



REGISTRATION & RETURNS

Goods and Services Tax(GST)

**J B NAGAR STUDY CIRCLE
18 JUNE, 2017**

Ashish Kedia

MANDATORY REGISTRATION

1

Check Schedule V for liability of registration

2

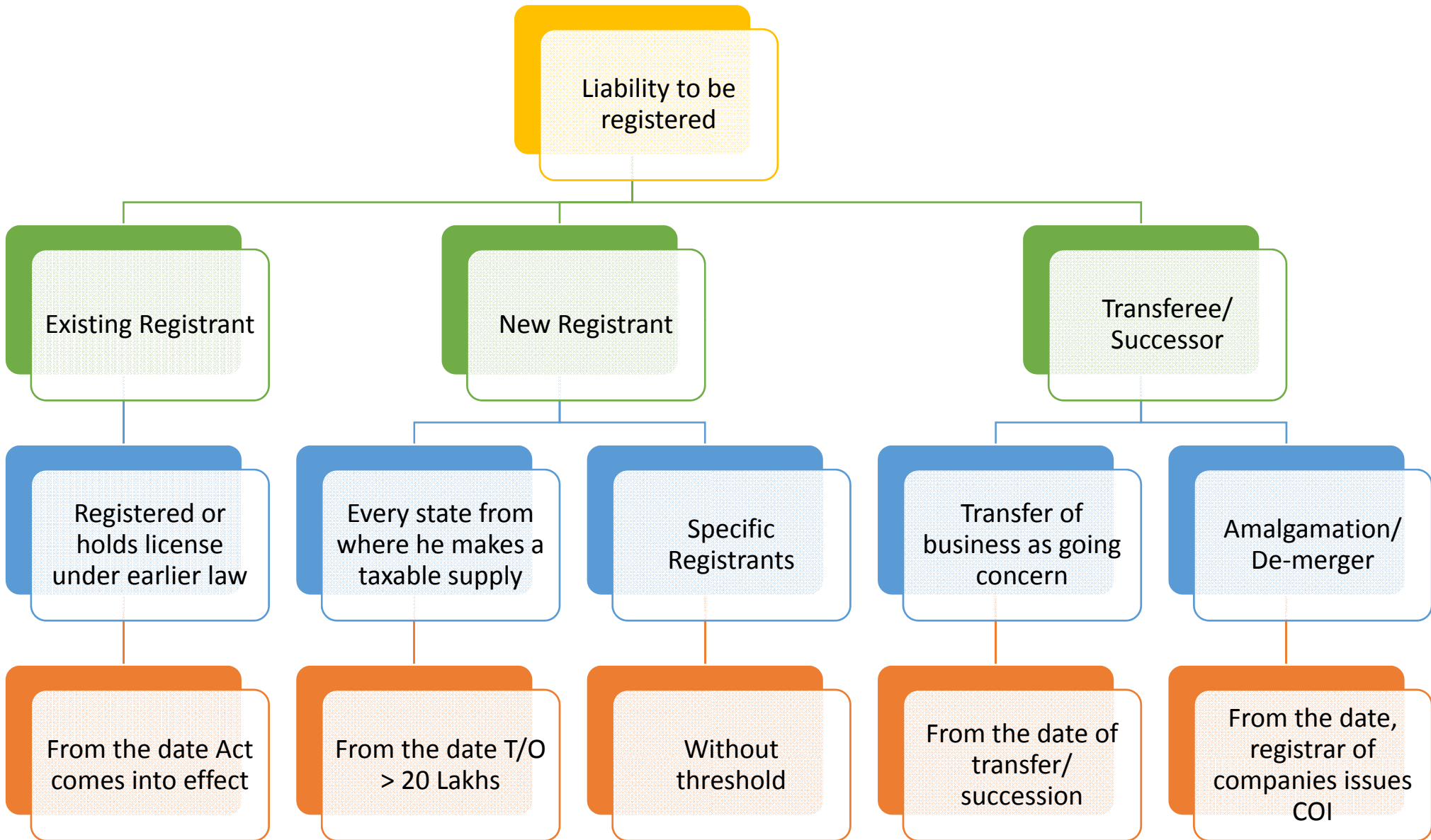
Check the state(s) in which registration should be made

3

Register within 30 days from the date of becoming liable

Distinct Registration no. – Distinct Person

SCHEDULE - V



NEW REGISTRANT

Every supplier liable to be registered in the state(s) he undertakes taxable supply of good and/or services if his aggregate turnover in a FY > 20 Lakhs

Supplier is not a taxable person till aggregate turnover in a FY > 20 Lakhs

Supplier from any NE states including Sikkim then threshold for registration is 10 Lakhs

AGGREGATE TURNOVER

Aggregate Turnover will include and exclude value of following:

Includes	Excludes
All taxable supplies	All non-taxable supplies
All exempt supplies	Taxes under CGST/ SGST/ IGST Act
Export of good/ services	Supplies on which tax is charged under RCM
	Value of Inward supplies

Taxable supplies will include supply carried out on own account as well as made on behalf of all Principals

Supply of goods by principal to jobworker for completing job work will not be considered in T/o of jobworker

LOCATION OF SUPPLIER



Location of
supplier of goods
– Not defined



Location of
supplier of service
means (Section 2
(65))

LOCATION OF SUPPLIER OF SERVICE MEANS

Supply from registered place of business

- Location of **such place of business**

Supply from unregistered place of business, say, fixed establishment

- Location of **fixed establishment**

Supply from more than one establishment (business or fixed establishment)

- Location of the establishment most directly concerned with the provision of supply

Other cases

- Location of usual place of residence of the supplier

Mandatory Registration-Threshold not applicable

Interstate supplies

Casual Taxable person

Persons under RCM

Non resident taxable person

TDS/ TCS deductors

Brokers/ Agents

Vendor on E-commerce platform

E-commerce operator

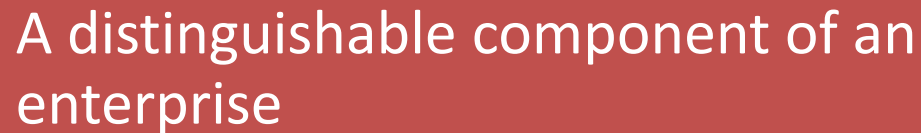
Aggregator/ Online Database

Input service distributor

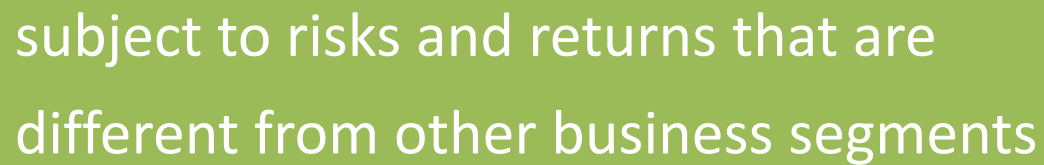


BUSINESS SEGMENT AS 17


A distinguishable component of an enterprise



subject to risks and returns that are different from other business segments



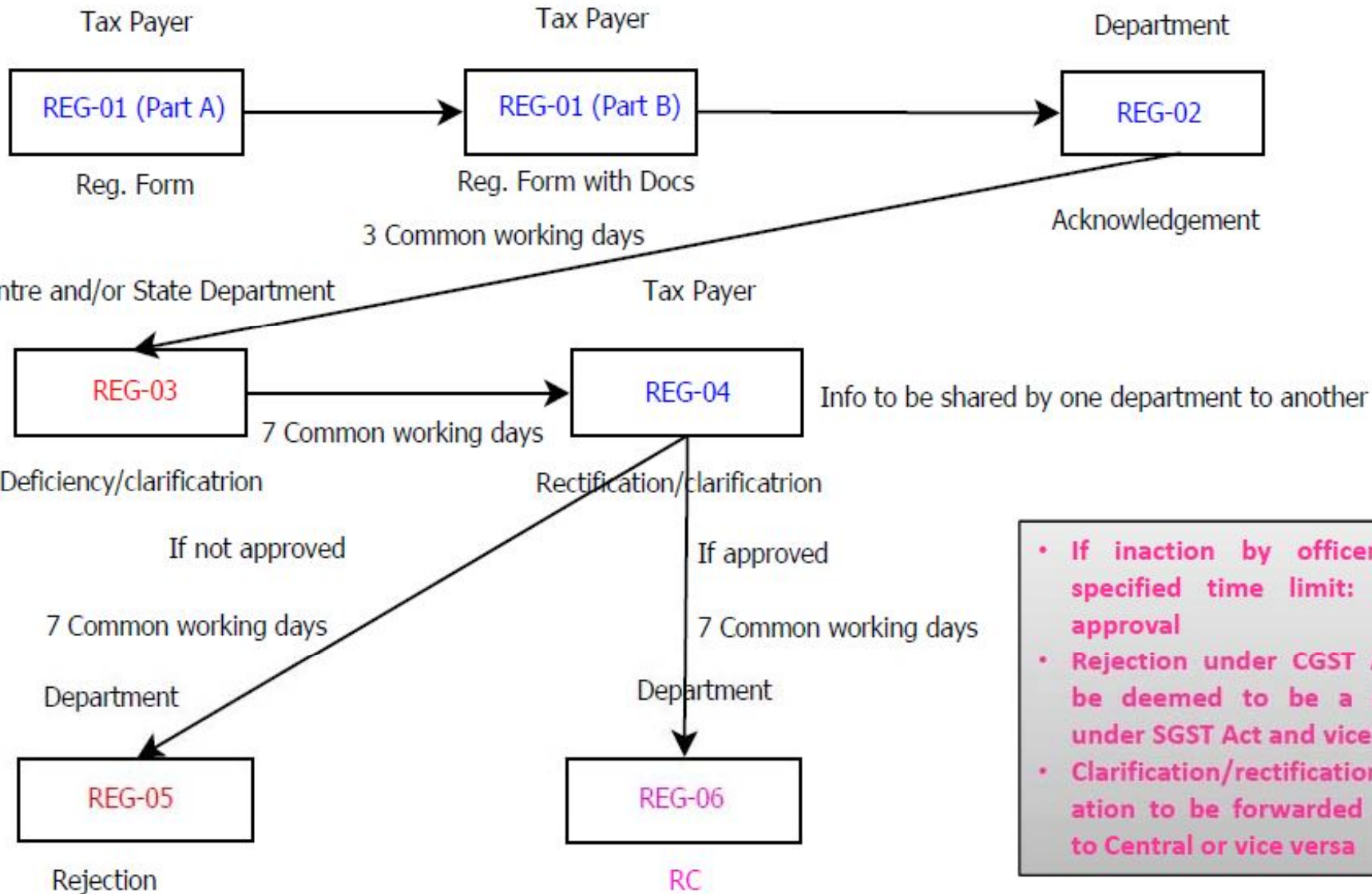
Determining Factors

- Nature of products/ services
 - Nature of production process
 - Type/ class of customers
 - Distribution method for supplies
 - Regulatory environment
- 

VOLUNTARY REGISTRATION (Section 19)

- All provisions of this Act applicable
- Why would one take voluntary registration?
 - For claiming ITC
 - Due to Customer's specific demand
 - To have unbroken chain of GST till the goods/services reach end consumer
 - To pass on the credit-ISD

PROCESS OF REGISTRATION



- If inaction by officer within specified time limit: Deemed approval
- Rejection under CGST Act shall be deemed to be a rejection under SGST Act and vice versa
- Clarification/rectification/information to be forwarded by State to Central or vice versa

GST REG 01 (Part A)



Mobile Number to be verified by OTP

Application Reference Number would be generated

E mail ID to be verified by OTP



PAN to be validated online with CBDT



GST REG 01 (Part B)

Key Details/Information/Documents

PAN

Name as appearing in PAN

- If proprietorship concern – Individual's name

Opted for composition

Casual dealer to provide estimated turnover and estimated liability of GST

Existing registrations including IEC, CIN etc.

- GSTIN also to be mentioned

Details of all bank accounts maintained for conducting business

Details of top 5 goods and/or services

Photo, Passport, Aadhar No., residential address etc. of Partners, Managing Directors, Whole time Directors etc.

Details of authorised signatory with Photo, Passport, Aadhar No., residential address etc.

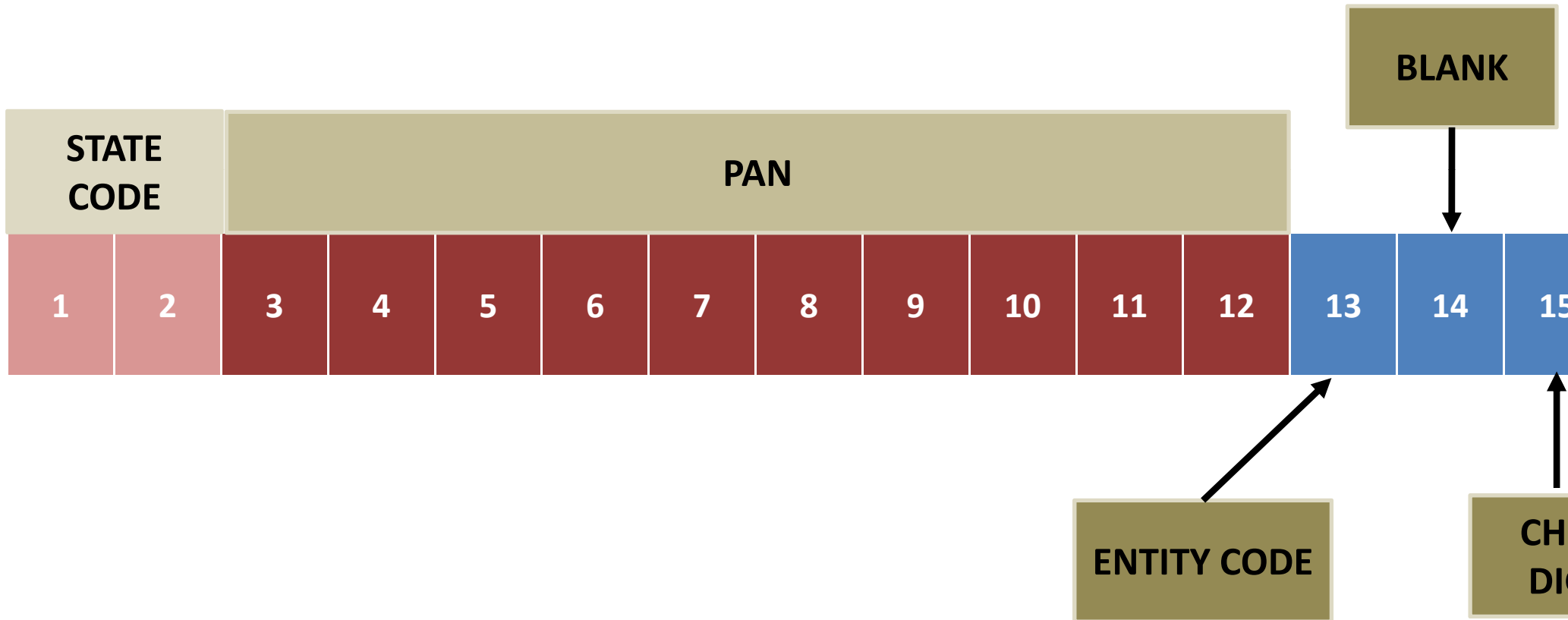
- Optional

State Specific Information

- PTEC, PTRC, State Excise License No.

Consent is to be given to GSTN for obtaining details from UIDA linked to Aadhar

GSTIN (Good and Services Tax Identification Number)



Registration of Casual and Non-Resident Person

Casual and Non Resident taxable persons also have to apply for registration **without availing threshold exemption limit** in Form GST REG – 10 at least 5 days prior to commencement.

Such taxable persons, have to make an **advance deposit of tax** in an amount equivalent to the **estimated tax liability**.

Certificate of Registration would be for **90 days** from the **effective date of registration** and such period may be extended for a further period of 90 days on submission of application with fresh advance deposit.

Meaning of Casual and Non-Resident Person

Casual taxable person means a person who **occasionally undertakes transactions** involving supply of goods / services in the course or furtherance of business whether as principal, agent or in any other capacity, in a taxable territory where he has **no fixed place of business**. [Section 2 (20)]

Non resident taxable person means a taxable person who occasionally undertakes transactions involving supply of goods / services whether as principal or agent or in any other capacity but who has **no fixed place of business in India**. [Section 2 (68)]

Suo Moto Registration (1/2)

During the course of any **survey, inspection, search or inquiry under the Act**, if Officer is of the view that a person is liable to registration and **failed to apply** for such registration, Officer may register such person on a temporary basis and issue an order in **Form GST REG 13**. [Rule 10(1)]

Such registration would be **effective** from the **date of order** of registration.

Such person has **right to file appeal petition** against the Order of grant of temporary registration.

Suo Moto Registration (2/2)

Person to whom temporary registration is granted has to **apply for registration within 30 days** from the date of grant of temporary registration.

Registration Certificate would be effective from the date of Order of registration and **before issuing Certificate, verification would be carried out** in the usual manner as provided in the rules.

Physical Verification of Business Premise

Proper officer is satisfied that

The physical verification of place of business is required post granting registration

He may verify and upload verification report with other documents including photographs

In GST REG-26 on the day following the date of such verification

Amendment of RC

If change relates to name of business, principal place of business, details of partners/directors/CEO etc.

- Amendment application in 15 days in GST REG-11 with documents
- Approval in 15 common working days after verification
- Order in Form GST REG-12
 - Effective from the date of occurrence of event warranting amendment

Other Changes

- Amendment on submission of application in Form GST REG-11
- Change in mobile number and E-mail ID of authorised signatory
 - Online Verification

Change in constitution of business resulting in change of PAN

- Fresh Application

Cancellation of Registration (1/2)

Cancellation by tax payer or Proper Officer

- Proper officer to cancel registration only after issuance of SCN and providing reasonable opportunity of being heard
- Cancellation under CGST Act shall be deemed to be cancellation under SGST Act and vice versa

Reasons for Cancellation

- Discontinuation of business
 - Transfer of business
 - Death of proprietor
 - Amalgamation
 - De-merger
 - Disposal of business
- Change in constitution of business
- No longer liable to be registered

Cancellation of Registration (2/2)

Cancellation possible even from earlier date if

- Contravention of provisions of GST Law
- Composition dealer has not filed returns consecutively for 3 tax periods
- Other dealers – returns not furnished consecutively for 6 months
- Voluntary registration – Business not commenced in 6 months from the date of registration

If registration obtained by fraud, willful mis-statement, suppression of facts

- Cancellation with retrospective effect

ITC

- Pay ITC of inputs in stock, contained in semi-finished or finished goods or output tax, whichever is higher
- Capital goods: Pay after reducing ITC by specific %

Revocation of cancellation in 30 days from the date of service of cancellation order

Registration Forms (1/4)

Form Number	Particulars
GST REG 01	Application for Registration
GST REG 02	Acknowledgement of Application
GST REG 03	Notice for seeking additional information / clarification / documents relating to application for registration / amendment / cancellation
GST REG 04	Application for filing additional information / clarification / documents relating to application for registration / amendment / cancellation
GST REG 05	Order of Rejection of application of Registration
GST REG 06	Registration Certificate
GST REG 07	Application for Registration of Tax Deductor or Tax Collector at Source
GST REG 08	Order of Cancellation of Tax Deductor or Tax Collector at Source

Registration Forms (2/4)

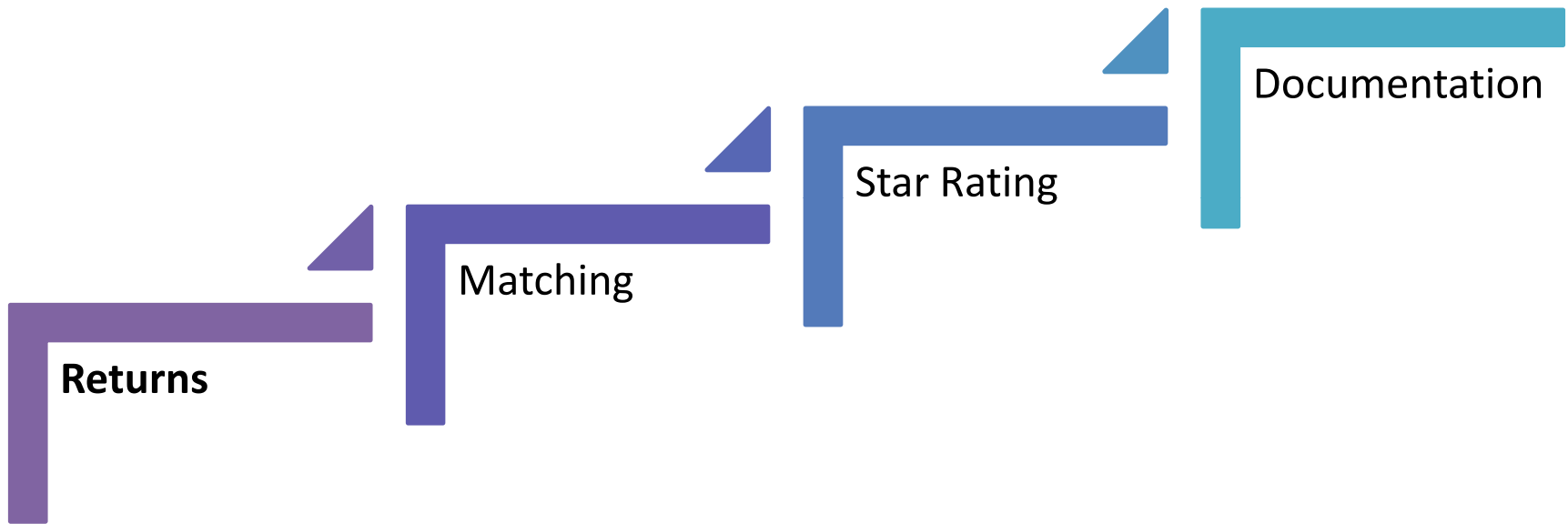
Form No.	Particulars
GST REG 09	Application for allotment of Unique ID to UN Bodies / Embassies etc.
GST REG 10	Application for Registration of Non Resident Taxable Person
GST REG 11	Application for amendment in particulars subsequent to registration
GST REG 12	Order of amendment of existing registration
GST REG 13	Order of allotment of temporary registration / Suo moto registration
GST REG 14	Application for cancellation of COR
GST REG 15	SCN for cancellation of registration
GST REG 16	Order of cancellation of registration
GST REG 17	Application for revocation of cancelled registration

Registration Forms (3/4)

Form No.	Particulars
GST REG 18	Order of approval of application for revocation of cancelled registration
GST REG 19	Notice for seeking clarification / documents relating to application for revocation of cancellation
GST REG 20	Application for enrolment of existing tax payer
GST REG 21	Provisional Registration Certificate to existing tax payer
GST REG 22	Order of Cancellation of provisional certificate
GST REG 23	Intimation of discrepancies in application for Enrolment of Existing Tax payer
GST REG 24	Application for cancellation of registration for the migrated taxpayers not liable for registration

Registration Forms (4/4)

Form No.	Particulars
GST REG 25	Application for extension of registration period by Casual / Non resident taxable person
GST REG 26	Field Visit report



Return of Outward Supplies - GSTR 1 (1/2)

Details of **outward supplies of goods and/ or services** during a tax period – Directly or through FC [Section 37]

Filed by the **10th** of the **following month**. Blocked thereafter- 5 days

Filed in **GSTR-1**. Made available to recipient in GSTR – 2A

Outward supplies include:

- ✓ Zero rated
- ✓ Inter-state
- ✓ Return of goods
- ✓ Exports
- ✓ Dr./ Cr. notes
- ✓ Supplementary invoice

Return of Outward Supplies (2/2)

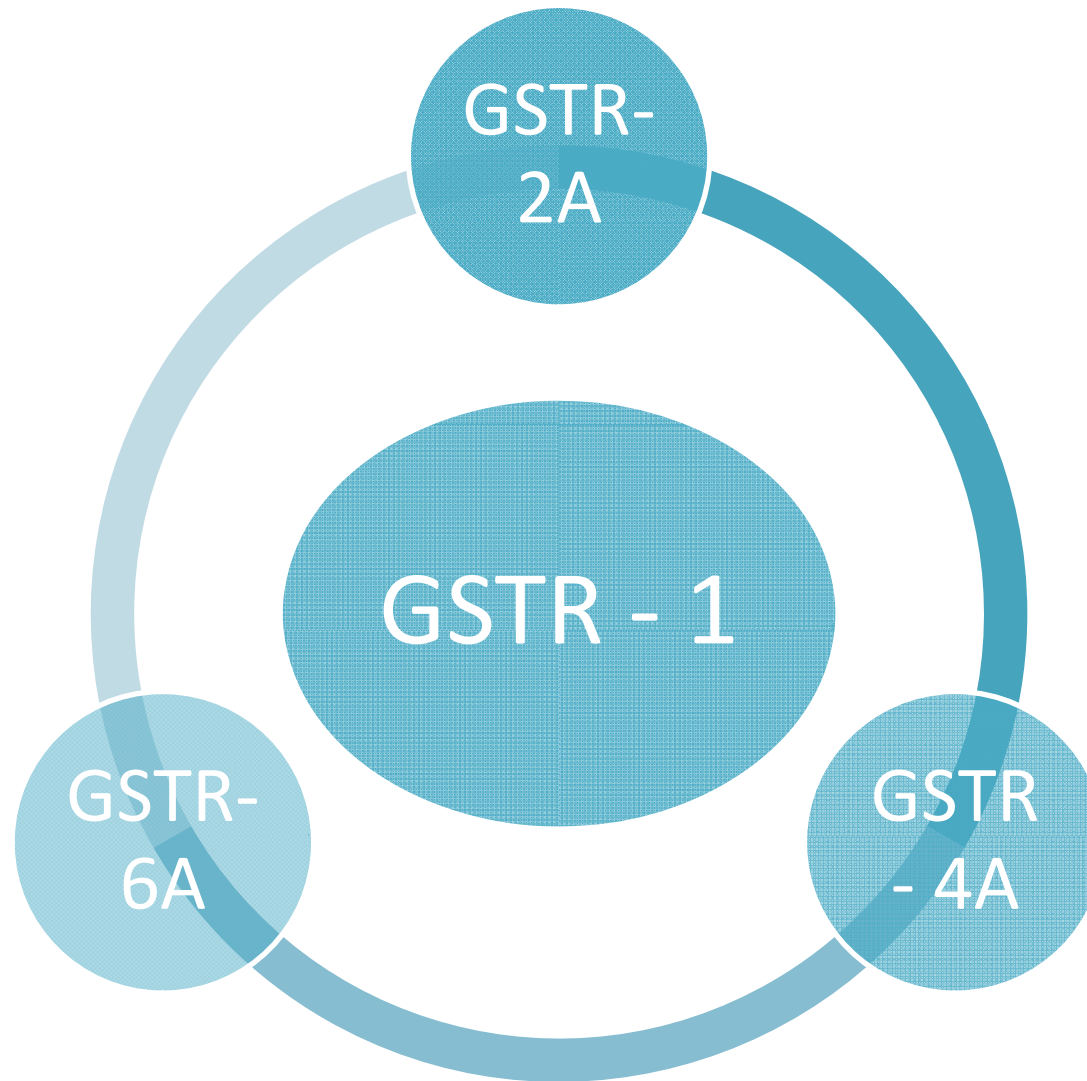
Not applicable to Composition, TDS, TCS and ISD

No revision of “Original” return – Errors/ Omissions whenever discovered will be corrected in the return to be filed of that period

Corrections to be filed on/ before:

- ✓ Filing of Annual return
- ✓ Due date of filing of O/w supplies return for month of September following the end financial year to which the details pertain

GSTR – 1 : Mother of all returns



Return of Outward Supplies – Contents (1/4)

Basic details of the Taxpayer

Gross T/o of Taxpayer in the previous Financial Year

Invoice-level supply information separately for goods and services

- B2B supplies
- **ALL** (exempted/ non-GST) inter-state B2C supplies - invoice level details in respect of every invoice whose value is more than Rs. 2,50,000/-
- Inter state B2C Supply less than 2.5 lac – statewise supply summary, if address on record*

* Address of buyer needs to be mandatorily recorded on invoices above Rs. 50,000/-. Invoice below Rs. 50,000/- where address is not on record will be treated as intra-state supply

Return of Outward Supplies – Contents (2/4)

HSN and Service Accounting Code (SAC)

- ✓ HSN (4 digit)/ SAC mandatory for taxpayers with turnover > 5 crore in preceding F.Y.
- ✓ turnover Rs 1.5 Crores ~ Rs 5 Crores in the preceding financial year – HSN (2 digit) from 2nd year of implementation
- ✓ Composition dealer – may not have to report HSN
- ✓ 8 digit HSN/ SAC mandatory for imports/ export

No need to mention description of goods unless taxpayer T/o < 1.5 crore

SAC will be prefixed with 'S'

Intra state B2C supplies aggregated and reported

Return of Outward Supplies – Contents (3/4)

Details relating to **place of supply** as per Place of Supply rules

Supplies attracting reverse charge

Advances received against future supplies

Taxes paid on **advances for which tax invoices issued** in current period

Supplies **exported** (including deemed exports) with/ without payment of IGST

Revisions in relation to outward supply invoices pertaining to previous tax periods (**Debit/ Credit note**)

Return of Outward Supplies – Contents (4/4)

Separate table for effecting **modifications/correcting errors** in the returns submitted earlier

Separate table for submitting details in relation to **NIL rated, Exempted and Non-GST outward supplies** to registered tax payers and consumers

Return of Inward Supplies – GSTR 2 [Sec. 38]

O/w supply statement validated by recipient = I/w Supply

Modification, additions and deletions allowed to details of outward supplies and Dr/Cr notes

Inward supply contains services on which **tax discharged under reverse charge**

Filed by 15th. Rectification allowed by filing details in subsequent statement (time barring similar to O/w supply)

Recipient **determine quantum of ineligible ITC** - at invoice level or consolidated

Return of Inward Supplies – Components (1/2)

Basic Taxpayer details

Final invoice level supply information relating to goods and services separately

GSTR-1 will **auto populate** GSTR-2

ITC received against **one invoice in one lot** – credit available in the period in which purchase is recorded in books

ITC received against **one invoice in multiple lot** – credit available in the period in which last lot of purchase is recorded in books

Return of Inward Supplies – Components (2/2)

Separate table for:

- ✓ Import of goods, capital goods and services
- ✓ ITC on invoices partial credit of which availed earlier
- ✓ Dr./ Cr. Notes
- ✓ Modification/ correction errors of earlier periods
- ✓ Nil rated, exempt and non GST inward supplies
- ✓ ISD credit
- ✓ TDS credit

Inward supply statement will **auto populate ITC ledger**

Monthly Return – GSTR 3 [Sec. 39]

Return depicting inward and outward supplies, ITC, tax payable and paid and other particulars prescribed

Filed by 20th of the following month (for composition dealers – 18th of month following quarter)

Cannot be furnished if previous return not furnished

If tax payable not paid by the last day of filing - return defective

Nil return mandatory

Late fee – Rs. 100/ day (Maximum Rs. 5,000)

Monthly Return – Components (1/2)

Turnover Details - Gross Turnover, Export Turnover, Exempted Turnover, Nil Rated Turnover, Non GST Turnover and Net Taxable Turnover

Aggregate I/w and O/w supply auto populated

TDS credit received and credited to cash ledger

Tax liability under CGST, SGST, IGST and Additional Tax

Cr./ Dr. notes

Other liabilities (i.e. Interest, Penalty, Fee, others etc)

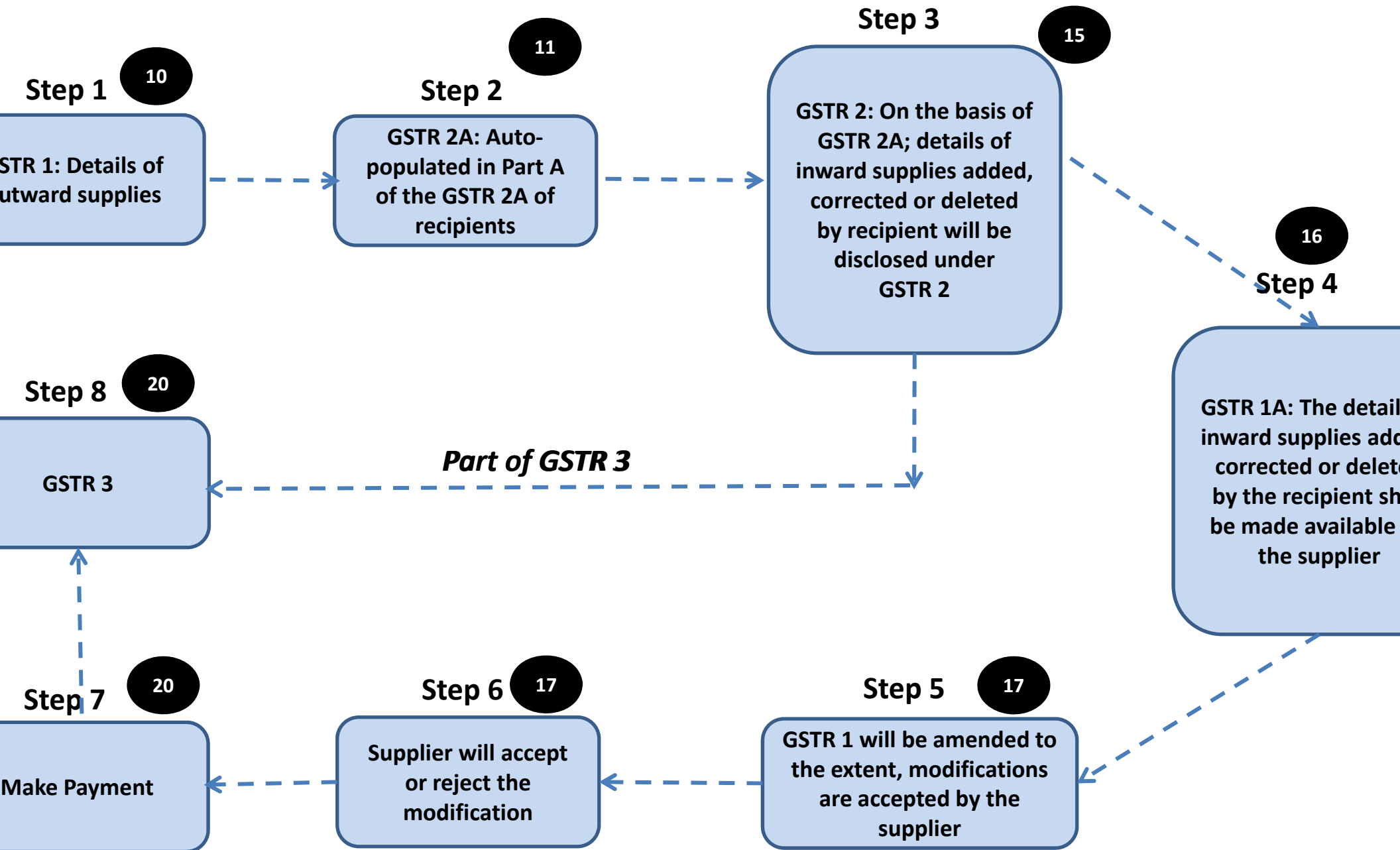
Monthly Return – Components (2/2)

Information about ITC ledger, Cash ledger and Liability ledger – auto populated

Payment of tax, penalty, fees under various tax heads , - auto populated from the debit entry in Credit/Cash ledger

Form will display all bank A/c and taxpayer can select one for credit of refund

Quantitative details not reported in GSTR-3 but reported in Annual return



Other Returns

First return (GSTR-10)

Transaction to be reported	Consideration involved
Outward supplies	From date of liability to register till the date when registration is granted

Annual return (GSTR-9 / 9A)

- ✓ Filed by 31st December
- ✓ ISD, TDS deductor, casual taxable person and Non resident not liable
- ✓ If taxpayer liable to audit u/s 42(4), attach annual audited accounts and Reco. Statement GSTR-9B
- ✓ Late fee – Rs. 100/ day (max. 0.25% of turnover)

Other Returns

TDS return – Filed by 10th in GSTR- 7

ISD return – Filed by the 13th in GSTR-6

Final return (GSTR 10)

- ✓ Three months of date of cancellation or date of cancellation order, whichever is later
- ✓ Details of closing balance - stock, input services, cap. Goods.
- ✓ Tax payable on closing stock – Higher of ITC availed or closing stock

Returns Applicability

Regular registered person*

- GSTR – 1
- GSTR – 2
- GSTR – 3
- GSTR – 9

*Multiple registrations – Multiple returns

Composition

- GSTR – 4
- GSTR – 9

Casual Taxable/ NR person

- GSTR - 5

ISD

- GSTR - 6

Return Forms (1/2)

Form No.	Content	Due Date
GSTR – 1	Outward Supplies	10 th of following month
GSTR – 1A	Outward Supplies as added, corrected or deleted by recipient	Made available after submission by recipient in GSTR- 2 or GSTR-4
GSTR – 2	Inward Supplies	15 th of following month
GSTR – 2A	Inward Supplies made available to recipient	Made available after due date of GSTR-1 filed by supplier <i>Part B – ISD details</i> <i>Part C – TDS deducted</i> <i>Part D – TCS (E-commerce operator)</i>
GSTR – 3	Final Monthly return	20 th of following month
GSTR – 3A	Notice to defaulter	After due date of filing return
GSTR – 4	Compounding dealer	18th following the quarter
GSTR – 4A	Inward supplies made available to recipient under composition	Made available after submission by supplier in GSTR-1

Return Forms (2/2)

Form No.	Content	Due Date
GSTR – 5	Non-resident foreign taxable person	20th of next month/quarter or 7 days from the date of completion of registration period, whichever is earlier
GSTR – 6A	Inward Supplies made available to ISD recipient	Made available after submission by supplier in GSTR-1
GSTR – 7	TDS Return	10 th of following month by Deductor of TDS

Technological Edge

9344124

23rd March 2017

KanTech Solutions

 COMMENTS

 DELETE INVOICE

 Save

Uploaded

Invoice Type B2B  Amended Invoice Amount Rs 10,44,000

My GSTIN 33BBBCC09

Supplier Name

KanTech Solutions

Invoice ID

CLR0000619

Invoice Date

12/02/2017

Supplier GSTIN

AA000A1Z5

Place of Supply

Karnataka - KA 

Amended Invoice ID

CLR0000619 

Amended Invoice Date

12/02/2017

Item Details				Qty	Value	Discount	Taxable Value	Tax	
Description	Type	HSN/SAC	Unit Price					CGST	SGST
Malaya Face Cream	G	3451.11.12	32	10,000	3,20,000	30,000	2,90,000	11% (39,700)	9% (26,100)
Malaya Face Cream	G	3451.11.12	32	10,000	3,20,000	30,000	2,90,000	11% (39,700)	9% (26,100)
Malaya Face Cream	G	3451.11.12	32	10,000	3,20,000	30,000	2,90,000	11% (39,700)	9% (26,100)
TOTALS					Total Value 6,60,000	Total Discount 60,000	Total Taxable Value 5,70,000	Total CGST 95,700	Total SGST 78,300

Business realities will make manual reconciliation difficult

$$\mathbf{x\ 100\ x\ 10\ x\ 4\ =\ 1,20,000}$$

INVOICES
EACH

Line
items

Things
to be
checke

ENTRIES PER MONTH
TO BE MATCHED



Accept/reject each invoice

d



Multi-state vendor communication



Tele-calling for vendor follow-ups



Closure

Upload

<p>Advance Payment suggestion Reduce Tax liability by linking 6 Invoices to payments filed earlier.</p> <p>6 Invoices</p>	<p>Reverse charge ✓ 15 Invoices with items under reverse charge do not have reverse charge applied. Verify Now</p> <p>VERIFY NOW 15 invoices</p>	<p>Place of supply 12 Invoices got Place of supply different from Customer's Billing or Shipping State.</p> <p>VERIFY NOW 12 invoices</p>	<p>Amendment validation 5 Invoices have been modified after they were accepted by buyer. These can not be filed as amendments so please change to Credit Debit Note.</p> <p>CHANGE NOW 5 invoices</p>	<p>B2B amendment 8 Invoices which were not reconciled and not reconciled classified as B2B a</p>
---	--	---	---	---

Invoice type ▼	Match type ▼	Filing filter ▼						Item view <input checked="" type="checkbox"/>
----------------	--------------	-----------------	--	--	--	--	--	---

Total Transactions	Total Matches	Total Unmatches	Total IGST	Total SGST	Total CGST	Total Value
12,432	4,856	7,576	Rs. 20,45,000	Rs. 20,45,000	Rs. 20,45,000	Rs. 20,45,000

INVOICE ID ▼	VENDOR ▼	GSTIN ▼	DATE ▼	TAXABLE AMT ▼	TOTAL TAX ▼	TOTAL AMT ▼	STATUS
CLR00456	Prabavati Traders Private Limited	KS34778PQ223	23/10/2016	1,23,68,000.56	23,445.89	1,22,487.45	Upload
CLR00456	Kantech Solutions Private Limited	KS34778PQ223	23/10/2016	1,23,68,000.56	23,445.89	1,22,487.45	Unload

Purchase Reconciliation

Matching Invoices

Total Invoices	Matching %	No of Vendors	
25,000	82%	25	You can accept all the matching invoices at once
SEE INVOICE DETAILS			ACCEPT ALL ✓

Mismatching Invoices

Total Invoices	Matching %	No of Vendors	
2,500	10%	3	
2,100 Invoices have minor rounding errors These invoices have a difference in tax value less than ₹5. We recommend accepting the counter party value. ACCEPT VENDOR'S VALUE			
Or you can manually verify these as well VERIFY MANUALLY			
240 Invoices have different serial numbers Everything except the serial numbers are matching in these invoices. Most likely a data entry issue. VERIFY DOWNLOAD REPORT			

Reconciliation - Validation step

System intelligently groups matching and mismatching invoices which makes it easy to reconcile

Courtesy -

Invoice No.	CLR-0009	GSTIN	KA345PQ35	Place of supply	Bangalore Mangalore <input type="button" value="↑"/>	Invoice Date	23/05/2017
Total Taxable Value	Rs. 45,000.00 Rs. 46,000.00 <input type="button" value="↑"/>	Total CGST	Rs. 89,433.67	Total SGST	Rs. 44,211.45 Rs. 44,322.67 <input type="button" value="↑"/>	Total Value	Rs. 99,455.67

Line Items

Sl. No.	Item Description	HSN.	Qty.	Rate/Item	Discount	Taxable Val.	SGST	CGST	Total
	Dove soap 100x3 gms	111.45.67	2	23,456	24,333.23	1,500.67	23,455.90	13,456.23	45,676.34
	Dove soap 100x3 gms	111.45.67	2	22,455 <input type="button" value="↑"/>	23,333.23 <input type="button" value="↑"/>	1,500.67	23,455.90	13,456.23	45,676.34
	Dove soap 100x3 gms	111.45.67	2	23,456	24,333.23	1,500.67	23,455.90	13,456.23	45,676.34
	Dove soap 100x3 gms	111.45.67	2	22,455 <input type="button" value="↑"/>	23,333.23 <input type="button" value="↑"/>	1,500.67	23,455.90	13,456.23	45,676.34
	Dove soap 100x3 gms	111.45.67	2	23,456	24,333.23	1,500.67	23,455.90	13,456.23	45,676.34
	Dove soap 100x3 gms	111.45.67	2	22,455 <input type="button" value="↑"/>	23,333.23 <input type="button" value="↑"/>	1,500.67	23,455.90	13,456.23	45,676.34

SHOW MATCHED LINE ITEMS

There are 15 mismatches remaining in this invoice

Accept vendor values

Accept my values

THANK YOU!!

Every ending is just a new beginning