

GOVERNMENT POLYTECHNIC BHUBNESWAR-2023



**DEPARTMENT OF MODERN OFFICE
MANAGEMENT LECTURER NOTES**

**SEMESTER-5th, PAPER-
Computerized Accounting**

Prepared by- Chandrakanta Paramguru

Introduction to company creation

The first and foremost thing to do when we start accounting with tally is to know how to create a company in Tally ERP 9. If you are operating multiple businesses, you can create several companies in Tally.ERP 9 software at a single cost.

Tally.ERP 9 has outgrown from the concept of just [accounting software](#) to managing statutory compliance by updating statutory files available at Tally solution website. Today one can operate Tally remotely using Tally.net features, process payroll and many more features are updating regularly by Tally solutions. The most recent improvement is GST) with compatibility from version Tally.ERP 9 release 6.

TallyPrime is the latest version of Tally. Simplicity, speed, flexibility, and reliability are a trademark of Tally products and with TallyPrime you will experience them at a whole new level. You can multitask without losing the progress, navigate and discover the product much easier, invoice with amazing simplicity and much more to delight you.

Read '[How to create a company in TallyPrime?](#)' to know the steps in the latest version that has replaced Tally.ERP 9

Watch video on how to create a company in TallyPrime

Inspired by the way you work, Tally is designed to delight you.

[Take a free trial now](#)

How to create a company in Tally.ERP 9?

To create a company in Tally.ERP 9,

Steps	Actions	Instructions to be followed
Step 1	To open Tally Software	Double click on tally icon from your desktop.
Step 2	To go to Create Company Screen	To do this Select Create company from the Company Info. Menu using up and down arrow key and press Enter Key.
Step 3	To fill up the Details in Company Creation Screen	In this company creation screen, you should enter all the details of the company that you been asked for.

Details to be filled in company creation screen

Directory

It is nothing but the data storage location. The tally directory will store all data you entered in Tally ERP 9. Anyway, by default, the data storage will be inside the installation folder.

Name

In this field, we are required to type the name of the company, for example. XYZ INC.

Primary mailing details

- **Mailing name**
In this field, we are required to type the name of the company, for example. XYZ INC.
- **Address**
In this data field, we are required to enter the address of the company.
- **Country**
Here we are required to select the country from the list in which the business Operates.
- **State**
In this data field, we have to select the state in which we would comply with statutory laws
- **Pincode**
Pincode of the location where the office exists.

Contact details

- **Phone no**
Enter the Company contact number which we would like to display on Invoices
- **Mobile no**

Enter the Contact number of Managing Person to whom any queries related to Invoicing or Delivery of product, complaint in the product could be reached to

- **Fax No**
Enter the Fax number to which any confirmation statements, ledger copies etc., could be sent and received
- **E-mail**
Enter the company's email address to which any product inquiry and other communications could be made.
- **Website**
Enter the company's web address if any

Books and financial year details

- **Financial year begins from**
In this data field, you have to type the financial year in which you want to create a company. Suppose you may be starting company on December 01 2018, you should enter the financial year from as 01.04.2018.
- **Book beginning from**
In this data field, you have to type the financial year in which you want to create a company. Suppose you may be starting company on December 01 2018, you should enter the financial year from as 01.04.2018.
 - Starting in the middle of the financial year.
 - Companies which are migrating from Manual Accounting to Tally ERP 9 in the middle of the financial year.

Security control

- **Tally Vault password (if any)**
This data field is for security purpose. By enabling this field, Tally ERP 9 Convert tally data into an encrypted format. To encrypt means convert data from recognised format to unrecognised format. By entering the Tally Vault password we can prevent unauthorized access of company data. Now in Latest Tally ERP 9, There is a password strength indicator, which will help you to set a strong password. Red colour indicates a weak password whereas peach-orange colour: fair, Yellow is good and Green colour indicates a strong password.
CAUTION: FORGETTING TALLY VAULT PASSWORD WILL RENDER THE DATA INACCESSIBLE

Use security control?

Enabling this data field, we will get complete control over the data, we can assign users for specific purposes, for example :

- We can assign data entry operators who can access only voucher entry screens.
- We can assign billing clerks who can access only Sales invoice voucher
- We can assign Financial managers who can access financial data's and reports as the administrator control his access.

In this data field, we will be asked the administrator name and password.

Base currency information

- **Base currency symbol**
In this data field, the currency symbol of the country is auto selected based on the country of origin fed by you in the previous data field. There is no need to change this data field if you are using the same currency for accounting.
- **Formal name**
This is the formal name of the currency selected in the previous field
- **Suffix symbol to amount?**
This data field will ask you whether currency symbol is required for example: prior to amount like \$ 4,500
- **Add space between amount and symbol?**
This data field is like \$ 4,500 space in between currency symbol and amount.
- **Show amount in millions?**
If we set this data field to Yes, Tally will display the amount in millions that are in the Balance sheet or other reports. Amount for example 100,00,000 will be shown as 10. [One million equals 10,00,000].
- **Number of decimal places**
It is a general practice to use 2 decimal places, for example :
 - for using Paisa in Indian currency we use 2 decimal place.
 - for using cents in American dollar currency we use 2 decimal places
- **Word representing amount after decimal**

This data field is used in printing, in Indian currency decimal portion is said to be Paisa. Set this field as per your formal name of the decimal value in your currency. For USD it is cents. Hundred cents make one dollar.

- **Number of decimal places for amount in words**

If we set this data field to 1 decimal places in Indian currency, then while printing 75 Paisa. Will print as seventy Paisa, if we set this to 2 decimal places, then it will print the second fraction like seventy-five Paisa.

To save the details entered in company creation screen

If you have entered all the details and after verifying it seems to be right, then you have to accept the screen by pressing Enter and again Enter to accept and save the details.

Note: If we have enabled the Tally Vault password, then in the next screen it will ask the Name of the user and Password details. After entering these details, Tally ERP 9 will create a company and direct you to the Menu Gateway of Tally Where you can create masters and enter transactions.

<p>How many ways to create?</p>	<p>There is a total of 2 major ways to create a ledger in Tally.</p> <ul style="list-style-type: none"> • One way is to create a Single Ledger • Another way is to create it with Multiple Ledgers • To create ledger from voucher screen by pressing ALT + C <p>Explanation: When we need to create 1 or 2 ledgers, we can create it with the help of the Single Ledger option. On the other hand, when we need to create more ledgers, we can create it easily with the help of an option called Multiple Ledgers.</p>
<p>Method 1: Single Ledger Creation in Tally</p>	<p>Step 1: From Gateway of Tally, go to Accounts Info</p> <p>Step 2: Go to Ledger</p> <p>Step 3: Under single ledger, Select the option <i>Create</i></p> <p>Step 4: Fill the particulars in the Ledger Creation screen displayed:</p> <p><i>Name:</i> The first box is the Name of the ledger. Enter the name of the ledger, for example, Furniture A/c; Party ledger account (sales)</p> <ul style="list-style-type: none"> • <i>Under:</i> Every ledger requires a group to operate in. For example, Furniture A/c will be under Fixed Assets group and party ledger account (sales) under Sundry debtors as they are receivables which the company will realise on the future point of time. <p>[Rule: The rule is very simple we just have to select the group that is required as per the nature of the ledger.]</p> <ul style="list-style-type: none"> • <i>Inventory values are affected:</i> This needs to be set to yes if we have stock to be maintained • <i>Mailing details:</i> Details like Name, Address, Country and Bank Details for the ledger has to be filed [Note: It is for

	<p>the ledgers such as debtors and creditors which require these kinds of details.]</p> <ul style="list-style-type: none"> • <i>Tax Registration Details:</i> Tax registration details include: <p>PAN/IT No. : _____</p> <p>Registration Type : _____</p> <p>GSTIN/UIN. : _____</p> <p>Set/Alter GST details : _____</p> <p>[Note: Similar to mailing details, these details are also of people and not for ledgers like furniture, building etc.]</p> <ul style="list-style-type: none"> • <i>Opening balance:</i> This is the opening balance of the ledger if any. Any balance of the ledger which is being carried forward from the previous year will have to be entered as the opening balance.
Method 2: Multiple Ledger Creation in Tally	<p>The process is almost the same as the single ledger method. Only one step is different.</p> <p>Step 1: From Gateway of Tally, go to Accounts Info.</p> <p>Step 2: Go to Ledger</p> <p>Step 3: Under Multiple ledgers, Select the option <i>Create</i></p> <p>Step 4: Fill the particulars in the Ledger Creation Screen:</p> <p><i>Under Group:</i> This option is similar to the Under option under the Single Ledger Method. For example, Furniture A/c, Electrical and Fittings will be under Fixed Assets group, Investment in shares, Investment in Fixed deposit account under Investment group etc., This works well if we create ledgers under only one group. This type of ledger creation is also not useful for creating Sundry debtors ledger and sundry creditors ledger as we have to also fill up GST details of individual creditors and debtors while creating ledger account for them.</p>

Introduction to Order Processing in Tally.ERP 9

Order Processing in Tally.ERP 9 can be classified into Purchase/Sales Order Processing and Job Order Processing.

Purchase / Sales Order Processing

Purchase Order Processing is the process of placing orders with suppliers for a purchase to be made from them and Sales Order Processing is the process of receiving orders from customers for the purpose of selling. Usually, companies need to track the Order details for Sales and Purchases as this significantly helps in planning the production process accordingly.

In Tally.ERP 9, Order Processing is linked to Inventory. This allows tracking of the order position for a Stock Item. Using this you can track the arrival of goods ordered and whether the ordered Stock Item are delivered on time etc.

Job Order Processing

Job Order Processing is the process of taking an order to manufacture or process goods as per the prescription of the client by utilising the material supplied by the client or purchased on behalf of the client and charging him for the services provided as Job Work or Sub Contract.

Tally.ERP 9 allows to process the job work taken from a client as well as job work given to job workers. It also allows the principal company to track the materials despatched to job workers and materials received against the job given, and vice versa.

Purchase Order

Purchase Order is an order placed by a business entity with a supplier for the delivery of specified goods at a given price and at a predetermined time.

Sales order

Sales Order is an order placed by a customer for the delivery of specified goods at a given price and at a predetermined time.

Job Order

Job Order can be classified into **Job Work Out Order** and **Job Work In Order** .

Job Work Out Order

Job Work Out Order is an order placed by the principal to manufacture or process goods as per the prescription given to the job worker.

Job Work In Order

Job Work In Order is an order received by the job worker to manufacture or process goods as per the prescription given by the principal.

Click on the following links for more:

- [Enabling Order Processing](#)
- [Purchase Order Processing](#)
- [Sales Order Processing](#)

What is voucher in accounting?

A voucher in accounting is a document normally issued by the accounts payable department to authorise payments. It can also be termed as a memorandum of liability to any organisation. An accounting voucher can be seen as a written backup document for the payments done to the suppliers or creditors in any organisation for the business conducted with the party.

This document plays an important role in initiating the process of clearance of liability. All the other related documents can be collected and verified with the use of a voucher. The accounting vouchers in tally also have a hand in putting up the appropriate control mechanism.

The accounts payable department has to ensure that every payment made to the supplier is,

- Authorised appropriately
- The goods and services are received against the payment
- The payment is as per the agreement that pre-exists

When a voucher is issued for payment, it implies that all these prerequisites of the control mechanism process are fulfilled, and the payment towards the supplier is good to go.

Also Read: [Letter Of Authorization For GST](#)

Components of Accounting Voucher

A voucher accounting is typically a part of a manual payment system with a strong control mechanism. The vouchers are prepared with the help of source documents such as challans, counterfoils, cheque books, receipts, bank deposit slips, bills, cash memos, and other information. The source documents are relevant to the financial transaction and also vouch for the existence of such transactions.

The data and information on a voucher normally contain are as mentioned below:

- Voucher number
- Date and types of accounting vouchers
- Credit and debit column
- Particulars column- It includes a brief description of the record of the transaction
- Identification Number of the supplier
- The amount payable in words and figures
- Column for total
- The due date for payment
- Name of the account under which liability is created
- Terms and conditions for a discount or other schemes
- Approval stamp and signature of accountant
- Authorised signature of the higher authority
- Receiver's signature

Preparation of the accounting vouchers can be a tricky job. The accountant has to be vigilant while preparing the vouchers for the transaction that takes place. Every minute detail should be thoroughly checked and verified. Some of the major points that the accountant should take care of while preparing the voucher are mentioned below:

1. The supporting documents should be thoroughly verified.

2. An authorised signatory should sign the supporting documents of the voucher.
3. The accountant should use appropriate types of voucher relevant to the transaction.
4. The credit and debit sides of the voucher should be tallied and balanced.
5. It is most essential for the accountant to ensure that the voucher has the correct account head mentioned. This would ensure that the transaction is recorded properly in the books of accounts.

Types of accounting vouchers

Along with the knowledge about the [meaning of vouchers in accounting](#), the accountant should also have thorough knowledge about the [types of vouchers](#). This assists the accountant to prepare an appropriate voucher with regard and relevant to the financial transaction. Also, different types of vouchers have different meanings and implications.

The [several types of vouchers](#) are mentioned below:

1. Receipt Voucher

The bank or cash receipts are recorded through a receipt voucher. The receipt voucher is of two types, namely bank receipt voucher and cash receipt voucher. A cash receipt voucher is prepared for the amount received in cash. The bank receipt vouchers record the receipt of the demand draft or cheque. This implies that the amount is received in the bank instead of cash.

2. Payment Voucher

The payment voucher is opposite to the receipt voucher. While receipt voucher poses the inflow of funds, payment voucher depicts the transactions that have an outflow of funds. The focus of preparing payment vouchers is to record the cash and bank transactions for payment in an organisation.

Similar to receipt vouchers, payment vouchers are also of two types: bank payment vouchers and cash payment vouchers. The payments in an organisation through cash are recorded in a cash payment voucher, while those done through demand draft or cheque are recorded in bank payment voucher.

3. Journal Voucher

Journal vouchers are also known as transfer vouchers or non-cash vouchers. All the transactions that do not involve cash or bank transactions or inflow and outflow of amounts are passed through journal vouchers. They are authentic documentary proof for the financial transaction.

For instance, when the goods are sold on credit and there is no immediate cash or bank transaction, the journal voucher is prepared for such a transaction. The debtor is debited with the sales amount, and the **sales account** is credited to pass the accounting entry.

4. Sales Voucher

Any sales transaction for the goods and services is passed through a sales voucher. The sales voucher is prepared to record the cash and credit sales performed in the organisation. The relevant debtor account is debited, and the sales account is credited. The sales voucher is the proof and acts as evidence of the sales transaction for goods and services in the organisation.

5. Purchase Voucher

Purchase voucher records the transaction of purchase of goods and services in an organisation. The purchase transaction may be through cash or bank or on credit. The relevant supplier is credited when

the purchase happens on credit. The purchase voucher is supported through several relevant documents such as purchase order, supplier slip, and other documents relevant to the required purchase.

6. Supporting Voucher

Any transaction that has been undertaken in the organisation in the past is documented through a supporting voucher. It is written documentary proof for the past events in an organisation. For example, to support the main voucher, supporting vouchers are attached with the expense bill. Supporting vouchers such as fuel bills can act as proof of the transportation of an employee.

Why are accounting vouchers prepared?

When an organisation receives an invoice from a supplier, and there is a liability of payment, then the accountant has to essentially make a voucher in accounting. The vouchers act as the supporting documents with regards to any payment done and the ledger file.

Also, accounting vouchers are deemed the source document and prove that the business organisation has performed the financial transaction. Therefore, they play a vital role in the audit trail process of the organisation. The external auditors treat the vouchers as a piece of audit evidence. The transactions of the organisation can be easily controlled and tracked with the use of vouchers.

Process of using accounting vouchers

The payment towards goods and services is not done immediately. It is usually due at a certain future date. A delay of thirty, sixty, or ninety days is normally allowed for payment. So when the organisation receives services or goods, they issue an accounting voucher as a reminder for the payable amount.

There is a certain process followed for creating a voucher. This is mentioned below:

1. An order for goods or services is placed to the supplier.
2. The supplier acknowledges, confirms, and approves the order.
3. The authorised person verifies that the goods and services received are as per the terms of agreement or contract.
4. According to the transaction, the voucher is created. It contains all the related and relevant information about the transaction. The documents in support of the transaction are also attached to the same.
5. The organisation makes the payment after thoroughly checking the voucher and the supporting documents and information.

The accounting vouchers contain all the related and relevant data and information about the transaction. There are numerous documents attached to the accounting voucher. Some of the major documents are mentioned below:

1. The invoice from the supplier for the goods and services
2. Basic details of the supplier such as telephone number, address, name, bank details, and others.
3. Details about the payment due such as amount, any discount, due date, and other details.
4. Purchase order details.
5. Confirmation of receipt stating that the goods or services are received as per the agreement and the invoice.
6. General ledger account to support the accounting purpose.
7. Authorised signature to confirm and validate the purchase and the payment. This can be any person who is authorised and is in charge of the transaction.
8. Voucher documentation or the pr

Inventory Storage Using Godowns/Locations

In your business, you may be managing the inventory in multiple physical locations, such as shops, warehouses, bins, racks, cabinets, and so on. In this case, you can use the Godowns/Locations capability of Tally.ERP 9. Using godowns will help you keep a record of inventory moving from one project or manufacturing stage to another. Similarly, you can also track the stock moving in and out of your business premises for consignment sales or job work. You can view stock reports for each godown and account for the movement of stock between godowns.

Related topics

[Godown/Location Summary](#)

[Manage Stock for Third-Party](#)

[FAQs](#)

Create & group godowns: You can create individual godowns or multiple godowns in a hierarchy, as in the case of other masters in Tally.ERP 9, such as Ledger Group, Stock Group, Stock Category, and Cost Centre. You can use Godowns/Locations to create a hierarchy for shelves, bins, and even different sections of a warehouse. Tally.ERP 9 helps you to see the details of the materials at the top level as well as at each individual level, in a hierarchy of godowns.

For example, you can simply create Warehouse A, Warehouse B, and Warehouse C, or you can create Southern Region, with Warehouse A and Warehouse B under it, and Eastern Region, with Warehouse C and Warehouse D under it. Then, you can get the total inventory in Southern Region, and the inventory in Warehouse B.

Use multiple godowns: After creating godowns, you are prompted to choose one or more godowns for every movement of inventory. You can put all your stock into a single godown or use multiple godowns. For example, you can buy 1000 tons of an item, and split it as 300 tons in Warehouse A, and 700 tons in Warehouse B using the same purchase transaction. This is identical to the way you would allocate Cost Centre details, Order details, and so on.

- [Using multiple godowns will treat your inventory in each godown as independent lots.](#)
- [Tally.ERP 9 by default maintains an internal godown named **Main Location**.](#)

Tally.ERP 9 summarises details of each godown in the Godown/Location Summary report.

On this page

- [Use Godowns/Locations for Inventory Storage](#)
- [Transfer Inventory Between Godowns/Locations](#)
- [Create Hierarchy of Godowns/Locations for Area-wise Inventory Storage](#)
- [Print Godown/Location Address in Invoices](#)

Use Godowns/Locations for Inventory Storage

If you are using more than one location, bin, rack, cabinet, and so on, create Godowns/Locations in Tally.ERP 9 to track your inventory. Similarly, if you keep inventory in different projects or maintain raw materials and finished goods in separate locations, Godowns/Locations will serve the purpose.

After you have created a Godown/Location, you can allocate inventory to the godowns of your choice, including the default godown **Main Location** .

In this section

- [Create Godowns/Locations](#)
- [Create multiple Godowns/Locations](#)
- [Allocate Stock Items to Godowns/Locations](#)
- [Alter, Delete, and Display Godowns/Locations](#)

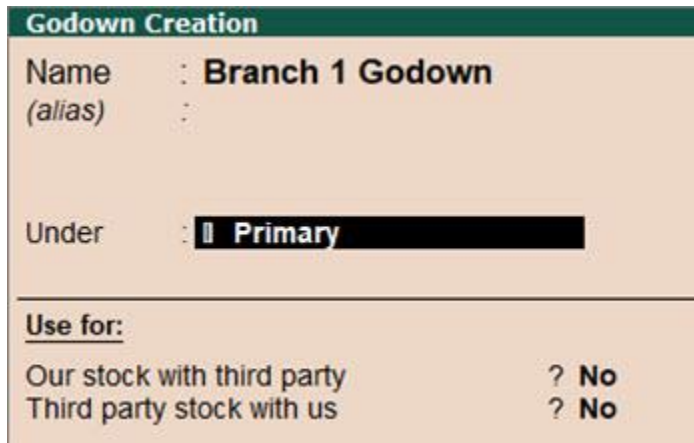
Create Godowns/Locations

To start allocating your stock items in godowns, you need to create a godown first.

1. Press **F11** (Features) > **Inventory Features** > and set **Maintain multiple Godowns** as **Yes** .
2. **Gateway of Tally > Inventory Info. > Godown > Single Godown > Create** .

When you create a Godown/Location in Tally.ERP 9 for the first time, you are prompted to alter the existing internal godown (**Main Location**), where all your inventory is stored by default.

3. **Name & alias** : As in other masters, you can specify multiple aliases for the godown name.
4. **Under** : Select **Primary** or Main Location.



Godown Creation	
Name	: Branch 1 Godown
(alias)	:
Under	: Primary
<hr/>	
Use for:	
Our stock with third party	? No
Third party stock with us	? No

*What you see on the screen can vary based on your choices. Press **F12** (Configure) to change the options.*

Note: As in the case of other ledgers and groups, **Primary** is the root under which you can create a godown. By default, **Main Location** is available under Primary. When you create a godown, selecting Primary creates the godown at the same level as

that of Main Location. If you select Main Location, it becomes the parent godown for the new godown.

Click to see the [F12 configurations for godowns](#).

5. Accept the screen. As always, you can press **Ctrl + A** to save.

You can create godowns on the fly or move back and forth when creating godowns. [See more...](#)

Create multiple Godowns/Locations

If you have stored your inventory in more than one location, in Tally.ERP 9 you can choose to create godowns one by one, or create multiple godowns from a single screen. You can choose the parent godown from the same screen when creating multiple godowns.

1. **Gateway of Tally > Inventory Info. > Godowns > Multiple Godowns > Create** .

2. **Under Godown :**

- If you select **Under Godown > All Items** , you will be prompted to select the parent godown for each godown name that you specify under the **Name** column.
- If you select any other godown, say **Under Godown > Main Location** , this godown is treated the parent godown for all the godowns you create. However, you can change the hierarchy anytime later to suit your business preferences.

A sample **Multi Godown Creation** screen is shown below.

S.No.	Name	Under
1.	Sub-Godown 1	Main Location
2.	Sub-Godown 2	Main Location
3.	Sub-Godown South1	Southern Region
4.	Sub-Godown South2	Southern Region
5.		

*What you see on the screen can vary based on your choices.
Press **F12** (Configure) to change the options.*

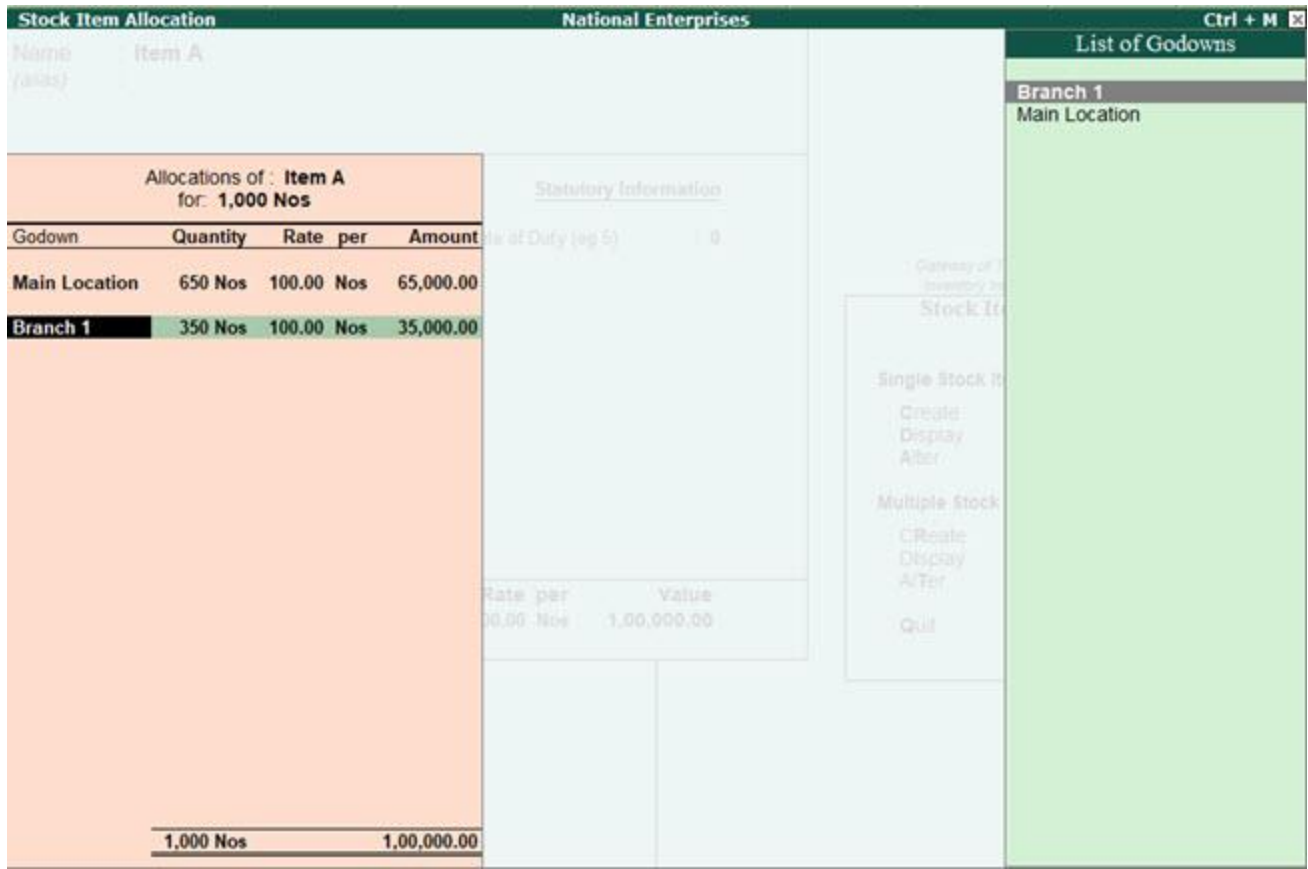
Allocate stock items to Godowns/Locations

Once you have created the required godowns, you can allocate your stock items to one or more godowns.

1. Open the **Stock Item Allocation** screen.

- To allocate the opening balance of your stock, in the **Stock Item Alteration** screen, select **Opening Balance** and press **Enter** .
- To allocate stock items during voucher entry, in the **Voucher Creation** screen, select the stock item and press **Enter** .

A sample **Stock Item Allocation** screen is as shown.



What you see on the screen can vary based on your choices. Press **F12** (Configure) to change the options and **F11** (Features) to enable or disable features.

2. In the **Stock Item Allocation** screen, provide the **Quantity** if UoM is defined for the item; otherwise, provide the **Amount** .

The quantities and amount entered in the allocations screen are consolidated and displayed in the voucher. The Opening Balance **Quantity** or **Value** specified in the stock item must be completely allocated among the selected godowns.

Alter, Display, and Delete Godowns/Locations

Like other masters, you can **Alter** , **Display** , or **Delete** godowns. [See more...](#)

Transfer Inventory Between Godowns/Locations

You can move your stock from one Godown/Location to another using Stock Journals. In case you are into manufacturing or job work, Tally.ERP 9 provides the flexibility to use specific voucher entry modes of Stock Journal to record transfer of materials between godowns.

1. **Gateway of Tally > Inventory Vouchers > Alt + F7** (Stock Journal).
2. Under **Source (Consumption)** , specify details of the stock items that you want to transfer.
 - Select the stock item and the godown from where you want to transfer.

- Specify the **Quantity** here. **Rate** and **Amount** are auto-filled from the stock item. You can alter these values, as needed.

If you have not specified the Opening Balance (Quantity, Rate, and Amount) in the item master, you can enter only the **Amount** here.

3. Under **Destination (Production)** , specify details of the stock items.

- Select the stock item and the destination godown. For inter-godown transfers, select the same stock item as in the **Source** .

As always, you can create stock items and godowns on the fly by pressing **Alt + C** .

- Provide **Quantity** , **Rate** , or **Amount** , as needed.

Note: You can also select a different stock item as finished goods in case the source stock item is changing form, especially in case of manufacturing. For more information, refer to [Manufacturing Journal Voucher](#) .

Source (Consumption)				Destination (Production)			
Name of Item	Quantity	Godown Rate	Amount	Name of Item	Quantity	Godown Rate	Amount
Item A	Branch 1 100 Nos	100.00/Nos	10,000.00	Item A	Warehouse A 100 Nos	100.00/Nos	10,000.00

What you see on the screen can vary based on your choices.

*Press **F12** (Configure) to change the options and **F11** (Features) to enable or disable features.*

4. Accept the voucher. As always, you can press **Ctrl + A** to save.

You can configure printing of the stock journal to get the godown names and addresses in the voucher when printed. As in all other vouchers, press **Alt + P > F12** (Configure) to explore other print configurations.

Set up destination godown : In case you are transferring stock items from one or more godowns to a single destination godown, you can pre-set the destination godown using a voucher class:

- [Create a voucher class](#).
- Set the option **Use for Inter-Godown transfers** to **Yes** in the voucher class.

Inventory Voucher Creation		National Enterprises		Ctrl + M
Inter-Godown No. 1		Voucher class: Inter-Godown		List of Godowns
Transfer of Materials (Inter- Godown)				
Destination Godown : Southern Region				
Name of Item		Godown		
Item A		Branch 1		
Item B		Eastern Region		
Narration:				

What you see on the screen can vary based on your choices.
 Press **F12** (Configure) to change the options and **F11** (Features) to enable or disable features.

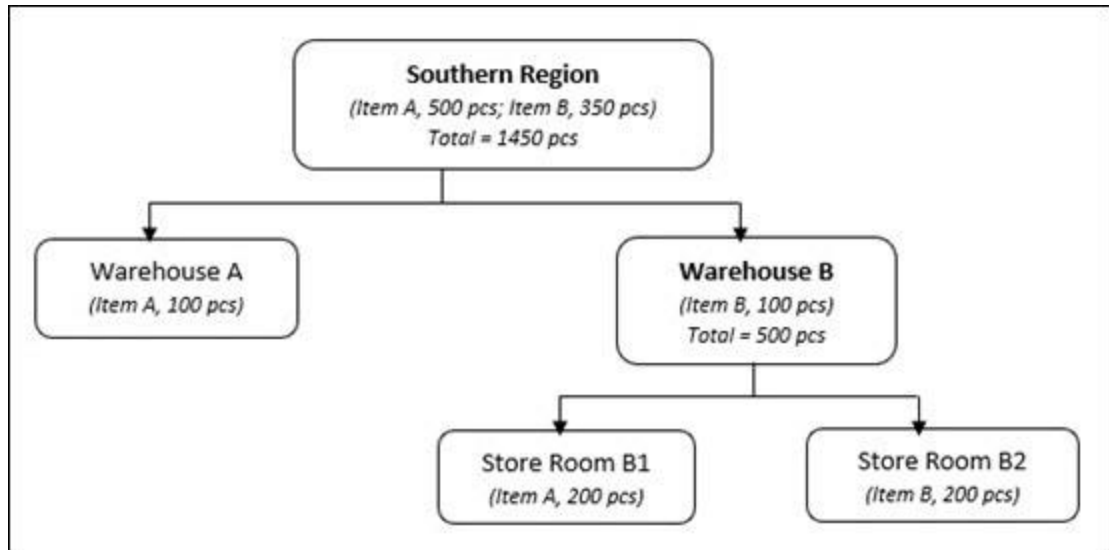
You can print the stock journal voucher with the destination godown name appearing on the top of the printed voucher. See [Transfer Journal Voucher](#) for more information. As in all other vouchers, press **Alt + P > F12** (Configure) to see other print configurations.

Create Hierarchy of Godowns/Locations for Area-wise Inventory Storage

You can create multiple godowns in a hierarchy, to get a consolidated view of your inventory in different regions, zones, warehouses, cabinets, bins, and so on.

To create a hierarchy as shown in the image below:

- Create the godown Southern Region. When creating godowns Warehouse A and Warehouse B, in the field **Under** , select Southern Region.
- Similarly, when creating Store Room B1 and Store Room B2, select Warehouse B.



As per this hierarchy, in the corresponding reports:

- Warehouse B will show 500 pcs - the total stock available in Warehouse B, Store Room B1, and Store Room B2.
- Southern Region will show 1450 pcs - the total stock in Southern Region and all other godowns under it.

In case you want Southern Region to not store any stock:

1. In the Stock Item master, press **F12** , and set **Allow advanced entries in masters** to **Yes** .
2. **Gateway of Tally > Inventory Info. > Masters > Godowns > Alter** , and select the godown.
3. Set **Allow storage of materials** to **No** . With this, Southern Region will not be shown for Item Allocation.

Print Godown/Location Address in Invoices

In case of a sale, stock transfer, or manufacturing, the transporter needs to know the address of godowns where the materials need to be picked from and/or delivered to. If you have provided the address of the Godowns/Locations, you can print the source and destination godown addresses in the invoices. This helps in referring to the addresses in the invoice during stock transfers.

1. Open the voucher > press **Alt + P > F12** (Configure).
Set the **Show godown name** and **Show godown address** options to **Yes** .
2. Save the configurations and print. As always, you can use **Ctrl + A** to save.
These configurations will be saved for the selected voucher type and the address will be printed on the vouchers.

Note: In case you do not see the godown address in the voucher, you need to enter the address in the Godown/Location. [Refer to the F12 configurations for godowns](#) .

A sample of printed Sales Invoice with the godown address is shown below:

INVOICE

National Enterprises Koramangala 5th Main E-Mail : national.enterprise@abc.com		Invoice No. 1		Dated 1-Apr-2019	
		Delivery Note		Mode/Terms of Payment	
		Supplier's Ref.		Other Reference(s)	
Buyer Cash		Buyer's Order No.		Dated	
		Despatch Document No.		Delivery Note Date	
		Despatched through		Destination	
		Terms of Delivery			
Sl No.	Description of Goods	Quantity	Rate	per	Amount
1	Item A Godown: Store Room B1 Koramangala Karnataka	20 Nos 20 Nos	125.00	Nos	2,500.00
Total		20 Nos			₹ 2,500.00

*What you see on the screen can vary based on your choices. Press **F12** (Configure) to change the options.*

Step by Step Payroll Tally Notes

- F11 -> Accounting Features
- Maintain Payroll – **Yes**
- Maintain more than one payroll or cost category – **Yes**
- Create Employees Category**

GOT -> Payroll Info -> Employees Category -> Create

Head Office
Regional Office

Allocate Revenue Items – Yes

Create Employees Group

GOT -> Payroll Info -> Employees Group -> Create

Category – Head Office
Category Name – Marketing
Under – Primary
Define salary details – No

Create below given employees groups:-

1. Marketing
2. Sales
3. Account
4. HR

Create Units (Work) : Payroll Tally Notes

GOT -> Payroll Info -> Units (work)

Create

Type : Simple
Symbol : Hrs
Name : hours

Type : Simple
Symbol : Min
Name : Minutes

Type : Simple
Symbol : Days
Name: Number of Days

Type : Compound
First Unit : Hrs, Conversion -60, Second unit : Min

Type : Compound
First Unit : Days, Conversion -8, Second unit : Hrs

Check in display
Create Attendance / Production Type

GOT->Payroll info-> Attendance

Create

Name : Present
under : Primary

Attendance type : Attendance / Leave with pay

Name : Overtime
under : Primary

Attendance type : Production
Unit : Compound (Day of 8 hrs)

Display
Payroll Tally Notes for Training Purpose

Pay Heads in Tally Payroll

GOT->Payroll info-> Pay Heads

Create

Name : Basic Pay

Pay Head Type: Earning for Employees
Income Type : Fixed
Under : Indirect Expenses
Affect Net Salary : Yes
Use for Calculation of Gratuity : Yes
Calculation Type : On attendance
Attendance with Pay : Present
Calculation Period : Months
Basis of calculation : As per calendar period
Rounding Method : Normal rounding

Name : HRA

Pay Head Type: Earning for Employees
Income Type : Fixed
Under : Indirect Expenses
Affect Net Salary : Yes
Use for Calculation of Gratuity : No
Calculation Type : As computed value
Rounding Method : Normal rounding

Computation Info

Compute : On specific Formula
Add Pay Head : Basic Pay
Slab Type : Percentage
Value : 20 %

Name : DA

Pay Head Type: Earning for Employees
Income Type : Fixed
Under : Indirect Expenses
Affect Net Salary : Yes
Use for Calculation of Gratuity : No
Calculation Type : As computed value

Rounding Method: Normal rounding

Computation Info

Compute : On specific Formula
Add Pay Head : Basic Pay

Slab Rate : Percentage
Value : 40 %

Transport Allowance

Pay Head Type: Earning for Employees
Income Type : Fixed
Under : Indirect Expenses
Affect Net Salary : Yes
Use for Calculation of Gratuity : No
Calculation Type : As computed value
Rounding Method: Normal rounding

Computation Info

Compute : On specific Formula

Add Pay Head : Basic Pay
Slab Rate : Percentage
Value : 10 %

Name : Bonus

Pay Head Type: Earning for Employees
Income Type : Fixed
Under : Indirect Expenses
Affect Net Salary : Yes
Use for Calculation of Gratuity : No
Calculation Type : **Flat Rate**
Calculation Period: Monthly

Name : PF Employer

Pay Head Type: Employer's statutory contribution
Statuary Pay Type : PF Account
Statuary Pay Type : PF Account
Under : Indirect Expenses
Affect Net Salary : Yes
Calculation Type : As computed value
Rounding Method : Normal rounding

Computation Info

Compute : On specific Formula
Add Pay Head : Basic Pay
Slab Rate : Percentage
Value : 12%

Name : ESIC Employer

Pay Head Type: Employer's statutory contribution
Statuary Pay Type : Employee State Insurance
Under : Indirect Expenses
Affect Net Salary : Yes
Calculation Type : As computed value
Rounding Method : Normal rounding

Computation Info

Compute: On current Sub-total
Slab Rate: Percentage
Value : 3.25%

Name : PF Employee

Pay Head Type: Employee's statutory deduction
Under : Current Liability
Affect Net Salary : Yes
Calculation Type : As computed value
Rounding Method : Normal rounding

Computation Info

Compute : On specific Formula

Add Pay Head : Basic Pay

Slab Rate : Percentage

Value : 12%

Name : ESIC Employee

Pay Head Type: Employee's statutory deduction

Under : Current Liability

Affect Net Salary : Yes

Calculation Type : As computed value

Rounding Method : Normal rounding

Computation Info

Compute: On current Sub-total

Slab Rate: Percentage

Value : 0.75%

Name : Over Time

Pay Head Type: Earning for Employees

Income Type : Fixed

Under : Indirect Expenses

Affect Net Salary : Yes

Use for Calculation of Gratuity : No

Calculation Type : On production

Production type : Over time

Note : Over time rate to be filled for each employees at salary details Employees

GOT -> Payroll Info -> Employees -> Create

Single Employee

Employee Creation Window

Category : Head Office

Name : Ajay Gulia

Under : Marketing

DOJ : 1st April 2021

Define Salary Details : Yes

Salary Detail Window

Pay Head

Basic Pay : 20000

DA:

HRA:

TA :
Bonus : 1000
Overtime : 50 (Rate)
PF Employer
PF Employee
ESIC Employer
ESIC Employee

Employee Number : M001
Designation : Manager
Function : Marketing Management
Location : Delhi
Gender : Male
DOB : 01-April-1990
Blood Group : A Positive
Father Name : Rohit Saxena
Spouse Name : Reena
Address : Shernagar, Muzaffarnagar
Phone Number : 9876543433
e-mail : xyz@gmail.com
Provide Bank Detail – Yes
Bank Details window appear
Account Number : 123456767788
IFSC code: ABCD0123456
Bank Name : Specify Bank Name
Bank Name : State Bank of India
Transaction Type : e-fund transfer

PAN Number : ASDFG1234C
Aadhar number :1234567891234567
PF Account number : ABCD11334
PRAN : 576778788
ESI NUMBER : 5654433
ESI DISPENSARY : DELHI

CTRL + A

GOT->Payroll Info ->Employees -> Single employee -> Display

GOT -> Payroll Info -> Employees

Create

Category : Head Office

Name	Under	Basic Pay	Bonus	Overtime	Emp Number	Designation
------	-------	-----------	-------	----------	------------	-------------

Sunil Saini	Account	20000	1500	100	A001	Manager
Irfan	Account	22000	1000	50	A002	Clerk
Ajay Kumar	HR	25000	1000	80	H001	Head
Ravi Raj	HR	15000	1000	70	H002	Executive
Sameer	Marketing	9000	1000	45	M001	Manager
Jyoti Tyagi	Marketing	11000	000	30	M002	Executive
Payal	Marketing	12000	1000	40	M003	Clerk
Rajesh Chauhan	Sales	25000	2000	50	S001	GM
Sunita	Sales	15000	1000	45	S002	Manager
Sumit Sinha	Sales	10000	1000	60	S003	Clerk
Sabu Mahato	Sales	8000	1000	50	S004	Salesman
Shivam	Sales	8500	1000	50	S005	Salesman
Raveena	Sales	8000	1000	50	S006	Salesman
Ankur Jha	Sales	9000	500	50	S007	Salesman
Anup Kumar	Sales	9200	1000	50	S008	Salesman

Payroll Vouchers

GOT ->Transactions ->Payroll Vouchers

Attendance Boucher Creation

Change Voucher Date 31 -05-2021

Ctrl + F4 (Payroll) ->ctrl+F5 (attendance) -> Alt A Attendance Auto fill)

Attendance Auto Fill Window

Voucher Date : 31-05-2021

Employee Category : Head Office

Employees Group : All Group

Attendance Type : Present

Default value : 0

Sort by : Employees Name

Fill the value : Number of Present days for each individual

Repeat for attendance type : Overtime

Payroll Boucher Creation

Ctrl F4 (Payroll) -> Alt A (Payroll Auto fill)

Payroll Autofill window

Process for : Salary

From : 01-05-2021

To: 31-05-2021

Employees Category : Head Office

Employees Group : All Items

Sort by : Employees Name

Payroll Ledger : Cash

Include Emp Bank details : Yes

Accept

Display the Salary Information

GOT -> Display -> Payroll reports -> statements of Payroll -> Payslip -> Single Payslip

Select the name for Pay slip of Individual

Pay Slip
for October-2021

Ajay Gulia

Employee Number	: ADF34465	Income Tax Number (PAN)	: AMBPK4499D
Function	: Marketing Management	Universal Account Number (UAN)	:
Designation	: Head	PF account number	: AB/CD0/1234/000/ABCD123
Location	: Delhi	ESI Number	: 4566666
Bank Details	:	PR Account Number (PRAN)	: 12344556
Date of joining	: 1-Apr-2021		

Attendance Details		Value			
Present		20 Days			
Earnings	Amount	Gross Salary	Deductions	Amount	Gross Salary
BASIC PAY	12,903.23	20,000.00	PF Employee	1,548.39	2,400.00
DA	6,451.61	10,000.00			
Bonus	1,000.00	1,000.00			
Total Earnings	20,354.84	31,000.00	Total Deductions	1,548.39	2,400.00
			Net Amount	₹ 18,806.45	₹ 28,600.00

Amount (in words):

INR Eighteen Thousand Eight Hundred Six and Forty Five paise Only

for Ajay_Payroll

Authorised Signatory

Goods & Services Tax GST (India) What is GST? Indirect Tax Law Explained

Updated on January 11, 2022 – 04:15:28 PM

Many carry out [GST search](#) to understand more about the term. In this article, we take a closer look at what is GST and the reason why it is making business and taxes simpler and easier

1. [What is GST?](#)
2. [The journey of GST in India](#)
3. [Objectives Of GST](#)
4. [Advantages Of GST](#)
5. [Components of GST?](#)
6. [Tax Laws before GST](#)
7. [How has GST helped in price reduction?](#)
8. [What are the new compliances under GST?](#)

1. What is GST in India? GST is known as the Goods and Services Tax. It is an indirect tax which has replaced many indirect taxes in India such as the excise duty, VAT, services tax, etc. The Goods and Service Tax Act was passed in the Parliament on 29th March 2017 and came into effect on 1st July 2017.

Multi-stage

An item goes through multiple change-of-hands along its supply chain: Starting from manufacture until the final sale to the consumer.

Let us consider the following stages:

- Purchase of raw materials
- Production or manufacture
- Warehousing of finished goods
- Selling to wholesalers
- Sale of the product to the retailers
- Selling to the end consumers
-
- The Goods and Services Tax is levied on each of these stages making it a multi-stage tax.

Value Addition

A manufacturer who makes biscuits buys flour, sugar and other material. The value of the inputs increases when the sugar and flour are mixed and baked into biscuits.

The manufacturer then sells these biscuits to the warehousing agent who packs large quantities of biscuits in cartons and labels it. This is another addition of value to the biscuits. After this, the warehousing agent sells it to the retailer.

The retailer packages the biscuits in smaller quantities and invests in the marketing of the biscuits, thus increasing its value. GST is levied on these value additions, i.e. the monetary value added at each stage to achieve the final sale to the end customer.

Destination-Based

Consider goods manufactured in Maharashtra and sold to the final consumer in Karnataka. Since the Goods and Service Tax is levied at the point of consumption, the entire tax revenue will go to Karnataka and not Maharashtra.

2. The Journey of GST in India

The GST journey began in the year 2000 when a committee was set up to draft law. It took 17 years from then for the Law to evolve. In 2017, the GST Bill was passed in the Lok Sabha and Rajya Sabha. On 1st July 2017, the GST Law came into force.

3. Objectives Of GST

1. To achieve the ideology of 'One Nation, One Tax'

GST has replaced multiple indirect taxes, which were existing under the previous tax regime. The advantage of having one single tax means every state follows the same rate for a particular product or service. Tax administration is easier with the Central Government deciding the rates and policies. Common laws can be introduced, such as e-way bills for goods transport and e-invoicing for transaction reporting. Tax compliance is also better as taxpayers are not bogged down with multiple return forms and deadlines. Overall, it's a unified system of indirect tax compliance.

2. **To subsume a majority of the indirect taxes in India**

India had several erstwhile indirect taxes such as service tax, Value Added Tax (VAT), Central Excise, etc., which used to be levied at multiple supply chain stages. Some taxes were governed by the states and some by the Centre. There was no unified and centralised tax on both goods and services. Hence, GST was introduced. Under GST, all the major indirect taxes were subsumed into one. It has greatly reduced the compliance burden on taxpayers and eased tax administration for the government.

3. **To eliminate the cascading effect of taxes**

One of the primary objectives of GST was to remove the cascading effect of taxes. Previously, due to different indirect tax laws, taxpayers could not set off the tax credits of one tax against the other. For example, the excise duties paid during manufacture could not be set off against the VAT payable during the sale. This led to a cascading effect of taxes. Under GST, the tax levy is only on the net value added at each stage of the supply chain. This has helped eliminate the cascading effect of taxes and contributed to the seamless flow of input tax credits across both goods and services.

4. **To curb tax evasion**

GST laws in India are far more stringent compared to any of the erstwhile indirect tax laws. Under GST, taxpayers can claim an input tax credit only on invoices uploaded by their respective suppliers. This way, the chances of claiming input tax credits on fake invoices are minimal. The introduction of e-invoicing has further reinforced this objective. Also, due to GST being a nationwide tax and having a centralised surveillance system, the clampdown on defaulters is quicker and far more efficient. Hence, GST has curbed tax evasion and minimised tax fraud from taking place to a large extent.

5. **To increase the taxpayer base**

GST has helped in widening the tax base in India. Previously, each of the tax laws had a different threshold limit for registration based on turnover. As GST is a consolidated tax levied on both goods and services both, it has increased tax-registered businesses. Besides, the stricter laws surrounding input tax credits have helped bring certain unorganised sectors under the tax net. For example, the construction industry in India.

6. **Online procedures for ease of doing business**

Previously, taxpayers faced a lot of hardships dealing with different tax authorities under each tax law. Besides, while return filing was online, most of the assessment and refund procedures took place offline. Now, GST procedures are carried out almost entirely online. Everything is done with a click of a button, from registration to return filing to refunds to e-way bill generation. It has contributed to the overall ease of doing business in India and simplified taxpayer compliance to a massive extent. The government also plans to introduce a centralised portal soon for all indirect tax compliance such as e-invoicing, e-way bills and GST return filing.

7. **An improved logistics and distribution system**

A single indirect tax system reduces the need for multiple documentation for the supply of goods. GST minimises transportation cycle times, improves supply chain and turnaround time, and leads to warehouse consolidation, among other benefits. With the e-way bill system under GST, the removal of interstate checkpoints is most beneficial to the sector in improving transit and destination efficiency. Ultimately, it helps in cutting down the high logistics and warehousing costs.

8. To promote competitive pricing and increase consumption

Introducing GST has also led to an increase in consumption and indirect tax revenues. Due to the cascading effect of taxes under the previous regime, the prices of goods in India were higher than in global markets. Even between states, the lower VAT rates in certain states led to an imbalance of purchases in these states. Having uniform GST rates have contributed to overall competitive pricing across India and on the global front. This has hence increased consumption and led to higher revenues, which has been another important objective achieved.

4. Advantages Of GST

GST has mainly removed the cascading effect on the sale of goods and services. Removal of the cascading effect has impacted the cost of goods. Since the GST regime eliminates the tax on tax, the cost of goods decreases.

Also, GST is mainly technologically driven. All the activities like registration, return filing, application for refund and response to notice needs to be done online on the GST portal, which accelerates the processes.

5. What are the components of GST?

There are three taxes applicable under this system: [CGST](#), [SGST](#) & [IGST](#).

- **CGST:** It is the tax collected by the Central Government on an intra-state sale (e.g., a transaction happening within Maharashtra)
- **SGST:** It is the tax collected by the state government on an intra-state sale (e.g., a transaction happening within Maharashtra)
- **IGST:** It is a tax collected by the Central Government for an inter-state sale (e.g., Maharashtra to Tamil Nadu)

In most cases, the tax structure under the new regime will be as follows:

Transaction	New Regime	Old Regime	Revenue Distribution
Sale within the State	CGST + SGST	VAT + Central Excise/Service tax	Revenue will be shared equally between the Centre and the State
Sale to another State	IGST	Central Sales Tax + Excise/Service Tax	There will only be one type of tax (central) in case of inter-state sales. T will then share the IGST revenue based on the destination of goods.

Illustration:

- Let us assume that a dealer in Gujarat had sold the goods to a dealer in Punjab worth Rs. 50,000. The tax rate is 18% comprising of only IGST.

In such a case, the dealer has to charge IGST of Rs.9,000. This revenue will go to Central Government.

- The same dealer sells goods to a consumer in Gujarat worth Rs. 50,000. The GST rate on goods is 12%. This rate comprises CGST at 6% and SGST at 6%.

The dealer has to collect Rs.6,000 as Goods and Service Tax, Rs.3,000 will go to the Central Government and Rs.3,000 will go to the Gujarat government since the sale is within the state.

6. Tax Laws before GST

In the earlier indirect tax regime, there were many indirect taxes levied by both the state and the centre. States mainly collected taxes in the form of Value Added Tax (VAT). Every state had a different set of rules and regulations.

Inter-state sale of goods was taxed by the centre. CST (Central State Tax) was applicable in case of inter-state sale of goods. The indirect taxes such as the entertainment tax, octroi and local tax were levied together by state and centre. These led to a lot of overlapping of taxes levied by both the state and the centre.

For example, when goods were manufactured and sold, excise duty was charged by the centre. Over and above the excise duty, VAT was also charged by the state. It led to a tax on tax effect, also known as the cascading effect of taxes.

The following is the list of indirect taxes in the pre-GST regime:

- Central Excise Duty
- Duties of Excise
- Additional Duties of Excise
- Additional Duties of Customs
- Special Additional Duty of Customs
- Cess
- State VAT
- Central Sales Tax
- Purchase Tax
- Luxury Tax
- Entertainment Tax
- Entry Tax
- Taxes on advertisements
- Taxes on lotteries, betting, and gambling

CGST, SGST, and IGST have replaced all the above taxes.

However, certain taxes such as the GST levied for the inter-state purchase at a concessional rate of 2% by the issue and utilisation of 'Form C' is still prevalent.

It applies to certain non-GST goods such as:

- i. Petroleum crude;
- ii. High-speed diesel
- iii. Motor spirit (commonly known as petrol);

- iv. Natural gas;
- v. Aviation turbine fuel; and
- vi. Alcoholic liquor for human consumption.

It applies to the following transactions only:

- Resale
- Use in manufacturing or processing
- Use in certain sectors such as the telecommunication network, mining, the generation or distribution of electricity or any other power sector

7. How Has GST Helped in Price Reduction?

During the pre-GST regime, every purchaser, including the final consumer paid tax on tax. This condition of tax on tax is known as the cascading effect of taxes.

GST has removed the cascading effect. Tax is calculated only on the value-addition at each stage of the transfer of ownership. Understand what the cascading effect is and how GST helps by watching this simple video:

The indirect tax system under GST will integrate the country with a uniform tax rate. It will improve the collection of taxes as well as boost the development of the Indian economy by removing the indirect tax barriers between states.

Illustration:

Based on the above example of the biscuit manufacturer, let's take some actual figures to see what happens to the cost of goods and the taxes, by comparing the earlier GST regimes.

Tax calculations in earlier regime:

Action	Cost (Rs)	Tax rate at 10% (Rs)	Invoice Total (Rs)
Manufacturer	1,000	100	1,100
Warehouse adds a label and repacks at Rs.300	1,400	140	1,540
Retailer advertises at Rs. 500	2,040	204	2,244
Total	1,800	444	2,244

The tax liability was passed on at every stage of the transaction, and the final liability comes to a rest with the customer. This condition is known as the **cascading effect of taxes**, and the value of the item keeps increasing every time this happens.

Tax calculations in current regime:

Action	Cost (Rs)	Tax rate at 10% (Rs)	Tax liability to be deposited (Rs)	Invoice Total (Rs)
Manufacturer	1,000	100	100	1,100
Warehouse adds label and repacks at Rs. 300	1,300	130	30	1,430
Retailer advertises at Rs. 500	1,800	180	50	1,980
Total	1,800		180	1,980

In the case of Goods and Services Tax, there is a way to claim the credit for tax paid in acquiring input. The individual who has already paid a tax can claim credit for this tax when he submits his GST returns.

In the end, every time an individual is able to claim [the input tax credit](#), the sale price is reduced and the cost price for the buyer is reduced because of lower tax liability. The final value of the biscuits is therefore reduced from Rs.2,244 to Rs.1,980, thus reducing the tax burden on the final customer.

8. What are the New Compliances Under GST?

Apart from online filing of the GST returns, the GST regime has introduced several new systems along with it.

e-Way Bills

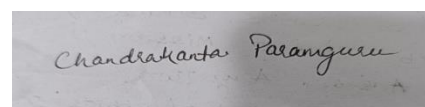
GST introduced a centralised system of waybills by the introduction of "[E-way bills](#)". This system was launched on 1st April 2018 for inter-state movement of goods and on 15th April 2018 for intra-state movement of goods in a staggered manner.

Under the e-way bill system, manufacturers, traders and transporters can generate e-way bills for the goods transported from the place of its origin to its destination on a common portal with ease. Tax authorities are also benefited as this system has reduced time at check -posts and helps reduce tax evasion.

E-invoicing

The [e-invoicing system](#) was made applicable from 1st October 2020 for businesses with an annual aggregate turnover of more than Rs.500 crore in any preceding financial years (from 2017-18). Further, from 1st January 2021, this system was extended to those with an annual aggregate turnover of more than Rs.100 crore.

These businesses must obtain a unique invoice reference number for every business-to-business invoice by uploading on the GSTN's invoice registration portal. The portal verifies the correctness and genuineness of the invoice. Thereafter, it authorises using the digital signature along with a QR code.



Chandrakanta Paranguru

