

## DEBIT NOTE

Issued under Companies Act, 2013

Company Name: **ABC Pvt. Ltd.**

Registered Address: 123, Example Street, City, State, PIN  
CIN: U12345XX2020PTC000000 | GSTIN: 12ABCDE3456F7Z8

**Billed To:**

XYZ Ltd.  
456, Recipient Ave,  
City, State, PIN  
GSTIN: 34WXYZ5678P9Q1

**Debit Note No:** DN/2023-24/001

**Date:** 10-April-2024

**Original Invoice No:** INV/2023-24/076

**Invoice Date:** 20-March-2024

S.No.	Description of Goods/Services	HSN/SAC	Quantity	Unit Price	Amount (INR)
1	Consulting Services	998312	10	2,000.00	20,000.00
2	Additional Charges	998599	-	-	2,500.00

Subtotal **22,500.00**

Add: CGST @ 9% **2,025.00**

Add: SGST @ 9% **2,025.00**

**Total Amount** **26,550.00**

**Amount in words:** Rupees Twenty Six Thousand Five Hundred Fifty only.

For ABC Pvt. Ltd.

Authorised Signatory

- Debit Note is issued to record adjustments related to previously issued invoices as per Section 34 of the CGST Act & Companies Act.
- Details must match the original invoice and specify the reason for issuing the debit note.
- Correct HSN/SAC, GSTIN, and Invoice references are mandatory for compliance.
- Debit Note impacts both supplier's and recipient's GST returns; ensure correct accounting.
- This document is valid only if signed/authorized by the issuing company.