

# Goods and Services Tax

## Proforma 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

| Contributed by |

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Excuse Consultancy Private Limited

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504, Shikhar Building,  
Netaji Marg, Nr. Vadilal House,  
Navrangpura, Ahmedabad - 380009  
Mobile: +91-9712973465 | gaurang@gstcontrol.com

# Excuse Consultancy Private Limited

504, Shikhar Building, Nr. Vadilal House, Netaji Marg  
Navrangpure, Ahmedabad, Gujarat, India, Pin - 380009.  
GSTIN: XXXXXXXXXXXXXXXX

INVOICE												Original for Receipt			
												Duplicate for Supplier/Transporter			
												Triplicate for Supplier			
Reverse Charge : Invoice No. : ECPL/17-18/00000 Invoice Date : State : Gujarat						Transportation Mode : Vehicle Number : Date of Supply : Place of Supply :									
State Code : 24															
Details of Receiver   Billed to:						Details of Consignee   Shipped to:									
Name : Address : GSTIN : State : State Code :						Name : Address : GSTIN : State : State Code :									
Sr. No.	Name of Product / Service	HSN ACS	UOM	Qty	Rate	Amount	Less: Discount	Taxable Value	CGST Rate	CGST Amount	SGST Rate	SGST Amount	IGST Rate	IGST Amount	Total
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
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 Number]]]															
• Bank Branch IFSC : [[[IFSCCODE]]]															
: Terms and Conditions :															
						(Common Seal)									
												Authorised Signatory			
												[ E&OE ]			

# Excuse Consultancy Private Limited

504, Shikhar Building, Nr. Vadilal House, Netaji Marg  
Navrangpure, Ahmedabad, Gujarat, India, Pin - 380009.  
GSTIN: XXXXXXXXXXXXXXXX

INVOICE														Original for Receipt			
														Duplicate for Supplier/Transporter			
														Triplicate for Supplier			
Reverse Charge : No							Transportation Mode :										
Invoice No. : E C P L /17-18/00001							Vehicle Number :										
Invoice Date : 01-July-2017							Date of Supply :										
State : Gujarat							State Code : 24		Place of Supply : Gujarat								
Details of Receiver   Billed to:							Details of Consignee   Shipped to:										
Name : ABCD Enterprises Private Limited							Name : PQRS										
Address : Address of the Customer							Address : Ahmedabad										
GSTIN : 24ABCCA1234Z1ZX							GSTIN : 24AAAPP0000Z1ZX										
State : Gujarat							State Code : 24		State Gujarat							State Code : 24	
Sr. No.	Name of Product / Service	HSN ACS	UOM	Qty	Rate	Amount	Less: Discount	Taxable Value	CGST Rate	CGST Amount	SGST Rate	SGST Amount	IGST Rate	IGST Amount	Total		
1	Consultancy	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:									Total Amount Before Tax			1,50,000					
Rupees One lakh Seventy Seven Thousand Only									Add : CGST			13,500					
									Add : SGST			13,500					
									Add : IGST			-					
: Bank Details :																	
• 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, Excuse Consultancy Private Limited											
						Authorised Signatory											
						[ E&OE ]											

Mobile : +91-9712973465

E-Mail : gaurang@gstcontrol.com

# Excuse Consultancy Private Limited

504, Shikhar Building, Nr. Vadilal House, Netaji Marg  
Navrangpure, Ahmedabad, Gujarat, India, Pin - 380009.  
GSTIN: XXXXXXXXXXXXXXXX

EXPORT INVOICE														Original for Receipt	
														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. : E C P L /1718/E00001								Vehicle Number :							
Invoice Date : 01-July-2017								Date of Supply :							
State : Gujarat								State Code : 24		Place of Supply : Gujarat					
Details of Receiver   Billed to:								Details of Consignee   Shipped to:							
Name : ABCD Enterprises Private Limited								Name : PQRS							
Address : Address of the Customer								Address : Ahmedabad							
Country :								Country :							
Sr. No.	Name of Product / Service	HSN ACS	UOM	Qty	Rate	Amount	Less: Discount	Taxable Value	CGST		SGST		IGST		Total
1	Consultancy	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:								Total Amount Before Tax : 1,50,000							
Rupees One lakh Fifty Thousand Only								Add : CGST : -							
								Add : SGST : -							
								Add : IGST : -							
								Tax Amount : GST : -							
: Bank Details :								Total Amount After Tax : 1,50,000							
• Bank Account Number : [[[Account Number]]]								GST Payable on Reverse Charge : N.A.							
• Bank Branch IFSC : [[[IFSCCODE]]]															
: Terms and Conditions :								Certified that the particulars given above are true and correct. For, Excuse Consultancy Private Limited							
								Authorised Signatory							
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Navrangpure, Ahmedabad, Gujarat, India, Pin - 380009.  
GSTIN: XXXXXXXXXXXXXXXX

## Bill of Supply

Serial Number : ECPL/17-18/00000	State : Gujarat
Date of Issue :	State Code : 24

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

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:

<b>: Bank Details :</b> • Bank Account Number : [[[Account Number]]] • Bank Branch IFSC : [[[IFSCCODE]]]	(Common Seal)	Certified that the particulars given above are true and correct. For, Excuse Consultancy Private Limited
<b>: Terms and Conditions :</b>		

[ E&OE ]

# Excuse Consultancy Private Limited

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GSTIN: XXXXXXXXXXXXXXXX

RECEIPT VOUCHER									
Details of Receiver					Reverse Charge :				
Name :					Voucher Number :				
Address :					Voucher Date :				
GSTIN/UIN :					Place of Supply :				
State :					State :				
State Code :					State Code :				
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, Excuse Consultancy Private Limited					Total Amount Before Tax : -				
Authorized Signatory					Add : CGST : -				
					Add : SGST : -				
					Add : IGST : -				
					Tax Amount : GST : -				
					Total Amount After Tax : -				
Common Seal					GST Payable on Reverse Charge : -				
[ E&OE ]									

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# Excuse Consultancy Private Limited

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GSTIN: XXXXXXXXXXXXXXXX

PAYMENT VOUCHER													
Details of Supplier					Voucher Number :								
Name :					Voucher Date :								
Address :					Place of Supply :								
GSTIN/UIN :					State :								
State :					State Code :					State Code :			
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.					Total Amount Before Tax :					-			
For, Excuse Consultancy Private Limited					Add : CGST					:		-	
					Add : SGST					:		-	
					Add : IGST					:		-	
					Tax Amount : GST					:		-	
					Total Amount After Tax					:		-	
Authorised Signatory					Common Seal								
[ E&OE ]													

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GSTIN: XXXXXXXXXXXXXXXX

## Debit Note

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

Details of Receiver   Billed to:	Details of Consignee   Shipped to:
Name :	Name :
Address :	Address :
GSTIN :	GSTIN :
State : <input style="width: 50px;" type="text" value="State Code :"/>	State : <input style="width: 50px;" type="text" value="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	
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
<b>Total :</b>						-	-	-	-	-	-	-	-	-	-

Total Invoice Amount in Words:	Total Amount Before Tax : -
	Add : CGST : -
	Add : SGST : -
	Add : IGST : -
	Tax Amount : GST : -
	<b>Total Amount After Tax : -</b>

**: 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, Excuse Consultancy Private Limited**

(Common Seal) Authorised Signatory

# Excuse Consultancy Private Limited

504, Shikhar Building, Nr. Vadilal House, Netaji Marg  
Navrangpure, Ahmedabad, Gujarat, India, Pin - 380009.  
GSTIN: XXXXXXXXXXXXXXXX

## Credit Note REVISED INVOICE

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

Sr. No.	Name of Product / Service	HSN	UOM	Qty	Rate	Amount	Less: Discount	Taxable Value	CGST Rate	CGST Amount	SGST Rate	SGST Amount	IGST Rate	IGST Amount	Total
1		ACS													
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
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, Excuse Consultancy Private Limited**  
  
 (Common Seal) Authorised Signatory  
[ E&OE ]