



GOVERNMENT OF ODISHA COMMERCIAL TAX DEPARTMENT



Introducing New Registration Process *(for new applicants)*

4 Easy Steps for Registration

1. Go to CTD Portal and apply online through e-registration
2. Fill up the application form details
3. Select Time and Date of Appointment at Concerned Circle Office
4. Visit the Circle Office on the date of appointment and submit related documents*

Registration Certificate and Password for e-Services will be delivered through Registered Post after approval

**Faster and Smarter process
based on pre-defined
appointments**

**New
Features**

- ✓ No Court Fee
- ✓ No Security Deposit
- ✓ No Pre-registration Enquiry
- ✓ No multiple visits to Circle Office
- ✓ Time-bound disposal as per ORTPS Act 2012

* As per the Notification



Introducing New Amendment Process *(for registered dealers)*

4 Easy Steps for amendment of RC

1. Login to CTD Portal and apply online
2. Fill up the application form with details of required Amendment
3. Amendment is approved automatically** within 24 hours
4. Updated registration certificate will be available in the Portal

**Saving Time & Effort
for
Better Business**



**New
Features**

- ✓ Automatic System-based approval
- ✓ No Court Fee
- ✓ No Pre-Approval Enquiry
- ✓ No multiple visits to Circle Office
- ✓ Time-bound disposal as per ORTPS Act 2012

** Except in case of change of principal place of business & status / constitution of business

Making Odisha a Preferred Destination for Investment and Business