

Schedule I Articles 1-4 - Debt, Administration, Adoption and Affidavit

Classify each instrument by legal substance, State schedule, exemptions, market value and composite-document rules before quoting duty.

Chapter in 2 Minutes

Classify the instrument and controlling State/UT first. Duty follows legal substance, statutory value, current Schedule, amendments and authorised payment method. Preserve a transaction-date source and evidence pack.

Controlled provision map

Provision	Subject	Status
Art. 1	Acknowledgment of debt	State rate/source required
Art. 2	Administration bond	State rate/source required
Art. 3	Adoption-deed	State rate/source required
Art. 4	Affidavit	State rate/source required

Implementation and example

The transaction team uses an online rate table without checking the underlying State Act, amendment, Gazette, surcharge and portal validity. The source pack must identify the legal instrument and effective date.

Core controls

1. Classify instrument, State and transaction. 2. Verify rate, market value, exemption and linked documents. 3. Approve duty calculation and lawful payment. 4. Execute and preserve certificate. 5. Manage adjudication, cure, refund and limitation.

Evidence checklist

Official source pack; classification memo; value working; authority; final instrument; e-stamp/franking proof; registration/filing; impounding/refund/appeal record; tax and accounting reconciliation.

Legal-use note

Exact State rate and procedure are not uniform. Verify signed Gazette and transaction-date law.