

# GST Payment Voucher

Voucher No: PV-00125

Date: 10/06/2024

Supplier Name: M/s. Abc Traders

Supplier GSTIN: 27ABCDE1234F1Z5

Address: 123 Market Road, Mumbai, 400001

Recipient Name: M/s. XYZ Pvt. Ltd.

Recipient GSTIN: 27XYZDE5678L1Z6

Address: 456 Industrial Area, Pune, 411014

## Payment Details

Description	HSN/SAC	Amount (INR)	CGST (%)	SGST (%)	IGST (%)	Total (INR)
Supply of Goods	1001	10,000.00	9	9	0	11,800.00

**Total Amount (in words):** Rupees Eleven Thousand Eight Hundred Only

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Recipient Signature

- GST Payment Voucher is required for making payments under reverse charge mechanism.
- This voucher should be issued by the recipient at the time of making payment to unregistered suppliers.
- Retention of this voucher is essential for availing Input Tax Credit (ITC).
- All details, including GSTIN and address, should be accurate and updated.
- Voucher must be serially numbered and shall be maintained as per GST regulations.