

TAX INVOICE

Logo

LOGO (IF ANY)

Company Name

Address 1

[mailid \(if any\) & Phone](#)

[website \(if any\)](#)

GSTIN:

Date of Invoice

Serial no. of Invoice:

Whether Tax is Payable on Reverse Charge (Yes /NO)

Mode of Transport : By Road

Veh.No :

Date & Time of Supply

Place OF Supply:

Details of Receiver (Billed to)

Name:

Address :

State:

State Code :

GSTIN/Unique ID:

Details of Consignee (Shipped to)

Name:

Address :

State:

State Code :

GSTIN/Unique ID:

S.No	Description of Goods	HSN Code for Goods / SAC for Services	Qty	unit	Rate	Total Value of Supply	Discount / Abatement	Taxable value of Supply	CGST		SGST		IGST		Total Amount
									Rate	Amount	Rate	Amount	Rate	Amount	
						0.00	0.00	0.00		0.00		0.00		0.00	0.00
TOTAL						0	0	0.00		0.00		0.00		0.00	0.00

Total 0.00

Invoice Total (In Words) :

Invoice Total

Certified that the Particulars given above are true and correct

Electronic Reference Number :

TERMS OF SALE

- 1) Goods once sold will not be taken back or exchanged
- 2) Seller is not responsible for any loss or damaged of goods in transit
- 3) Buyer undertakes to submit prescribed ST declaration to sender on demand. Disputes if any will be subject to seller court jurisdiction

For Company Name

Authorised Signatory

PREPARED BY www.casohrabhjindal.com

EXPORT INVOICE

Supply meant for Export on Payment of Integrated Tax / Supply meant for Export under Bond OR Letter of Undertaking without Payment of Integrated Tax

Logo

LOGO (IF ANY)

Company Name

Address 1

[mailid \(if any\) & Phone](#)

[website \(if any\)](#)

GSTIN:

Date of Invoice

Serial no. of Invoice:

Whether Tax is Payable on Reverse Charge (Yes /NO)

Mode of Transport : By Road

Date & Time of Supply

Place OF Supply:

Details of Receiver (Billed to)

Name:

Address :

Destination Country Name

Details of Consignee (Shipped to)

Name:

Address :

Destination Country Name

S.No	Description of Goods	HSN Code for Goods / SAC for Services	Qty	unit	Rate	Total Value of Supply	Discount / Abatement	Taxable value of Supply	CGST		SGST		IGST		Total Amount
									Rate	Amount	Rate	Amount	Rate	Amount	
						0.00	0.00	0.00		0.00		0.00		0.00	0.00
TOTAL						0	0	0.00		0.00		0.00		0.00	0.00
									Total						0.00
Invoice Total (In Words) :															
									Invoice Total						0.00

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For Company Name

Authorised Signatory

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Provisions in Brief relating to Invoices, Credit / Debit Notes

- 1- **Tax Invoice for Goods**- will be in Triplicate – (marked as Original for Recipient, Duplicate for Transporter, Triplicate for Supplier) - Having Unique Numbers- to be issued on or before the removal of goods for recipient of goods. – In special circumstances it can be issued after the removal of goods.
- 2- **Tax Invoice for Services** – will be in Duplicate – (marked as Original for Recipient, Duplicate for Supplier) - Having Unique Numbers - to be issued within 30 days from the date of supply of services.
 - **Not required to issue Tax Invoice if the value of supply (Goods or Services or both) is less than Rs.200/-**
 - **Not required to issue Tax Invoice if the Recipient is not a Registered Person and the Recipient does not require such Invoice, then issue a consolidated tax invoice at the end of each day for all the supplies during the day.**
- 3- **Bill of Supply**- To be issued by Composition Dealers, and in case of Exempted Goods / Services Supply
- 4- **Invoice for Export**- Shall contain either “ Supply meant for Export on Payment of IGST” OR “Supply meant for Export under Bond or Letter of undertaking without payment of IGST”
- 5- **Receipt Voucher**- In case of Advance Receipt.
- 6- **Delivery Challan**- in Triplicate- for goods sent on Job work / transportation of goods for other than supply- If goods transported on the basis of delivery challan then details of such movement to be given in Waybill
- 7- **Invoicing for goods sent on Approval Basis**- to be issued before or at the time of supply or within 6 months from the date of removal which ever is earlier.
- 8- **Invoicing for goods transportation in knocked down condition**-
- 9- **Invoice Issued by Goods Transport Agency**-

10- Ticket issued by Passenger Transport is Tax Invoice

11- Invoice to be issued against goods / Services received from the Unregistered Suppliers by the Registered Suppliers. (Reverse Charge)

12- The Serial Numbers of the Invoice issued during a tax period shall be furnished electronically in Form GSTR-1

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