



GSTAT e-Filing Portal User Manual | Registration

Guide to Online Filing of Appeals and Applications

Issuing Authority: Goods and Services Tax Appellate Tribunal (GSTAT), Government of India

GSTAT e-Filing: Staggering Page

Once the user opens the E-Filing page, the user will have to choose the correct role and enter the ARN/CRN number. After entering the correct Captcha, the user shall proceed to Register.



GSTAT
GST Appellate Tribunal



Toll-Free Number: 1800-111-1111

GSTAT e-Filing Portal



e-Filing User Manual
PDF document describes online filing
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Videos
Watch tutorials and demonstrations
[Watch Videos](#)



e-Filing Template
Tool to consolidate data for e-Filing
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Presidential Order & Advisory
View Presidential Order/Advisory
[View Order](#)

Enter ARN/CRN (Application Reference Number/Case Reference Number of APL-1 or APL-3 or RVN-1)

Choose a Role

Tax Payer/Tax Officer/Authorised Representative

Enter ARN/CRN



Enter Captcha

[Submit](#)

Important Information

Users are hereby informed that as per order no. GSTAT/Pr. Bench/Portal/125/25- 26, dated 24-09-2025 issued by the Hon'ble GSTAT, only cases in which the Appeals in Form APL-1/APL-3 or orders in notice in Form RVN-1 issued during the period before 31-01-2022 as filed with/issued by with GST Appellate/Revisional Authorities shall be filed through GSTAT web application as specified in the said order. Taxpayer/ Tax officer/ Authorized Representative are requested to proceed using ARN/CRN (Application Reference Number/Case Reference Number of APL-1 or APL-3 or RVN-1). For more information please follow Presidential Order & Advisory.

Statistics

766

Total Registered Users

32

Total Advocate Registered

879

Total E-filed Appeals

437

Total E-Filed Applications

108

Total E-Filed Appeals (Current Month)

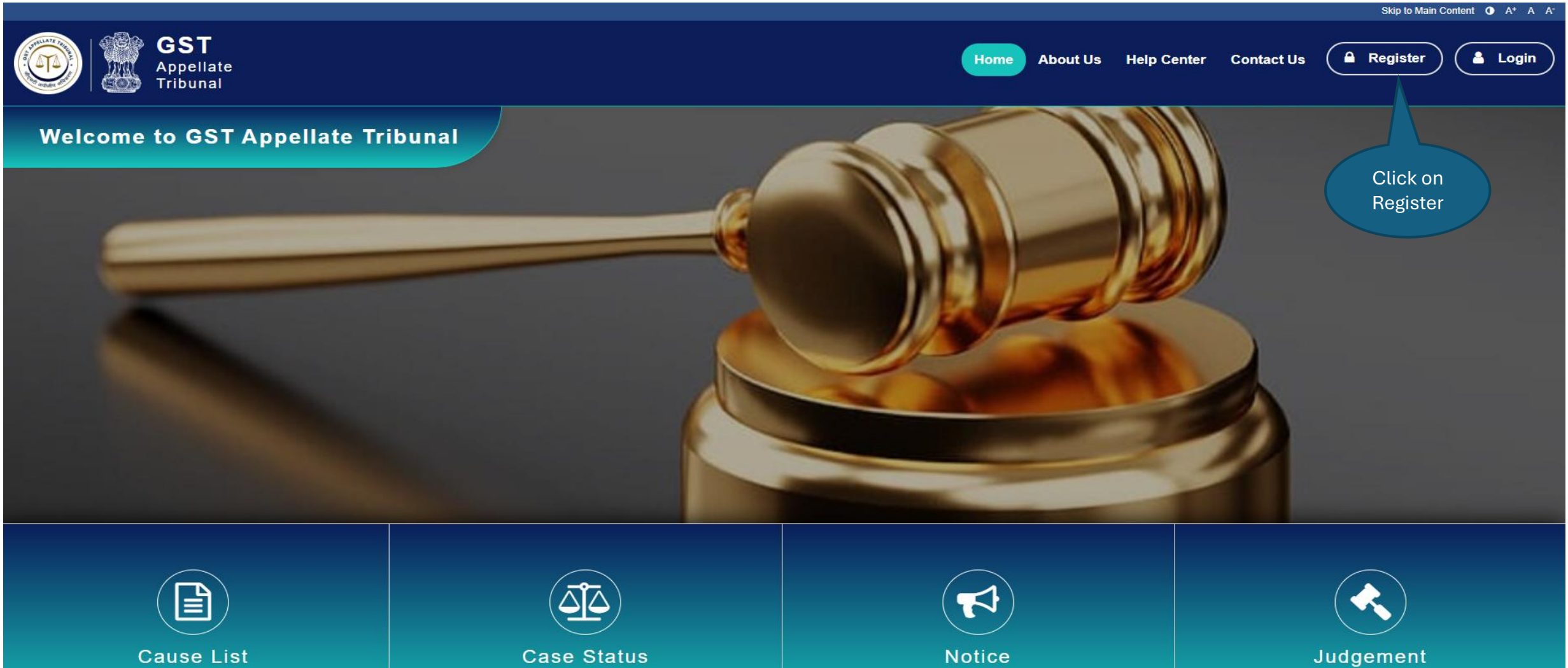
27

Total E-Filed Application (Current Month)

1 of 9

e-filing Workflow: Registration

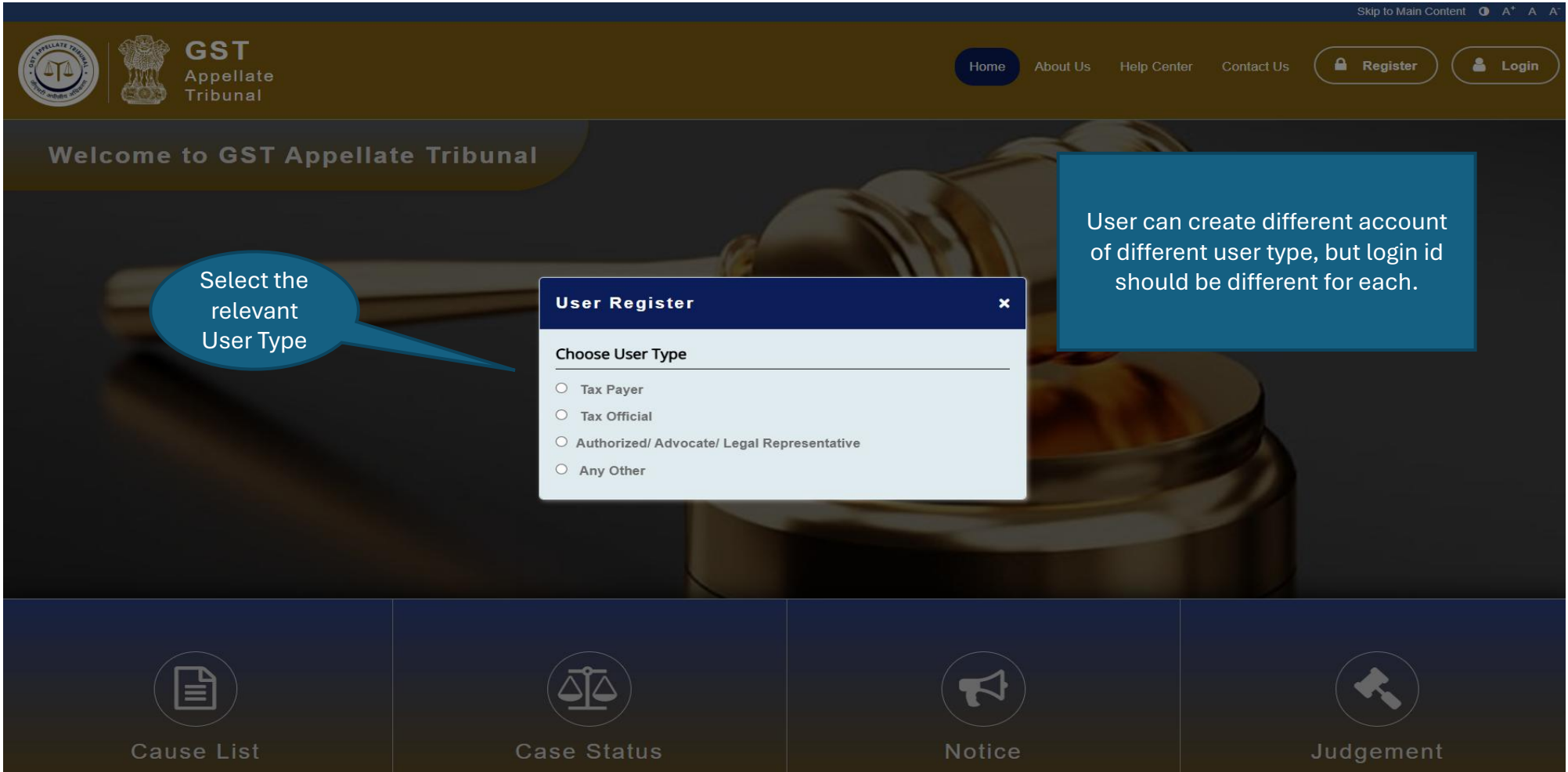
Click on Register button located at top right-hand side of page.



The screenshot displays the GST Appellate Tribunal website. The top navigation bar is dark blue and contains the following elements from left to right: the GST Appellate Tribunal logo, the text "GST Appellate Tribunal", and a series of buttons: "Home" (highlighted in teal), "About Us", "Help Center", "Contact Us", "Register" (highlighted with a blue callout bubble), and "Login". The callout bubble contains the text "Click on Register". Below the navigation bar is a teal banner with the text "Welcome to GST Appellate Tribunal". The main content area features a large image of a golden gavel resting on a stack of books. At the bottom of the page is a teal footer bar with four icons and their corresponding labels: "Cause List" (document icon), "Case Status" (scales icon), "Notice" (megaphone icon), and "Judgement" (gavel icon).

e-filing Workflow: Registration

Select appropriate user type from available options



Tax officer to select appropriate details and manually enter his/her contact details (Mobile & Email ID) for verification.

Authorized representative to provide his/her details including contact details for confirmation.

e-filing Workflow: Registration: Authorized Representative

Authorized representative to provide appropriate details including contact details (Mobile & Email ID) for verification.



e - filing User Registration (Authorized/ Advocate/ Legal Representative)

Any prior registration process is incomplete click here ☐

Sub Type Representative *

Advocate/ Legal Repres

▼

Whom are you representing*

Tax Payer

▼

Name*

Ankit

Registration Number/Enrollment Number

Registration Number/Enroll

AIBE Number

Address *

Rajasthan

Pin-code*

Login Id*

Mobile Number*

Send OTP

E-mail Id*

Send OTP

Back

Reset

Submit & Next

Authorized representative to provide his/her details including contact details for confirmation.

e-filing Workflow: Registration: Authorized Representative

After the user clicks on Send OTP, the user will first have to enter the correct captcha, post which the field to enter the OTP will appear. After entering the OTP, the user will again have to enter the correct captcha and then click on “Submit and Next”

uat-efiling.gstat.gov.in/efiling/signUpAdvocate1.drt?

Authorized representative to enter the correct captcha so that the field for entering the OTP appears.

Help Center Contact Us Register Login

e - filing User Registration (Authorized/ Advocate/ Legal Representative)

Any prior registration process is incomplete click here ☐

Sub Type Representative *	Advocate/ Legal Repre:	Whom are you representing*	Tax Payer	Name*	
Registration Number/Enrollment Number	Registration Number/Enro:	AIBE Number		Address *	
Pin-code*		Login Id*			
Mobile Number*		☒ Verified			
E-mail Id*		Resend OTP	Enter OTP	Enter Captcha with OTP	N5D4FN OK

Once both the mobile number and email-ID gets verified, the user shall proceed further.

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e-filing Workflow: Registration

Legal Representative Registration

e - filing User Registration (as Advocate)

Upload Section

Note 1: Upload File Size Not Greater Than 2 MB

2: Registration certification /Enrollment No and Photo is mandatory to upload

Document Type*

Select Document

Upload File*

Choose File

No file chosen

Enter Captcha



Back

Upload Document

+ UPLOADED DOCUMENT'S LIST				
S. No.	Document Type	Document Number	File Name	Action

9 of 19

e-filing Workflow: Registration

Document Upload page will appear like this.

e - filing User Registration (as Advocate)

Upload Section

Document Uploaded Successfully [Select Document Type](#)

Note 1: Upload File Size Not Greater Than 2 MB

2: Registration certification /Enrollment No and Photo is mandatory to upload

Document Type*	Select Document	Document Number*	Document Number
Upload File*	Choose File No file chosen	Enter Captcha	09frzr
Back		Upload Document	

+ UPLOADED DOCUMENT'S LIST

S. No.	Document Type	Document Number	File Name	Action
1	Registration certification	1	C11.pdf	 

Final Submit




GST

Appellate Tribunal

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Appellate Tribunal

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e-filing Workflow: Forgot Password & Unlock Account

Click on Login button located at top-right of page.



GST
Appellate
Tribunal

Home

About UsHelp CenterContact Us

Register

Login

Welcome to GST Appellate Tribunal



Click on Login to proceed



Cause List



Case Status



Notice



Judgement

e-filing Workflow: Forgot Password

Steps to recover the forgotten password.

User Login

GSTAT USER ID

GSTAT PASSW

Captcha

98uzuc

LOGIN

Forgot Password

Unlock Account

Click on
Forgot
Password

Forgot Password

Enter Your Username/Login ID

Enter Your Registered Email ID

Enter Captcha

5jh7sk

SUBMIT

Enter all the
required
details

e-filing Workflow: Unlock Account

Steps to recover the unlock the account.

User Login

GSTAT USER ID

GSTAT PASSW

Captcha

98uzuc

LOGIN

Forgot Password

Unlock Account

Click on
Unlock
Account

Unlock Your Account

Enter your Username/login id

Enter Your Registered Email-Id

Enter Your Registered Mobile Number

Enter Captcha

98uzuc

SUBMIT

Enter all the
required
details

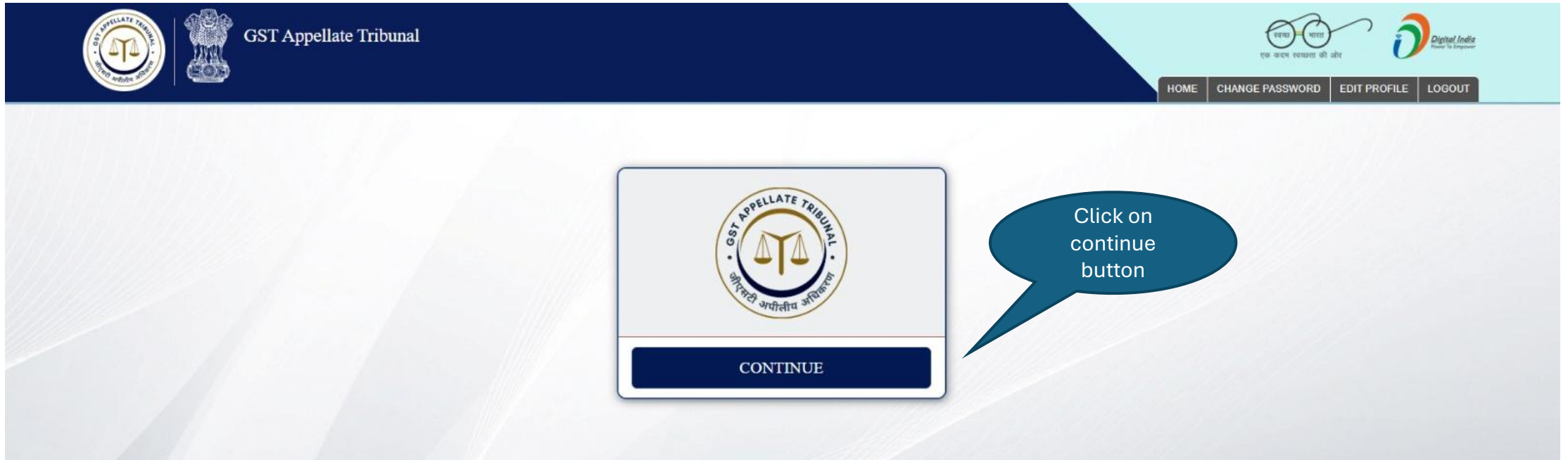
e-filing Workflow: Login

Enter user login details (user id, password) and captcha. Then press the Login button.

The image is a screenshot of the GST Appellate Tribunal website. At the top, there is a dark blue header with the GST Appellate Tribunal logo on the left and navigation links (Home, About Us, Help Center, Contact Us) on the right. Below the header, a large banner area displays the text "Welcome to GST Appellate Tribunal" in a light blue font. A modal window titled "User Login" is centered on the screen. It contains input fields for "GSTAT USER ID", "GSTAT PASSWORD", and a "Captcha" field with an audio icon and a refresh button. Below these fields is a blue "LOGIN" button. At the bottom of the modal, there are links for "Forgot Password" and "Unlock Account". A blue speech bubble with the text "Enter user id, password and captcha" points to the login fields. Another blue speech bubble with the text "Click on log" points to the "LOGIN" button. The bottom of the page features a dark blue footer with four icons and labels: "Cause List" (document icon), "Case Status" (scales icon), "Notice" (megaphone icon), and "Judgement" (gavel icon).

e-filing Workflow: Login

After successful login, click on Continue button.



e-filing Workflow: Disclaimer

To proceed further, user must select the “Click to Agree” checkbox after reading & agreeing the Disclaimer.

The screenshot displays the GST Appellate Tribunal e-filing interface. At the top, the header includes the GST Appellate Tribunal logo, the text "GST Appellate Tribunal", and the "Digital India" logo with the tagline "Power To Empower". Navigation links for HOME, CHANGE PASSWORD, EDIT PROFILE, and LOGOUT are visible. A modal window titled "Want to Continue with GSTAT E-filing" is open, containing a "Disclaimer" section. The disclaimer text states that the user has read the site's instructions and agrees with them, declaring the information in the petition/documents to be true and correct. It also mentions that the user understands that any misrepresentation, falsification, or omission of information in the petition/application or any document used for registration or otherwise submitted/uploaded by them shall be a valid ground for rejection of the petition/application or the document submitted/uploaded apart from any other penalty for perjury. The user further declares that, as an authorized representative, they fulfill the conditions laid down in section 116 of the Central Goods and Services Tax Act, 2017 and that the disqualifications specified therein regarding disqualification are not applicable in their case. Below the disclaimer text is a checkbox labeled "Click to Agree". A "Close" button is located at the bottom of the modal.

Want to Continue with GSTAT E-filing

Disclaimer

I have read the contents of the site and the instructions given thereof as regards registration and e-filing of petitions/documents before the GST Appellate Tribunal and agree with the same. I hereby declare that the information given in the petition/documents are true and correct to the best of my knowledge and belief. I hereby acknowledge and certify that the attachments/enclosures/appendix made along with the petitions/application are true and correct and are valid as per the original documents. I further certify that I have personally or through my counsel/advocate completed the petitions/application and have e-filed the same. I understand that any misrepresentation, falsification or omission of information in the petition /application or any document used for registration or otherwise submitted/uploaded by me shall be a valid ground for rejection of the petition/application or the document submitted/uploaded apart from any other penalty for perjury. I further declare that, as an authorized representative, I fulfil the conditions laid down in section 116 of the Central Goods and Services Tax Act, 2017 and that the disqualifications specified therein regarding disqualification are not applicable in my case.

☐ Click to Agree

Close

User must select the check box of Click to agree to proceed further for e-filing after reading and agreeing the disclaimer.

e-filing Workflow: Disclaimer

Click on Continue button which will be visible after selecting the checkbox.

The screenshot displays the GST Appellate Tribunal e-filing interface. A modal window titled "Want to Continue with GSTAT E-filing" is centered on the screen. Inside the modal, there is a section titled "Disclaimer" with the following text: "I have read the contents of the site and the instructions given thereof as regards registration and e-filing of petitions/documents before the GST Appellate Tribunal and agree with the same. I hereby declare that the information given in the petition/documents are true and correct to the best of my knowledge and belief. I hereby acknowledge and certify that the attachments/enclosures/appendix made along with the petitions/application are true and correct and are valid as per the original documents. I further certify that I have personally or through my counsel/advocate completed the petitions/application and have e-filed the same. I understand that any misrepresentation, falsification or omission of information in the petition /application or any document used for registration or otherwise submitted/uploaded by me shall be a valid ground for rejection of the petition/application or the document submitted/uploaded apart from any other penalty for perjury. I further declare that, as an authorized representative, I fulfil the conditions laid down in section 116 of the Central Goods and Services Tax Act, 2017 and that the disqualifications specified therein regarding disqualification are not applicable in my case." Below the disclaimer text, there is a checkbox labeled "Click to Agree" which is currently checked. At the bottom of the modal, there are two buttons: "Close" and "Continue".

After clicking on the 'Click to Agree' checkbox, the 'Continue' button will appear.

Disclaimer

I have read the contents of the site and the instructions given thereof as regards registration and e-filing of petitions/documents before the GST Appellate Tribunal and agree with the same. I hereby declare that the information given in the petition/documents are true and correct to the best of my knowledge and belief. I hereby acknowledge and certify that the attachments/enclosures/appendix made along with the petitions/application are true and correct and are valid as per the original documents. I further certify that I have personally or through my counsel/advocate completed the petitions/application and have e-filed the same. I understand that any misrepresentation, falsification or omission of information in the petition /application or any document used for registration or otherwise submitted/uploaded by me shall be a valid ground for rejection of the petition/application or the document submitted/uploaded apart from any other penalty for perjury. I further declare that, as an authorized representative, I fulfil the conditions laid down in section 116 of the Central Goods and Services Tax Act, 2017 and that the disqualifications specified therein regarding disqualification are not applicable in my case.

☒ Click to Agree

Close Continue



Support & Resources Portal Access

- For assistance or queries, please utilize the 'Help', 'FAQ', or 'Contact Us' sections available on the GSTAT e-Filing portal.
- Utilize the "Forgot User ID / Password" and "Unlock Account" features on the login page, if needed.

Goods and Services Tax Appellate Tribunal (GSTAT), Government of India