

GST Invoice Template

GST invoices must include specific fields as required by the GST Act. This template covers all mandatory fields for B2B and B2C transactions.

MANDATORY FIELDS (GST INVOICE)

- [] Supplier name, address, and GSTIN
- [] Recipient name, address, and GSTIN (for B2B)
- [] Invoice number and date
- [] HSN code or SAC code for each item or service
- [] Description, quantity, and unit of measurement
- [] Rate and amount for each item
- [] CGST, SGST, or IGST amount separately
- [] Total tax amount and total invoice value
- [] Place of supply

GST INVOICE TEMPLATE

Supplier Name:

GSTIN:

Address, State:

Invoice No. | Date:

Place of Supply:

Recipient Name:

Recipient GSTIN (B2B):

Recipient Address:

HSN Code | Description:

Qty | Unit | Rate:

GST Invoice Template

Taxable Value:

CGST Rate (%) | Amount:

SGST Rate (%) | Amount:

IGST Rate (%) | Amount (if inter-state):

Total Taxable Value:

Total Tax Amount:

GRAND TOTAL:

Amount in Words:
