TAX INVOICE

GST invoice format for a security agency

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	**PSARA licence number**	
Invoice date	DD/MM/YYYY	**Site and deployment month**	
Place of supply	State name (state code)	**Category and shift**	
		Man-days	
		Wage and statutory components	
		Reverse charge statement	

#	Description	HSN/SAC	Qty	Rate	Taxable	GST	CGST	SGST	Total
1	Unarmed security guards, 12-hour shift, October 2026	998525	4 NOS	24,000.00	96,000.00	0%	0.00	0.00	96,000.00
2	Security supervisor, 12-hour shift, October 2026	998525	1 NOS	28,000.00	28,000.00	0%	0.00	0.00	28,000.00
3	Armed guard with licensed weapon, 12-hour shift, October 2026	998525	1 NOS	32,000.00	32,000.00	0%	0.00	0.00	32,000.00
4	CCTV monitoring and alarm response, monthly	998523	1 OTH	12,000.00	12,000.00	0%	0.00	0.00	12,000.00

Taxable	168,000.00
GST	0.00
Total (Rs.)	**168,000.00**

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)