TAX INVOICE

GST invoice format for a custom house agent

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	**Bill of entry or shipping bill number and date**	
Invoice date	DD/MM/YYYY	**Importer-exporter code (IEC)**	
Place of supply	State name (state code)	**Port or ICD of clearance**	
		Container or package count	
		Duty and IGST paid on client's behalf	
		Customs broker licence number	

#	Description	HSN/SAC	Qty	Rate	Taxable	GST	CGST	SGST	Total
1	Customs clearance agency fee, import, 1 x 40 ft container	996712	1 CONTAINER	7,500.00	7,500.00	18%	675.00	675.00	8,850.00
2	Documentation and e-sanchit filing charges	996712	1 SHIPMENT	1,500.00	1,500.00	18%	135.00	135.00	1,770.00
3	Customs examination attendance charges	996712	1 SHIPMENT	1,200.00	1,200.00	18%	108.00	108.00	1,416.00
4	Delivery order collection and coordination	996712	1 SHIPMENT	800.00	800.00	18%	72.00	72.00	944.00
								Taxable	11,000.00
								GST	1,980.00
								Total (Rs.)	**12,980.00**

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

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