



**OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS & SERVICE TAX,  
N-5, TOWN CENTRE, CIDCO, AURANGABAD.**

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F.No. VGN(30)27/ST/Gr-8/Restructuring-ST /HQ/11-12  
Aurangabad, 18/04/2012

**TRADE NOTICE NO03/2012  
(3/ST/2012Dated 18.04.2012)**

**Sub: Re-organization of the work relating to Service Tax – Reg.**

Kind Attention of the trade, industry and Service Tax payers is invited to the Administrative Office No. 01/STC/2012 dtd. --/--/2012 issued to create an exclusive Service Tax Cell at Hdqrs. of the Commissionerate Office by consolidating the work of Hdqrs. and Service Tax Cell of Div. I, II & III, Aurangabad.

For the convenience of the trade, industry, Service Tax payers and smooth working an exclusive Service Tax Cell by consolidating of work of Hdqrs. and Service Tax Cell of Division I, II & III, Aurangabad for the Service Tax work is re-organized. The Superintendents in charge of the newly created groups are hereby nominated as registration authority for issuing of the Service Tax Registration for single premises as well as Centralised Registration in the territorial jurisdiction of Aurangabad Div. I, II & III,.

The newly reorganized Service Tax Cell, Aurangabad covering the territorial jurisdiction of Aurangabad Div. I, II & III, the work distribution would be based on the first alphabet of

the name of the assessee. The Superintendents in charge of the newly created groups are hereby nominated as registration authority for issuing of the Service Tax Registration for single premises as well as Centralised Registration under ACES.

The group wise allocation alphabetical is given here below,

Sr. No.	Name of the Group	Location code for ACES	Alphabetical Distribution of Assessee
1	Group – I	131101	Assessee name starting from alphabet A,B
2	Group – II	131102	Assessee name starting from alphabet –C,D,E,F,GA to GI
3	Group – III	131103	Assessee name starting from alphabet -GJ to GZ,,H,I,J &K.
4	Group – IV	131104	Assessee name starting from alphabet -L,M & N.
5	Group – V	131105	Assessee name starting from alphabet -O, P,Q & R
6	Group – VI	131106	Assessee name starting from alphabet - SA to SI
7	Group – VII	131107	Assessee name starting from alphabet -SJ to SZ, T to Z.
8	Group – VIII	131108	SIV Cell

The Service Tax Cell at Hdqrs. Aurangabad is made responsible for issuance of service tax registration, allotment of Service Tax code No., amendment and addition in the existing registration for the assessee of Div. I, II & III, Aurangabad / adjudication of cases of the service providers falling within the jurisdiction of Div. I, II & III, Aurangabad. Hence forth the assessee falling within the jurisdiction of Div. I, II & III, Aurangabad would be required to approach the Service Tax Cell for filing the ST-3 returns & other Service Tax related work. All other service provider of Ahmednagar & Nanded Division of Aurangabad Commissionerate will file their ST-3 returns to their respective Divisions/Ranges as was done earlier. The present system of Service Tax work administration by the outlying divisions i.e. Ahmednagar & Nanded will continue as at present.

The Service Tax survey will be conducted by the respective Range & Service Tax Cell in their Jurisdiction.

Any doubts, queries, guidance required should be brought to immediate notice of Assistant Commissioner (Service Tax) and Additional/Joint Commissioner (Service Tax).

All the trade association, chamber of commerce, Trade & Service Tax payers are requested to bring the contents of this Trade Notice into the kind notice of their members, in case of any difficulty the assessee may contact the respective in charge group Superintendents and Superintendent In charge Computer Hdqrs on telephone No.0240-24888269,0240-2485849,and0240-2484975 extn no. 328,326,327,224,277 and 275.

This is issued with the approval of the Commissioner of Central Excise & Customs, Aurangabad,

Sd/-

**(S.P.Mishra )**  
**Addl. Commissioner**  
**Customs, Central Excise & Service Tax,**  
**Aurangabad.**

Copy to :

- 1) The Chief Commissioner of Customs, Central Excise & Service Tax, Nagpur
- 2) To concerned officers
- 3) Master file
- 4) Office copy
- 5) Notice Board