

**DEPARTMENT OF TRADE & TAXES  
GOVERNMENT OF NCT OF DELHI  
VYAPAR BHAWAN, I.P. ESTATE, NEW DELHI**

F.1/CTT/EDP/Circular File/1069

Dated : 28.03.2012

**CIRCULAR**

**Subject : E-mail address and mobile number of registered dealers**

The Department of Trade & Taxes is developing a software application for online issue of central declaration forms. This facility is being designed to allow the dealers to submit requisition for central declaration forms online and, after the necessary due diligence secure and downloadable soft copy of the forms will be e-mailed to the dealers.

This software application will require authentic e-mail address and mobile contact number of the dealer to ensure authentication and verification at various stages before the forms are finally mailed to the dealers at their registered e-mail address.

Other online facilities being envisaged/developed will also require correct e-mail address and mobile number of the dealers to be registered with the department.

All dealers registered with the Department of Trade & Taxes are, therefore, requested to register their latest mobile number and e-mail address on the official website of the department under the link Dealer's Login page/Edit Contact.

This issues with the prior approval of Commissioner, Trade & Taxes.

**(Mohan Singh)**  
Programmer

To

1. All Zonal Incharges to circulate to all Major Market/Trade Association.
2. The Secretary, Sales Tax Bar Association
3. PS to Commissioner (T&T)