# GST IN TALLY.ERP9

# (RELEASE - 6)

## (BETA VERSION)

Note :- This help document is specifically provided for JB Nagar Study circle for educational purpose only. Since Release 6 Tally.ERP9 is yet in Beta Stage actual screen and functioning could differ.



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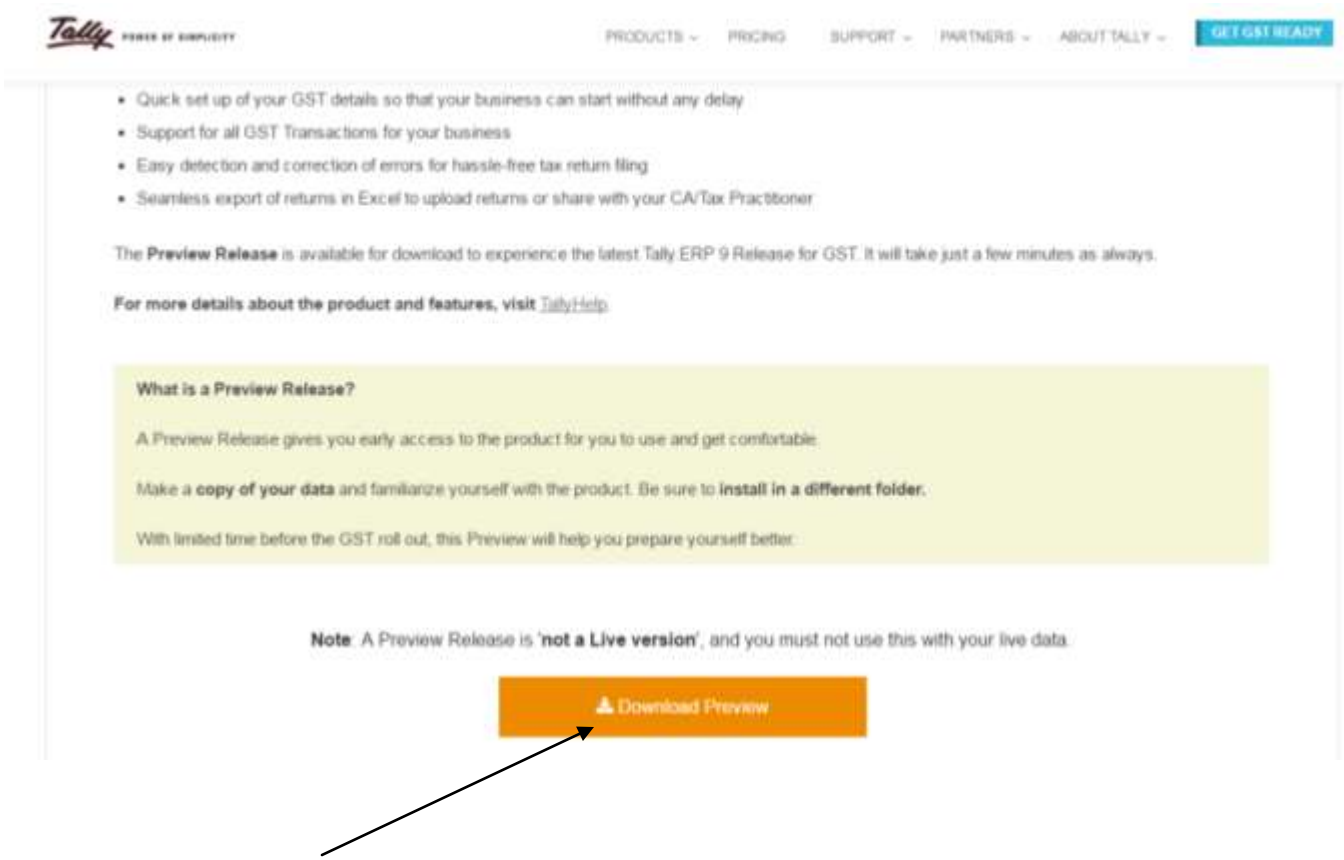
Download Beta version Of Release 6 from [https://tallysolutions.com/gst-preview-release/](https://tallysolutions.com/gst-preview-release/)




Click on Download Preview



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Run the downloaded setup as administrator and click on Install.



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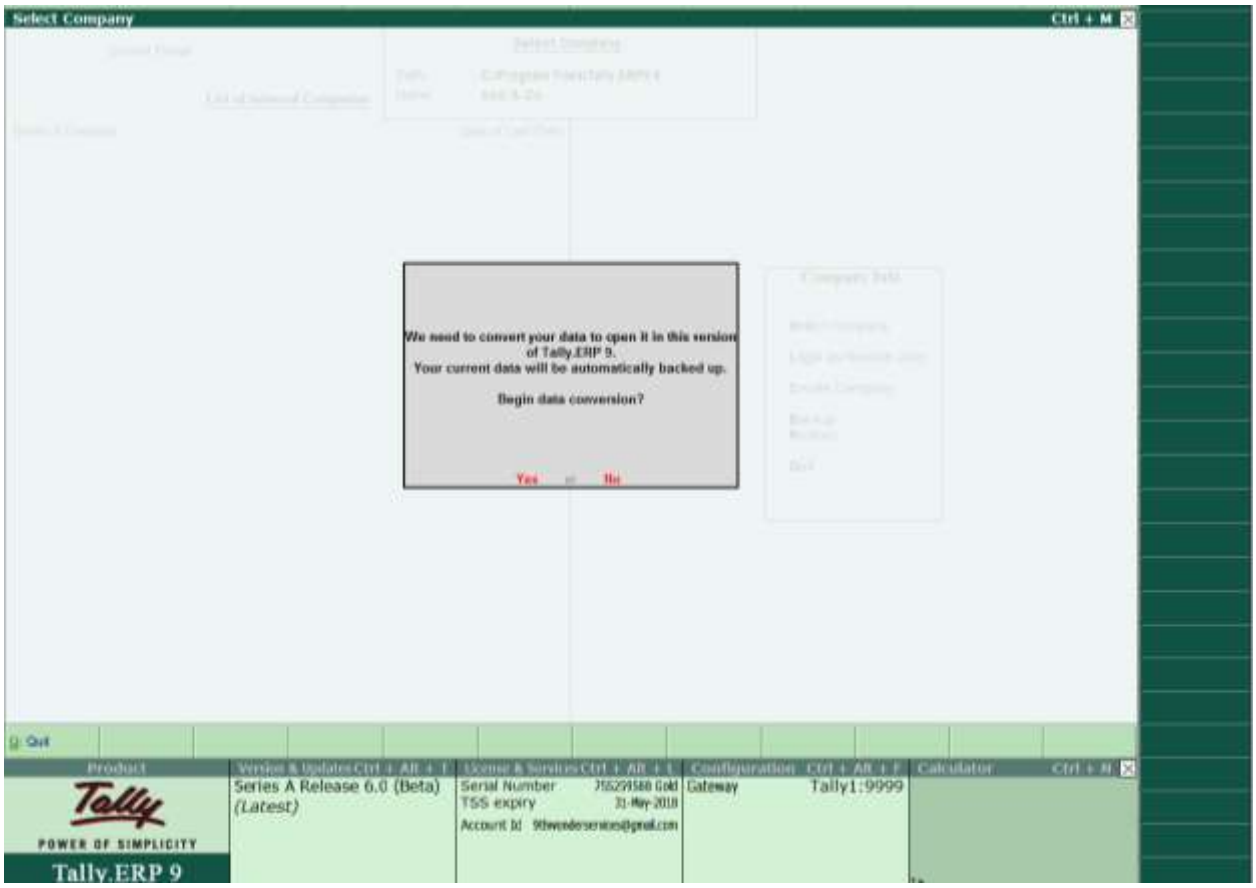


When user will open his Release 5 data in Release 6, the above message will appear. Click on yes to migrate the data



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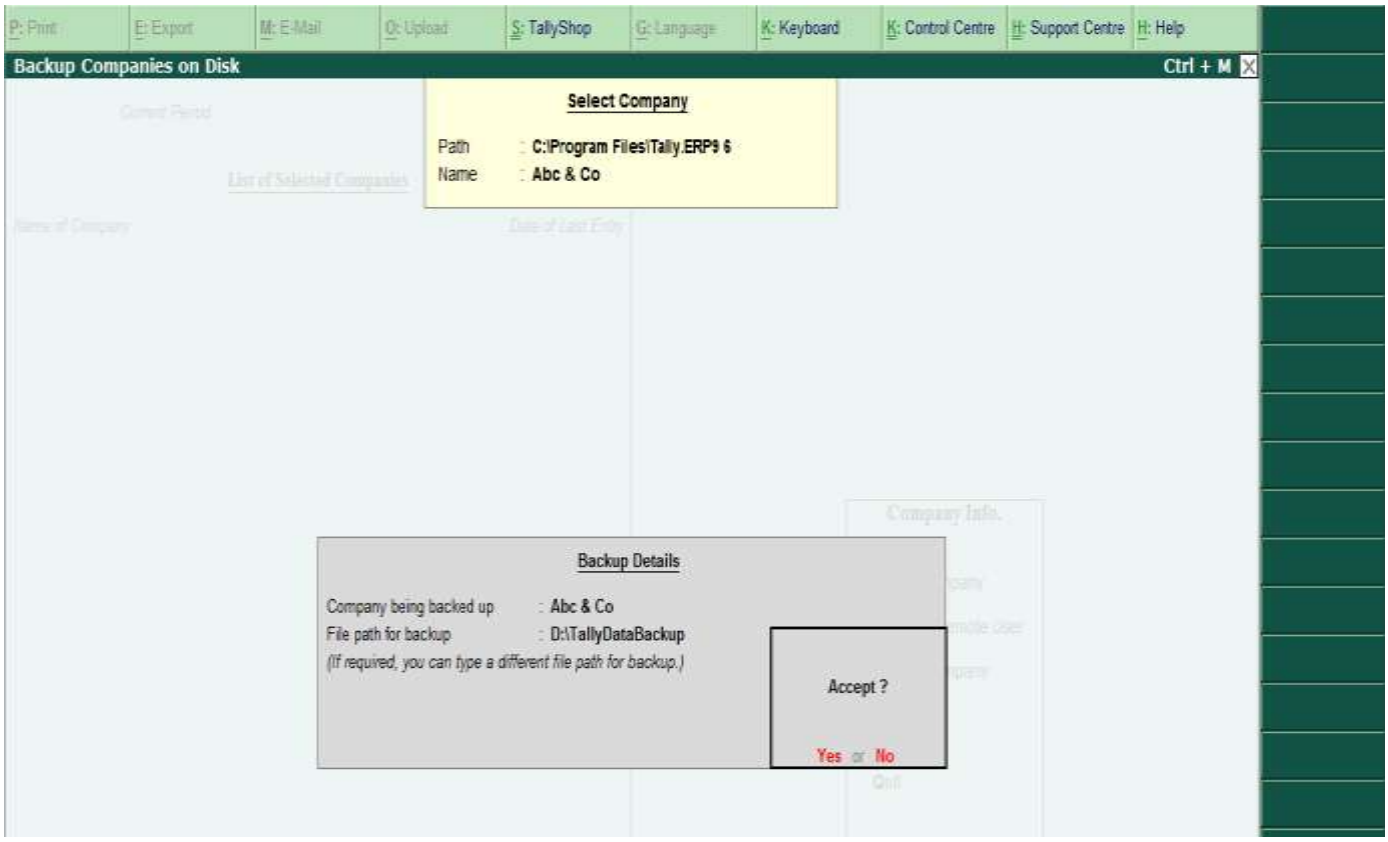


Give the File Path for Backup and Accept.



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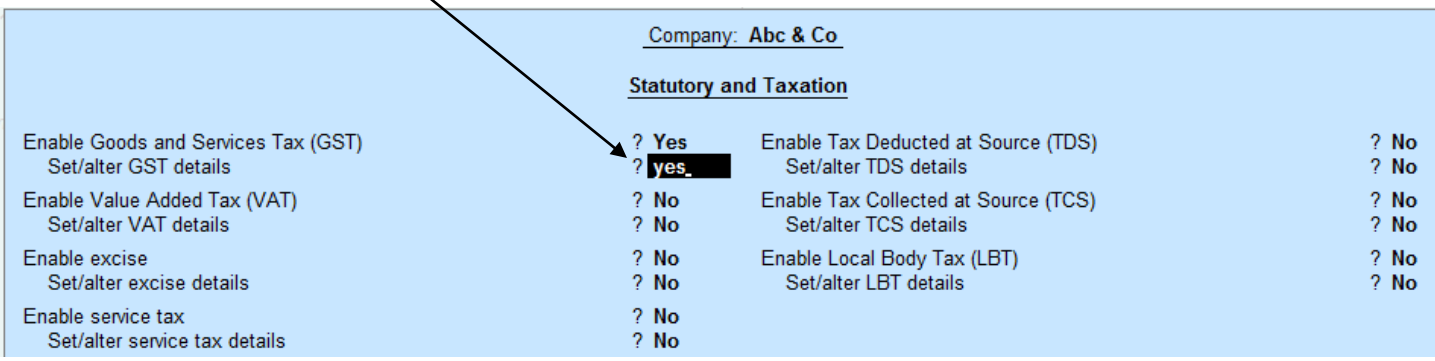
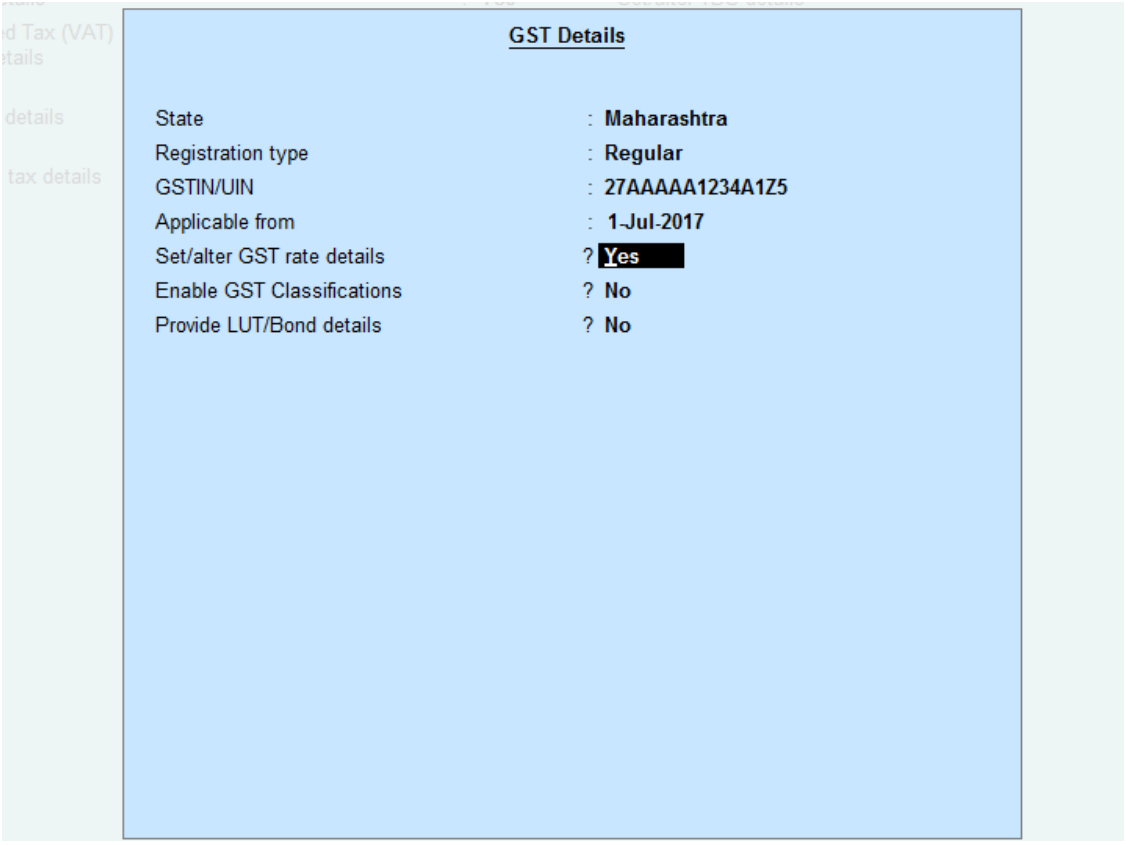
# To applicable GST in your Company

Go to Gateway of Tally -> F11 -> Statutory and Taxation -> Set alter GST details to “Yes”




The below screen will appear. Select your State -> enter your GST number -> set applicable from as 1-jul-2017 -> If You have to set tax rate on company wise ( i.e. you have same tax rate on all products ) then set/alter GST rate details as yes



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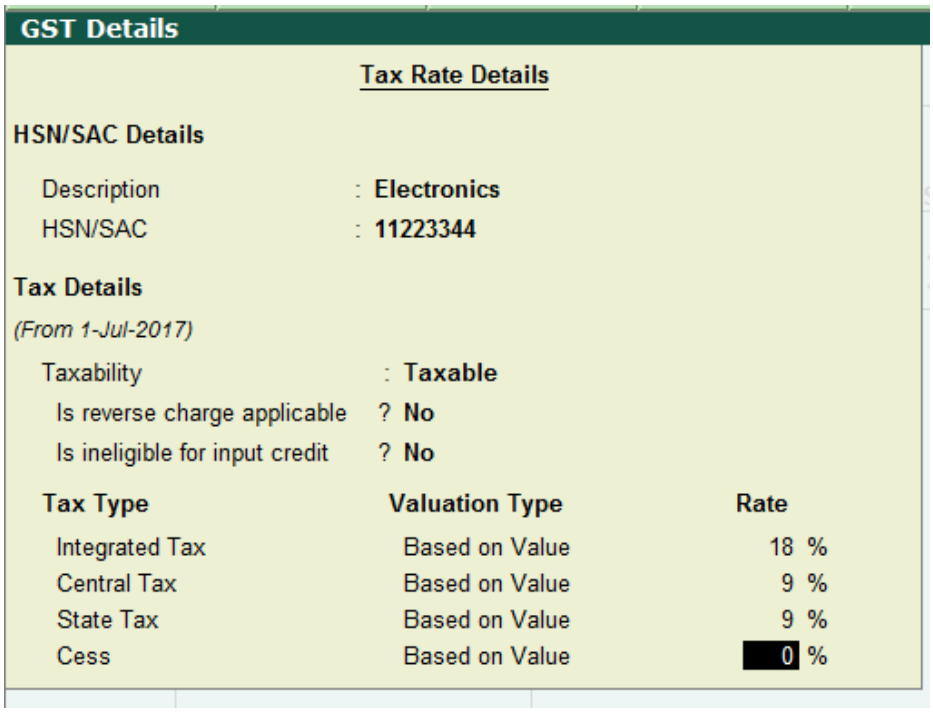
The below screen will appear.




Set Description of your company -> Set HSN number -> Set Taxability as "Taxable" -> Set your Tax Rate in front of Integrated Tax -> Central Tax and State Tax will automatically get calculated.



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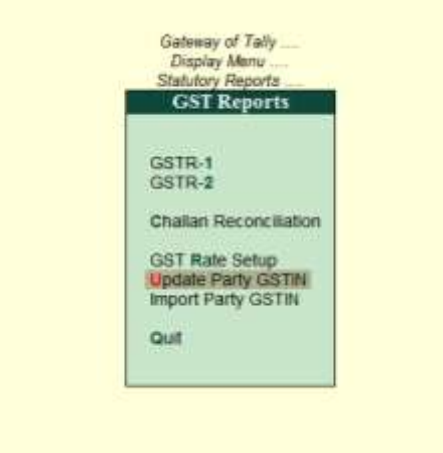
# *Updating Party GSTIN/UIN*




Quickly update the GSTIN/UIN details for your parties group-wise from the Update Party GSTIN/UIN report. You can also provide this at the individual party ledger level. Use the Import Party GSTIN tool to import GSTINs for several parties in one shot.

## To update party GSTIN or UIN

1. Go to Gateway of Tally > Display > Statutory Reports > GST > Update Party GSTIN/UIN.
2. Select the group and ledger for which you want to update the GSTIN/UIN.
3. In the Update Party GSTIN/UIN screen, enter the GSTIN/UIN number for each party.

Click F5 to toggle between Show All and Show Pending.

Show All: Lists all the parties.

Show Pending: Lists the parties with missing details, such as country, state, registration type, or GSTIN/UIN.

Once you have updated the GSTIN/UIN for your parties, you can print the GSTIN details in your invoices for filing returns.



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# Import Party GSTIN

The Import Party GSTIN add-on helps you update GSTIN details of all parties at once from Microsoft Excel. It is very useful if you have the GSTIN information of all parties outside Tally.ERP 9 and want to import the information to update the party ledgers in Tally.ERP 9.

Note: You need to export existing party information to MS Excel using Update Party GSTIN, and use this MS Excel file to fill in the GSTINs that you want to import.

## To install the Import Party GSTIN add-on

1. Download the Import Party GSTIN add-on from the Add-ons section https://tallysolutions.com/gst-preview-release/#GSTIN-addon
2. In Tally.ERP 9, click F12: Configure > Product & Features > F4: Manage Local TDLs.
3. In the TDL Configuration screen, set the option Load TDL files on startup to Yes.
4. Specify the name of the add-on with the folder path containing the add-on in the field List of TDL files to preload on startup.
5. Press Enter to save.

Import Party GSTIN appears under GST Reports.

## To import party GSTIN details

1. Go to Display > Statutory Reports > GST > Update Party GSTIN.
2. Select All Items in the Name of Group and Name of Ledger fields in Select Group screen and press Enter. The Update Party GSTIN/UIN screen lists all parties without a GSTIN.
3. Click Export to export the information in excel format.
4. Open the exported file, specify GSTIN details for the parties, and save the file.
5. In Tally.ERP 9, go to Display > Statutory Reports > GST > Import Party GSTIN.
6. Specify the name of the MS Excel file to be imported with the path in the field Name of the file to be imported (Excel).
7. Specify the name of the sheet containing information in MS Excel file in the field Sheet name.



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8. Press Enter to import.

When the import is completed, the MS Excel file opens and displays the message Data imported successfully.

Note: Ensure the party names are not altered in the MS Excel file exported from Tally.ERP 9. Also, the name of Country, State and Registration Type specified in the MS Excel file must match the spellings given in Tally.ERP 9.

## To correct errors in the imported data

1. Open the MS Excel file and check for a sheet called Errors. If this sheet is there, it means that some data was incorrect for some parties and has not been imported into Tally.ERP 9.
2. Check and make necessary corrections in the Errors sheet. Save the file.
3. Import the file again, and specify the sheet name as Errors. The corrected information is imported this time.



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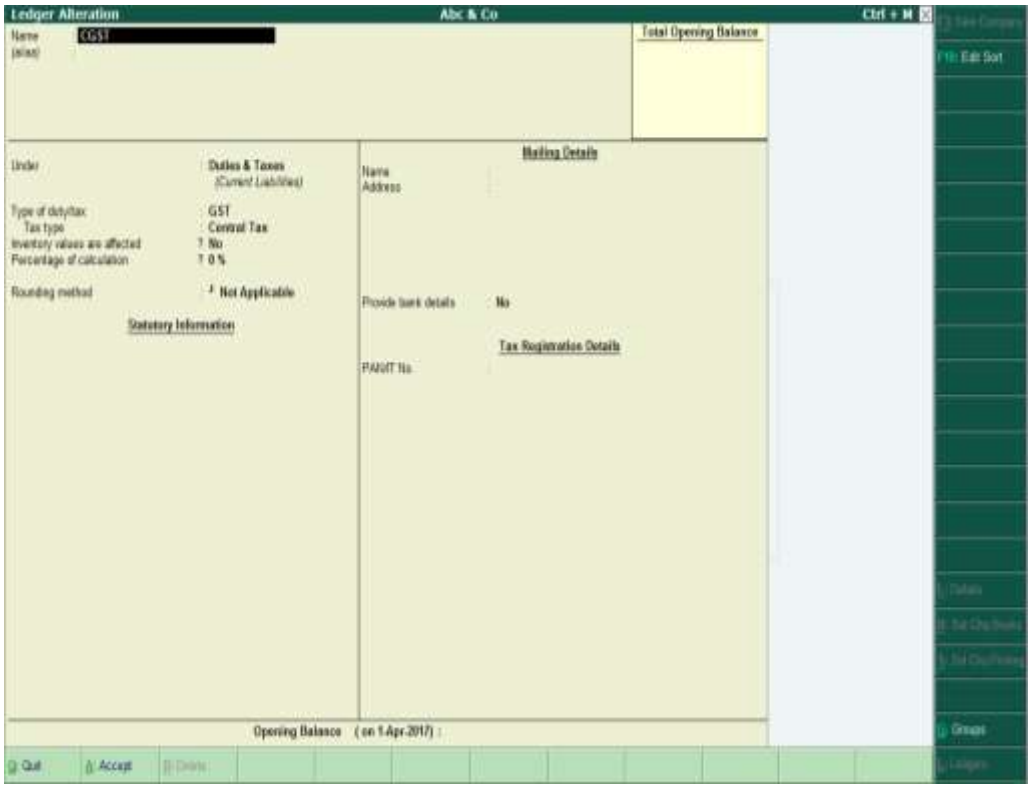
# Ledger Creation Screen of CGST



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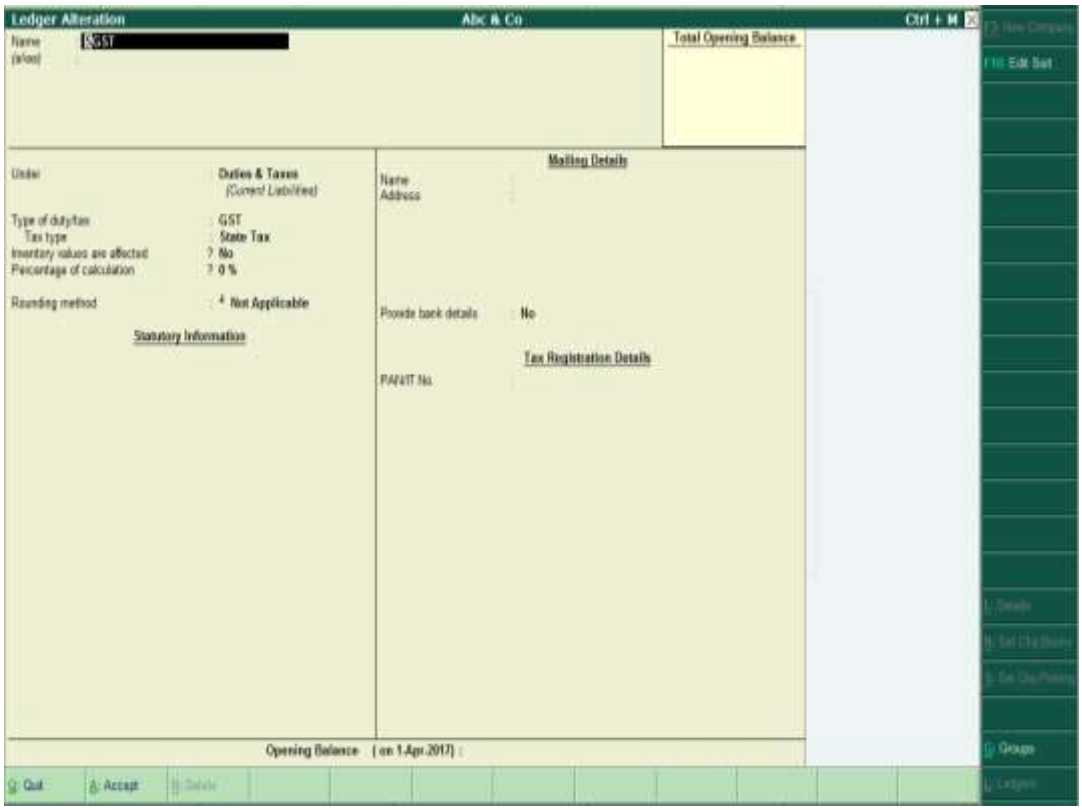
# Ledger Creation Screen of SGST



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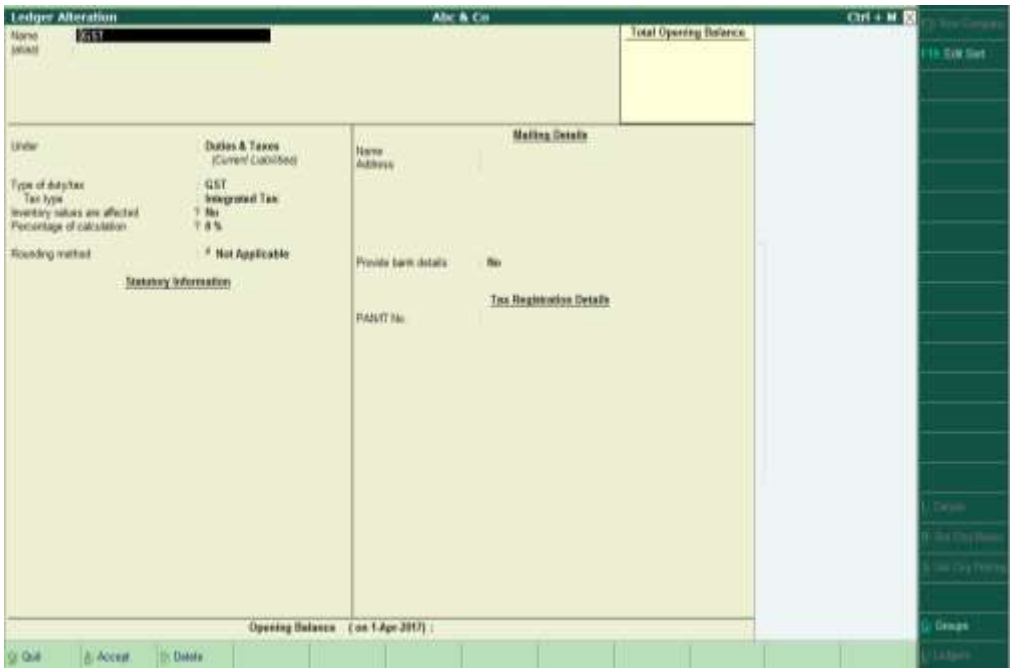
# Ledger Creation Screen of IGST



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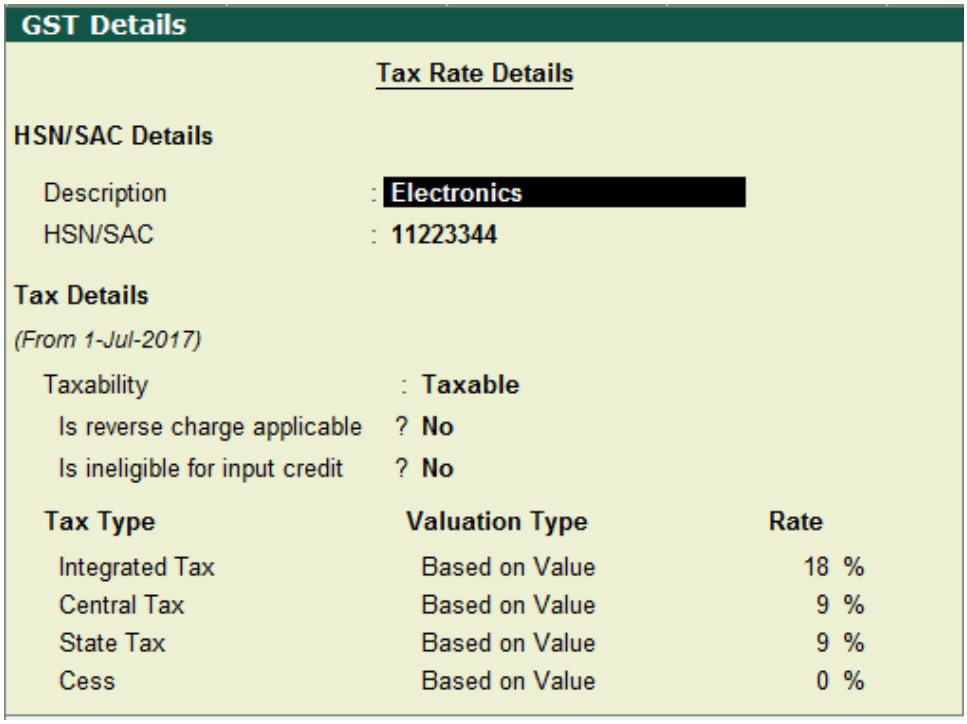
If your some products have 18% tax rate and some products have 12 % tax rate then set rate in stock group level.

E.g.:- Company Abc & Co is an electronics manufacturer. Abc & Co Company sells High Value appliances as well as Low Value appliances. Tax Rate on High Value appliances is 18% and on Low Value Appliances is 12%.

Create a stock group “High Value appliances” -> set alter GST details as yes




Set your tax rate in Integrated Tax Field.



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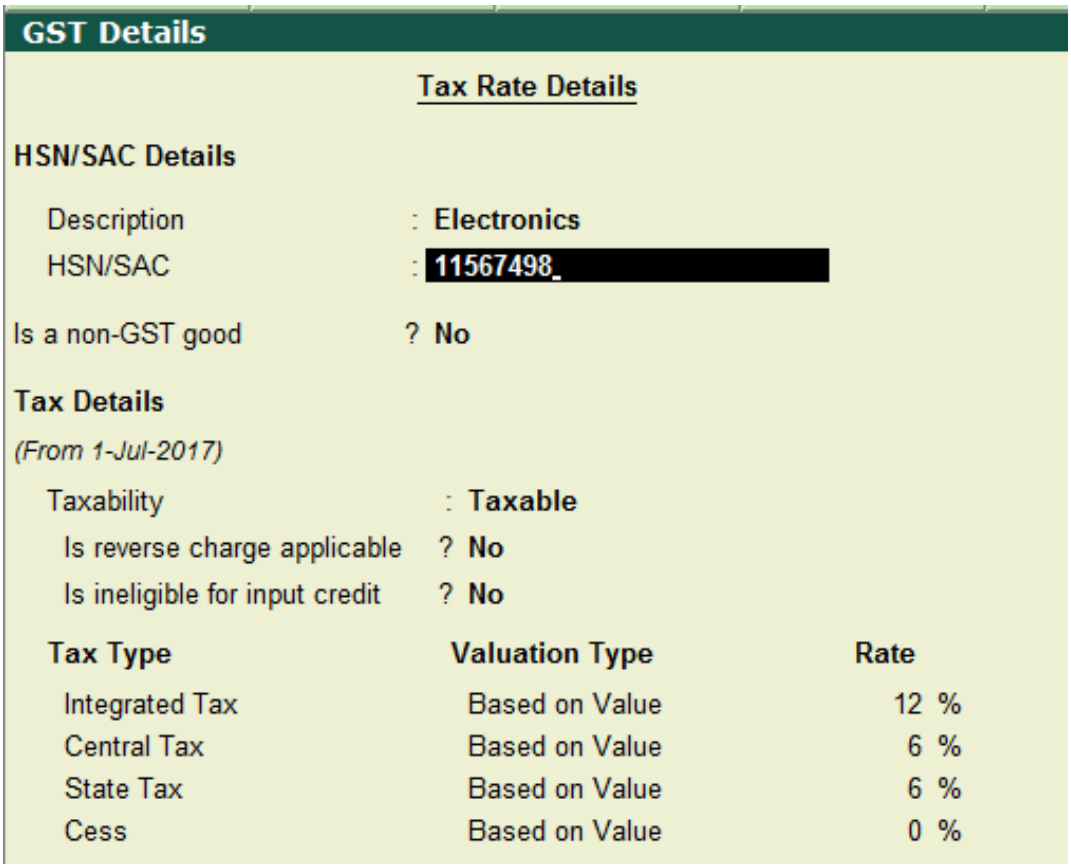
Similarly create a stock group of "Low Value appliances "-> set alter GST details as yes




Set your tax rate in Integrated Tax Field. Central Tax and State Tax will automatically get calculated.

Now create Stock Item under High Value Appliances Group as following.



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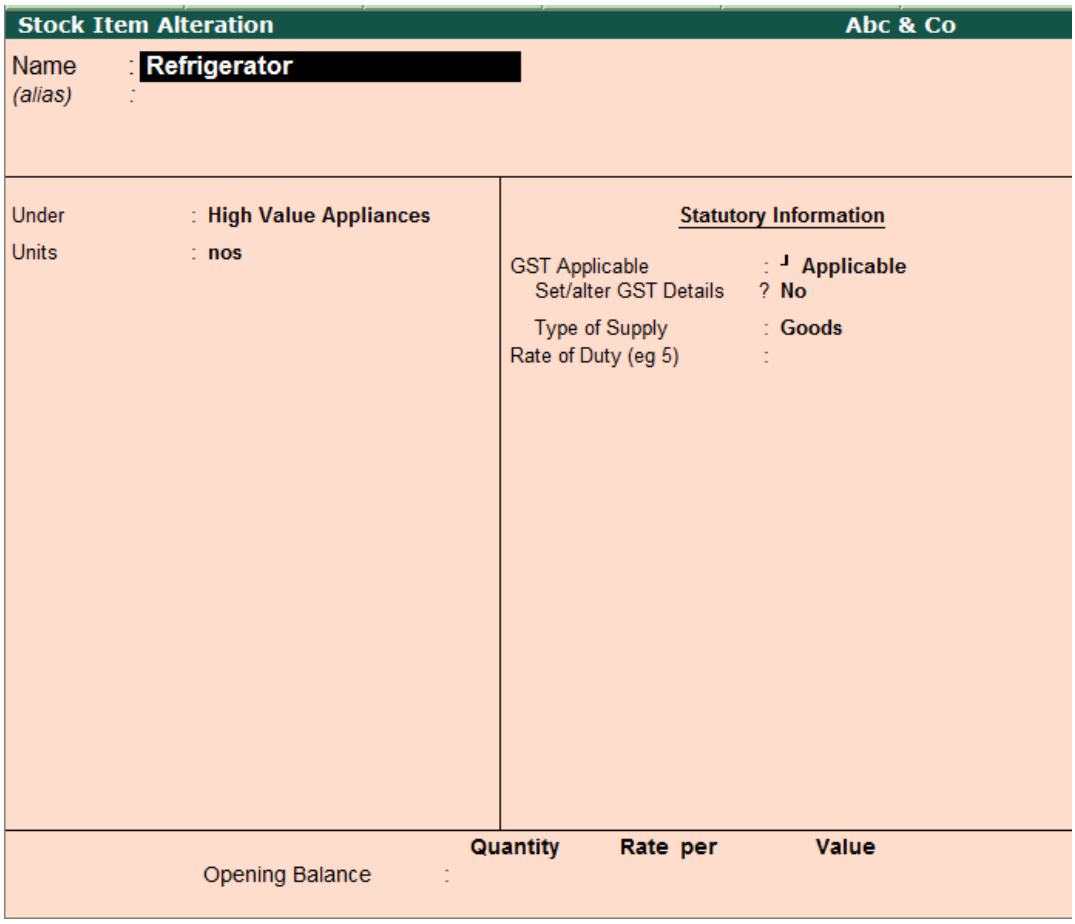


Set GST Applicable as “Applicable” and select Type of supply.



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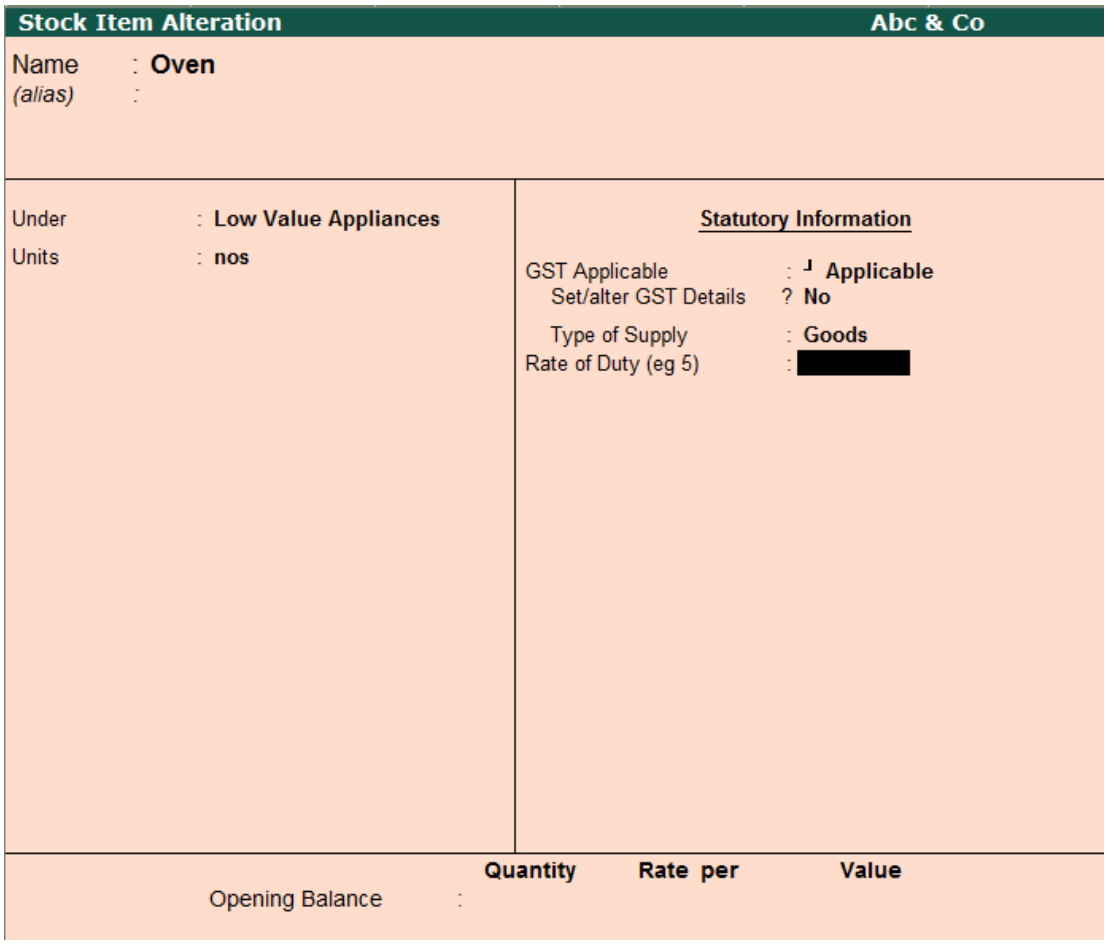
Similarly Create a Stock Item under Low Value appliances Group as following.

Set GST Applicable as “Applicable” and select Type of supply.



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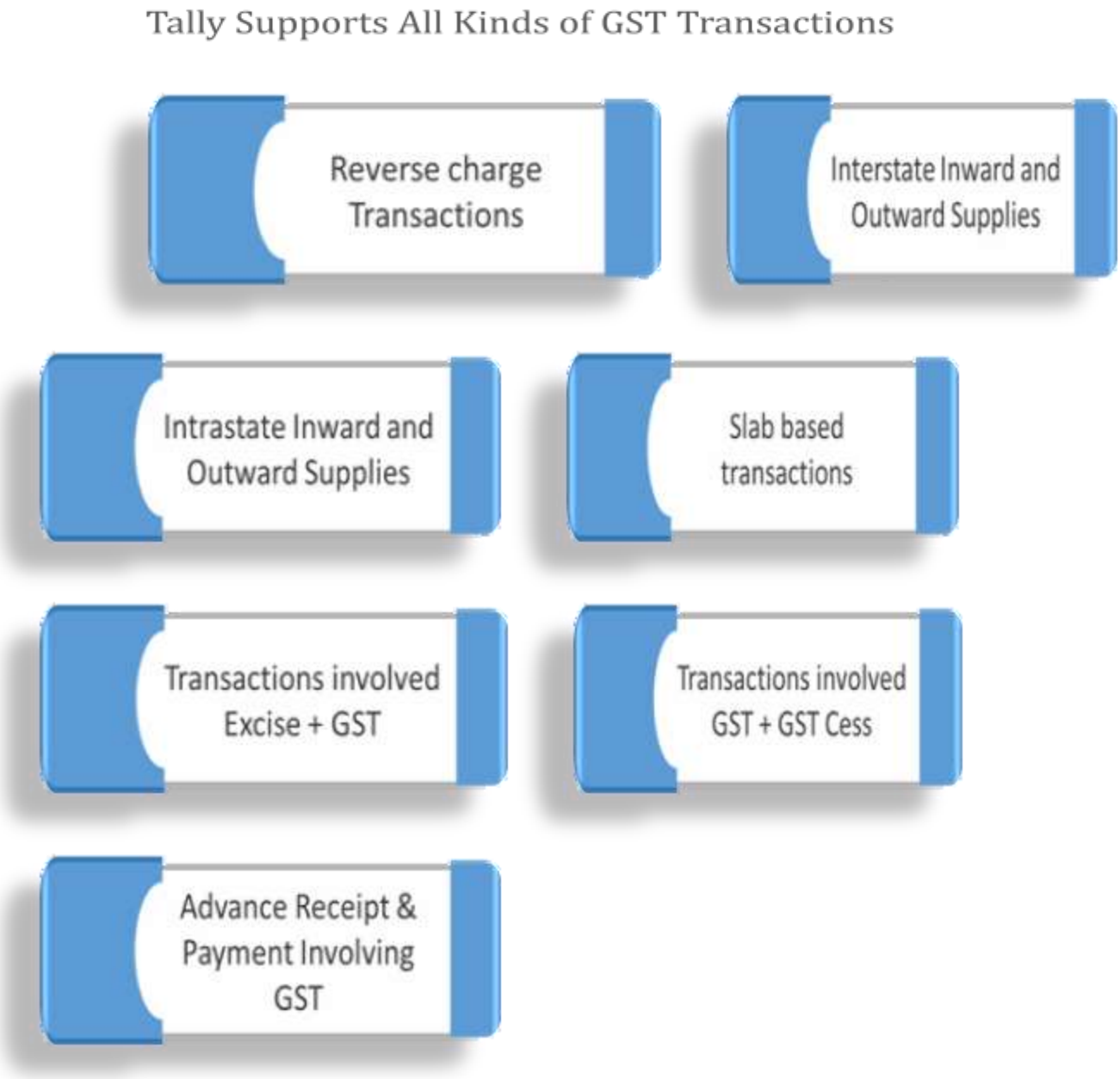




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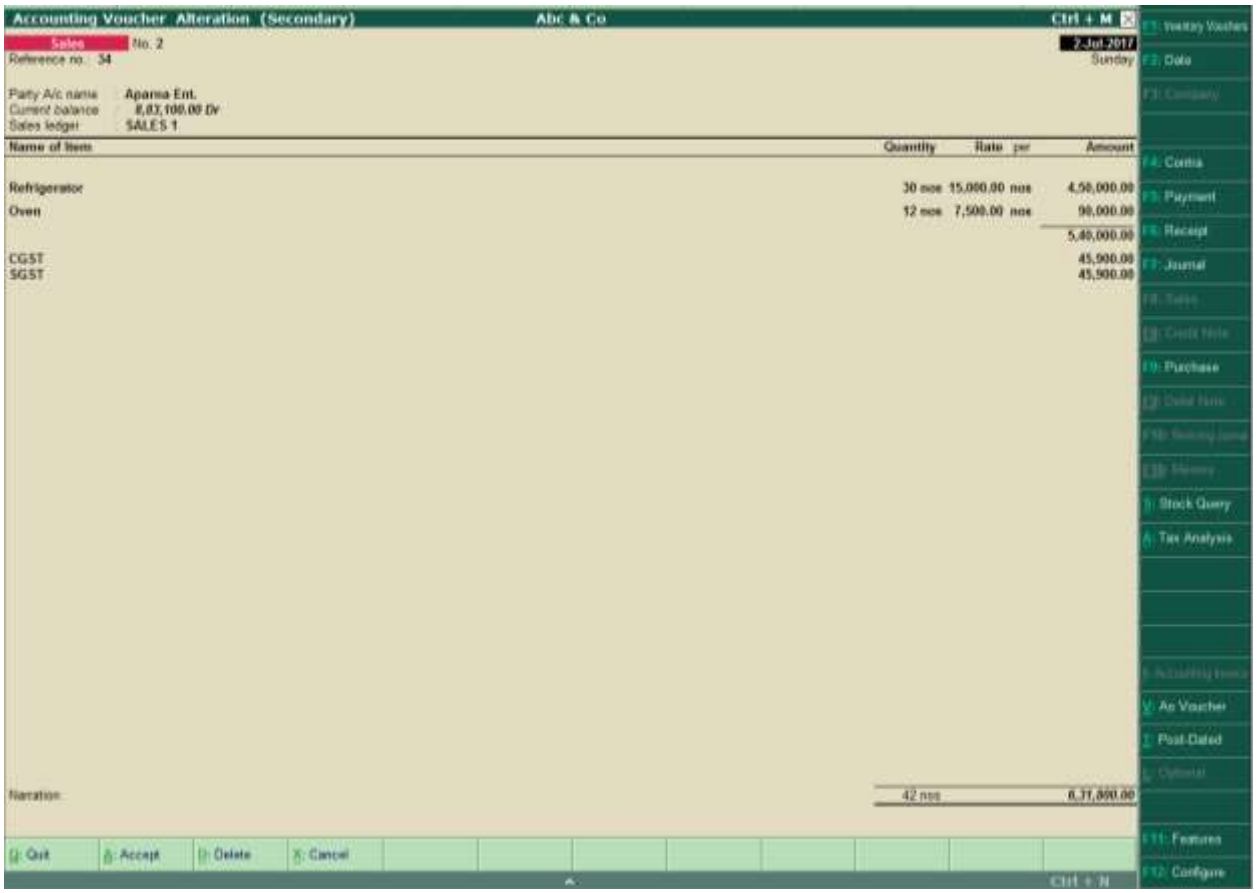
# Multi GST Sales Transaction




CGST and SGST will be calculated as per Tax rate defined in Stock Group.



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# Tax Invoice

| | | |
|---|---|---|
| **Abc & Co**<br>GSTIN/UIN: 27AAAAA1234A1Z1 | Invoice No.<br>**3** | Dated<br>**2-Jul-2017** |
| | Delivery Note | Mode/Terms of Payment |
| | Supplier's Ref.<br>**34** | Other Reference(s) |
| Buyer<br>**Aparna Ent.**<br><br>Maharashtra, Code : 27<br>GSTIN/UIN:27AAAFK1111L1Z1 | Buyer's Order No. | Dated |
| | Despatch Document No. | Delivery Note Date |
| | Despatched through | Destination |
| | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|
| 1 | **Refrigerator** | 11223344 | **30 nos** | 15,000.00 | nos | **4,50,000.00** |
| 2 | **Oven** | 11567498 | **12 nos** | 7,500.00 | nos | **90,000.00** |
| | | | | | | 5,40,000.00 |
| | ***CGST*** | | | | | **45,900.00** |
| | ***SGST*** | | | | | **45,900.00** |
| | Total | | **42 nos** | | | **₹ 6,31,800.00** |

Amount Chargeable (in words) *E. & O.E*

**INR Six Lakh Thirty One Thousand Eight Hundred Only**

| HSN/SAC | Taxable Value | Central Tax | | State Tax | |
|---|---|---|---|---|---|
| | | Rate | Amount | Rate | Amount |
| 11223344 | 4,50,000.00 | 9% | 40,500.00 | 9% | 40,500.00 |
| 11567498 | 90,000.00 | 6% | 5,400.00 | 6% | 5,400.00 |
| **Total** | **5,40,000.00** | | **45,900.00** | | **45,900.00** |

Tax Amount (in words) : **INR Ninety One Thousand Eight Hundred Only**

Company's Bank Details
Bank Name : **HDFC Bank**
A/c No. : **5453489SD6**
Branch & IFS Code : **Borivali West & AAAA0123456**

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

**for Abc & Co**

Authorised Signatory

This is a Computer Generated Invoice



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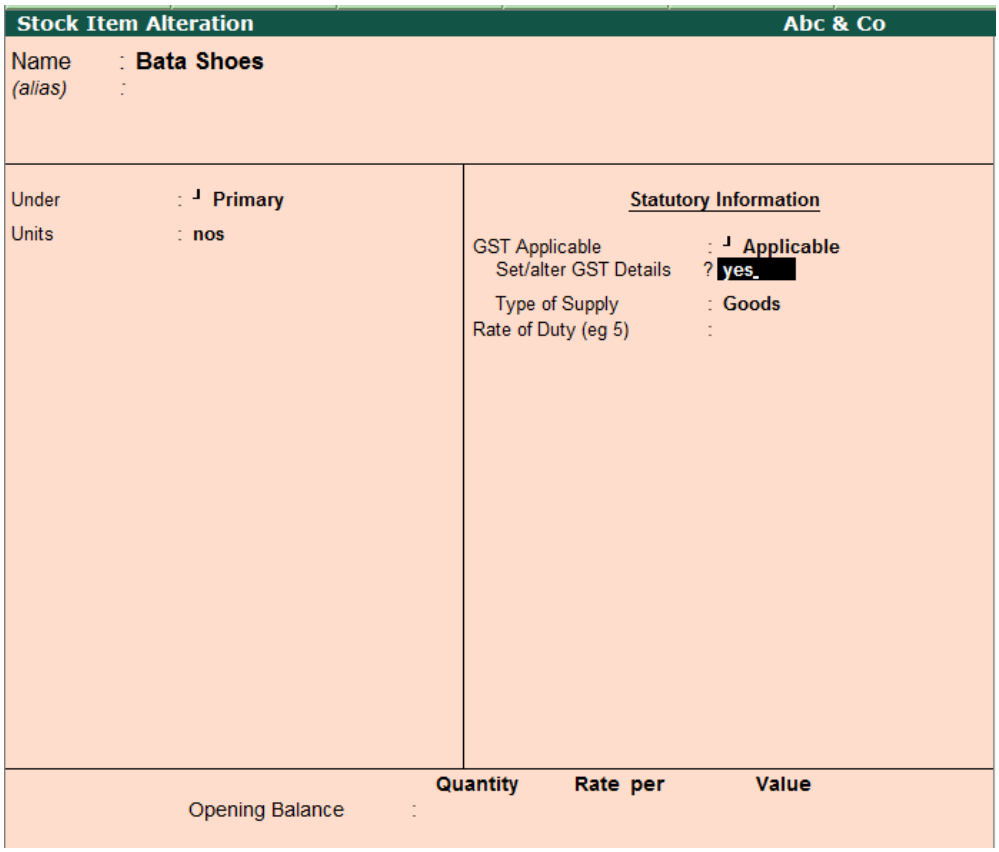
E.g. 2:- Company Abc & Co sells Bata shoes .If Rate of Bata shoe is below 500 then tax rate will be 18 % and if Rate of Bata shoe if above 500 then tax rate will be 28%.

Create a Stock Item Bata shoe -> Set GST details as “yes”



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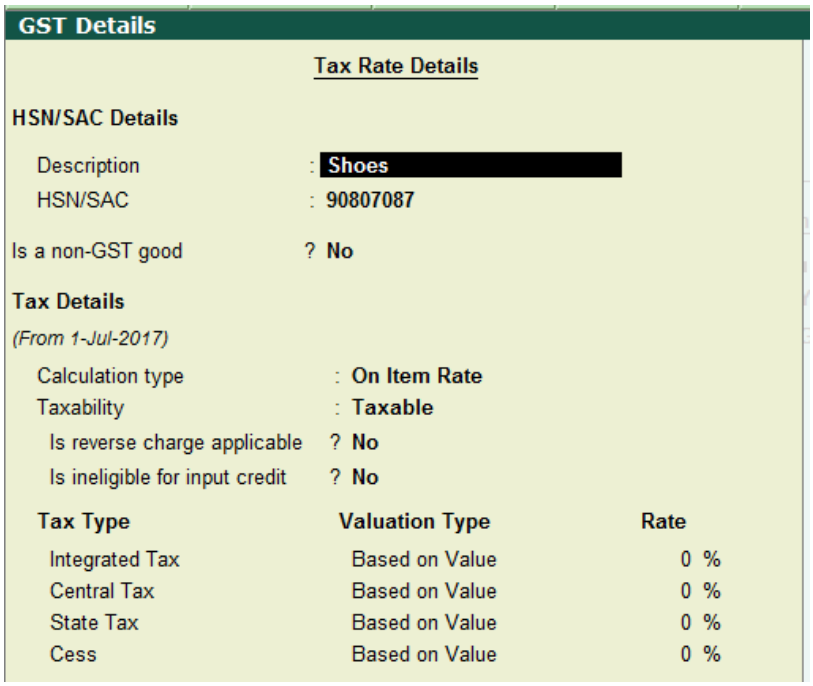
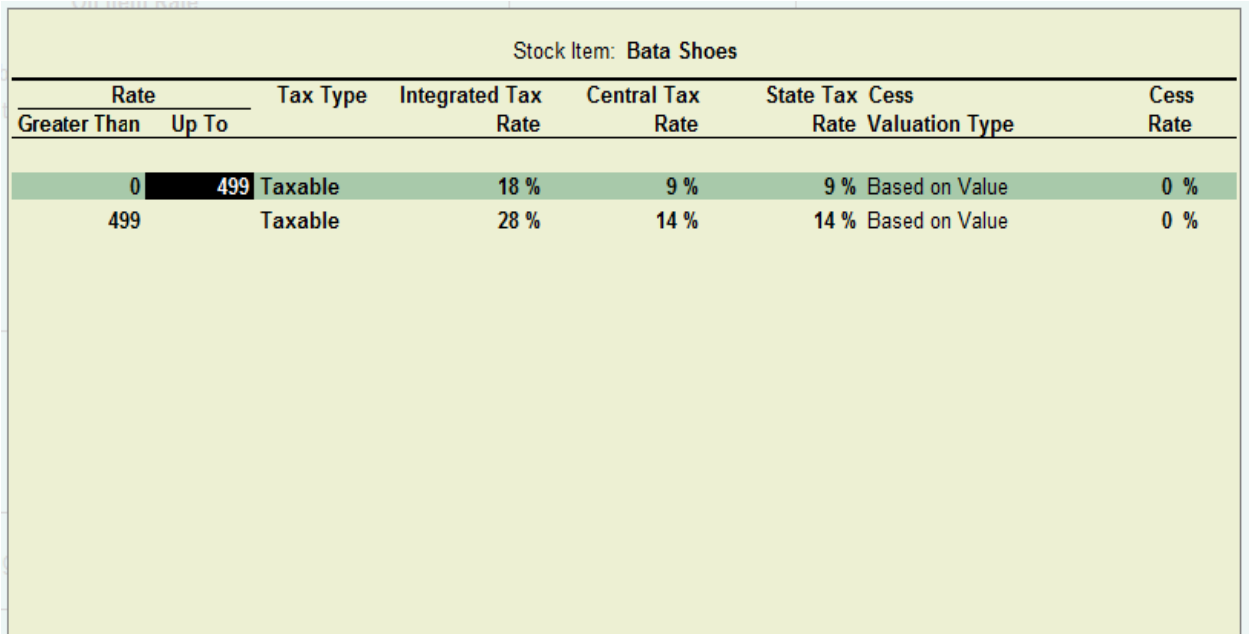



Set Calculation type as "On Item Rate". The Below Screen will appear. Set your tax rate accordingly.



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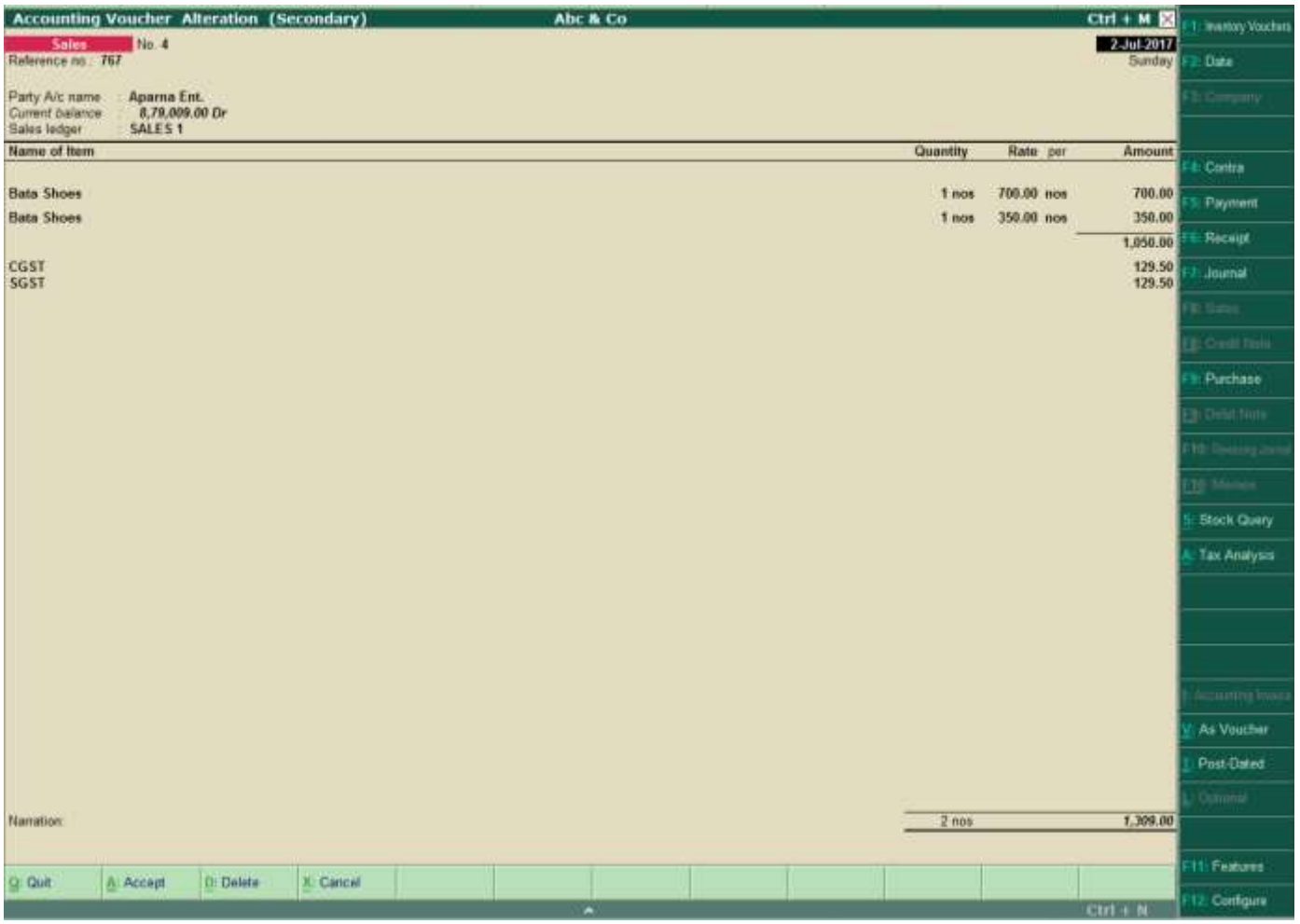


CGST and SGST will be calculated as per tax rate defined in Item Master.



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# Tax Invoice

| | | |
|---|---|---|
| **Abc & Co**<br>GSTIN/UIN: 27AAAAA1234A1Z1 | Invoice No.<br>**5** | Dated<br>**2-Jul-2017** |
| | Delivery Note | Mode/Terms of Payment |
| | Supplier's Ref.<br>**767** | Other Reference(s) |
| Buyer<br>**Aparna Ent.**<br><br>Maharashtra, Code : 27<br>GSTIN/UIN:27AAAFK1111L1Z1 | Buyer's Order No. | Dated |
| | Despatch Document No. | Delivery Note Date |
| | Despatched through | Destination |
| | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|
| 1 | **Bata Shoes** | 90807087 | **1 nos** | 700.00 | nos | **700.00** |
| 2 | **Bata Shoes** | 90807087 | **1 nos** | 350.00 | nos | **350.00** |
| | | | | | | 1,050.00 |
| | ***CGST*** | | | | | **129.50** |
| | ***SGST*** | | | | | **129.50** |
| | Total | | **2 nos** | | | **₹ 1,309.00** |

Amount Chargeable (in words) *E. & O.E*

**INR One Thousand Three Hundred Nine Only**

| HSN/SAC | Taxable Value | Central Tax | | State Tax | |
|---|---|---|---|---|---|
| | | Rate | Amount | Rate | Amount |
| 90807087 | 700.00 | 14% | 98.00 | 14% | 98.00 |
| 90807087 | 350.00 | 9% | 31.50 | 9% | 31.50 |
| **Total** | **1,050.00** | | **129.50** | | **129.50** |

Tax Amount (in words) : **INR Two Hundred Fifty Nine Only**

Company's Bank Details
Bank Name : **HDFC Bank**
A/c No. : **5453489SD6**
Branch & IFS Code : **Borivali West & AAAA0123456**

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

**for Abc & Co**

Authorised Signatory



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# Inter States GST Setup

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## Tax Invoice

| | | |
|---|---|---|
| **Abc & Co**<br>GSTIN/UIN: 27AAAAA1234A1Z1 | Invoice No.<br>**2** | Dated<br>**2-Jul-2017** |
| | Delivery Note | Mode/Terms of Payment |
| | Supplier's Ref.<br>**44** | Other Reference(s) |
| Buyer<br>**9th Wonder**<br><br>Kerala, Code : 32<br>GSTIN/UIN:278956132 | Buyer's Order No. | Dated |
| | Despatch Document No. | Delivery Note Date |
| | Despatched through | Destination |
| | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|
| 1 | **Refrigerator** | 11223344 | **13 nos** | 15,000.00 | nos | **1,95,000.00** |
| 2 | **Oven** | 11567498 | **7 nos** | 7,500.00 | nos | **52,500.00** |
| | | | | | | 2,47,500.00 |
| | ***IGST*** | | | | | **41,400.00** |
| | Total | | **20 nos** | | | **₹ 2,88,900.00** |

Amount Chargeable (in words) *E & O.E*

**INR Two Lakh Eighty Eight Thousand Nine Hundred Only**

| HSN/SAC | Taxable Value | Integrated Tax | |
|---|---|---|---|
| | | Rate | Amount |
| 11223344 | 1,95,000.00 | 18% | 35,100.00 |
| 11567498 | 52,500.00 | 12% | 6,300.00 |
| Total | **2,47,500.00** | | **41,400.00** |

Tax Amount (in words) : **INR Forty One Thousand Four Hundred Only**

Company's Bank Details
Bank Name : **HDFC Bank**
A/c No. : **54534895D6**
Branch & IFS Code : **Borivali West & AAAA0123456**

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

for Abc & Co

Authorised Signatory

This is a Computer Generated Invoice



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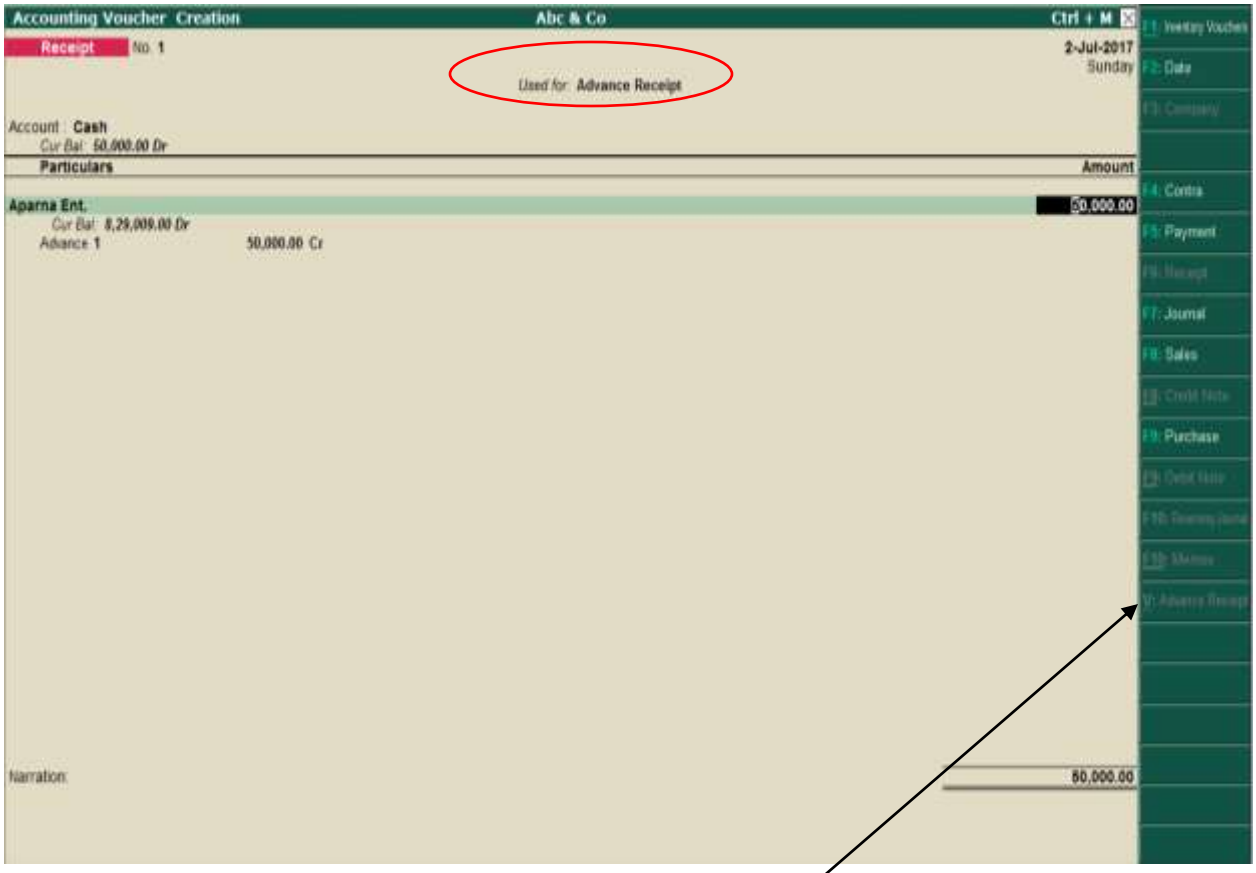
Receipt Entry for Advance payment.




Click On Advance Receipt Button or Press Alt+V for the Title.



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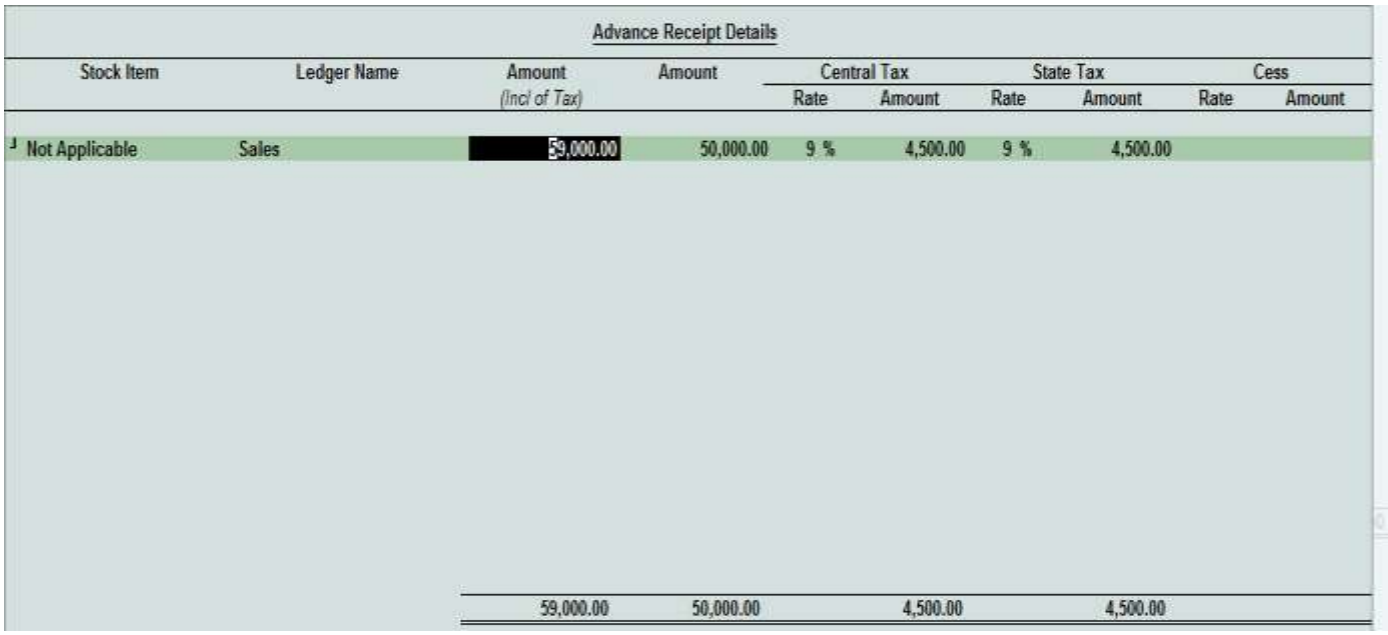

Advance Receipt Details

| Stock Item | Ledger Name | Amount (Incl of Tax) | Amount | Central Tax | | State Tax | | Cess | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | Rate | Amount | Rate | Amount | Rate | Amount |
| Not Applicable | Sales | 59,000.00 | 50,000.00 | 9 % | 4,500.00 | 9 % | 4,500.00 | | |
| | | 59,000.00 | 50,000.00 | | 4,500.00 | | 4,500.00 | | |

Select Stock Item. If you don't know Stock Item then enter Ledger Name.



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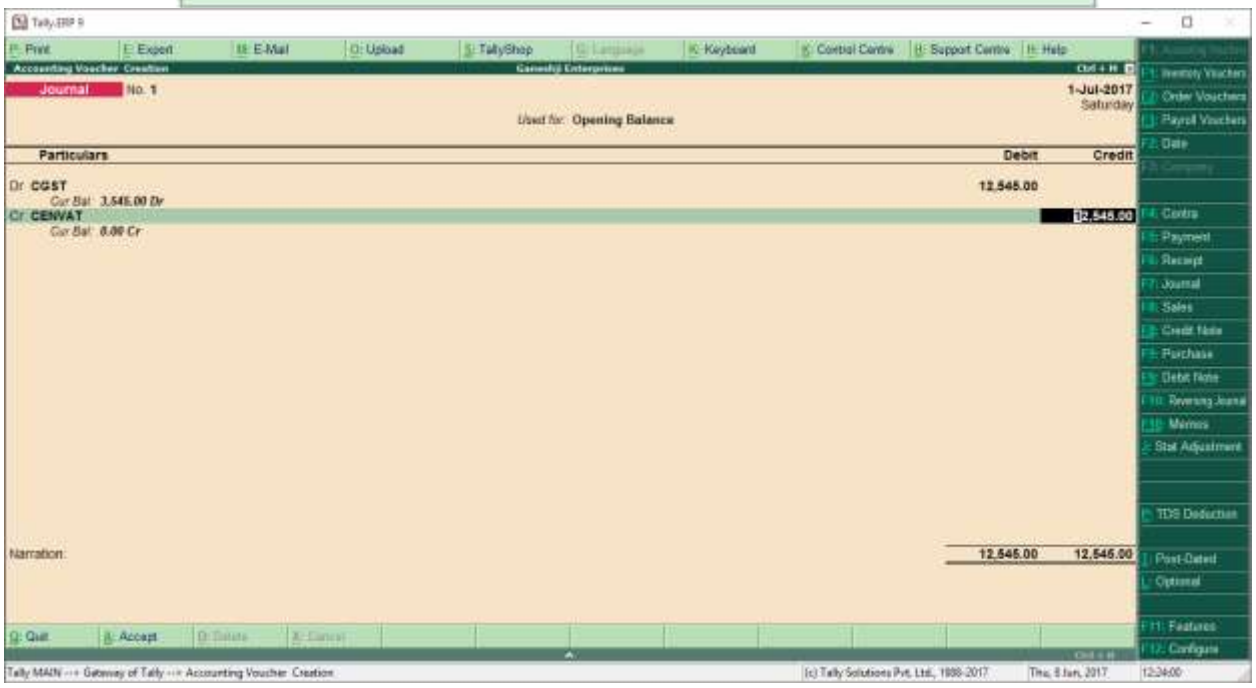
# Record a Transaction with Opening VAT / Cenvat Credit Entry

Go to **Journal** → press button "**Stat Adjustment**" or **Alt + J** and select Nature of adjustment "Opening Balance"



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