

TAX INVOICE

☐ Original for Recipient ☐ Duplicate for Transporter ☐ Triplicate for Supplier

SUPPLIER (SELLER)		INVOICE DETAILS	
Name		Invoice no.	
Address		Place of supply (state and code)	
GSTIN		Invoice date	
State and code		Reverse charge (Y/N)	
Phone		Order ref. and date	
Email		Payment terms	
		e-Way bill no.	

BILL TO (BUYER)		SHIP TO (DELIVERY ADDRESS, IF DIFFERENT)	
Name		Name	
Address		Address	
GSTIN		State and code	
State and code		Contact	
Phone		GSTIN (if any)	

S. no.	Description of goods or services	HSN / SAC	Qty	Unit	Rate (₹)	Discount (₹)	Taxable value (₹)	GST rate	CGST (₹)	SGST (₹)	IGST (₹)	Total (₹)
Total												

Amount in words	Taxable value	
	CGST	
	SGST	
Bank details (bank, account no., IFSC)	IGST	
	Round off	
	Invoice total (₹)	

Declaration: We declare that this invoice shows the actual price of the goods or services described and that all particulars are true and correct.

For _____

Authorised signatory