TAX INVOICE

GST invoice format for a stationery wholesaler

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	**Pages, ruling and size for books**	
Invoice date	DD/MM/YYYY	**Pack and inner quantity**	
Place of supply	State name (state code)	**Nil-rated / taxable flag**	
		Brand and series	
		School / institution order reference	
		MRP	
		Season return terms	

#	Description	HSN/SAC	Qty	Rate	Taxable	GST	CGST	SGST	Total
1	Exercise notebook, single line, 172 pages (bundle of 12)	4820	20 BDL	420.00	8,400.00	0%	0.00	0.00	8,400.00
2	HB graphite pencils (box of 10)	9609	50 BOX	48.00	2,400.00	0%	0.00	0.00	2,400.00
3	Geometry box (mathematical instrument box)	7326	40 NOS	85.00	3,400.00	5%	85.00	85.00	3,570.00
4	Ball point pens, blue (box of 50)	9608	10 BOX	220.00	2,200.00	18%	198.00	198.00	2,596.00
5	Long-book register 200 pages, hard bound	4820	30 NOS	95.00	2,850.00	18%	256.50	256.50	3,363.00
6	Copier paper A4 75 GSM (ream of 500)	4802	25 REAM	285.00	7,125.00	18%	641.25	641.25	8,407.50
								Taxable	26,375.00
								GST	2,361.50
								Total (Rs.)	**28,736.50**

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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