इंडियन बैंक
Indian Bank
Building Relationships Beyond Time

FLOW CHART FOR ONLINE PAYMENT OF EXCISE DUTY/SERVICE TAX – E PAYMENT

Log on to **Internet Banking website** https://www.indianbank.net.in using your logon **User id** and **Password.**

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Click on the option **e- payment** available in the menu on the left hand side of screen. Select **Register** option for registering **Major** and **Minor Codes** under which tax is to be paid

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Two headings viz., **Select** and **Major Code to Register** would appear**.** Two Major codes viz., **38 – Excise Duty** and **44 – Service Tax** would appear. Click on the radio button appearing against the appropriate code. **Click on Display Minor Code**

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The system would display all the eligible **Minor codes** for the **Major code** selected. Click on the appropriate check box or a combination of check boxes. Click **Register. Registration Successful** message would be displayed.

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Select **Pay Taxes** option available under **e- payment** menu. The system would display the screen **E-Payment Assessee Details** wherein two boxes would appear against the field **Assessee Code.** The system would display the first ten digits of assessee code if PAN number has been given to the Bank and duly registered. Enter the last 5 digits of the assessee code.

Click **'Submit'.**

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The system would display the **Assessee code, Name and address of the Assessee**. In case the mailing address is different from that appearing on the screen, click on the radio button **Other** appearing under the field **Mailing Address.** Enter the mailing address in the fields provided and also fill up the remarks field for the payment made (optional). Click on **'Confirm'** button. **E payment input page would be displayed**.

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Select the **Minor** Codes and enter the **Amount** to be paid under the respective Minor heads.
Enter the **Account number** of the account which is to be debited
Enter the **Request Password.**
Click **Submit.**

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In the next screen the system would display all the details entered in the earlier screens alongwith an amount of **Rs.25/-** to be recovered towards **Handling Charges.** If the particulars displayed are correct, click **Confirm.**

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In the next screen the system would display the cyber receipt alongwith the CIN number. **Print** or **download** the same for future reference