

Vendor Name Pvt. Ltd.

123, Business Avenue,
ABC Nagar, City - 400001
GSTIN: 12ABCDE3456F7Z8
Contact: 98765 43210
Email: vendor@email.com

GST Invoice

Invoice No: INV-2024/105
Date of Issue: 28-06-2024
Place of Supply: City, State
State Code: 27

Billed To

ABC Corporation Ltd.
789, Corporate Street,
DEF Area, Another City - 500002
GSTIN: 22ABCDE1234R8Z1

Description of Goods / Services

S.No.	Description	HSN/SAC	Qty	Unit	Rate (₹)	Total (₹)
1	Consultancy Services	998312	1	Lot	25,000.00	25,000.00
2	Annual Maintenance Charges	998713	1	Lot	5,000.00	5,000.00

Taxable Value	30,000.00
Add: CGST @ 9%	2,700.00
Add: SGST @ 9%	2,700.00
Total Invoice Amount	35,400.00

Amount in Words: Thirty-Five Thousand Four Hundred Rupees Only

Bank Details

Bank Name: ABC Bank
Account Number: 1234567890
IFSC: ABCD0123456
Account Holder: Vendor Name Pvt. Ltd.

Declaration:

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

For Vendor Name Pvt. Ltd.

Authorised Signatory

Important Notes:

- Ensure GSTIN of both vendor and recipient is correctly mentioned for compliance.
- All invoices above ₹50,000 must compulsorily mention the recipient's address and GSTIN.
- Description, HSN/SAC codes, and tax breakup (CGST/SGST/IGST) are mandatory for validity.
- Bank details should be provided for seamless vendor payment processing.
- This format should be retained as part of records for GST audit and compliance.

