

GST-Compliant Credit Note Ledger

Supplier Name: ABC Traders Pvt. Ltd.
GSTIN: 27AAAAA1234A1Z5
Address: 101, Industrial Area, Mumbai, MH 400001
Recipient Name: XYZ Enterprises
GSTIN: 27BBBBB4321B2Z6
Address: 402, Business Hub, Pune, MH 411038
Credit Note No: CN/2024/0031
Date: 2024-06-21
Linked Invoice No: INV/2024/0564

#	Description of Goods/Services	HSN/SAC	Qty	Unit	Original Value (₹)	Credit Amount (₹)	Tax Rate (%)	IGST (₹)	CGST (₹)	SGST (₹)	Total Credit (₹)
1	Premium Office Chair	9401	10	Nos	50,000.00	5,000.00	18	0.00	450.00	450.00	5,900.00
2	Executive Desk	9403	2	Nos	20,000.00	2,000.00	18	0.00	180.00	180.00	2,360.00
Grand Total (₹):										8,260.00	

Reason for Issuance: Correction in value supplied in original tax invoice.

Authorised Signatory

ABC Traders Pvt. Ltd.

Important Notes

- The Credit Note must reference the original tax invoice for proper GST adjustment.
- Values (taxable and tax) must be accurately reduced from liability for GST returns.
- All GST credit notes must be reported in the relevant GST returns by both supplier and recipient.
- Credit Notes cannot be issued for goods/services supplied more than the prescribed time limit under GST law.
- This document is valid only if duly signed by the authorized signatory.