

# **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.

Download Beta version Of Release 6 from <https://tallysolutions.com/gst-preview-release/>

**Tally** POWER OF SIMPLICITY

PRODUCTS - PRICING - SUPPORT - PARTNERS - ABOUT TALLY - **GET GST READY**

- Quick set up of your GST details so that your business can start without any delay
- Support for all GST Transactions for your business
- Easy detection and correction of errors for hassle-free tax return filing
- Seamless export of returns in Excel to upload returns or share with your CA/Tax Practitioner

The **Preview Release** is available for download to experience the latest Tally ERP 9 Release for GST. It will take just a few minutes as always.

For more details about the product and features, visit [TallyHelp](#).

**What is a Preview Release?**

A Preview Release gives you early access to the product for you to use and get comfortable.

Make a **copy of your data** and familiarize yourself with the product. Be sure to **install in a different folder**.

With limited time before the GST roll out, this Preview will help you prepare yourself better.

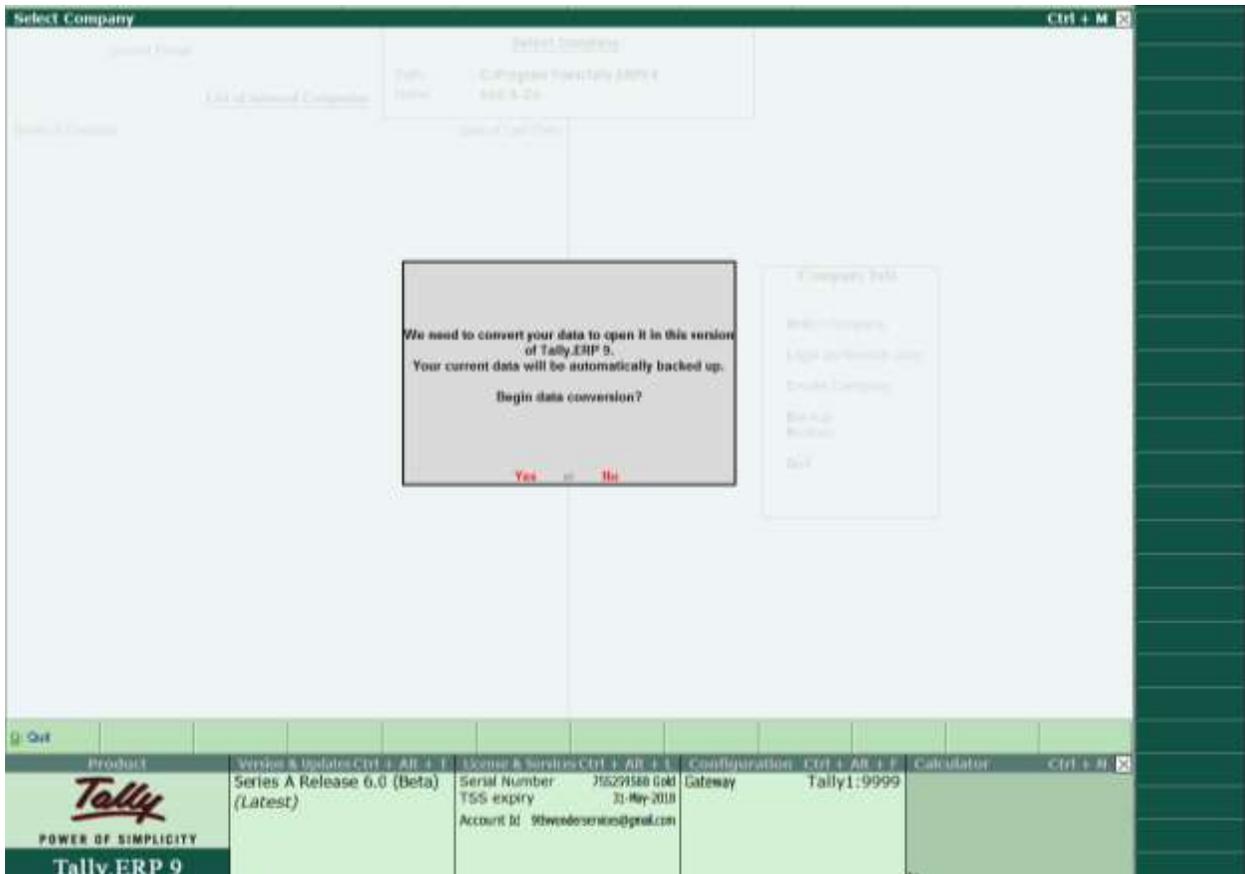
**Note:** A Preview Release is **'not a Live version'**, and you must not use this with your live data.

[Download Preview](#)

Click on Download Preview



Run the downloaded setup as administrator and click on Install.



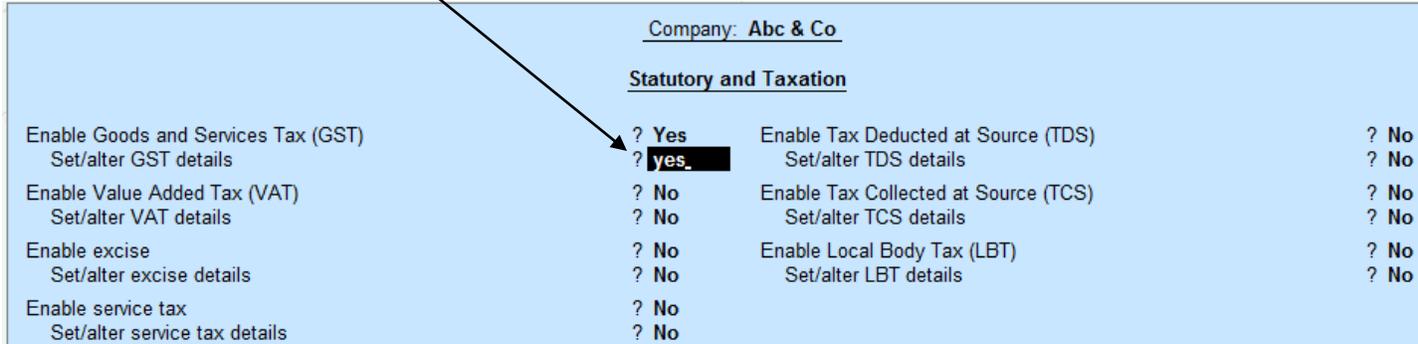
When user will open his Release 5 data in Release 6, the above message will appear. Click on yes to migrate the data



Give the File Path for Backup and Accept.

## To applicable GST in your Company

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



Company: Abc & Co

Statutory and Taxation

Enable Goods and Services Tax (GST) Set/alter GST details	? <b>Yes</b>	Enable Tax Deducted at Source (TDS) Set/alter TDS details	? No
Enable Value Added Tax (VAT) Set/alter VAT details	? No	Enable Tax Collected at Source (TCS) Set/alter TCS details	? No
Enable excise Set/alter excise details	? No	Enable Local Body Tax (LBT) Set/alter LBT details	? No
Enable service tax Set/alter service tax details	? No		

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



GST Details

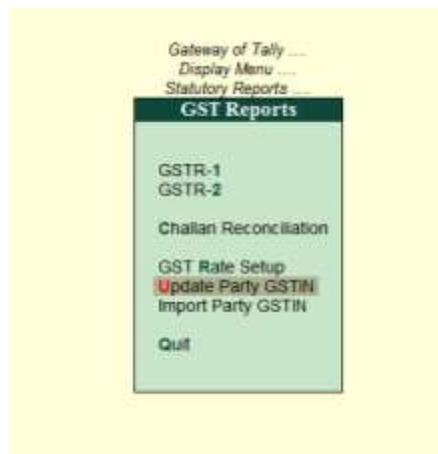
State	: Maharashtra
Registration type	: Regular
GSTIN/UIN	: 27AAAAA1234A1Z5
Applicable from	: 1-Jul-2017
Set/alter GST rate details	? <b>Yes</b>
Enable GST Classifications	? No
Provide LUT/Bond details	? No

The below screen will appear.

GST Details		
<u>Tax Rate Details</u>		
<b>HSN/SAC Details</b>		
Description	:	Electronics
HSN/SAC	:	11223344
<b>Tax Details</b>		
<i>(From 1-Jul-2017)</i>		
Taxability	:	Taxable
Is reverse charge applicable	?	No
Is ineligible for input credit	?	No
<b>Tax Type</b>	<b>Valuation Type</b>	<b>Rate</b>
Integrated Tax	Based on Value	18 %
Central Tax	Based on Value	9 %
State Tax	Based on Value	9 %
Cess	Based on Value	0 %

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.

## *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.

# 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.

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.

# Ledger Creation Screen of CGST

Ledger Alteration		ABC & Co		Ctrl + M	
Name (print) <b>CGST</b>			Total Opening Balance		
<b>Under</b> Type of debit tax Tax type Inventory values are affected Percentage of calculation Rounding method		<b>Duties &amp; Taxes</b> (Current Liabilities) GST Central Tax 1 No 1 0 % Not Applicable		<b>Making Details</b> Name Address Provide bank details: No PAN/TIN No. Tax Registration Details	
Statutory Information					
Opening Balance (on 1 Apr 2017) :					
Quit	Accept	Print			

# Ledger Creation Screen of SGST

Ledger Alteration		ABC & Co		Ctrl + M	
Name (abbr): <b>SGST</b>			Total Opening Balance		
<b>Under</b> Type of duty/tax Tax type Inventory values are affected Percentage of calculation Rounding method		<b>Duties &amp; Taxes (Current Liability)</b> GST State Tax ? No ? 0% <sup>4</sup> Not Applicable		<b>Mailing Details</b> Name Address Provide bank details: No PAN/TIN No.	
<u>Statutory Information</u>		<u>Tax Registration Details</u>			
Opening Balance (on 1-Apr-2017)					
Quit	Accept	Delete			

# Ledger Creation Screen of IGST

Ledger Alteration		ABC & Co		Ctrl + M	
Name IGST			Total Opening Balance		
Under Duties & Taxes (Current Lakhs)			Name Address		
Type of duties GST			Mailing Details		
Tax type Integrated Tax			Provide bank details No		
Inventory values are affected Yes			Tax Registration Details		
Percentage of calculation 18 %			PAN/TIN No.		
Rounding method Not Applicable			Statutory Information		
Opening Balance (on 1-Apr-2017) :					
Quit	Accept	Date			

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

**Name** : **High Value Appliances**  
*(alias)* :

**Under** : **Primary**

Should quantities of items be added ? **No**  
 Set/alter GST Details ? **yes**

**GST Details**

Tax Rate Details

**HSN/SAC Details**

Description : **Electronics**  
 HSN/SAC : **11223344**

**Tax Details**  
 (From 1-Jul-2017)

Taxability : **Taxable**  
 Is reverse charge applicable ? **No**  
 Is ineligible for input credit ? **No**

Tax Type	Valuation Type	Rate
Integrated Tax	Based on Value	18 %
Central Tax	Based on Value	9 %
State Tax	Based on Value	9 %
Cess	Based on Value	0 %

Set your tax rate in Integrated Tax Field.

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

**Name** : **Low Value Appliances**  
 (alias) :

**Under** : **Primary**

Should quantities of items be added ? **No**  
 Set/alter GST Details ? **yes**

**GST Details**

Tax Rate Details

**HSN/SAC Details**

Description : **Electronics**  
 HSN/SAC : **11567498**

Is a non-GST good ? **No**

**Tax Details**  
 (From 1-Jul-2017)

Taxability : **Taxable**  
 Is reverse charge applicable ? **No**  
 Is ineligible for input credit ? **No**

Tax Type	Valuation Type	Rate
Integrated Tax	Based on Value	12 %
Central Tax	Based on Value	6 %
State Tax	Based on Value	6 %
Cess	Based on Value	0 %

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.



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

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

Stock Item Alteration		Abc & Co	
Name : <b>Oven</b>			
(alias) :			
Under : <b>Low Value Appliances</b>		<u>Statutory Information</u>	
Units : <b>nos</b>		GST Applicable : <b>Applicable</b>	
		Set/alter GST Details ? <b>No</b>	
		Type of Supply : <b>Goods</b>	
		Rate of Duty (eg 5) : <b>█</b>	
Opening Balance :		<b>Quantity</b>	<b>Rate per Value</b>

## Tally Supports All Kinds of GST Transactions

Reverse charge  
Transactions

Interstate Inward and  
Outward Supplies

Intrastate Inward and  
Outward Supplies

Slab based  
transactions

Transactions involved  
Excise + GST

Transactions involved  
GST + GST Cess

Advance Receipt &  
Payment Involving  
GST



## Tax Invoice

<b>Abc &amp; Co</b> GSTIN/UIN: 27AAAAA1234A1Z1		Invoice No. <b>3</b>		Dated <b>2-Jul-2017</b>		
		Delivery Note		Mode/Terms of Payment		
		Supplier's Ref. <b>34</b>		Other Reference(s)		
Buyer <b>Aparna Ent.</b>  Maharashtra, Code : 27 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	<b>Refrigerator</b>	11223344	<b>30 nos</b>	15,000.00	nos	<b>4,50,000.00</b>
2		11567498	<b>12 nos</b>	7,500.00	nos	<b>90,000.00</b>
		<b>CGST</b>				5,40,000.00
		<b>SGST</b>				45,900.00
						45,900.00
Total			<b>42 nos</b>			<b>₹ 6,31,800.00</b>
Amount Chargeable (in words)						E. & O.E
<b>INR Six Lakh Thirty One Thousand Eight Hundred Only</b>						
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		<b>5,40,000.00</b>		<b>45,900.00</b>		<b>45,900.00</b>
Tax Amount (in words) : <b>INR Ninety One Thousand Eight Hundred Only</b>						
Company's Bank Details Bank Name : <b>HDFC Bank</b> A/c No. : <b>5453489SD6</b> Branch & IFS Code : <b>Borivali West &amp; AAAA0123456</b>						
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



GST Details		
<u>Tax Rate Details</u>		
<b>HSN/SAC Details</b>		
Description	: Shoes	
HSN/SAC	: 90807087	
Is a non-GST good	? No	
<b>Tax Details</b>		
<i>(From 1-Jul-2017)</i>		
Calculation type	: On Item Rate	
Taxability	: Taxable	
Is reverse charge applicable	? No	
Is ineligible for input credit	? No	
<b>Tax Type</b>	<b>Valuation Type</b>	<b>Rate</b>
Integrated Tax	Based on Value	0 %
Central Tax	Based on Value	0 %
State Tax	Based on Value	0 %
Cess	Based on Value	0 %

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

Stock Item: Bata Shoes							
Rate		Tax Type	Integrated Tax	Central Tax	State Tax	Cess	Cess
Greater Than	Up To		Rate	Rate	Rate	Valuation Type	Rate
0	499	Taxable	18 %	9 %	9 %	Based on Value	0 %
499		Taxable	28 %	14 %	14 %	Based on Value	0 %



# Tax Invoice

<b>Abc &amp; Co</b> GSTIN/UIN: 27AAAAA1234A1Z1		Invoice No.		Dated		
		5		2-Jul-2017		
		Delivery Note		Mode/Terms of Payment		
Buyer <b>Aparna Ent.</b>  Maharashtra, Code : 27 GSTIN/UIN:27AAAFK1111L1Z1		Supplier's Ref.		Other Reference(s)		
		767				
		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
	CGST					1,050.00
	SGST					129.50
						129.50
Total			2 nos			<b>₹ 1,309.00</b>
Amount Chargeable (in words)						E & O.E
<b>INR One Thousand Three Hundred Nine Only</b>						
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) : <b>INR Two Hundred Fifty Nine Only</b>						
Company's Bank Details						
Bank Name : HDF C Bank						
A/c No. : 5453489SD6						
Branch & IFS Code : Borivali West & AAAA0123456						
for Abc & Co						
Declaration We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.						Authorised Signatory

# Inter States GST Setup

Accounting Voucher Creation (Secondary)		ABC & Co		Ctrl + M
Sales No. 2				2-Jul-2017
Reference no. 44				Sunday
Party A/c name: 9th Wonder				
Current balance:				
Sales ledger: SALES 1				
Name of Item	Quantity	Rate per	Amount	
Refrigerator	13 nos	15,000.00 nos	1,95,000.00	
Oven	7 nos	7,500.00 nos	52,500.00	
			2,47,500.00	
IGST			41,400.00	
Narration:			20 nos	2,88,900.00

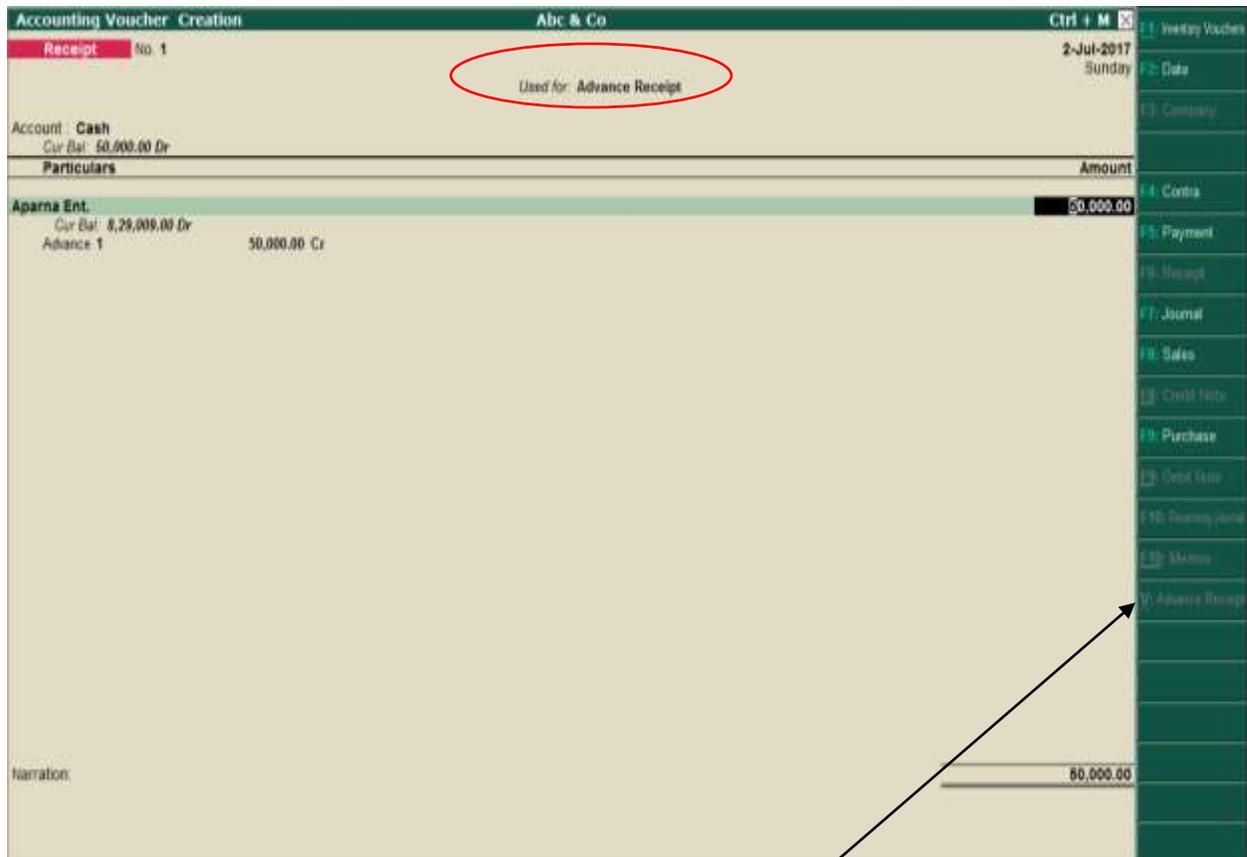
- F1: Inventory Vouchers
- F2: Date
- F3: Company
- F4: Contra
- F5: Payment
- F6: Receipt
- F7: Journal
- F8: Sales
- F9: Credit Note
- F10: Purchase
- F11: Debit Note
- F12: Reversing Items
- F13: Memo
- F14: Stock Query
- F15: Tax Analysis
- Accounting Invoice
- As Voucher

**Tax Invoice**

<b>A bc &amp; Co</b> GSTIN/UIN: 27AAAAA1234A1Z1		Invoice No.		Dated		
		2		2-Jul-2017		
		Delivery Note		Mode/Terms of Payment		
Buyer <b>9th Wonder</b>  Kerala, Code : 32 GSTIN/UIN: 278958132		Supplier's Ref.		Other Reference (s)		
		44				
		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
	<b>IGST</b>					2,47,500.00
						41,400.00
	Total		20 nos			₹ 2,88,900.00
Amount Chargeable (In words) <span style="float:right">E &amp; O E</span>						
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						
Declaration		Company's Bank Details Bank Name : HDFC Bank A/c No. : 5453489 \$D6 Branch & IFS Code : Borivelli West & AAAA0123456 for A bc & Co				
We declare that this Invoice shows the actual price of the goods described and that all particulars are true and correct.		_____ Authorised Signatory				

This is a Computer Generated Invoice

## Receipt Entry for Advance payment.



The screenshot shows the 'Accounting Voucher Creation' window for 'ABC & Co'. The voucher is a 'Receipt' (No. 1) dated '2-Jul-2017' (Sunday). The 'Used for' field is set to 'Advance Receipt', which is circled in red. The account is 'Cash' with a current balance of 50,000.00 Dr. The voucher details are as follows:

Particulars	Amount
<b>Aparna Ent.</b>	<b>50,000.00</b>
Cur Bal: 8,29,009.00 Dr	
Advance 1	50,000.00 Cr

The total amount is 50,000.00. The 'Narration' field is empty. On the right side, there is a vertical menu with buttons for various voucher types: Inventory Voucher, Data, Company, Contra, Payment, Receipt, Journal, Sales, Credit Note, Purchase, Debit Note, Transfer Journal, Memo, and Advance Receipt. An arrow points to the 'Advance Receipt' button.

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

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.

# 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”**

Stat Adjustment

Type of duty/tax : **GST**

Nature of adjustment : **Opening Balance**

**Types of Duty/Tax**

**GST**

Journal No. 1		1-Jul-2017 Saturday	
Used for: Opening Balance			
Particulars	Debit	Credit	
Dr: CGST Cur Bal: 3,545.00 Dr	12,545.00		
Cr: CENVAT Cur Bal: 8.00 Cr		12,545.00	
		12,545.00	12,545.00

Narration: