listing.

Note: When area measurement is performed if the occupied SAC area exceeds the approved SAC area, Extended Area Receipt of Stock bill will be generated and payment of the generated bill is to be cleared before the issue process.

3.6.9 WHR/ACK

- The user can generate ACK in this menu.

Acknowledgement/Warehouse Receipt Whr Done / Cancel

Start Date: 12/04/2022 End Date: 12/04/2022 Status: PENDING Search

- When the user clicks on the search button, the same gets redirected to the below mentioned screen:

Acknowledgement/Warehouse Receipt Whr Done / Cancel

Start Date: 12/04/2022 End Date: 12/04/2022 Status: PENDING Search

Acknowledgement/Warehouse List

S.No	Depositor	DAF No.	Commodity	Variety	Quantity	Weight (Qtl)	Stacking Date	Quality	Module Type	WHR Receipt / Pending Tokens
1	Simren	DAF/2022/000168	ARMS AND AMMUNITION	NA	100	4.00001	12/04/2022	NA	SACAPPLICATION	ACK

- The user can click on the ACK button provided against the depositor name.

Central Warehousing Corporation
 There are 2 space reservations expiring with in two months

Home / WHR / WHR Acknowledgement

AMBATTUR(MDR4401)

WHR Acknowledgment

SAC Number: SAC/MDR4401/110422/0003

Bond Number: BOE12486

Validity of Bond Period: 08-05-2022

No. of packages Received: 100

Custom house name (to be filled by WHM)*: param

OTL/Seal Number: 76543/NA

Name of the Customs Officer who affixed the seal: iram

Date of seal: 12-04-2022

Date of Receipt of Cargo at warehouse: 12-04-2022

BOE Number: BOE12486

BOE Date: 12-04-2022

Action	Compartment No	Open Area (Sq Mtr)	Covered area (Sq Mtr)	Stack Number	No. Of Packages / Units / Bags Or Lot	Shortage, if any
View	13B	1	1	13B-2	100	100
Total					100	100

Godown details: 13

Importer License Number: 123456

CHA License Number: 78907

CIF (Market Rate Of Goods At The Time Of Deposit (₹))* : 5.00

Rate of storage/handling /other charges ₹* : 150.00

Remarks:

Importer Name: simren

CHA Name: WEB

Duty Amount (Total Value Of Goods (₹))* : 890.00

Total Value: 895

Condition of package*: Good

DISCLAIMER. The rate of storage shown above is for covered storage. In case if your reservation is for open storage tariff is 75% of the covered storage tariff. You are requested to contact the warehouse manager for further information.

[Save](#)

- The user will enter a custom house name and condition of packages field. All other fields are auto populated and non-editable.

Note: The open storage tariff is 75% of the covered storage area

- After entering the details, the user hits the save button.
- Once done the ACK bill is generated.

Acknowledgement/Warehouse Receipt Whr Done / Cancel

ACK Receipt Generate Successfully
✕

Start Date: End Date: Status:

3.6.10 Time Barred Bond SAC

- The user can view the list of the Bonds and can revalidate the bond whose validity period is expired.

Bond Listing

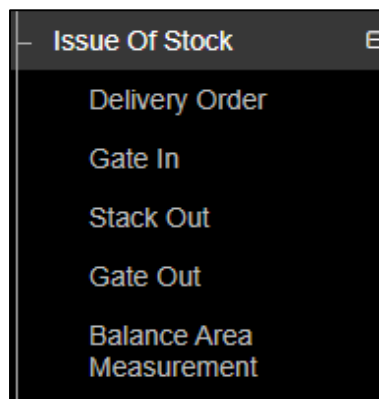
From Date: To Date: Status:

Showing 1-9 of 9 items.

#	Registration Importer Name	CHA Company Name	SAC Application No.	Date of Issue of Bond	Value	Bond Validity Date	Actions
1	simren	WEB	SAC/MDR4401/110422/0003	11-04-2022	5.000000	08-05-2022	<input type="button" value="View"/> <input type="button" value="Re-Validate"/>
2	Arshad Ansari	Era User	SAC/5432/080422/0003	08-04-2022	2000.000000	05-05-2022	<input type="button" value="View"/> <input type="button" value="Re-Validate"/>
3	Arshad Ansari	Era User		08-04-2022	250.000000	05-05-2022	<input type="button" value="View"/> <input type="button" value="Re-Validate"/>

3.7 Issue of Stock

- When the user clicks on the Issue of stock menu the list of following options will appear:



3.7.1 Delivery Order

- When the user clicks on the Delivery order option, the same gets redirected to the following screen:

The screenshot displays the 'Custom Order Delivery' interface. At the top right, there are three buttons: 'Pending Applications' (blue), 'History' (blue), and 'Cancel Order' (red with a white 'X'). Below these is a progress bar with three steps: '1' (red circle) labeled 'WHR Receipts', '2' (grey circle) labeled 'Payment', and '3' (grey circle) labeled 'Receipt Generation'. The main form area contains several dropdown menus: 'Reason of Delivery' (set to 'Out'), 'Booking Type' (set to 'Reservation Basis'), 'SAC Number' (set to 'SAC/MDR4401/110422/0003'), 'Bond Number' (set to 'BOE12486'), 'Importer' (set to 'simren'), 'CHA' (set to 'WEB'), 'CHA representative' (set to 'white'), and 'Commodity' (set to 'ARMS AND AMMUNITION'). A green 'Search' button is located at the bottom right of the form.

- The user selects the following information:
 - a. Reason of delivery*
 - b. Booking type*
 - c. SAC Number*

Note: When the user selects the SAC number, the rest of the fields get auto-populated.

- The user clicks on the search button and the following screen appears:

➤ The user enters the above particulars and clicks on the next button.

Note: The user can enter any no. of units for delivery from the balanced no.of bags.

➤ By clicking on the next button the user will land up on the following screen:

Payment Against Delivery Bill of Reservation Basis SAC's

Sr.No.	Bill of Entry no. & Date	Commodity stored	Value of Stock (CIF + Duty)	Period of Invoice	No. of Weeks	Rate (Sq. Mtr.) (Rs.)	Total Amount (Rs.)	Taxable Value (Rs.)	IGST(%)
1.	BOE12486 & 12/04/2022	ARMS AND AMMUNITION	60000	11/04/2022 to 13/04/2022	1	0.125 per week/1000 value	7.5	7.5	1.35 (18%)
Subtotal							7.5	7.5	1.35 (18%)

Insurance Bill:

Insurance bill is calculated week wise from the start date to the issue date. It is generated at the time of delivery order and is calculated on the basis of no. of units being issued.

CIF and duty value are calculated as:

$(CIF + \text{Duty}) / \text{No. of units} = \text{value (calculated on basis of DAF units)}$

AT DO

$\text{Value} * \text{No. of units (filled at time of DO)} = \text{Value1}$

Insurance invoice calculations for one week = $(\text{Value}$

$1 * 0.125) / 1000$ Insurance invoice calculations for more than one

week =

$\{(\text{Value } 1 * 0.125) / 1000\} * \text{weeks}$

- The user will click on the Accept button to proceed further.
- After clicking on the accept button, the user will land up on the payment screen.

Custom Order Delivery

Pending Applications History **Cancel Order**

1 WHR Receipts 2 Payment 3 Receipt Generation

Payment Amount ₹: TDS Amount 9 Pay Now

- The user enters the TDS amount and clicks on the Pay Now.
- By clicking on the pay now, a confirmation pop up appears as shown below:

Confirmation

Please check the information filled in the form

Are you Sure you want to continue Payment?

CONFIRM CANCEL

- The user clicks on the confirm button and lands up on the following payment screen:

[Back](#)

Payment Mode

Payment Type

Payment Mode Payment Type

Total Amount (₹) Ledger

Is Challan Generate

Remarks

150 Character(s) Remaining

- The user selects the payment mode from the drop down, enters the remarks and hits the received now button.
- Once done the following screen appears:

Custom Order Delivery

1
2
3

WHR Receipts
Payment
Receipt Generation

Select Action:

- The user can select the action from the dropdown as:
 - Reject
 - Approve
 - On hold
- The user can select the approve and click on the save button to proceed further.

Custom Order Delivery

Pending Applications History **Cancel Order**

1 — 2 — 3

WHR Receipts Payment Receipt Generation

Your Receipt is successfully generated!

Please Click Here to Downlaod Bill 44017/2022/0004.

Please Click Here to download Cash receipt CR/4401/2022/00008.

3.7.2 Gate In

Gate In 13-04-2022 **Gate In History**

1 — 2 — 3

Gate In Stack Out Gate Out

Showing 1-1 of 1 item.

S.No.	Depositor Name	Depositor Account No.	Delivery Order No.	Commodity	Delivery Order Date	Action
1	simren	ACC/2022/013627	DO/2022/000371	ARMS AND AMMUNITION	13/04/2022	Next

➤ The user clicks on the next button to start the process.

Gate In **Gate In History**

1 — 2 — 3

Gate In Stack Out Gate Out

Branch* AMBATTUR Depositor Name* simren Gate In Date Time* 2022-04-13 10:40 AM

Gate In Number* Gate No.1 Vehicle No.* Enter Vehicle Number Name of Driver* Enter Name of Driver

Save **Cancel**

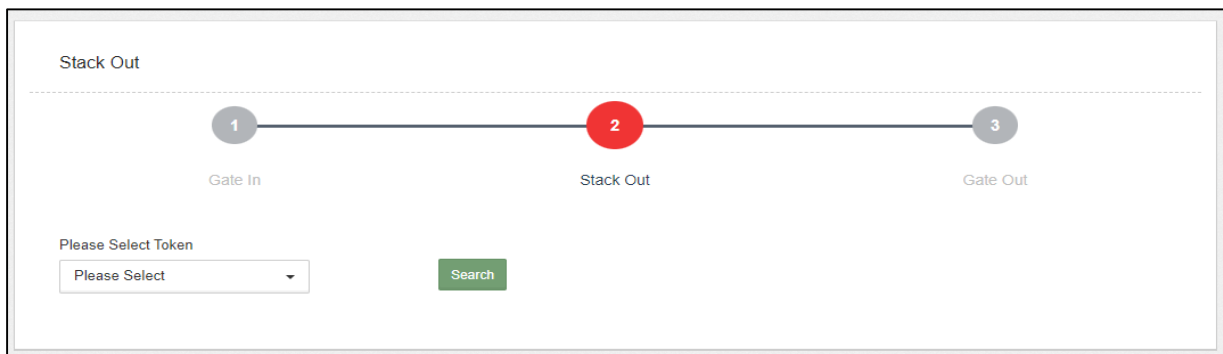
Activate Windows

- The user enters the following details:
 - Gate-In number*
 - Vehicle No.*
 - Name of Driver*

- After entering the details, the user clicks on the save button.

3.7.3 Stack Out

- The user will select the token from the drop down and click on the search button.



- By clicking on the search button the following screen appears:

Please Select Token

130422/5678/0001

Depositer Details

Depositer Name: simren WareHouse Name: AMBATTUR Commodity Name: ARMS AND AMMUNITION

SAC Number *	Bond Number *	Compartment *	Stack Number *	Delivery Type	Actual quantity open/loose units/bags *	Actual quantity packages units/bags *	DO requested quantity of open /loose units/bags *	DO requested quantity of packages units/bags *	Action
SAC/M	45678	13B	13B-2	Packag	0	100	0	100	<input type="checkbox"/>

- The user selects the checkbox under the action to verify the no. of bags/units and clicks on the save button to proceed further.

3.7.4 Gate Out

- The user selects the token no. from the dropdown and clicks on the search button.
- After clicking on the search button the following screen appears:

Gate Out

Gate Out History

1 Gate In 2 Stack Out 3 Gate Out

Token No.*
130422/5678/0001 Search

Gate Out Date & Time*
13/04/2022 11:49 AM

Gate Out Number*
Gate No. 1

Out Truck Type*
LOADED

Vehicle No.*
5678

Name of Driver*
Test

Gate In Number*
Gate No. 1

Save

- The user can change the following fields:
 - Gate Out number*
 - Out truck type*
- After selecting the above fields and click on the save button.

3.7.5 Balance Area Measurement

- By clicking on the balance area measurement the following screen appears:

Balance Area Measurement

SAC Number DO Number

- When the user clicks on the search button, the next screen appears as shown in the image below:

Balance Area Measurement

SAC Number DO Number

Importer simren	CHA Name WEB	BOE Number BOE12486
BOE Date 12-04-2022	BOND Number 45678	BOND Date 12-04-2022
BOND Expiry Date 12-05-2022	Commodity ARMS AND AMMUNITION	Variety NA
No. Of Units 100	SAC Space Type	

Covered Area Measured (Sq. Mtr.) Open Area Measured (Sq. Mtr.) Area Measured (Sq. Mtr.)

Covered Occupied Area (Sq. Mtr.) Open Occupied Area (Sq. Mtr.) Occupied Area (Sq. Mtr.) Area Type (GROSS)

- The user enters the area measured and the area occupied and clicks on the submit button.
- After clicking on the submit button, the user enters the OTP to verify and thus the balanced area measurement is saved.

Balance Area Measurement

Save balance area measurement successfully

SAC Number DO Number

- By the balance area measurement, the user gets the details of the area released from the area occupied for a particular SAC.

3.8 Reservation Renewal

- The user will click on the space reservation listing menu and the following screen will open:

Request Listing

Select Importer: From Date: To Date:

Showing 1-4 of 4 items.

Action	Warehouse Name	Request No.	Importer Name	CHA Name	Reservation Details		Reservation Renewal Details		Coverd Area in Sq Mtr	Open Area in Sq Mtr	
					Taxable Type	From Date	End Date	From Date			To date
<input type="button" value="Extend"/> <input type="button" value="View"/>	AMBATTUR	2022/000247	simren	WEB	TAXABLE	13-04-2022	13-04-2022	NA	NA	100.0000	100.0000
<input type="button" value="View"/>	AMBATTUR	2022/000248	ASHIT KISHORCHANDRA CHHEDA	Ashit Company	TAXABLE	13-04-2022	10-05-2022	NA	NA	100.0000	0.0000
<input type="button" value="View"/>	AMBATTUR	2022/000240	simren	NA	TAXABLE	08-04-2022	05-05-2022	NA	NA	200.0000	200.0000
<input type="button" value="View"/>	AMBATTUR	2022/000238	ASHIT KISHORCHANDRA CHHEDA	Ashit Company	TAXABLE	08-04-2022	05-05-2022	NA	NA	100.0000	100.0000

- The user will click on the Extend tab present against the respective Reservation request.
- Once the user clicks on the extend, the same gets redirected to the following screen:

Space Reservation Extend

Warehouse Type: CUSTOM BONDED

Importer Name: ASHIT KISHORCHANDRA CHHEDA

CHA Name: Ashit Company

Area Type: BOTH

Open Area in Sq Mtr: 100.0000

Coverd Area in Sq Mtr: 100.0000

From date: 08-04-2022

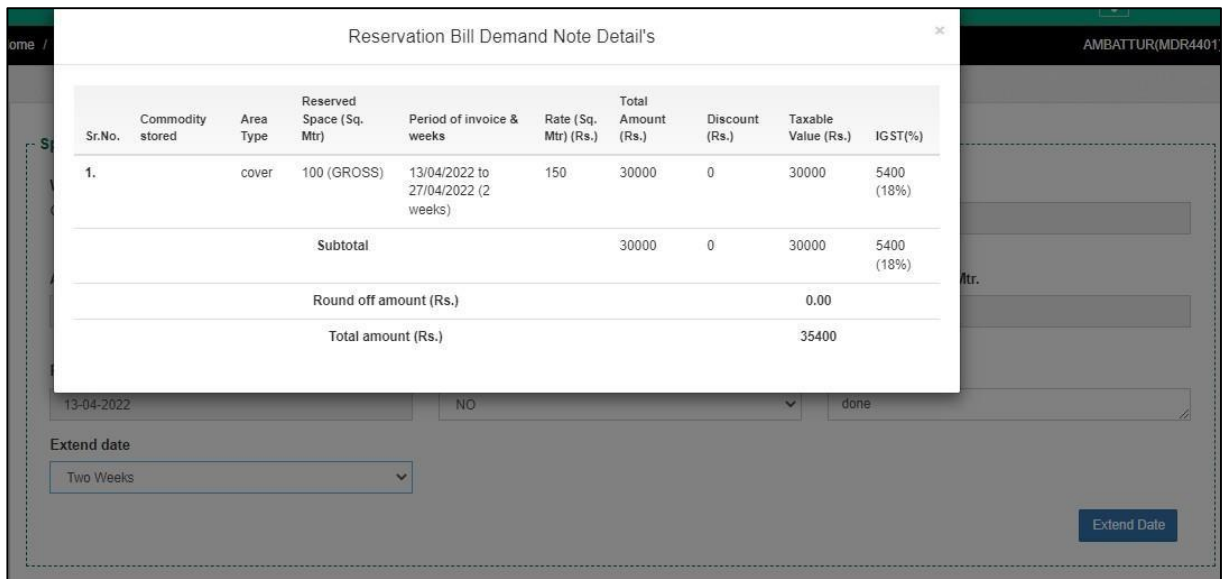
Is SEZ: NO

Remarks:

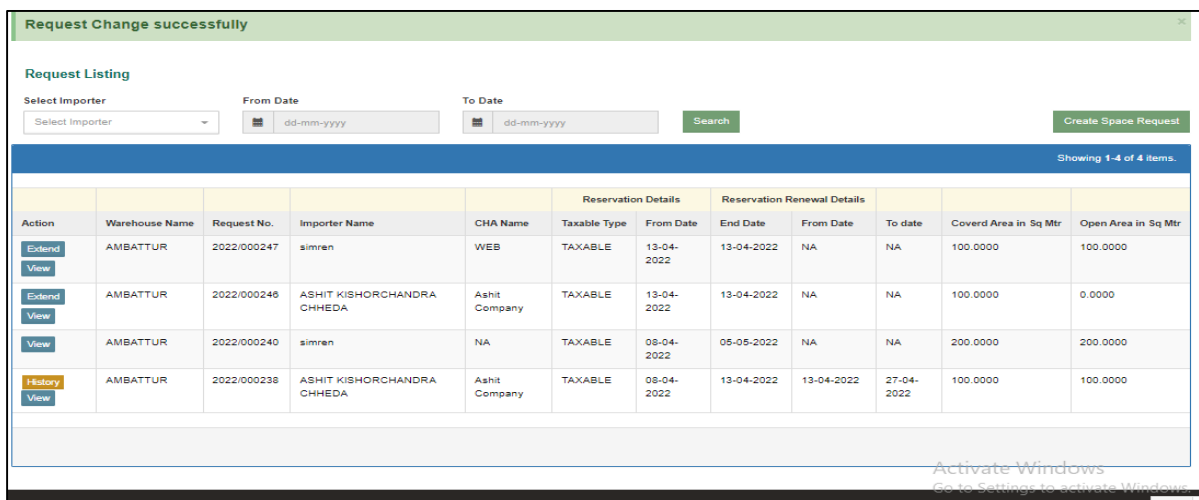
Extend date: --Select Weeks--

- The user will enter the remarks and selects the extend date from the dropdown.

Note: The user can extend the reservation request only for two weeks.



- Once the user enters the extended date, a pop up appears as shown above.
- By clicking on the Extend Date button, the user will land up on the following request listing screen:



- If the user clicks on the history button present against the respective extended request, the user will arrive at the renewal request listing screen where he can view the details.



- The demand note for the Extended date is created.

Note: If the payment is not made against the generated demand note on the same day, the demand note gets auto cancelled.

Custom Bonded > Demand Notes

Listing

Branch: AMBATTUR From: 15/03/2022 To: 30/04/2022 Global Search

Page Sizes: 10 Search

Action	Demand Note No	Amount	Demand Note Date	Demand Note Type	Party Name	Payment Status
	44017/2022/0013	61950.00	27/04/2022	Reservation Basis	ASHIT KISHORCHANDRA CHHEDA	Pending
	44017/2022/0011	92925.00	27/04/2022	Reservation Basis	simren	Pending
	44017/2022/0010	0.00	27/04/2022	Reservation Basis	ASHIT KISHORCHANDRA CHHEDA	Pending
	44017/2022/0009	0.00	27/04/2022	Reservation Basis	white	Pending
	44017/2022/0008	0.00	22/04/2022	Reservation Basis	ASHIT KISHORCHANDRA CHHEDA	Pending
	44017/2022/0012	1785.00	14/04/2022	Interim Bill	SWARNA	Pending
	44017/2022/0007	7080.00	13/04/2022	SAC	SWARNA	Paid
	44017/2022/0006	70800.00	13/04/2022	Reservation Basis	ASHIT KISHORCHANDRA CHHEDA	Paid
	44017/2022/0005	5694.00	13/04/2022	SAC	ASHIT KISHORCHANDRA CHHEDA	Paid
	44017/2022/0008	123900.00	13/04/2022	Reservation Basis	simren	Paid

Showing 1 to 10 of 19 entries

- To make payment and generate a bill against the created demand note, the user clicks on the update payment against bill.

Accounts and billing → Update payment against bill

- Once the user clicks on the update payment against delivery bill option the same will get redirected to the payment screen as:

Payment Against Bill

Warehouse: AMBATTUR Depositor: ASHIT KISHORCHANDRA CHHEDA

Start Date: Close Date: Search

- The user selects the depositor name from the drop down and clicks on the search button.
- Once the user clicks the search button, the following screen appears:

Payment Against Bill History

Warehouse: AMBATTUR Depositor: ASHIT KISHORCHANDRA CHHEDA

Start Date: _____ Close Date: _____ Search

Action	Bill Date	Bill No.	Bill Type	Total Amount(₹)	Paid Amount(₹)	Pending Amount(₹)	Amount To Be Paid(₹)	TDS Deducted(₹)
1. Ashit Kishorchandra Chheda								
<input type="checkbox"/> Download Invoice	13/04/2022	44011/2022/0009	STORAGE	70,800.00	0.00	70,800.00		
<input checked="" type="checkbox"/> Download Demand Note	27/04/2022	44017/2022/0013	Demand Note	61,950.00	0.00	61,950.00		0.00
Total				132,750.00	0.00	132,750.00		
Total								

Received Now

- By clicking on the received now button, the user gets redirected to the following screen:

Total due payment ₹ 61950 Back

Proceed

- The user clicks on the proceed button to complete the payment process.

Back

Payment Mode

Payment Type: Offline Payment

Payment Mode: Cash Payment Type: FULL

Total Amount (₹): 61950 Ledger: Cash In Hand

Is Challan Generate: NO

Remarks: done

146 Character(s) Remaining

Received Now

- After selecting the payment mode, the user enters the remarks and clicks on the received now button.
- Once the payment is done CR and Advance Bill gets generated.

- The advance bill generated can be viewed as:
Accounts & billing>> billing>>custom bond
- The CR generated can be viewed as
Accounts and billing → Cash receipt

The screenshot displays a web application interface. At the top, a green banner contains the text "CR Generated Successfully!" and a link "Download Cash receipt CR/4401/2022/00014". Below this, the page title is "Payment Against Bill" with a "History" button on the right. The main content area features a search form with the following fields: "Warehouse" (a dropdown menu with "AMBATTUR" selected), "Depositor" (a dropdown menu with the text "Please Select Depositor"), "Start Date" (a date picker), and "Close Date" (a date picker). A "Search" button is located at the bottom right of the form.

3.9 SAC Revalidation

If the Extended Area SAC Bill and Extended Area Receipt of Stock Bill are generated against a particular SAC, then these bills will also be extended and a bill would be generated for the two collectively if the importer opts for reservation renewal.

To extend the same, the user will follow the following steps:

- The user will click on the SAC listing and a list of the SAC applied will appear as shown below:

Central Warehousing Corporation
 केंद्रीय भंडारण निगम
 A Unit of India Infrastructure

There are 2 space reservations expiring with in two months.

Home / SAC Listing

AMBATTUR(MDR4401)

Reset

SAC Listing

Please choose status Search

Apply SAC

Showing 1-7 of 7 items.

Actions	Payment Status	Reservation Type	CHA	Importer	Taxable Type	Open Area (Sq Mt)	Covered Area (Sq Mt)	Units	Importer License No.	From Date	End Date	Renewal
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	NA	SWARNA	TAXABLE	0.00	10.00	700	12345	13-04-2022	10-05-2022	NA
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	Ashit Company	ASHIT KISHORCHANDRA CHHEDA	TAXABLE	0.00	8.00	700	125222	13-04-2022	10-05-2022	NA
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	WEBER	harshit	TAXABLE	0.00	10.00	500	123450	13-04-2022	10-05-2022	NA
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	NA	white	TAXABLE	0.00	1.00	700	123456	13-04-2022	10-05-2022	NA
View Print Create DAF	SUCCESS	RESERVATION BASIS	WEB	simren	TAXABLE	1.00	1.00	200	123456	11-04-2022	08-05-2022	NA
View Print Create DAF Interim Bill	SUCCESS	GENERAL BASIS	Ashit Company	ASHIT KISHORCHANDRA CHHEDA	TAXABLE	100.00	100.00	2000	125222	08-04-2022	05-05-2022	NA
View Print Create DAF Extend	SUCCESS	RESERVATION BASIS	Ashit Company	ASHIT KISHORCHANDRA CHHEDA	TAXABLE	125.00	110.00	2500	125222	08-04-2022	14-04-2022	NA


- The user will click on the Extend button present against the respective SAC's applied.
- When the user clicks on the Extend button, the same will land up on the following screen:

SAC Extend Request

CHA Name Ashit Company	Importer Name ASHIT KISHORCHANDRA CHHEDA	SAC No. SAC/MDR4401/080422/0001
Open Area 125.000	Covered Area 125.000	Units 2500
From date 08-04-2022	End date 14-04-2022	Extend date --Select Weeks --

[Extend Date](#)

- The user will select the Extend date from the drop down and click on the Extend Date button.
- Once done a demand note will be generated against the extended SAC.
- The user will complete the payment process by the following steps:
- To make payment and generate a bill against the created demand note, the user clicks on the update payment against bill.

Accounts and billing  Update payment against bill

- Once the user clicks on the update payment against delivery bill option, the same will get redirected to the payment screen.
- Once the payment is done CR and Advance Bill gets generated.

Note: The user can revalidate the SAC only for two weeks.

4. REGISTRATION OF IMPORTER / CHA & ASSOCIATION

4.1 Importer Registration

Importer can be of 2 types

1. A brand new importer who is not registered in WMS
2. An existing depositor who is using general warehousing services but now also will be an importer.

✓ To register the importer, the user clicks on the importer registration option and gets redirected to the following screen:

The screenshot shows a four-step registration process flow: 1. Fill Depositor Details (highlighted with a red circle), 2. Upload Documents, 3. Manage Representative, and 4. Reservation Space. Below the flow, a 'User Type' dropdown menu is open, showing options: 'Select User Type', 'Existing (Select from registered users)', and 'New'.

✓ The user will select the user type from the drop down as New or Existing User.

4.1.1 New User:

✓ The user will enter the following information if he selects New from the dropdown.

The screenshot shows the 'Registration of IMPORTER' form for a new user. The 'User Type' dropdown is set to 'New'. The form includes the following fields:

- Importer Type *
- Name of the Importer *
- Importer Licence / IEC Number *
- Mobile Number *
- Email ID *
- User ID *
- GSTIN (with a 'VERIFY GST NUMBER' button)
- TAN Number *
- PAN Number *
- Address *
- State *
- City *
- Pin Code *

At the bottom right, there is a 'Next' button and an 'Activate Windows' watermark.

- After filling up the details the user hits the next button to proceed further.
- The KYC details which are mandatory are exactly similar to depositor registration in General warehousing and depends on the party type.
- The requirements are listed below:

Mandatory Fields & Required Documents

Sr.No	New Registration	Depositor Type	Required Documents	Mandatory Fields	UniqueField
1	AS FCI	FCI	Letter Of Authorization/AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
2	AS FERTILIZER COMPANIES	CO-OPERATIVES	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
3		PUBLIC SECTOR ORGANISATIONS	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter OfAuthorization	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
4		IFFCO	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter OfAuthorization	Email-ID, Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)

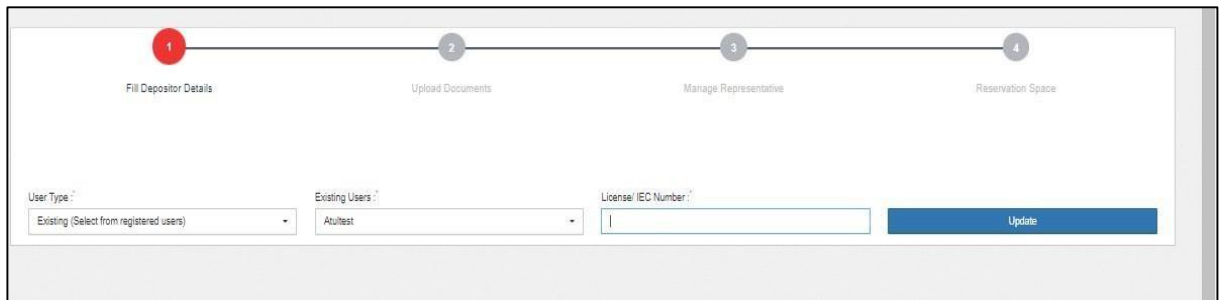
5		NFL	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
6		RCFL	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
7	AS PSU	MMTC	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
8		CCI	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
9		State PSU	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
10		Central PSU	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
11		PUBLIC LIMITED COMPANY	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Board Resolution/Power of Attorney	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
12	AS PRIVATE	Other Private Parties	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person	Email-ID, MobileNo., Designation	TAN No. (if available)
13		PRIVATE LIMITED	AADHAR CARD/VOTER CARD/PAN CARD	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
14		PROPRIETOR FIRM	AADHAR CARD/VOTER CARD/PAN CARD	Email-ID, MobileNo., Designation	TAN No. (if available)

15		PARTNERSHI PFIRM	Copy of the Partnership Deed	Email-ID, MobileNo., Designation	TAN No. (if available)
16	AS GOVT	Other Central Govt.	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID, MobileNo., Designation	Name, Email ID, TAN No. (if available)

17		Other State Govt.	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID, Mobile No., Designation	Name, Email ID, TAN No. (if available)
18		CMSS	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
19		Customs	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID, Mobile No., Designation	Name, Email ID, TAN No. (if available)
20		State Civil Supply	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Letter Of Authorization	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
21	AS CO-OPERATIVES SOCIETY	NAFED	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Bye-Laws (forco. operative Society) Authority Letter	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
22		Others	AADHAR CARD/VOTER CARD/PAN CARD/Office I Card of the Authorized Person,Bye-Laws (forco. operative Society) Authority Letter	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
23	AS INDIVIDUAL	INDIVIDUAL	AADHAR CARD/VOTER CARD/PAN CARD	Pan,Aadhar no (Optional Fieldsat least one)	TAN No. (if available)
24	AS OTHER	OTHER	AADHAR CARD/VOTER CARD/PAN CARD	Email-ID,Mobile No.,PAN No,Tan No,Designation	TAN No., GST No. (If available)
25	As Farmer	Farmer	AADHAR CARD/VOTER CARD/PAN CARD	Pan,Aadhar no (Optional Fieldsat least one)	TAN No. (if available)

4.1.2 Existing User:

- When the user selects the user type as existing user from the dropdown, he will fill up the following details and then hits the update button to proceed further.
 - Existing user name
 - License number/ IEC Number



Note: The License number/IEC Number will a 10-digit alphanumeric code.

4.2 CHA Registration

- The following fields shall be mandatory while registering the CHA i.e.
 - Company Name
 - CHA License No.
 - Mobile No
 - Email-ID
- The following fields shall be mandatory while registering CHA representative
 - a) CHA Representative Name
 - b) Representative Mobile No.
 - c) Representative Email ID

Back

Add CHA

CHA Company Name*
CHA License Number*

CHA Mobile Number*
CHA Email ID*

CHA Representative

CHA Representative Name*
CHA Representative Mobile Number*
CHA Representative Email*

Add More

Save

Activate Windows

- The user can choose multiple CHA for registered importers.
- Change of CHA at any point of time both at importer level or WHM level.

- A list of all associated importers shall be displayed on the login of CHA.
- Post filling the details click on save button to proceed.

4.3 Importer Cha Association Listing

- When the user clicks on the above option the same gets redirected to the following screen.

Importer Listing

Showing 1-10 of 130 items.

Sr. No.	Importer Name	Licence Number	Importer Contact	Importer Email	Action
1	simren	123456	7654765479	simrenj@yahoo.com	Association Disassociation / History
2	white	123456	0908754325	whitey@yahoo.com	Association Disassociation / History
3	black	1234	9879879876	black@yahoo.com	Association Disassociation / History
4	Adani Pvt Ltd	IMP123LIC98701	6239522505	sukhjinder@mailinator.com	Association Disassociation / History
5	xyz	123456789	9089089083	abcdeg@yahoo.com	Association Disassociation / History
6	New Dev	LICAA012	8544900706	newriva2@mailinator.com	Association Disassociation / History
7	indvinew	indvi321	9865265897	indvi321@mailinator.com	Association Disassociation / History
8	newimporter	newimporter123	9874563215	newimporter@mailinator.com	Association Disassociation / History

- By clicking on the association tab the user can associate the Importer and CHA.

Add Association

Back

Importer Name:

CHA:

Instructions:

- Only files with these extensions are allowed: png, jpg, jpeg, pdf.
- File size should not exceed 5 MB.

Authority of importer in favor of CHA

Choose File

- The user enters the details of CHA who he wants to associate with the importer and hits the save button.

Note: The Importer can be associated with multiple CHA.

