

## Compliance for Proprietor / Individual

**Compliance** - Service Tax, VAT (WB) / CST / Entry Tax, Excise, Excise (Notice# 8/2003 - Benefits), Excise (Availing SSI Exemption)

**Month** - January, February, March, April, May, June, July, August, September, October, November, December

### April

01-Apr	Excise	Excise Audit - when call upon
01-Apr	Excise	Job Work (outgoing) declaration to be submitted (Before sending raw material for job work in a financial year)
01-Apr	Excise (Availing SSI Exemption)	Declaration to be filed U/N No. 8/2003 CE dated 1.3.2003. (Before effecting any clearances) for April
01-Apr	Excise (Availing SSI Exemption)	Job Work (outgoing) declaration to be submitted.(Before sending raw material for job work in a financial year)
01-Apr	Excise (Notice# 8/2003 - Benefits)	Excise Audit - when call upon
01-Apr	Excise (Notice# 8/2003 - Benefits)	Job Work (outgoing) declaration to be submitted (Before sending raw material for job work in a financial year)
10-Apr	Excise	Excise - Monthly Return for March
10-Apr	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for March [Discontinued from FY: 2016-17]
10-Apr	Excise (Notice# 8/2003 - Benefits)	Filing of Quarterly Returns for Jan to Mar (units with turnover < 4.0 crores in preceding financial year)
15-Apr	Excise (Availing SSI Exemption)	Declaration in revised format seeking registration exemption.(Provided turnover in preceding financial year is more than 90.0 lakhs)
25-Apr	Service Tax	Service Tax - Filing of Return for Oct to Mar
30-Apr	Excise	“Installed Capacity Statement” in Form ER 7 to be submitted by units registered with Excise [Discontinued from FY: 2016-17]
30-Apr	Excise	To submit E.R. 5 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] [Discontinued from FY: 2016-17]
30-Apr	Excise (Notice# 8/2003 - Benefits)	“Installed Capacity Statement” in Form ER 7 to be submitted by units registered with Excise [Discontinued from FY: 2016-17]
30-Apr	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax - E-Filing of Return for Jan - Mar (Compulsory with DSC, if turnover exceeds Rs. 50 Lakhs in previous year)
30-Apr	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for March (Balance Payment)

### May

06-May	Excise	Excise - PLA E-Payment for April
10-May	Excise	Excise - Monthly Return for April
10-May	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for April [Discontinued from FY: 2016-17]
15-May	VAT (WB) / CST / Entry Tax	Submission of Hard Copy of VAT/CST/Entry Tax Return for January - March, Electronically filed without Digital Signature
21-May	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for April

### June

06-Jun	Excise	Excise - PLA E-Payment for May
10-Jun	Excise	Excise - Monthly Return for May
10-Jun	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for May [Discontinued from FY: 2016-17]
21-Jun	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for May

**July**

05-Jul	Service Tax	Service Tax E-Payment for Apr to Jun
06-Jul	Excise	Excise - PLA E-Payment for June
06-Jul	Excise (Notice# 8/2003 - Benefits)	Excise - PLA E-Payment for Apr to Jun (units with turnover < 4.0 crores in preceding financial year)
10-Jul	Excise	Excise - Monthly Return for June
10-Jul	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for June [Discontinued from FY: 2016-17]
10-Jul	Excise (Notice# 8/2003 - Benefits)	Filing of Quarterly Returns for Apr to Jun (units with turnover < 4.0 crores in preceding financial year)
21-Jul	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for June
31-Jul	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax - E-Filing of Return for Apr - Jun (Compulsory with DSC, if turnover exceeds Rs. 50 Lakhs in previous year)

**August**

06-Aug	Excise	Excise - PLA E-Payment for July
10-Aug	Excise	Excise - Monthly Return for July
10-Aug	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for July [Discontinued from FY: 2016-17]
15-Aug	VAT (WB) / CST / Entry Tax	Submission of Hard Copy of VAT/CST/Entry Tax Return for April - June, Electronically filed without Digital Signature
21-Aug	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for July

**September**

06-Sep	Excise	Excise - PLA E-Payment for August
10-Sep	Excise	Excise - Monthly Return for August
10-Sep	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for August [Discontinued from FY: 2016-17]
21-Sep	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for August

**October**

05-Oct	Service Tax	Service Tax E-Payment for Jul to Sep
06-Oct	Excise	Excise - PLA E-Payment for September
06-Oct	Excise (Notice# 8/2003 - Benefits)	Excise - PLA E-Payment for Jul to Sep (units with turnover < 4.0 crores in preceding financial year)
10-Oct	Excise	Excise - Monthly Return for September
10-Oct	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for September [Discontinued from FY: 2016-17]
10-Oct	Excise (Notice# 8/2003 - Benefits)	Filing of Quarterly Returns for Jul to Sep (units with turnover < 4.0 crores in preceding financial year)
21-Oct	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for September
25-Oct	Service Tax	Service Tax - Filing of Return for Apr to Sep
30-Oct	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax - E-Filing of Return for Jul - Sep (Compulsory with DSC, if turnover exceeds Rs. 50 Lakhs in previous year)

**November**

06-Nov	Excise	Excise - PLA E-Payment for October
10-Nov	Excise	Excise - Monthly Return for October

10-Nov	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for October [Discontinued from FY: 2016-17]
15-Nov	VAT (WB) / CST / Entry Tax	Submission of Hard Copy of VAT/CST/Entry Tax Return for July - September, Electronically filed without Digital Signature
21-Nov	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for October
30-Nov	Excise	Annual Return, to be prescribed for certain class of Assesses under Rule 12 (2) (a) of Central Excise Rules, 2002 read with Rule 9A of Cenvat Credit Rules, 2004
30-Nov	Excise	To submit "Annual Information Report" in Form E.R. 4. [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] [Discontinued from FY: 2016-17]
30-Nov	Excise (Notice# 8/2003 - Benefits)	Annual Return, to be prescribed for certain class of Assesses under Rule 12 (2) (a) of Central Excise Rules, 2002 read with Rule 9A of Cenvat Credit Rules, 2004
30-Nov	Service Tax	Annual Return, to be prescribed for certain class of Assesses

## December

06-Dec	Excise	Excise - PLA E-Payment for November
10-Dec	Excise	Excise - Monthly Return for November
10-Dec	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for November [Discontinued from FY: 2016-17]
21-Dec	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for November
31-Dec	VAT (WB) / CST / Entry Tax	Audited P&L A/c, Balance Sheet along with Auditor's Report to be submitted, if turnover is less than Rs. 10.00 Crores for Previous Year, if Dealer is required to get the accounts audited under the Income Tax Act 1961
31-Dec	VAT (WB) / CST / Entry Tax	VAT Tax Audit Report in Form 88 along with P&L A/c, Balance Sheet, etc., if turnover is more than Rs. 10.00 Crores for Previous Year

## January

05-Jan	Service Tax	Service Tax E-Payment for Oct to Dec
06-Jan	Excise	Excise - PLA E-Payment for December
06-Jan	Excise (Notice# 8/2003 - Benefits)	Excise - PLA E-Payment for Oct to Dec (units with turnover < 4.0 crores in preceding financial year)
10-Jan	Excise	Excise - Monthly Return for December
10-Jan	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for December [Discontinued from FY: 2016-17]
10-Jan	Excise (Notice# 8/2003 - Benefits)	Filing of Quarterly Returns for Oct to Dec (units with turnover < 4.0 crores in preceding financial year)
21-Jan	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for December
31-Jan	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax - E-Filing of Return for Oct - Dec (Compulsory with DSC, if turnover exceeds Rs. 50 Lakhs in previous year)

## February

06-Feb	Excise	Excise - PLA E-Payment for January
10-Feb	Excise	Excise - Monthly Return for January
10-Feb	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for January [Discontinued from FY: 2016-17]
15-Feb	VAT (WB) / CST / Entry Tax	Submission of Hard Copy of VAT/CST/Entry Tax Return for October - December, Electronically filed without Digital Signature
21-Feb	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for January

## March

06-Mar	Excise	Excise - PLA E-Payment for February
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10-Mar	Excise	Excise - Monthly Return for February
10-Mar	Excise	To submit E.R. 6 [For units paying duty of more than 1.0 crores (Cenvat Credit + P.L.A.) in a year] for February [Discontinued from FY: 2016-17]
21-Mar	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for February
28-Mar	VAT (WB) / CST / Entry Tax	VAT (WB) / CST / Entry Tax Payment for upto 25th March
31-Mar	Excise	Excise - PLA E-Payment for March
31-Mar	Excise (Notice# 8/2003 - Benefits)	Excise - PLA E-Payment for Jan to Mar (units with turnover < 4.0 crores in preceding financial year)
31-Mar	Service Tax	Service Tax E-Payment for Jan to Mar