

**J&K GOVERNMENT EXCISE DEPARTMENT**

**FORM – RT – 3**

(See rule - - )

S.No.	Date/ Time	Vehicle No. and Drivers Name.	Consignor/ Consignee name.	Desription of weightment i) Gross weight= ii) ULW= iii) Net weight= iv) Challan weight If any	Rate of toll	Reference of previous T.P Permit No. & Dt.	Initials.of A.C	Total amt. of toll with permit No. whereunder recovered.	Initials. Of Sub-Inspector
1	2	3	4	5	6	7	8	9	10

**J&K GOVERNMENT EXCISE DEPARTMENT**

**FORM RT – 4 (See rule12)**

Toll Post \_\_\_\_\_

Receipt No. \_\_\_\_\_

1. Vehicle No. \_\_\_\_\_
2. Name of payee \_\_\_\_\_
3. Name of Consignee \_\_\_\_\_
4. Name of goods \_\_\_\_\_
5. Weight of goods \_\_\_\_\_
6. Basic Toll \_\_\_\_\_
7. Addl. Toll \_\_\_\_\_
8. Special Toll \_\_\_\_\_
9. Penal Toll \_\_\_\_\_
10. Total \_\_\_\_\_
11. Date of issue \_\_\_\_\_
12. Time of issue \_\_\_\_\_

Sig. of Sub-Inspector

**J&K GOVERNMENT EXCISE DEPARTMENT**

**FORM RT –14 (See rule 14)**

Toll Post \_\_\_\_\_

Receipt No. \_\_\_\_\_

1. Vehicle No. \_\_\_\_\_
2. Name of payee \_\_\_\_\_
3. Name of Consignee \_\_\_\_\_
4. Name of goods \_\_\_\_\_
5. Weight of goods \_\_\_\_\_
6. Basic Toll \_\_\_\_\_
7. Addl. Toll \_\_\_\_\_
8. Special Toll \_\_\_\_\_
9. Penal Toll \_\_\_\_\_
10. Total \_\_\_\_\_
11. Date of issue \_\_\_\_\_
12. Time of issue \_\_\_\_\_

Sig. of Sub-Inspector

**FORM RT – 7**  
 (See Rule )  
**J&K Excise Toll Act**

Cash Book of post \_\_\_\_\_ for \_\_\_\_\_ 20\_\_\_\_\_

C R E D I T				D E B I T			
S.No.	Dt	Details of cash received Description    Amount	Initial of the Officer I/C	S.No.	Dt	Details of cash disbursed Description    Amount	Initial of the Officer I/C
Opening Balance :-				1. Treasury Remittance with TR. Nos.			
1. Cash of the post				2. Deposit remitted			
2. Cash received from other posts							
3. Deposit cash							
4. Miscellaneous							
(i) Pay etc.							
		_____				Total _____	
Total		_____				_____	
				Balance in hand _____			
Signature of Officer Incharge				Signature of the Officer Incharge			

**FORM RT – 10**  
 (See Rule 35 )  
**J&K Excise Toll Act**

Cash Book of post \_\_\_\_\_ for \_\_\_\_\_ 20\_\_\_\_\_

C R E D I T				D E B I T			
S.No.	Dt	Details of cash received Description    Amount	Initial of the Officer I/C	S.No.	Dt	Details of cash disbursed Description    Amount	Initial of the Officer I/C
Opening Balance :-				1. Treasury Remittance with TR. Nos.			
1. Cash of the post				2. Deposit remitted			
2. Cash received from other posts							
3. Deposit cash							
4. Miscellaneous							
(i) Pay etc.							
_____							
Total _____				Total _____			
				_____			
				Balance in hand _____			
Signature of Officer Incharge				Signature of the Officer Incharge			

**FORM RT – 19**  
 (See Rule )



**FORM RT – 18**  
(See Rule 43 (ix))

**Raw material**  
**Quota to be imported and finished goods**  
**exported by the party during the year**

**IMPORT / EXPORT SIDE**

S.No.	Name of the unit	Name of the consignor	Bill No. & Date	Vehicle No.	SRO No.	Whether SSI / Medium / Large Scale Unit	1. 2. 3. Nature of goods	Quantity	Exemption Form No.
1	2	3	4	5	6	7	8	9	10

FORM RT – 21

(See Rule (xxii))

**Performa for traffic register**

<u>S.No</u>	Vehicle No.	Time of crossing Barrier	Computer ticket number	Signature of the Guard

FORM RT – 20

(See Rule 43 (XXI))

**Performa for cash register**

IMPORT / EXPORT

S.No.	Vehicle No.	Computer Ticket No.	B.T	A.T	S.T	Fine	Total	Ticket Code No.	Adjustment against Advance Deposits
1	2	3	4	5	6	7	8	9	10

FORM RT – 23

(See Rule 45)

**Performa of Register maintained for Registration of Local Vehicle**

S.No.	Name with full address	Registration No. of vehicle	Description of the vehicle	Signature of the issuing authority

**FORM RT – 25**  
**See rule 54**  
**Export side**

**Export**  
**Finished goods**  
**Quota to be exported by**  
**party during the year**

- 1.
- 2.
- 3.

Date	Name of the unit	Name of the consignor/ consignee	Bill No. & Date	Vehicle No.	SRO No.	Whether SSI / Medium / Large Scale Unit	Nature of goods	Quantity	Exemption Form No.
1	2	3	4	5	6	7	8	9	10

**FORM RT – 24**  
**See rule 54**  
**Import side**

**Import**  
**Raw material to be imported**  
**by the unit during the year**

- 1.
- 2.
- 3.

Date	Name of the unit	Name of the consignor/ consignee	Bill No. & Date	Vehicle No.	SRO No.	Whether SSI / Medium / Large Scale Unit	Nature of goods	Quantity	Exemption Form No.
1	2	3	4	5	6	7	8	9	10

**FORM**  
**(See Rule )**

**Registration of Khilafwarsi cases under toll act**

(To be filled in Triplicate)

S.No.	Date of detection	Name, parentage & address of the accused	Place of detection	Amt. of duty evaded	Precise detail of decision & date	Amt. of fine etc. if any imposed	Permit No. and date where under fine & recovered toll	Reference No. & date under which case referred to	Remarks
1	2	3	4	5	6	7	8	9	10

**FORM RT - 28**  
(See Rule )

**REFUND BILL FORM**

Name of post where duty paid	Name & address of payee	Amt. of duty paid	Permit No. & date	Name of bank where remitted	Bank R.No. & date under which remitted	Head of A/C of remittance	Total amt. of remittance	Amt. of refund claimed	Reasons for refund	Remarks
1	2	3	4	5	6	7	8	9	10	11

**Certified that :-**

1. The applicant is entitled to receive the amount billed for and the claim is in time.
2. There is nothing outstanding against the applicant up-till now.
3. The necessary clarification has been recorded in the bill.
4. The Refund Bill has been prepared for the Ist time.
5. The note regarding preparation of Refund Bill has been recorded in the Register General concerned.

Signature of Officer Incharge.

## Administration Structure in relation to Toll

Excise Commissioner

Deputy Excise Commissioner

Excise and Taxation Officer

Excise Inspectors

Sub-Inspectors Excise

Asstt. Sub-Inspectors Excise

Head Excise / Armed guards

Excise / Armed Guards