TAX INVOICE

GST invoice format for a tiffin service

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	**Plan name and meals per day**	
Invoice date	DD/MM/YYYY	**Billing month and delivery days**	
Place of supply	State name (state code)	**Skipped or paused meals**	
		Delivery address and slot	
		Advance received	
		FSSAI registration number	

#	Description	HSN/SAC	Qty	Rate	Taxable	GST	CGST	SGST	Total
1	Veg lunch tiffin plan, 26 meals (October)	996331	26 MEAL	110.00	2,860.00	5%	71.50	71.50	3,003.00
2	Dinner add-on, 20 meals	996331	20 MEAL	100.00	2,000.00	5%	50.00	50.00	2,100.00
3	Less: skipped meals credit	996331	-3 MEAL	110.00	-330.00	5%	-8.25	-8.25	-346.50
4	Delivery charge for the month	996331	1 MONTH	300.00	300.00	5%	7.50	7.50	315.00
								Taxable	4,830.00
								GST	241.50
								Total (Rs.)	**5,071.50**

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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