

ABC Company Pvt. Ltd.

123 Industrial Lane,
Cityname, State ZIP
GSTIN: 12ABCDE3456F7Z8
Phone: (123) 456-7890
Email: info@abccompany.com

CREDIT NOTE

Credit Note No.: CN/2024/089
Date: 15-June-2024
Original Invoice No.: INV/2024/245
Original Invoice Date: 10-June-2024

Party Details

Billed To:

XYZ Traders
456 Commerce Avenue,
Townsville, State ZIP
GSTIN: 22XYZ9876L5A4
Contact: (098) 765-4321

Shipped To:

XYZ Traders
456 Commerce Avenue,
Townsville, State ZIP

Details of Credit

#	Item Description	HSN/SAC	Qty	Unit	Rate	Amount	Reason for Credit
1	Blue Office Chair	9401	2	pcs	3,500	7,000	Goods returned (defect)
2	Filing Cabinet	9403	1	pcs	5,000	5,000	Excess supply
Total						12,000	

Amount (in words): Rupees Fourteen Thousand One Hundred Sixty Only

Taxable Value: ₹12,000.00
CGST (9%): ₹1,080.00
SGST (9%): ₹1,080.00
Total Credit Note Amount: ₹14,160.00

Important Notes

- A Credit Note is issued in cases of sales returns, overcharged invoices, or corrections.
- This document reverses part or full value of a previously issued invoice.
- For GST compliance, reference to the original invoice and reasons for credit must be clearly stated.
- Recipient must reconcile this credit note with original invoice values and adjust tax credits accordingly.
- This is a potentially auditable document and should be preserved as per statutory requirements.

For ABC Company Pvt. Ltd.

