



AE[₹]MS
Assam Excise Revenue Management System

TRANSIT PASS

User Reference Manual

C-TEL INFOSYSYSTEMS PVT. LTD
Hyderabad, Telangana

User Sign Up

- For new user, click on the Transit Pass link to create user id and password.

The screenshot shows the homepage of the Excise Department of Assam. At the top, there is a navigation bar with links for 'Transit Pass' (highlighted with a red box and a blue arrow), 'Excise Dashboard', 'Excise Draft Board', and 'Services'. Below the navigation bar is a banner for 'Promote Local Skills & Products' with the text 'Vocal for Local' and '#VOCALFORLOCAL #GETVOCALABOUTLOCAL'. To the right of the banner is a 'Welcome!' login section with fields for 'User Name', 'Password', 'Verification Code', and 'Enter Verification Code', along with a 'Login' button. Below the banner are sections for 'Information & Services', 'Policies', and 'About the Government'. The footer contains the website URL, helpline number, and system information.

- User shall enter the details for signing up in the below form and need to click on the save button

The screenshot shows the 'SIGN UP' form for the Department of Excise - Assam. The form is titled 'SIGN UP' and is located on the 'Department Of Excise - Assam' website. The form contains the following fields:

- Pass: * Transit Pass (dropdown menu)
- City: * City (text input)
- Applicant Name: * E.G. ABCXYZ (text input)
- Block / Circle: * Block/Circle (text input)
- Email Address: * E.G. xyz@abc.net (text input)
- State: * Assam (dropdown menu)
- Mobile Number: * E.G. 0123456789 (text input)
- District: * Select District (dropdown menu)
- Consignor: * Consignor (text input)
- Plot/Building Number: * Plot/Building Number (text input)
- Road/Street: * Road/Street (text input)
- Landmark: * Landmark (text input)
- PAN: * E.G. AAAAA9999A (text input)

A green 'Save' button is located at the bottom right of the form, highlighted with a red box.

- User need to enter OTP sent to the registered Mobile No:



- New User ID shall be created for users:



- User shall login using the provided user ID & password, after which system shall prompt the user to reset the password:

Username/Password Reset For LR2100006 Login

User Id: APPLICANT

Old Password: *****

New Password: *****

Must have at least one capital letter, number and one special character out of set [!@#%&*]

Confirm New Password: *****

Verification Code: 26264 [Get a new code](#)

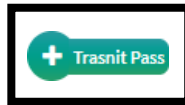
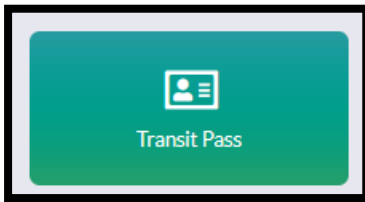
Verification Code: _____

Please enter the digits as they are shown in the image above. Letters are not case-sensitive.

Submit

Apply for Transit Pass

- After successful Login, User shall have an option to navigate to Transit Pass Icon and Apply for Transit Pass



- User Need to Enter All the details to save the application

Applicant Details

Applicant Name* nabanita

Applicant Address* ,

Transporter Details

Transporter Name* kamakya transports

Driver Name* vikram

Transporter Address* shilong, meghalaya

Driver Mobile No.* 9876545654

Vehicle No.* ML09HG9878

Driver Address Proof* pp.pdf

Destination State and place* Guwahati - Assam

Transit Route* Meghalaya, Assam

Consignor Details

Consignor Permit No.* Pre98765434567

Consignor Permit Valid To* 05-Oct-2021

Consignor Permit Date* 05-Oct-2021

Consignor Permit Issued By* Addl Commissioner

Consignor Document* pp.pdf

Consignor Name* Pranab

Consignor Permit Valid From* 05-Oct-2021

Consignor Address* shilong, meghayala-786798

Consignee Details

Consignee Permit No.* Per34567876987

Consignee Permit Valid To* 05-Oct-2021

Consignee Permit Date* 05-Oct-2021

Consignee Name* Laxman

Consignee Document* pp.pdf

Consignee Address* Guwahati, Assam- 786102

Consignee Permit Valid From* 05-Oct-2021

Consignee Permit Issued By* Addl Commissioner

Additional Details

Invoice Number* 0987654986765
 Anticipated Entry Date 05-Oct-2021
 In Assam*
 Invoice Date* 05-Oct-2021
 Anticipated Entry Time 5 PM
 In Assam*
 Originating State and place* Meghalaya
 Consignment Number* 098765098765
 Conveyance Mode* Road
 Consignment Date* 05-Oct-2021
 Distance* 100
 Validity Period 12 hours
 Starting check point* Bongaigaon
 Ending check point* Kamrup Metropolitan

<input type="checkbox"/>	Intoxicant Type	Brand Name	Units Per Case	size in (ml)	No.of Cases	Value
<input type="checkbox"/>	Liquor	BLENDERS PRIDE	12	750	2	21987
<input type="checkbox"/>	Beer	KINGFISHER	12	650	3	4877

New Row Remove Row Save Cancel

Conveyance Mode* Road
 Consignment Date* 05-Oct-2021
 Distance* 100
 Validity Period 12 hours
 Starting check point* Bongaigaon
 Ending check point* Kamrup Metropolitan

<input type="checkbox"/>	Intoxicant Type	Brand Name	Units Per Case	size in (ml)	No.of Cases	Value
<input type="checkbox"/>	Liquor	BLENDERS PRIDE	12	750	2	21987
<input type="checkbox"/>	Beer	KINGFISHER	12	650	3	4877

New Row Remove Row Save Cancel

183.82.106.234
 Successfully saved data
 OK

- Now the status will get changed to 'draft' as shown in below figure.
- To submit the application user need to click on action button.

Start Date 28-Sep-2021 End Date 05-Oct-2021 All Search

10 Search:

Permit No	Transporter Name	Consignee Permit No	Consignor Permit No	Source	Destination	Vehicle Number	Valid From	Valid To	Start Checkpost	End Checkpost	Status	Action
	kamakya transports	Per34567876987	Pre98765434567	Meghalaya	Guwahati - Assam	ML09HG9878	05-Oct-2021	06-Oct-2021	Bongaigaon	Kamrup Metropolitan	DRAFT	

+ Transit Pass Previous Next

- Now user will get remarks popup where they need to enter the remarks and click on update button.

Remarks

VERIFIED

Activate Windows
Go to Settings to activate Windows.
Update
Cancel

	Intoxicant Type	Brand Name	Units Per Case	size in (ml)	No.of Cases	Value
<input type="checkbox"/>	Liquor	BLENDE	12	750	2	21987
<input type="checkbox"/>	Beer	KINGFIS	12	650	3	4877

New Row Remove Row

Remarks

VERIFIED

183.82.106.234
Successfully Updated data
OK

Activate Windows

- Declaration form to be confirmed before submission:

Declaration

DECLARATION FORM

Declaration

I hereby declare that the particulars given above are true and complete to the best of my knowledge and belief.

I further declare and the consignment of liquor covered by the transit pass or any portion thereof will not be unloaded and sold within the territory of the State of Assam.

I agree to the Terms & Conditions

Submit

DECLARATION FORM

Declaration

I hereby declare that the particulars given above are true and complete to the best of my knowledge and belief.

I further declare and the consignment of liquor covered by the transit pass or any portion thereof will not be unloaded and sold within the territory of the State of Assam.

I agree to the Terms & Conditions

183.82.106.234

Submitted Successfully

OK

After submitting the application user needs to click on the **Pay** option to make the payment.

S.no	Permit No	Transporter Name	Consignee Permit No	Consignor Permit No	Source	Destination	Vehicle Number	Valid From	Valid To	Start Checkpost	End Checkpost	Status	Action	Download
3		nabanita	Pre98765434567		Meghalaya	Guwahati - Assam	ML09HG9878	05-Oct-2021	06-Oct-2021	Bongaigaon	Kamrup Metropolitan	Submitted	Pay	Remarks

+ Transit Pass

- After the Transit pass application is approved by the authority, Print can be taken by clicking on print icon

Permit No	Transporter Name	Consignee Permit No	Consignor Permit No	Source	Destination	Vehicle Number	Valid From	Valid To	Start Checkpost	End Checkpost	Status	Action	Download
TTP2021100419	nabanita	0987659876	76767798765678987654	Wb	Dhemaji - Assam	WB09TS4567	04-Oct-2021	08-Oct-2021			Approved	Print	Remarks

+ Transit Pass

Approval of Transit Pass

Submitted Application shall be viewed by the respective Officer from Excise HQ. Application shall be scrutinized and Approved / Rejected with Remarks.

Transit Pass with the Details shall be Generated from the Proposed application.

Transit Pass



TTP202110016

Transit Pass No: XXXXXXXXX

Date: DD-MM-YYYY

1. Name & address of the applicant :
2. Particulars of consignment :
 - Description of the liquor :
 - Quantity :
 - Value :
 - Invoice Number and date :
 - Consignor's name & address :
 - Consignee's name & address :
3. Place and State from which the liquor is transported. :
4. Place and State to which the liquor is destined. :
5. Route of transit in the territory of the state of Assam :
6. Import permit No. and date with period of validity. :
7. Export permit No. and date with period of validity. :
8. Transport permit No. and date with period of validity. :(In case consignment originates & terminates in the same state)
9. Anticipated date and time of entry of the consignment into the territory of the State of Assam :
10. Place of entry of the consignment into the State of Assam :
11. Place of exit from the territory of the State of Assam :
12. Approximate time & date of exit from Assam :

13. Particulars of Vehicle

- (a) Registration Number :
- (b) Name & address of the drivers of the vehicle :
- (c) Name & address of the transporter :
- (d) Consignment note No. & date :

The transit pass shall be valid up toA.M/ P.M. on (date) and shall be along with the consignment. It shall be used only once during its currency.

Place:

Date:

Transit Pass issuing Authority



GOVERNMENT OF
OFFICE OF THE COMMISSIONER OF EXCISE :GUWAHATHI
Transit Pass
[Duplicate Copy]

Date 04-OCT-21



TTP2021100419

- 1. Name & address of the applicant : nabanita, WB09TS4567
- 2. Particulars of consignment
 - Invoice Number and date : 0987654, 04-OCT-21
 - Consignor's name & address : Bhargav, DHEMAJI ASSAM
 - Consignee's name & address : Nabanita, KOLKATTA
- 3. Place and State from which the liquor is transported :
- 4. Place and State to which the liquor is destined. :
- 5. Route of transit in the territory of the state of Assam : WB, BIHAR, BOMGAIGAON, ASSAM
- 6. Import permit No. and date with period of validity : 0987659876, 04-OCT-21
- 7. Export permit No. and date with period of validity : 76767798765678987654, 04-OCT-21
- 8. Transport permit No. and date with period of validity : TTP2021100419, 08-OCT-21 5.32.04. PM
- 9. Anticipated date and time of entry of the consignment into the territory of the State of Assam : 04-OCT-21, 5 PM
- 10. Place of entry of the consignment into the State of Assam : Wb
- 11. Place of exit from the territory of the State of Assam : Dhemaji - Assam
- 12. Approximate time & date of exit from Assam : 08-OCT-21 5.32.04. PM
- 13. Particulars of Vehicle
 - (a) Registration Number : WB09TS4567
 - (b) Name & address of the drivers of the vehicle : SURESH 9876543210
 - (c) Name & address of the transporter : nabanita, WB09TS4567
 - (d) Consignment note No. & date : 210280047 04-OCT-21

s.no	Kind Of Liquor / Beer /Others	Brand	Size in ML	No.of Cases	Value
	1	2	3	4	5
1	Liquor	SIGNATURE	750	3	
2	Liquor	BLENDERS PRIDE	750	2	
3	Beer	KINGFISHER	650	2	
Total:				7	0

The transit pass shall be valid up toA.M/ P.M. on..... (date) and shall be along with the consignment. It shall be used only once during its currency.

Place:

Date:

Transit Pass issuing Authority

