

For Private Circulation only

Damania & Varaiya
Chartered Accountants



GST ALERT XVIII

PROFORMA AS PER GST RULES

For your information, we have attached Proforma, as per GST rules, of following:

Damania & Varaiya

14/2, Mahalaxmi Industrial Estate,
Dainik Shivner Marg,
Lower Parel, Mumbai – 400 013.
Branch-Pune



For any queries email at consult@dnvca.com

Date: 28th June, 2017

Goods and Services Tax

Proforma Invoices as per GST Rules

- 1] Invoice
- 2] Export Invoice
- 3] Bill of Supply
- 4] Receipt Voucher
- 5] Payment Voucher
- 6] Refund Voucher
- 7] Debit Note
- 8] Credit Note

ABC & Co.

Registered Address

GSTIN:

TAX INVOICE

Original for Receipt
Duplicate for Supplier/Transporter
Triplicate for Supplier

Reverse Charge : No
Invoice No. : ABC/17-18/00001
Invoice Date : 01-July-2017
State : MAH
State Code : 27
Transportation Mode :
Vehicle Number :
Date of Supply :
Place of Supply : Maharashtra

Details of Receiver Billed to:		Details of Consignee Shipped to:	
Name : ABCD Enterprises Private Limited	Address : Address of the Customer	Name : PQRS	Address :
GSTIN	State : MAH State Code : 27	GSTIN :	State : MAH State Code : 27

Sr. No.	Name of Product / Service	HSN ACS	UOM	Qty	Rate	Amount	Less: Discount	Taxable Value	CGST		SGST		IGST		Total
									Rate	Amount	Rate	Amount	Rate	Amount	
1	Products	111111		1	1,50,000	1,50,000	-	1,50,000	9.00%	13,500	9.00%	13,500	0.00%	-	1,77,000
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
Total :				1		1,50,000	-	1,50,000		13,500		13,500		-	1,77,000

Total Invoice Amount in Words: Rupees One lakh Seventy Seven Thousand Only	Total Amount Before Tax :	1,50,000
	Add : CGST	13,500
	Add : SGST	13,500
	Add : IGST	-
	Tax Amount : GST	27,000
: Bank Details :	Total Amount After Tax :	1,77,000

• Bank Account Number : [[Account Number]]
• Bank Branch IFSC : [[IFSCCODE]]

: Terms and Conditions :

GST Payable on Reverse Charge : N.A.

Certified that the particulars given above are true and correct.

For, ABC & Co.

ABC & Co.

Registered Address

GSTIN:

EXPORT INVOICE

Original for Recipient
 Duplicate for Supplier/Transporter
 Triplicate for Supplier

Supply Meant for Export Under Bond or Letter of Undertaking without Payment of Integrated Tax (IGST)

Reverse Charge : No	Transportation Mode :
Invoice No. : ABC/1718/E00001	Vehicle Number :
Invoice Date : 01-July-2017	Date of Supply :
State : MAH	Place of Supply :
State Code : 27	

Details of Receiver | Billed to:

Details of Consignee | Shipped to:

Name : ABCD Enterprises Private Limited	Name : Name
Address : Address of the Customer	Address : Address
Country :	Country :

Sr. No.	Name of Product / Service	HSN ACS	UOM	Qty	Rate	Amount	Less: Discount	Taxable Value	CGST		SGST		IGST		Total
									Rate	Amount	Rate	Amount	Rate	Amount	
1	Products	111111		1	1,50,000	1,50,000	-	1,50,000	0.00%	-	0.00%	-	0.00%	-	1,50,000
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
Total :				1		1,50,000	-	1,50,000		-		-		-	1,50,000

Total Invoice Amount in Words:

Rupees One lakh Fifty Thousand Only

: Bank Details :

- Bank Account Number : [[Account Number]]
- Bank Branch IFSC : [[IFSCCODE]]

: Terms and Conditions :

Total Amount Before Tax	:	1,50,000
Add : CGST	:	-
Add : SGST	:	-
Add : IGST	:	-
Tax Amount : GST	:	-
Total Amount After Tax	:	1,50,000

GST Payable on Reverse Charge : N.A.

Certified that the particulars given above are true and correct.

For, ABC & Co.

(Common Seal)

Authorised Signatory

[E&OE]

ABC & Co.

Registered Address

GSTIN:

Bill of Supply

Serial Number : ABC/17-18/00000

State :

Date of Issue :

State Code : 27

Details of Receiver | Billed to:

Name :

Address :

GSTIN/UIN :

State :

State Code : 27

Details of 1Consignee | Shipped to:

Name :

Address :

GSTIN/UIN :

State :

State Code : 27

Sr. No.	Description of Product / Service	HSN ACS	UOM	Qty	Rate	Amount	Less: Discount	Value of Supply
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
Total :				-		-	-	-

Total Invoice Amount in Words:

: Bank Details :

• Bank Account Number : [[Account Number]]

• Bank Branch IFSC : [[IFSCCODE]]

: Terms and Conditions :

Certified that the particulars given above are true and correct.

For, ABC & Co.

(Common Seal)

Authorised Signatory

[E&OE]

ABC & Co.

Registered Address

GSTIN:

RECEIPT VOUCHER

Details of Receiver				Reverse Charge	
Name	:			:	
Address	:			Voucher Number	:
GSTIN/UID	:			Voucher Date	:
State	:			Place of Supply	:
		State Code	:	State	:
		27		State Code	:
				27	

Description of Product / Service	HSN ACS	Taxable Value	CGST		SGST		IGST		Advance Received (Rs.)
			Rate	Amount	Rate	Amount	Rate	Amount	

Certified that the particulars given above are true and correct. For, ABC & Co. Authorised Signatory		Total Amount Before Tax	:	-
		Add : CGST	:	-
		Add : SGST	:	-
		Add : IGST	:	-
		Tax Amount : GST	:	-
		Total Amount After Tax	:	-
		GST Payable on Reverse Charge	:	-

Common Seal

[E&OE]

ABC & Co.

Registered Address

GSTIN:

PAYMENT VOUCHER

Details of Supplier		Voucher Number :	
Name :		Voucher Date :	
Address :		Place of Supply :	
GSTIN/UN :		State :	
State :	State Code : 27	State Code :	27

Description of Product / Service	HSN ACS	Taxable Value	CGST		SGST		IGST		Amount Paid (Rs.)
			Rate	Amount	Rate	Amount	Rate	Amount	

Advance Paid [in Words]:

Certified that the particulars given above are true and correct. For, ABC & Co. Authorised Signatory	Common Seal	Total Amount Before Tax :	-
		Add : CGST :	-
		Add : SGST :	-
		Add : IGST :	-
		Tax Amount : GST :	-
		Total Amount After Tax :	-

[E&OE]

ABC & Co.

Registered Address

GSTIN:

REFUND VOUCHER

Details of Receiver

Name :	Reverse Charge :	No
Address :	Voucher Number :	
GSTIN/UIN :	Voucher Date :	
State :	State Code :	27
		Against Receipt No. :

Description of Product / Service	HSN ACS	Taxable Value	CGST		SGST		IGST		Amount Refunded (Rs.)
			Rate	Amount	Rate	Amount	Rate	Amount	

Amount Refunded [in Words]:

Certified that the particulars given above are true and correct. For, ABC & Co. Authorised Signatory	Common Seal	Total Amount Before Tax :	-
		Add : CGST	-
		Add : SGST	-
		Add : IGST	-
		Tax Amount : GST	-
		Total Amount After Tax	-
		GST Payable on Reverse Charge :	-

[E&OE]

ABC & Co.

Registered Address

GSTIN:

Debit Note

Document No. :		Against Invoice / Bill of Supply	
Date of Issue :		Against Invoice / Bill of Supply No. :	
State :	State Code : 27	Date of Invoice / Bill of Supply :	

Details of Receiver Billed to:				Details of Consignee Shipped to:			
Name :		Name :					
Address :		Address :					
GSTIN :		GSTIN :					
State :	State Code : 27	State :	State Code : 27				

Sr. No.	Name of Product / Service	HSN	UOM	Qty	Rate	Amount	Less:	Taxable	CGST		SGST		IGST		Total														
		ACS					Discount	Value	Rate	Amount	Rate	Amount	Rate	Amount															
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15																													
Total :																-	-	-	-	-	-	-	-	-	-	-	-	-	-

Total Invoice Amount in Words:	Total Amount Before Tax :	-
	Add : CGST	-
	Add : SGST	-
	Add : IGST	-
	Tax Amount : GST	-
	Total Amount After Tax	-

: Bank Details :
• Bank Account Number : [[Account No.]]
• Bank Branch IFSC : [IFSCCODE]

: Terms and Conditions :

Certified that the particulars given above are true and correct.
For, ABC & Co.

Authorised Signatory

(Common Seal)

ABC & Co.

Registered Address

GSTIN:

Credit Note REVISED INVOICE

Document No. :		Against Invoice / Bill of Supply	
Date of Issue :		Against Invoice / Bill of Supply No. :	
State :	State Code : 27	Date of Invoice / Bill of Supply :	

Details of Receiver Billed to:		Details of Consignee Shipped to:	
Name :		Name :	
Address :		Address :	
GSTIN :		GSTIN :	
State :	State Code : 27	State :	State Code :

Sr. No.	Name of Product / Service	HSN ACS	UOM	Qty	Rate	Amount	Less: Discount	Taxable Value	CGST		SGST		IGST		Total															
									Rate	Amount	Rate	Amount	Rate	Amount																
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15																														
Total :																-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Total Invoice Amount in Words:	Total Amount Before Tax :	-
	Add : CGST	-
	Add : SGST	-
	Add : IGST	-
	Tax Amount : GST	-
	Total Amount After Tax	-

: Bank Details :
• Bank Account Number : [[Account No.]]
• Bank Branch IFSC : [IFSCCODE]

: Terms and Conditions :

Certified that the particulars given above are true and correct.

For, ABC & Co.

(Common Seal)

Authorised Signatory