TAX INVOICE

GST invoice format for a coaching centre

Supplier name	Your business name	**Customer name**	Customer / business name
Address	Shop/office address, city, state, PIN	**Customer address**	Billing address
GSTIN	27ABCDE1234F1Z5	**Customer GSTIN**	If registered (B2B)
Invoice no.	INV/25-26/0001	**Student name and enrolment number**	
Invoice date	DD/MM/YYYY	**Course and batch**	
Place of supply	State name (state code)	**Instalment number**	
		Study material line	
		Scholarship or discount	
		Refund policy reference	

#	Description	HSN/SAC	Qty	Rate	Taxable	GST	CGST	SGST	Total
1	JEE Main and Advanced classroom coaching, two-year batch, instalment 1 of 4	999293	1 OTH	45,000.00	45,000.00	18%	4,050.00	4,050.00	53,100.00
2	Online test series access, 30 full-length mock tests	999293	1 OTH	6,000.00	6,000.00	18%	540.00	540.00	7,080.00
3	Spoken English and personality development course, 3 months	999293	1 OTH	12,000.00	12,000.00	18%	1,080.00	1,080.00	14,160.00
4	Doubt-clearing sessions, extra, 10 hours	999293	10 NOS	500.00	5,000.00	18%	450.00	450.00	5,900.00

Taxable	68,000.00
GST	12,240.00
Total (Rs.)	**80,240.00**

Inter-state sale? Replace CGST + SGST with IGST at the full GST rate.

Amount in words: _____

Bank / UPI details: _____

Declaration: We declare that this invoice shows the actual price of the goods/services described and that all particulars are true and correct.

For (Supplier name) — Authorised signatory

Free template from billingsoftware.co (Billing Software by Betterwork)