TAX INVOICE

[ORIGINAL FOR RECIPIENT]

[YOUR BUSINESS NAME]
[Address, City, State – PIN]
GSTIN: [22AAAAA0000A1Z5]
State: [State name] Code: [00]
Phone: [+91 00000 00000] Email: [email@business.com]

Invoice no.	**INV/2026-27/001**
Invoice date	**[DD/MM/YYYY]**
Place of supply	**[State name (code)]**
Supply type	**Intra-state**
Reverse charge	**No**
Due date	**[DD/MM/YYYY]**

BILL TO
[Customer name]
[Address, City, State – PIN]
GSTIN: [Customer GSTIN, or "Unregistered"]
State: [State name] Code: [00]

SHIP TO
[Same as billing, or delivery address]

#	Description of goods / services	HSN / SAC	Qty	Rate	Taxable value	GST %	CGST	SGST / UTGST	IGST	Total
1	[Product]	0000	10	450.00	4,500.00	18%	405.00	405.00	0.00	5,310.00
2	[Product]	0000	2	1,200.00	2,400.00	12%	144.00	144.00	0.00	2,688.00
3	[Service]	998314	1	5,000.00	5,000.00	18%	450.00	450.00	0.00	5,900.00
	TOTAL				**11,900.00**		**999.00**	**999.00**	**0.00**	**13,898.00**

Amount in words:
[Rupees _____ only]

Taxable value	11,900.00
Total CGST	999.00
Total SGST / UTGST	999.00
Total IGST	0.00
Round off	0.00
GRAND TOTAL	**13,898.00**

BANK DETAILS
Bank: [Bank name] A/c no.: [0000000000] IFSC: [ABCD0000000] UPI: [name@bank]

TERMS & DECLARATION
We declare that this invoice shows the actual price of the goods / services described and that all particulars are true and correct.
Payment due within [15] days. Interest at [18]% p.a. may be charged on late payment. Subject to [City] jurisdiction.

For [YOUR BUSINESS NAME]

Authorised signatory

Set Supply type to Intra-state (CGST + SGST) or Inter-state (IGST); tax and totals update automatically.
Type items, HSN/SAC codes, quantity, rate and GST % in the yellow cells.