Credit / Debit Note in Miracle

# Credit/Debit Note in Miracle



# CREDIT NOTE:

A Credit Note in GST is a document issued by the <u>supplier</u> in the following cases:

- Supplies are returned <u>or</u> found to be deficient by the recipient
  - When goods supplied are **returned** by the recipient <u>or</u>
  - When goods/services supplied are found to be deficient by the recipient, the supplier should issue a Credit Note.
- Decrease in taxable value: When the "taxable value" of a supply is decreased, the supplier (the seller) has to issue a Credit Note to the recipient (the buyer).

# **DEBIT NOTE:**

A debit note in GST is a document issued by the <u>supplier</u> in the following cases:

Increase in Taxable Value: When the "taxable value" of a supply is increased by the supplier (the seller), the supplier has to issue a Debit Note to the recipient (the buyer). When Credit Note / Debit Note should be issue

- There are following reasons when a Credit Note / Debit Note should be issued by the supplier (GST Registered) on the supply of goods / services.
  - Sales Return
  - Post sale discount
  - Deficiency in Service
  - Correction in Invoice
  - Change in POS
  - Finalization of Provisional assessment
  - Others

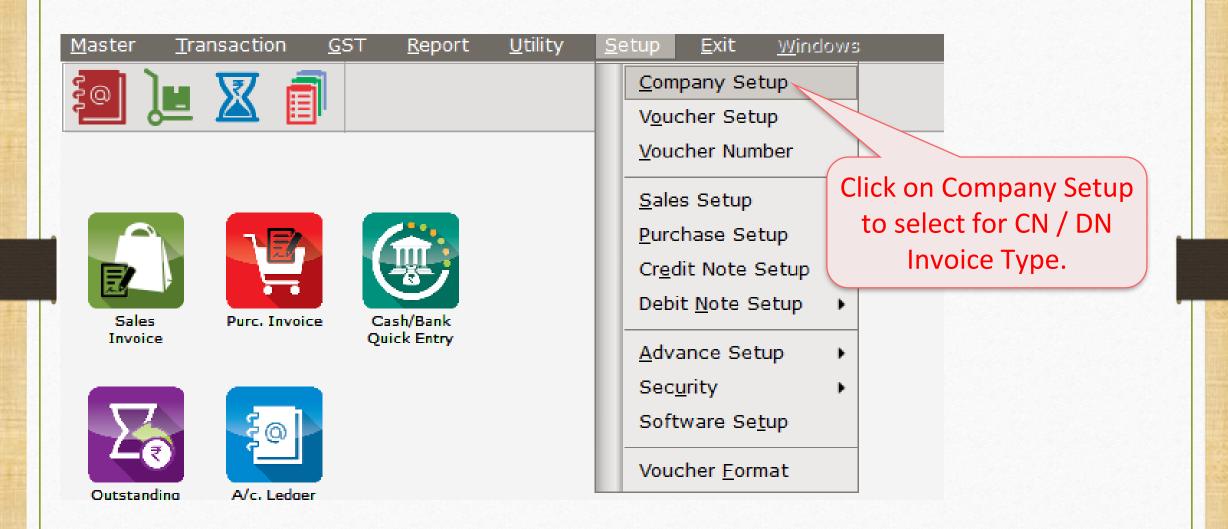
- $\succ$  GST Invoice Setup for Credit/Debit Note. (Company Setup  $\rightarrow$  GST Auto Setup).
- Sales Entry.
- Entry for Credit/Debit Note with Stock & without Stock.
- Effects in A/C. Ledger, Tax Liability Ledger.
- Effects in GST Report and in GSTR-1 (in B2B & in CDNR).

First, we will see the examples for <u>Credit Note & Debit Note With Stock</u>.

- Lets take an example for Credit Note WITH Stock:
  - We sold <u>Dell Laptop (core i5): 10 Qty</u> to party 'Amitech Solution'.
  - So, in this case we are seller & Amitech Solution is a buyer.
  - Later, Amitech Solution found 2 defect Qty among 10. So we should give a Credit Note with the reason "Deficiency in Service".

- Important Details related to our example:
  - We issue 'Sales Invoice' to the **buyer** party (Amitech Solution).
  - Later, Party <u>returned</u> some products and as per 'Deficiency in Service' we should issue a 'Credit Note'.
  - In the Credit Note 'Invoice type' setup, we should select <u>Effect as</u>: Sales Return.
  - We can check account effects in Account Ledger:
    - $\rightarrow$  Central Tax A/c. (O/P)  $\rightarrow$  State/UT Tax A/c. (O/P)
    - $\rightarrow$  Party's A/c  $\rightarrow$  Our Sales A/c. (GST)
  - After the issue of a Credit Note, we can check effects in Tax Liability Reg., GST Report & GSTR-1.
  - Let see how to setup and insert a <u>Credit Note with Stock</u> voucher in Miracle.

#### Setup $\rightarrow$ Company Setup $\rightarrow$ GST Auto Setup



# Setup $\rightarrow$ Company Setup $\rightarrow$ GST Auto Setup

Setup -> Company Setup -> Compa	ny Setup	
Category	Description	Value
General Setup	GST Auto Setup	
Advance Setup	GST Auto Setup	
Advance Modules	GST Setup Cess required?	No
Master Setup	URD A/c Setup	
VAT Setup	HSN Code Type	Sub Heading
	Apply GST Rules in Invoice Type and Tax/Retail	None
GST Setup	Garment Condition	No
TDS/TCS Setup	Non GST Required Decimal Point For GST %	2 No
Report Setup	Calculate GST On Free Qty.?	Z
	RCM Effect while URD Voucher Reg. ?	No
	Display width for Document No.	20
	Tax Percentage for Compound	1
	n Period	Monthly
First we must se	sup for Entry?	No
	Endy	NO
Credit/Debit N	OTE. Entry?	No
Mo must coloct "Inv		
We must select "Inv		No
for <u>Credit/Debit Nc</u>	te in GST Setup	
		No
Auto Setup		

# GST Auto Setup $\rightarrow$ CN Invoice Setup

GST Auto Setup				
GST Setup Sales Invoice Set Pu	rchase Invoice CN Invoc	e Setup DN Invoice Se	tup	
Create Round Off Expense ?	No			
Create Discount Expense ?	No 🔻			
Create Freight Expense ?	No 🔻			
GST Type				
	GST Type	Cap Goods	Effect As	4
	* GST	No	Sales	_
	* IGST	No	Sales	
	Export	No	Sales	
	Import	No	Sales	
	Exempt	No	Sales	
elect GST Invoice types for CN.	URD-RCM	No	Sales	
	Non GST	No	Sales	
Here we selected GST & IGST.	Other	No	Sales	
	SEZ	No	Sales	
	Export (Rebate)	No	Sales	-
		Cap Goods Effect As		,

#### GST Auto Setup $\rightarrow$ CN Invoice Setup

	GST Auto Setup						×		
	GST Setup Sales Invoice Set Pu	urcha	se Invoice CN	N Invoci	e Setup D	N Invoice Set	tup		
	Create Round Off Expense ?	No	-						
	Create Discount Expense ?	No	-						
	Create Freight Expense ?	No	•						
	GST Type								
		G	ST Type			Cap Goods	Effect As		
	Also note that:	* 0	ST			No	Sales		
W	e don't need to open GST	* I	GST			No	Sales		
		E	Export			No	Sales	1	
Inve	pice type for Without Stock	I	mport			No	Sales		
	separately.	E	Exempt			No	Sales		
		ι	JRD-RCM			No	Sales		
			Ion GST			No	Sales		
Onc	e we select GST Invoice Typ	e,	Other			No	Sales		
thi	s selection will applicable fo	r <sup>s</sup>	SEZ			No	Sales		
	n With Stock & Without Stoc	E	xport (Rebate	e)		No	Sales		-
	I WILLI SLOCK & WILLIOUL SLOC	.K. J			Cap Goods	Effect As			Q

Cap Goods Effect As

ø

#### Setup $\rightarrow$ Company Setup $\rightarrow$ GST Auto Setup $\rightarrow$ CN Invoice Setup

Ŧ

•

-

No

No

No

Sales Invoice Seti Purchase Invoice CN Invocie Setup DN Invoice Setup

By click on "Effect as" (Ctrl + E) button, we can set effect for Invoice Type. i.e. Effect for Credit Note as: Sales/Sales Return/Purchase/ Purchase Return.

GST Setup

GST Type

Create Round Off Expense ?

Create Discount Expense ?

Create Freight Expense ?

	GST Type	1	Cap Goods	Effect As	<b></b>
*	GST		No	Sales Return	
*	IGST		No	Sales	
	Export		No	Sales	
	Import		No	Sales	
	Exempt		No	Sales	
	URD-RCM		No	Sales	
	Non GST		No	Sales	
			No	Sales	
		_	No	Sales	
	Export (Rebate)		No	Sales	•
		Cap Goods	Effect As		Q

### Setup $\rightarrow$ Company Setup $\rightarrow$ GST Auto Setup $\rightarrow$ CN Invoice Setup

GS	T Auto Setup				×
	GST Setup	Sales Invoice Set	Purchase Invoice	CN Invocie Setup	DN Invoice Setup
	Create Round Of		No		
	Create Discount Create Freight E		No		
	GST Type		GST,IGST		
			Now, by clicl	k on "Finish"	
			· · · · · · · · · · · · · · · · · · ·	oice Types &	
			Expenses wi	ill be added.	
			Previous	Next	Finish

# $Credit Note Setup \rightarrow Invoice Type$

<u>M</u> aster <u>T</u> ransaction <u>G</u> ST <u>R</u> eport <u>U</u> tility	<u>Setup Exit Windows</u>
	Company Setup         Voucher Setup         Voucher Number         Sales Setup         Durchase Setup
Sales Invoice Purc. Invoice Cash/Bank Quick Entry	Purchase Setup       Expense Details         Credit Note Setup       Expense Details         Debit Note Setup       Invoice Type         Advance Setup
Outstanding     A/c. Ledger	Sec <u>u</u> rity  Software Se <u>t</u> up Voucher Format

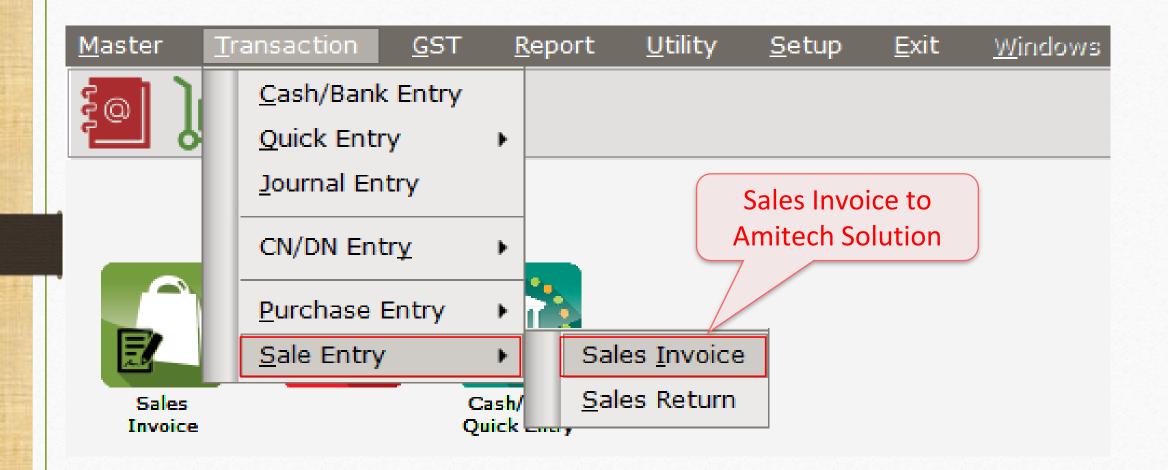
# Invoice Type for 'Credit Note'

Description	Туре	GST Type	Cap Goods	E/D
GST	GST	Item wise	No	Enable
IGST	IGST	Item wise	No	Enable
	nvoice Type for Cre will open as per sel GST Auto Set	ection in		

### Invoice Type for 'Credit Note'

Descript	ion		Туре			GST Type		Cap Goods	E/D	-	
GST			GST			Item wise		No	Enable		
IGST			IGST			Item wise		No	Enable		
										-	
	Sotup -> C	rodit Not	o Sotun -	> Tuvoi		e -> Invoice Ty	no Entr	-			
			e Setup -	~ 111001	се туре	- > Invoice iy	pe chu y				
	Name	GST					_			-	
	Туре	GST		<ul> <li>Ca</li> </ul>	pital Goo	ods No 🔻				-	
	-			Eff	ect As	Sales Re 🔻				-	
	GST Type	Item wis	e 🔻			Sales					
					ОК	Sales Ret. Purchase		Δς ner o	selectior	n in	GST Au
						Purchase Purc. Ret.					
						Purc. Ret.		Setup, <u>I</u>	Effect as	: "S	ales Ret
										-	
		Add	d Edit	Delete	Disab	le Comment	Info				

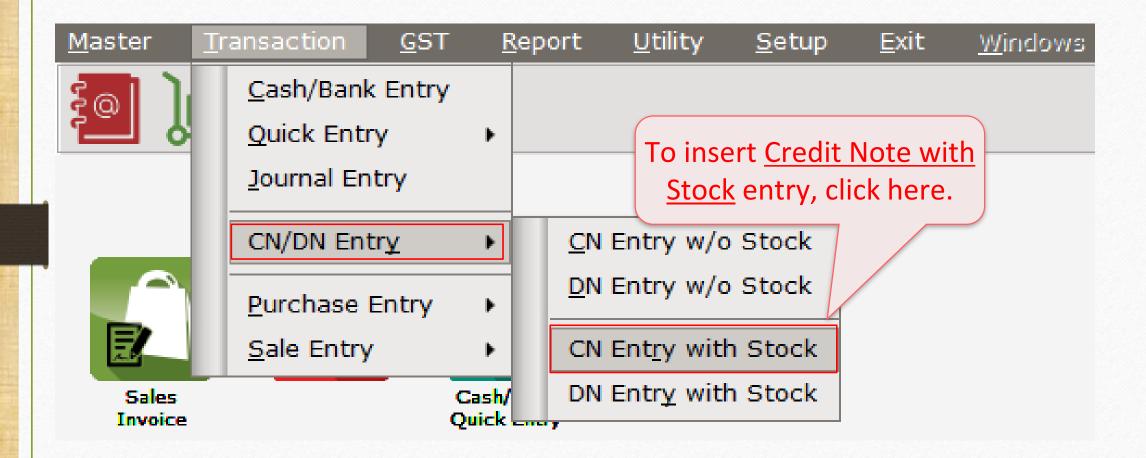
#### Sales Invoice



# <u>Transaction $\rightarrow$ Sales Entry $\rightarrow$ Sales Invoice</u>

Transaction	-> Sale Entry -> Sales Invoice -> Add Sales Bill(GST)							×
Cash/Debit	Debit	Invoice Type	GST			Bill Date	02/01/2018 Tue	
Party A/c.	Amitech Solution	Sale A/c.				Bill No	GT/1	]
	Ahmedabad	Tax/Bill of Supp	ly Tax Invoice	•		Doc. No.		]
	Bal. :					Doc Date	/ /	
Product Na						Qty	Rate	Amount
Dell Laptop	(core i5)					10.000	35000.00	350000.00
	Sales Invoice: We so	blc						
								-
	products (GST 18%)							
	'Amitech Solution	·						
	(CST Degistered)							
	(GST Registered)	)						
Total Entry	y:1					10.000		350000.00
					Item A	mount		3,50,000.00 CR
				ntral Tax				31500.00
			St	ate/UT Tax				31500.00
Narration								
		O	Pr	int	Bill Am	ount		4,13,000.00 DB

#### CN Entry with Stock



Transaction ->	> CN/DN Entry -> CN Entry with Stock -	> Add Credit Note With Stock					×
Party A/c.	Amitech Solution	Invoice Type	GST		Vou. Date	06/01/2018	
	Ahmedabad	Affected A/c.			Voucher No		
	Bal. : 4,13,000.00 DB	Tax/Bill of Supply	Tax Invoice 🔻		Doc Date	/ /	
Stock effect	Yes	Reason			Doc. No.		
Product Nan			Reason		Otre	Data	Amount
Product Nam	ne		01-Sales Return		Qty	Rate	Amount
			02-Post Sale Discount				
			03-Deficiency in services				
			04-Correction in Invoice				
			05-Change in POS 06-Finalization of Provisional asses				
"Se	elect <b>Reason</b> for C	redit Note "	07-Others	sment			
	licet <b>neuson</b> for el						
ln o	our example, Amite	ech Solution					
	•						
τοι	and defected prod	ucts. So we					
chou	uld select Deficien	cy in Service					
	and select Deficient						
Total Entry :	: 0						
				Item /	Amount		
			Central Tax				0.00
			State/UT Tax				0.00
Narration							
		ОК	Print	Bill	Amount		

Transaction ->	CN/DN Entry -> CN Entry with S	tock -> Add Credit Note With Stock					×
Party A/c.	Amitech Solution	Invoice Type	GST		Vou. Date	06/01/2018	
	Ahmedabad	Affected A/c.			Voucher No	CNWI/V01	
	Bal. : 4,13,000.00 DB	Tax/Bill of Supply	Tax Invoice 🔻		Doc Date	/ /	
Stock effect	Yes	Reason	03-Deficiency in services		Doc. No.		
Product Nam	e No	Qty	Rate	Amount			
		returned, It will e stock so, select					
Total Entry :	stock is <b>not</b>	In some cases whe required but Produ	ıct's				
		<pre>/' are required ther     'No' to Stock Effec</pre>		Item	Amount		0.00
Narration							
		ОК	Print	Bil	l Amount		

Party A/c.	CN/DN Entry -> CN Entry with Stock -> Add C Amitech Solution Ahmedabad Bal. : 4,13,000.00 DB Yes	redit Note With Stock         Invoice Type       GST         Affected A/c.         Tax/Bill of Supply       Tax Invoice         Reason       03-Deficiency in server	ices		06/01/2018 CNWI/V01	X
(This	r <u>Original Bill Detail</u> . Credit Note against Sales Invoice)	Original Bill Detail Original Bill Date 06/01/2018 Original Bill No GT/1		Qty	Rate	Amount
Total Entry : 0         Narration		Central Ta State/UT OK Print	axTax	em Amount Bill Amount		0.00

Transaction ->	> CN/DN Entry -> CN Entry with Stock ->	> Add Credit Note With Stock					X
Party A/c.	Amitech Solution	Invoice Type G	ST		Vou. Date	06/01/2018	
	Ahmedabad	Affected A/c.			Voucher No	CNWI/V01	
	Bal. : 4,13,000.00 DB	Tax/Bill of Supply	ax Invoice		Doc Date		_
Stock effect	Yes		3-Deficiency in services		Doc. No.		
Product Nam	10				Qty	Rate	Amount
Dell Laptop (c	core i5)				2.000	35000.00	70000.00
			(_				
			Two proc	ducts are			
			defe				
			uere	cieu.			
	We are giving t	his Credit Note t	0				
Total Entry :	1				2.000		70000.00
	the buyer, 'Ai	mitech Solution'.		Item A	mount		70,000.00 DB
			Central Tax				6300.00
			State/UT Tax				6300.00
Narration							
		OK	Print	Bill	Amount		82,600.00 CR

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# Account Effects in Ledger

<u>Master</u> <u>Transaction</u> <u>G</u> ST	R	eport <u>l</u>	<u>U</u> tility	<u>S</u> etup	) <u>E</u> xit	<u>W</u> indows
a) ja 🛛 🗐		<u>A</u> ccoun	t Books	•	<u>L</u> edger	
의 📜 🗡 🗐		<u>O</u> utstar	nding	•	Vouche	List
		<u>R</u> egiste	r	•	<u>D</u> ay Bo	
		Balance	sheet	•	Cach I	on "lodger" to
	(1	A <u>n</u> alysis	s Report	•		on "Ledger" to account effects.
Sales Purc. Invoice	Cas	<u>S</u> tock R	Report	•		
	Quic	Ot <u>h</u> er R	eports	•		

#### Account Effects for Credit Note Entry

<ul> <li>Account Ledger</li> </ul>				From 01/04/2017 To 31/0
Account Name	City Name	Opening	Closing	
Amitech Solution	Ahmedabad		330400.00 DB	
Cash Account				
Cash Ledger(Cess) - Primary Unit				
Cash Ledger(CGST) - Primary Unit				
Cash Ledger(IGST) - Primary Unit				
Cash Ledger(SGST) - Primary Unit				
Central Tax A/c. (I/P)				
Central Tax A/c. <mark>(</mark> 0/P)			25200.00 CR	
Cess A/c. (I/P)				
Cess A/c. (O/P)				We can see A/c.s effects for
Composition(CGST) Tax Exp. A/c				
Composition(SGST) Tax Exp. A/c				party's account and for
GST Provisional A/c Primary Unit				
Integrated Tax A/c. (I/P)				<u>Central Tax A/c (O/P)</u> &
Integrated Tax A/c. (O/P)				
Profit & Loss A/c				State/UT Tax A/c (O/P).
Purchase A/c. (GST)				
Purchase A/c. (IGST)				Click on it to check the details
Sales A/c. (GST)			280000.00 CR	chek off it to check the details
Sales A/c. (IGST)				
State/UT Tax A/c. (I/P)				
State/UT Tax A/c. (O/P)			25200.00 CR	
Stock In Hand				
Trading A/c.				

#### Account Effect for Party's Account

Repo	ort -> Ac	count Bo	ooks -> Ledger -> Le	dger									×
Ledge	er Amit	ech Solu	ition (Ahmedabad)								From 01/04/201	7 To 31/	/03/2018
Group	Sund	ry Debto									🗆 Account Audi		
Date	1	Туре	Vou/Doc No.	Acco	unt Name				On a size Balan	Cree		-	
02/01	1/2018	Sale	GT/1	Sales	A/c. (GST)				Opening Balan	ce i	413000.0		NIL 000.00 DB
	1/2018	CNWS	01/1		A/c. (GST)					82600.			00.00 DB
				Solutio	on' in l	ledgei	r, we ca		Amitech the deta <u>lote</u> .	ils			
									Tot Closing Baland		00 413000.0		00.00 DB 🗸
Add	d Edit	Delete	Print Vou. Cancel	Filter Date	Format	A Next A	/c Prev A/c	Report Setup	Optional Vou.	Disp. Optional Co	py Vou E-Mail	/oucher Print	Graph

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#### Account Effects for CGST & SGST

edger Cent	ral Tax A	/c. (O/P)											From 01/04/2017	To 31/03/20
-	es & Tax												Account Audit	
)ate		Vou/Doc No.	Accou	nt Name	•							Credit	Debit	Closing Balan
	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,								Opening	Balance	NIL	NIL	<b>_</b>
2/01/2018	Sale	GT/1	Amitec	h Solutio	n							31500.00		31500.00
6/01/2018	CNWS		Amitec	h Solutio	n							1	6300.00	25200.00
										/				
								<b>.</b>	<b>T</b>					
				- A	S CIIC	ск с	on C	entral	Iax	A/C.	(O/P)			
				┤,		nn (	coo t	ho do	taile	roge	arding			
				-	wella		seei	ne ue	lalis	rega	arung			
						Sa	ales 8	& <u>Crec</u>	lit N	Inte				
						<u> </u>				iote.				
				۸۸		nc		imilar	dat	aile ir	า State			
				V	vela	11 3	5CC 3	IIIIai	ueu					
						т	$\Delta \mathbf{X}$	/c.(O/	<b>D)</b> +	-00				
						<u> </u>		/ 0.(0/	<u> </u>	.00.				
				_										
											Total	31500.00	6300.00	
										Closing	Balance			25200.00

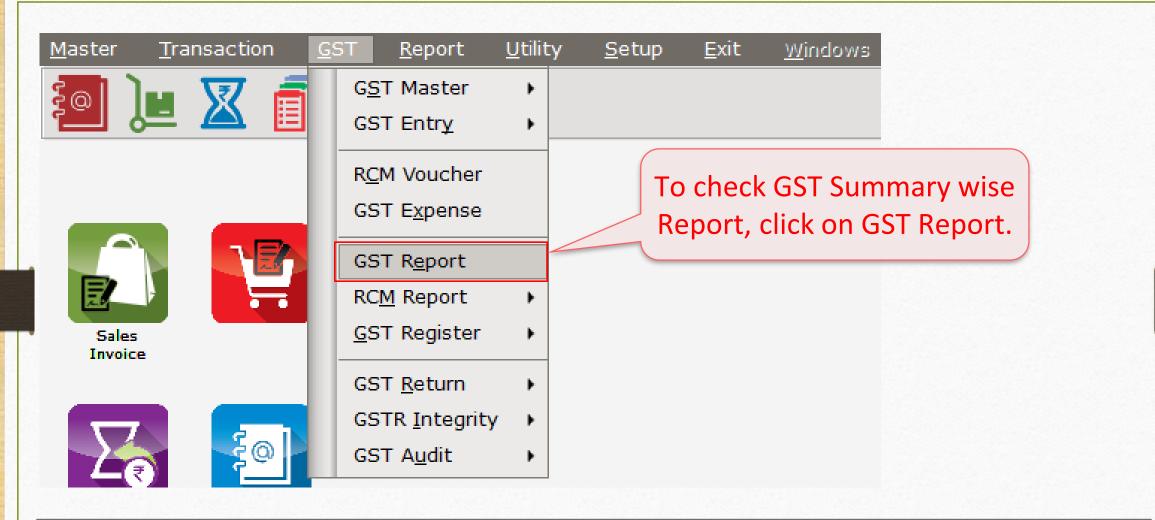
# $GST Register \rightarrow Tax Lability Register$

<u>Master Transaction</u>	<u>G</u> ST	<u>R</u> eport	Utility	v <u>S</u> etup	<u>E</u> xit	<u>W</u> indows
أ 🏹 🖳 🔄		Γ Master Γ Entr <u>y</u>	•			n check how e are liable to
		И Voucher Г E <u>x</u> pense				ay GST.
		Г R <u>e</u> port <u>1</u> Report	•	/		
Sales Invoice	<u>G</u> S	r Register	•		<u>T</u> ax Liability Register	
	GST	Г <u>R</u> eturn ГR <u>I</u> ntegrity Г A <u>u</u> dit	• • •	<u>C</u> ash Lo <u>I</u> TC Reg	-	
		<u></u> urc				

# Tax Liability Register

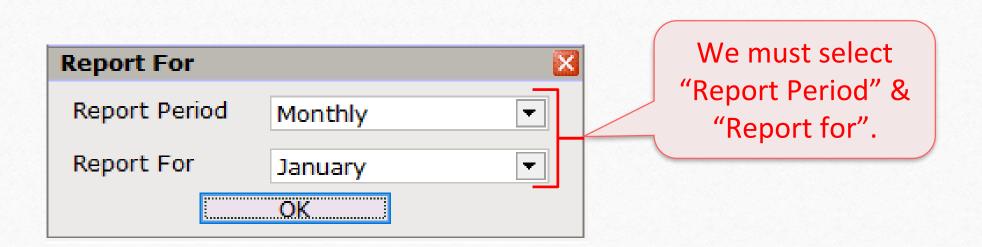
GST ->	GST Regi	ister -> Tax Liability Register				• • • • • • • • • • • • • • • •
🔻 Tax	c Liability	Register (State/UT Tax)				GST Type State/UT Tax 💌 From 01/07/2017 To 31/03/2018
Sr No	Date	Reference No.	CR / DB	Party Name	GSTIN No.	State/UT Tax State/UT Tax Balance
	02/01/18		Debit	Amitech Solution	24ABCCC9988D1ZC	31500.00 31500.00
2	06/01/18	CNWI/V01	Credit	Amitech Solution	24ABCCC9988D1ZC	6300.00 25200.00
						From here we can change GST
	In	Tax Liability Re	egist	er, after issue 🚽		Type to check Tax Liability:
	of	Credit Note. V	Nec	an check how		State/UT Tax(SGST),
	1	much we are li	able	to pay GST. 🔶		Central Tax(CGST) <u>or</u>
						Integrated Tax.
Add	Edit D	elete Print Date Format	Next			GST Type
Aud			NEAL			

#### GST Report



To know more about "GST Report", please go to: <u>http://rkitsoftware.com/</u> click on "GST", then click on <u>GST Returns & Reports</u> tab, refer this document: "GST Summary facility in Miracle"

#### GST R<u>e</u>port

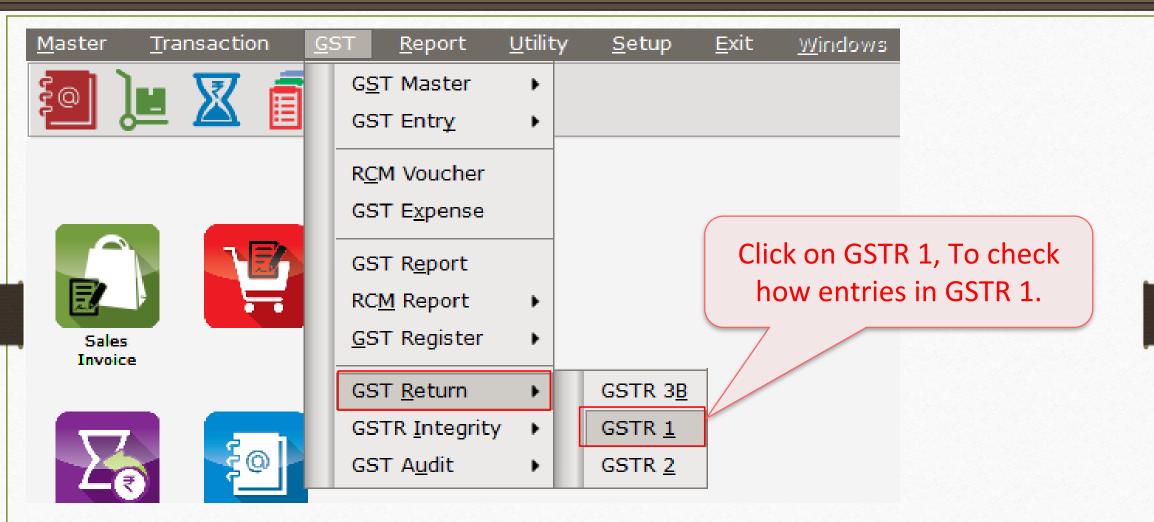


# GST R<u>e</u>port

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GST -> GST Report -> GST Summary Report					
▼ GSTR Summary					From 01/01/2018 To 31/01/2018
GSTR Grouping	Taxable Amount	Central Tax	State/UT Tax	Integrated Tax	
Tax Liability					In GST Report, we can
Opening					-
B2B	350000.00	31500.00	31500.00		check Summary wise report
CDNR	-70000.00	-6300.00	-6300.00		
Total	280000.00	25200.00	25200.00		as per GSTR-1 & GSTR-2.
пс				$\rightarrow$	
Opening					
Cash Ledger					
Opening Total					can see - (negative) sign
Closing					
ITC				becaus	e of we issue a Credit Note 🕂
Tax Payable		25200.00	25200.00		
Cash Ledger				(as per	Effect as: "Sales Return" in
Total					
					Invoice Type).
				So CD	NR amt. deducted in total. 🔟
Print Date					Tax Liability Integrity         ITC Integrity         GST-Reposting         Havala

#### $\operatorname{GST} \underline{R} \operatorname{eturn} \xrightarrow{} \operatorname{GSTR} \underline{1}$



To know more about "GSTR 1", please go to: <u>http://rkitsoftware.com/</u> click on "GST", then click on <u>GST Returns & Reports</u> tab, refer this document: "What is GSTR 1 & how it is available in Miracle?"

	(	GSTR -1		3,
Return Period			Select Return Period for GSTR-1.	
Return Period	January July August September October November December		Note that: T Auto Setup, because of we selected <u>R 1 Return Period</u> : "Monthly", we can see Month wise Return.	
	January February March			

#### GSTR 1: B2B

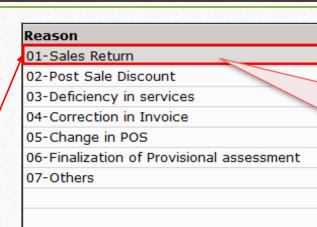
GST -> GST Return -> GST	TR 1 -> GSTR 1							- 
<ul> <li>Business to Business</li> </ul>	Transactions					From 01/01/201	8 To	31/01/2018
GSTIN/UIN of Recipient	Party Name	City Name	Invoice Number	Invoice Date	Invoice Value	Place of Supply		Reve Cha
24ABCCC9988D1ZC	Amitech Solution	Ahmedabad	GT/1	02/01/2018	413000.00	24-Gujarat		N
We car	n see the Sales	Invoice						
det det	ails in B2B sect	ion.						
	1							
•								•
Date Format 🙏	B2B B2BA B2CL B2CLA	B2CS B2CSA CDNR	CDNRA CDNUR CDNURA	EXP EXPA DOO	CS AT ATAD	J EXEMPT HSN E	Export	Export Current

#### GSTR 1: CDNR

GS	GT -> GST Return ->	GSTR 1 -> GSTR 1						Z 😒 🛛
	Credit/Debit Note	to Registered Customer				From	01/01/2018 <b>To</b>	31/01/2018
	Invoice/Advance Receipt Date	Note/Refund Voucher Number	Note/Refund Voucher Date	Document Type	Reason for Issuing Document	Place of Supply	Note/Refund Voucher Value	Rate
	06/01/2018	CNWI/V01	06/01/2018	С	03-Deficiency in services	24-Gujarat	82600.00	18.00
8—								
-						R section, we c	an see 🗎	
8								
_					our er	ntry of Credit N	lote.	
•								
8-								
8_		Bv S	crolling	right-	left side we			
8-			_	_				
		Ca	in checi	k all tr	ne details.			
8_								
_								
								Total 🗸
	Date Format 🛕	B2B B2BA B2CL	B2CLA B2CS	B2CSA CDI	NR CDNRA CDNUR CDNURA EXP EXPA	DOCS AT ATADJ EXEMPT	HSN Export E	xport Current
		DZD DZDA DZCL	DZCER DZC3	DZCOA CDI		DOGS AT ATADJ EAEMPT		Aport Current

CN Entry with Stock - Sales Return

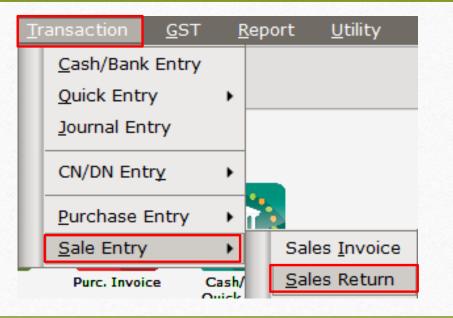
Transaction	<u>G</u> ST	<u> </u>	eport	<u>U</u> tility	<u>S</u> etup
<u>C</u> ash/Ban	k Entry	,			
Quick Ent	ry	•			
<u>J</u> ournal Er	ntry				
CN/DN En	tr <u>y</u>	•	<u>C</u> N	Entry w/o	Stock
Purchase	Entry	•	<u>D</u> N	Entry w/o	Stock
<u>S</u> ale Entry	/	•	CN	Ent <u>r</u> y wit	h Stock
Purc. Invo		Cash/ Quick		Entry wit	h Stock



In "CN Entry with Stock", we have seen that there is an option of entering <u>Sales Return</u>.

The same entry is available in Miracle separately for the ease of the customers.

<u>Note that</u>: All the effects will remain same. (in GST Report, GSTR 1 & in Tax Liability Reg.)



Now, we will see an example for <u>Debit Note With Stock</u>.

# > An example for Debit Note WITH Stock:

- We sold <u>Dell Laptop (core i5): 10 Qty</u> to party 'Bita Infoways Pvt. Ltd.'.
- So, in this case we are seller & 'Bita Infoways Pvt. Ltd.' is a buyer.
- Later, we found that we had sold 1500 ₹ less than actual price of product. So we will give a Debit Note to Bita Infoways Pvt. Ltd. with reason correction in invoice.

- Important Details related to our example:
  - We issue 'Sales Invoice' to the **buyer** party (Bita Infoways Pvt. Ltd.).
  - Later, we found that we had sold products 1500 ₹ less price than actual price. We should issue a debit note to the party.
  - In the Debit Note 'Invoice type' setup, <u>Effect as</u>: "Sales".
  - We can check account effects in Account Ledger:
    - $\rightarrow$  Central Tax A/c. (O/P)  $\rightarrow$  State/UT Tax A/c. (O/P)
    - $\rightarrow$  Party's A/c  $\rightarrow$  Our Sales A/c. (GST)
  - After issue of Debit Note, we can check effects in Tax Liability Reg., GST Report & GSTR-1.
  - Let see how to setup and insert a <u>Debit Note with Stock</u> voucher in Miracle.

Setup  $\rightarrow$  Company Setup  $\rightarrow$  GST Setup

Setup -> Company Setup -> Company	/ Setup	×						
Category	Description	Value						
General Setup	GST Auto Setup							
Advance Setup	GST Auto Setup GST Setup							
Advance Modules	Cess required?	No						
Master Setup	URD A/c Setup							
VAT Setup	HSN Code Type	Sub Heading						
	Apply GST Rules in Invoice Type and Tax/Retail	None						
GST Setup	Garment Condition	No						
TDS/TCS Setup	Non GST Required	No						
Report Setup	Decimal Point For GST %	2						
	Calculate GST On Free Qty.?	No						
	RCM Effect while URD Voucher Req. ?	No						
	Display width for Document No.	20						
	Tax Percentage for Compound	1						
		Monthly						
First we must setup	aid Rate Entry?	No						
	ald Rate Entry?	110						
Credit/Debit Note	aid Rate Entry?	No						
We must select "Invo	ICe Receipt Entry Reg.?	No						
Turne" for Creadit /Da								
Type" for <u>Credit/De</u>	of Reverse Charge Required ?	No						
Note in GST Auto Set								
<u>Note</u> in GST Auto Set	up. /							

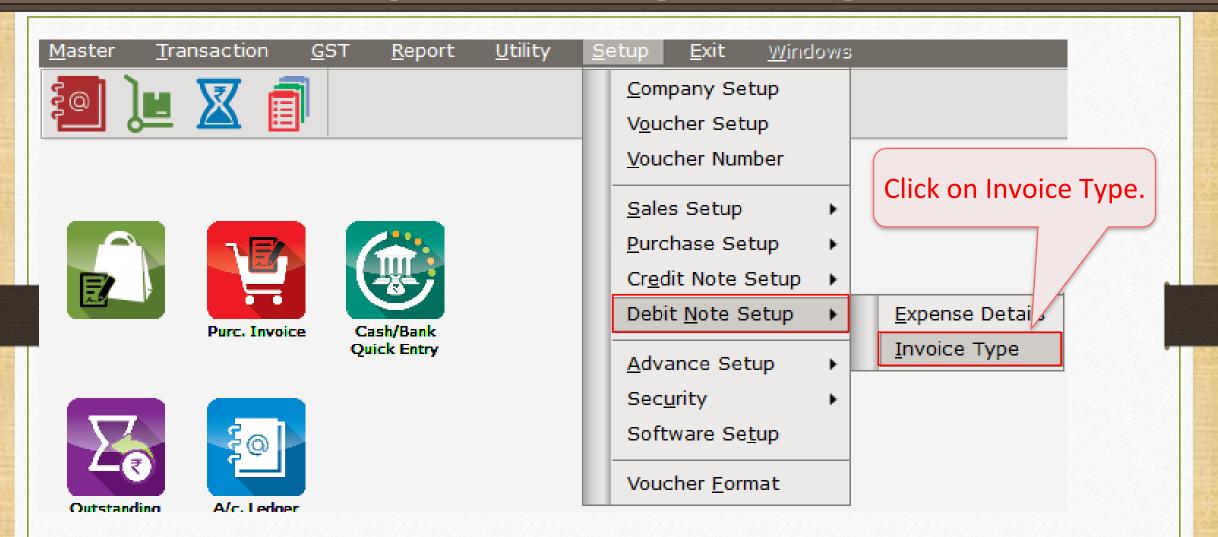
# Invoice Setup for Debit Note

GST Auto Setup			×	
GST Setup Sales Invoice Set Purc	chase Invoice CN Invocie Setup	DN Invoice Se	tup	
Create Round Off Expense ? No Create Discount Expense ? No Create Freight Expense ? No				
As same Invoice setup for	SST Type	Cap Goods	Effect As	<b></b>
Credit Note, select GST	GST	No	Sales	
·	IGST	No	Sales	
Invoice types for Debit Note.	Export	No	Sales	
	Import	No	Sales	
	Exempt	No	Sales	
	RCM	No	Sales	
We are going to issue a de	ebit	No	Sales	
note so here we should		No	Sales	
		No	Sales	
select <u>Effect As</u> : "Sales'		No	Sales	•
	Cap Goods	s Effect As		Q

#### Setup $\rightarrow$ Company Setup $\rightarrow$ GST Auto Setup $\rightarrow$ DN Invoice Setup

#### **GST Auto Setup** Sales Invoice Seti Purchase Invoice CN Invocie Setup DN Invoice Setup GST Setup Create Round Off Expense ? No Ŧ Create Discount Expense ? No Ŧ Create Freight Expense ? No Ŧ GST Type GST,IGST Now, by click on "Finish" button, Invoice Types & Expenses will be added. Finish Previous Next

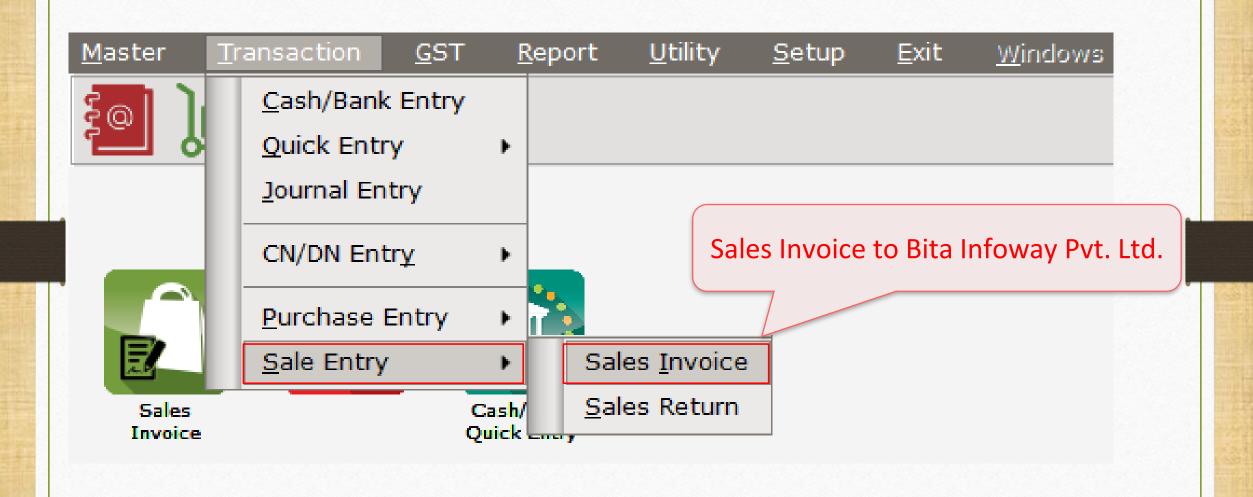
Setup  $\rightarrow$  Debit Note Setup $\rightarrow$  Invoice Type



# Setup $\rightarrow$ Debit Note Setup $\rightarrow$ Invoice Type

Descript	tion		Туре		(	GST Type		Cap Goods	E/D	<b>^</b>
GST			GST		]	Item wise		No	Enable	
IGST			IGST		]	Item wise		No	Enable	
										-
	Setup -> D	ebit Note	Setup ->	> Invoice	e Type -	> Invoice T	/pe Entry	/		
	Name	GST								
	Туре	GST		- Cap	ital Goo	ds No	-			
	_			Effe	ect As	Sales				_
	GST Type	Item wise	•							
					OK			As per se	electio	n in GST Aut
								Setup	, <u>Effect</u>	<u>t as</u> : 'Sales'.
		Add	Edit	Delete	Disabl	e Comment	Info			

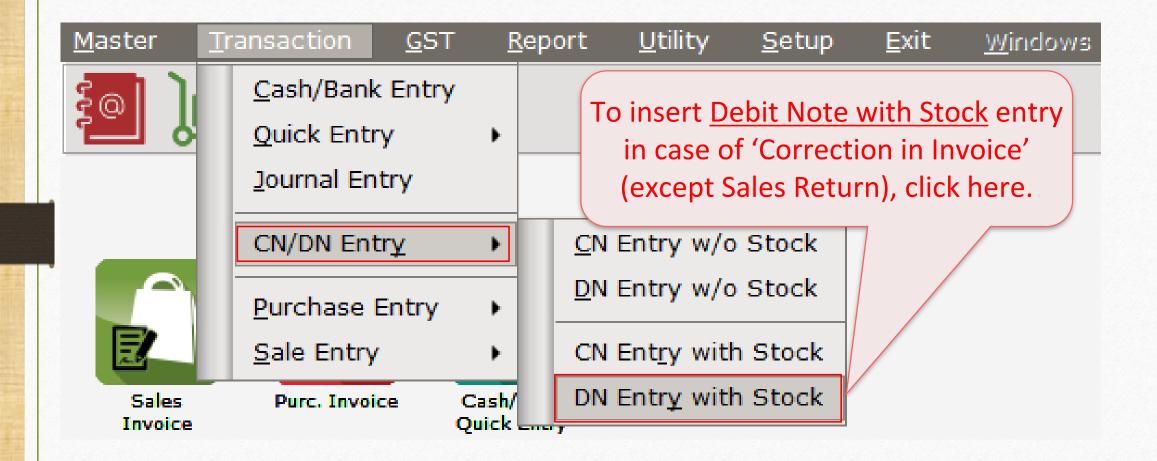
#### Sales Invoice



#### Sales Invoice to Bita Infoway Pvt. Ltd.

Transaction - >	> Sale Entry -> Sales Invoice -> Add Sa				X
Cash/Debit	Debit	Invoice Type GST	Bill Date	02/01/2018 Tue	
Party A/c.	Bita Infoway Pvt. Ltd.	Sale A/c.	Bill No	GT/2	
	Baroda	Tax/Bill of Supply Tax Invoice	Doc. No.		
	Bal. :		Doc Date	/ /	
Product Nam	ne		Qty	Rate	Amount
Dell Laptop (o	core i5)		10.000	33500.00	335000.00
	Sales Invoice: We	e sold <u>products (GST 18%)</u>			
	to 'Bita l	nfoway Pvt. Ltd.'.			
<u> </u>					
Total Entry :	:1		10.000	1	335000.00
		11	tem Amount		3,35,000.00 CR
		Central Tax			30150.00
		State/UT Tax			30150.00
Narration					
		OK. Print B	ill Amount		3,95,300.00 DB

#### Debit Note Entry with Stock



#### Debit Note With Stock Entry

Transaction ->					×
Party A/c.	Bita Infoway Pvt. Ltd.	Invoice Type GST	Vou. Date	09/01/2018	
	Baroda	Affected A/c.	Voucher No	DNWI/01	
	Bal. :	Tax/Bill of Supply Tax Invoice 💌	Doc Date	/ /	
Stock effect	No	Reason 04-Correction in Invoice	Doc. No.		
Product Nam	ne		Qty	Rate	Amount
becau F	selected <u>Stock Effect</u> : " use we just need to calc Product's rate with Qty <u>son</u> : "Correction in Invo	Culate Original Bill Date 02/01/2018 Original Bill No GT/2 de	e inserted C etails which issued to th	n we hav	e
Total Entry :	0	It Central Tax State/UT Tax	ítem Amount		0.00
		OK Print	Bill Amount		

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# Debit Note With Stock Entry

Transaction ->	• CN/DN Entry -> CN Entry with Stock -	> Add Credit Note With Stock					X
Party A/c.	Bita Infoway Pvt. Ltd.	Invoice Type GST			Vou. Date	09/01/2018	
	Baroda	Affected A/c.			Voucher No	DNWI/V01	
	Bal.:	Tax/Bill of Supply Tax In	voice 🔻		Doc Date		
Stock effect	No		rrection in Invoice		Doc. No.		
Product Nam					Qty	Rate	Amount
Dell Laptop (c					10.000	1500.00	15000.00
-							
	— We are giving	this Debit Note to					
Total Entry :	The buyer, Bita	a Infoway Pvt. Ltd.'			10.000		15000.00
	hased on pro	duct's price hike.		Item /	Amount		15,000.00 DB
			Central Tax				1350.00
	(Correction	on in Invoice)	State/UT Tax				1350.00
Narration							
		OK	Print	Bill	Amount		17,700.00 CR
		S	· · ·····	Diii			17,700.00 CK

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# <u>Report $\rightarrow$ Account Books $\rightarrow$ Ledger</u>

Report -> Account Books -> Ledger -> Acc	ount Ledger							🖉 📚
<ul> <li>Account Ledger</li> </ul>								From 01/04/2017 To 31/03/2018
Account Name	City Na	me			Opening	Clo	sing	
Amitech Solution	Ahmedal	bad						
Bita Infoway Pvt. Ltd.	Baroda					413000.0	0 DB	
Cash Account								
Cash Ledger(Cess) - Primary Unit								
Cash Ledger(CGST) - Primary Unit								
Cash Ledger(IGST) - Primary Unit								
Cash Ledger(SGST) - Primary Unit								
Central Tax A/c. (I/P)								
Central Tax A/c. (O/P)						31500.0	0 CR	
Cess A/c. (I/P)								
Cess A/c. (O/P)							(	We can see account effects for
Composition(CGST) Tax Exp. A/c								we can see account encets for
Composition(SGST) Tax Exp. A/c								Party's A/c. & for <u>Central Tax A/c</u>
GST Provisional A/c Primary Unit								Tarty SAJC. & for <u>central rax Aje</u>
Integrated Tax A/c. (I/P)								<u>(O/P)</u> & <u>State/UT Tax A/c (O/P)</u> .
Integrated Tax A/c. (O/P)								
Profit & Loss A/c								Click on it to sheak the details
Purchase A/c. (GST)								Click on it to check the details.
Purchase A/c. (IGST)								
Sales A/c. (GST)						350000.0	0 CR	
Sales A/c. (IGST)								3
State/UT Tax A/c. (I/P)								
State/UT Tax A/c. (O/P)						31500.0	0 CR	
Stock In Hand								
Trading A/c.								
Add Edit Delete Print Address M	aster Filter	Date	Format	Next	Set	UP TM SMS	TME	E-Mail TM Label E-Mail Kasar Havala Account Audit Multi Ledger Prin
Add Edit Delete Pfint Address M	aster Filter	Date	Format	Mext	Set		TM E-	rian ini Lavei C-Man Kasar navaia Account Auurt Multi Leuger Prin

### Account Effect for Party's Account

edger Bita	Infoway	Pvt. Ltd. (Baroda)									01/04/2017	To 31/03	3/2018
roup Sund	lry Debto	ors									count Audit		
)ate	Туре	Vou/Doc No.	Account Na	ame						Credit	Debit	Closing Ba	
0/01/0010	Cala	CT /2		(CCT)				Opening Balan	ce	NIL	NIL	205200	NIL
2/01/2018	Sale	GT/2	Sales A/c. (								395300.00	395300	
9/01/2018	DNWS		Sales A/c. (	(GST)						1	17700.00	413000	J.00 DB
									4				
								,	. (D)	•••			
					-  A	S CIICK	on part	:y´s acco	ount 'B	ita			
						<b>.</b>				+h a			
					-  IN	loway	Pvt. Ltd	., we c	an see	the			
					dot	ails roo	garding	Salas &	Dahit I	Vloto			
							sarung	<u>Jaies</u> &		<u>vole</u> .			
								Tel			412000 00		
								Tot Closing Balan			413000.00	410000	
								Closing Balan	ce .			413000	0.00 D

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#### Account Effect for CGST & SGST

edger Cent	tral Tax /	A/c. (O/P)							Fr	rom 01/04/2017	To 31/0	03/2018
roup <b>Duti</b>	es & Tax	es								Account Audit		
)ate	Туре	Vou/Doc No.	Account Name						Credit	Debit	-	
2/01/2010	Cala	CT/2	Dita Tafaway Dut 14				Opening	Balance	NIL	NIL		
2/01/2018 9/01/2018	Sale DNWS	GT/2	Bita Infoway Pvt. Li Bita Infoway Pvt. Li						30150.00 1350.00			0.00 CF
9/01/2010	DINVIS		Dita Intoway Pvt. L	.u.					1350.00		5150	10.00 Cr
			As click o	on 'Ce	ntral T	Гax A/	′c. (O/P)	·				
				coo th	o dota	aile ro	garding					
			we can	see in	le uela	ansie	garung					
			S	ales &	<u>Debit</u>	t Note	2.					
			We can s	see sir	nilar d	letails	s in State	е 📃				
			<u> </u>	ax A/	c.(O/P	ין, נסט	•					
							Closing I	Total Balance	31500.00		3150	0.00 C

# $GST \rightarrow \underline{G}ST$ Register $\rightarrow \underline{T}ax$ Liability Register

GST -> GS	T Register -> Tax Liability Register						Z 😒 🛛
🔻 Tax Lia	ability Register (State/UT Tax)				GST Type State/UT Tax	x 💌 🛌 From 01/07/2	2017 To 31/03/2018
Sr No Da	te Reference No.	CR / DB	Party Name	GSTIN No.	State/UT Tax St	tate/UT Tax Balance	1
1 02/	/01/18 GT/2	Debit	Bita Infoway Pvt. Ltd.	24ABCDE9876F1ZX	30150.00	30150.00	
2 09/	/01/18 DNWI/V01	Debit	Bita Infoway Pvt. Ltd.	24ABCDE9876F1ZX	1350.00	31500.00	
	a Debit Note,	we	ster, after issue can check how le to pay GST.			we can chan neck Tax Lia UT Tax(SGST	bility:
						l Tax(CGST) grated Tax.	<u>or</u>
Add Ed	lit Delete Print Date Forma	Next					GST Type

# $\underline{G}ST \rightarrow GST \ \underline{Re}port$

#### GST -> GST Report -> GST Summary Report

GSTR Summary					From 01/01/2018 To 31/01/2018
GSTR Grouping	Taxable Amount	Central Tax	State/UT Tax	Integrated Tax	
Tax Liability					In GST Report, we can
Opening					
B2B	335000.00	30150.00	30150.00		check Summary wise report
CDNR	15000.00	1350.00	1350.00		
Total	350000.00	31500.00	31500.00		as per GSTR 1 & GSTR 2.
пс					
Opening					
Total					
Cash Ledger					
Opening					
Total				CI	DNR amount is added in 🔰
Closing					
ІТС				lot	al because of we issued a 📃
Tax Payable		31500.00	31500.00		
Cash Ledger					ebit Note to the party.
Total					• • •
				(as	per Correction in Invoice)
					· · · · · · · · · · · · · · · · · · ·
Print Date					Tax Liability Integrity ITC Integrity GST-Reposting Havala
					interesting interesting interesting

C 🕄 🛛

### $\underline{G}ST \rightarrow \underline{G}STR \underline{1} : \underline{B}2B$

GST -> GST Return -> GS								Z 😒	×
<ul> <li>Business to Business</li> </ul>	Transactions					From 01/01/203	18 To	31/01/2018	
GSTIN/UIN of Recipient	Party Name	City Name	Invoice Number	Invoice Date	Invoice Value	Place of Supply		Rev Cha	
24ABCDE9876F1ZX	Bita Infoway Pvt. Ltd.	Baroda	GT/2	02/01/2018	395300.00	24-Gujarat		N	
🧮 We can	see the Sales	Invoice							
deta	ails in B2B sec	tion.							
•								•	
Print Date Format	Next		B2B B2CL B2CS CDNR	CDNUR EXP AT	ATADJ EXEN	IPT HSN DOCS	Export Cu	rrent Export	

#### GSTR 1: CDNR

GSTIN/UIN of Recipient	Registered Customer Party Name	City Name	Invoice/Advance		Note/Refund Voucher	n 01/01/2018 To Note/Refund	Document
24ABCDE9876F1ZX	Bita Infoway Pvt. Ltd.	Baroda	GT/2	Receipt Date 02/01/2018	Number DNWI/V01	Voucher Date 09/01/2018	<b>Type</b> D
				In CDNR s	section, we a	can see	
			C	our entry	of Debit Not	e entry.	
							/
	Bv Scrolli	ng right-left	side we				
		eck all the d					
	Carrent		etalis.				

We will see the examples for <u>Credit Note & Debit Note WITHOUT Stock</u>.

Lets take an example for Credit Note WITHOUT Stock:

- We sold 100 packets of 'Aashirvad Flour (5kg pack)' to the party <u>Mehta Sales</u> (Wholesaler).
- So, in this case we are seller & Mehta Sales (Wholesaler) is a buyer.
- After that we gave 2500 ₹ discount on their purchase.
- So we will give a Credit Note with reason Post Sale Discount.

- Important Details related to our example:
  - We issued 'Sales Invoice' to the buyer party, "Mehta Sales (Wholesaler)".
  - Later, we have given 2500 ₹ discount on their purchase.
  - In Credit Note 'Invoice type' setup, we should select <u>Effect as</u>: "Sales Return".
  - We can check account effects in Account Ledger:
    - Central & State Tax A/c. (O/P), Party's A/c & Our Purchase A/c. (GST).
  - After issue of a Credit Note, we can check effects in Tax Liability Reg., GST Report, & GSTR-1.
  - Let see how to setup & insert <u>Credit Note without Stock</u> in Miracle.

# Setup $\rightarrow$ GST Auto Setup $\rightarrow$ Credit Note Setup

Setup -> Company Setup -> Company	/ Setup	×			
Category	Description	Value			
General Setup	GST Auto Setup				
Advance Setup	GST Auto Setup				
Advance Modules	GST Setup				
	Cess required?	No			
Master Setup	URD A/c Setup	Cub Handing			
VAT Setup	HSN Code Type Apply GST Rules in Invoice Type and Tax/Retail	Sub Heading None			
GST Setup	Garment Condition	No			
TDS/TCS Setup	Non GST Required	No			
	Decimal Point For GST %	2			
Report Setup	Calculate GST On Free Qty.?	No			
	RCM Effect while URD Voucher Req. ?	No			
	Display width for Document No.	20			
	Tax Percentage for Compound	1			
	Return Period	Monthly			
To select GST Invoice	Rate Entry?	No			
		110			
for Credit Note, clic	K ON Rate Entry?	No			
	eceint Entry Setun				
GST Auto Setup	Receipt Entry Req.?	No			
	harge Setup				
	Notified Reverse Charge Required ?	No			

# GST Auto Setup $\rightarrow$ CN Invoice Setup

GST Auto Setup GST Setup Sales Invoice Set Pu	Irchase Invoice CN Invocie S	etup DN Invoice Se	tun	
Create Round Off Expense ? Create Discount Expense ? Create Freight Expense ? GST Type	No  No No			
	GST Type	Cap Goods	Effect As	4
	* GST	No	Sales Return	
elect required GST Invoice 🦯	* IGST	No	Sales	
	Export	No	Sales	
Type for Credit Note.	Import	No	Sales	
	Exem	No	Sales	
		No	Sales	
We are giving 'F	ost Sale	No	Sales	
Discount' so its e		No	Sales	
		No	Sales	
be "Sales Ret	turn". <u>ate)</u>	No	Sales	

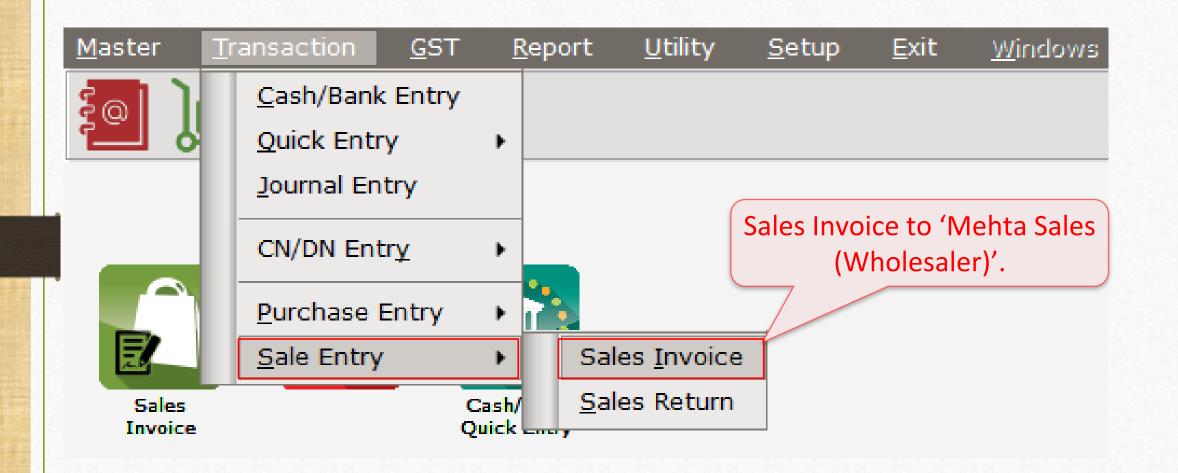
# GST Auto Setup $\rightarrow$ CN Invoice Setup

GST Auto Setup			
GST Setup Sales Invoice Set	Purchase Invoice CN Invocie	Setup DN Invoice Se	tup
Create Round Off Expense ?	No		
Create Discount Expense ? Create Freight Expense ?	No 🔻		
GST Type			
	GST Type	Cap Goods	Effect As
	* GST	No	Sales Return
	* IGST	No	Sales
Note that:	Export	No	Sales
<u>Note that</u> .	Import	No	Sales
Once we select 'GST Invoice	Exempt	No	Sales
Type' this coloction will	URD-RCM	No	Sales
Type', this selection will	Non GST	No	Sales
plicable for both, 'With Stoc	K' Other	No	Sales
& 'Without Stock'.	SEZ	No	Sales
	Export (Rebate)	No	Sales
	C	ap Goods Effect As	

## Invoice Type for 'Credit Note'

Description	Туре	GS	Т Туре	Cap Goods	E/D	
GST	GST	Ite	m wise	No	Enable	-
IGST	IGST	Ite	m wise	No	Enable	
Cotup > Cradi	t Noto Cotup - >			1 to 1		-
		Invoice Type ->	Invoice Type Er	itry		
Name GST	Ī					
Type GST	r ·	<ul> <li>Capital Goods</li> </ul>	No 💌			-
		Effect As	Sales Re 🔻			-
GST Type Iter	n wise 🔻		Sales			
		ОК	Sales Ret.	As ner «	selection	in GST Aut
			Purc. Ret.			
			- di ci i i ci i	Setup, <u>I</u>	<u>Effect as</u> :	: "Sales Ret
						. 🗸

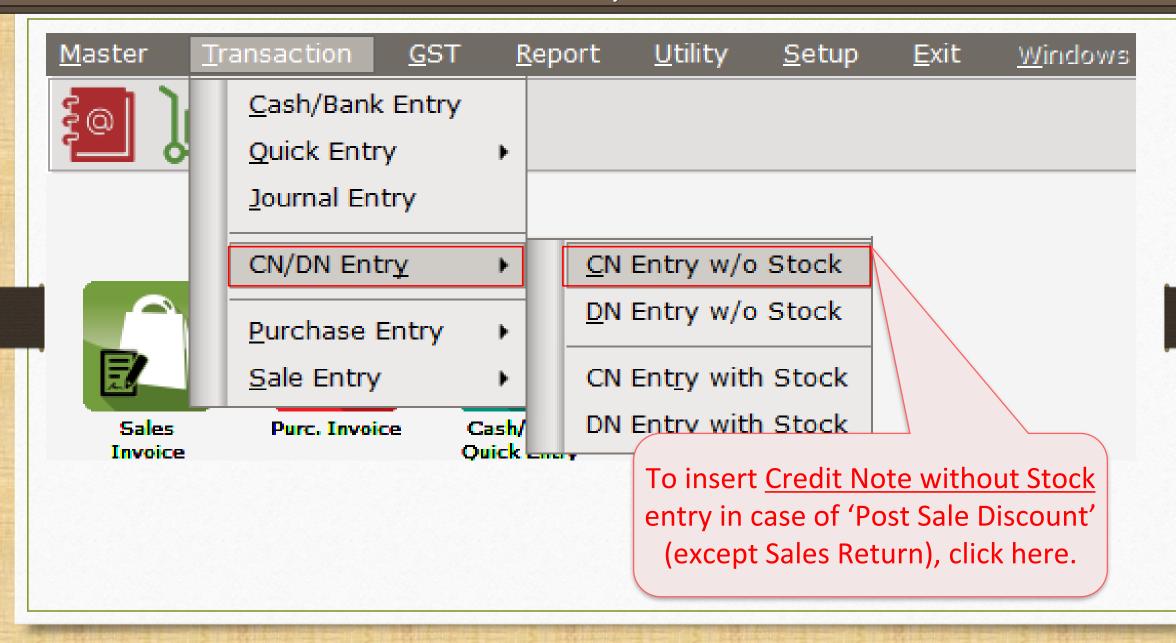
#### Sales Invoice



# <u>Transaction $\rightarrow$ Sales Entry $\rightarrow$ Sales Invoice</u>

Pranaction -> Sale Entry -> Sales Invoice -> Add Sales Bill(CST)       Image: CST       Bill Date       03/03/2018 Wed         Party A/C.       Mehta Sales (Wholesaler)       Sale A/C.       Bill No       GT/3         Ball : 2,625.00 CR       Doc. No.       Doc. No.       Doc. No.         Product Name       Qty       Rate       Amount         Asshirvard Flour (SKg pack)       250.000       200.00       50000.00         Sales Invoice: We sold	Transaction -	Sale Entry -> Sales Inveise -> Add Sales Bill(CST)					
Party A/c. Mehta Sales (Wholesaler) Sale A/c. Bill No GT/3 Rajkot Tax/Bill of Supply Tax Invoice Doc. No. Doc Date Doc. Doc Date Doc. Doc Date Doc. No. Doc Date Doc. No. Doc Date Doc. Doc Date Doc Date Doc. Doc Date Doc. Doc Date Doc. Do			Invoice Type	GST	Bill Date	03/01/2018 Wed	×
Rajkot     Tax/Bill of Supply Tax Invoice     Doc. No.       Bal. : 2,625.00 CR     Doc Date         Product Name     Qty     Rate     Amount         Aashirvard Flour (Skg pack)     250.000     200.00     50000.00         Sales Invoice: We sold     0     0     0       products (GST 5%)_to     0     0     0       'Mehta Sales (Wholesaler)'.     (GST Registered)     0     50,000.00 CR         Item Amount     50,000.00 CR       Central Tax     1250.00         Narration					Bill No		
Bal.: 2,625.00 CR     Doc Date       Product Name     Qty     Rate     Amount       Aashirvard Flour (SKg pack)     250.000     200.00     50000.00       Sales Invoice: We sold products (GST 5%) to 'Mehta Sales (Wholesaler)'. (GST Registered)			Tax/Bill of Supply	Tax Invoice	Doc. No.		
Aashirvard Flour (5Kg pack)       250.000       200.00       50000.00         Sales Invoice: We sold products (GST 5%) to 'Mehta Sales (Wholesaler)'. (GST Registered)       4       4         Total Entry : 1       250.000       50000.00         Item Amount         Soudo 50000.00         Item Amount         Soudo 50000.00         Item Amount         Soudo 50000.00         Item Amount         Soudo 50000.00         Item Amount         State/UT Tax         Item Amount         Item Amount         State/UT Tax         Item Amount         State/UT Tax		-			Doc Date	/ /	
Sales Invoice: We sold products (GST 5%) to 'Mehta Sales (Wholesaler)'. (GST Registered) Total Entry : 1 250.000 1250.00 1250.00 1250.00 Narration	Product Nan	ne			Qty	Rate	Amount
products (GST 5%) to       'Mehta Sales (Wholesaler)'.         'Mehta Sales (Wholesaler)'.       (GST Registered)         Total Entry : 1       250.000         State/UT Tax       1250.00         Narration       1250.00	Aashirvard Fl	lour (5Kg pack)				200.00	50000.00
products (GST 5%) to       'Mehta Sales (Wholesaler)'.         'Mehta Sales (Wholesaler)'.       (GST Registered)         Total Entry : 1       250.000         State/UT Tax       1250.00         Narration       1250.00							
products (GST 5%) to       'Mehta Sales (Wholesaler)'.         'Mehta Sales (Wholesaler)'.       (GST Registered)         Total Entry : 1       250.000         State/UT Tax       1250.00         Narration       1250.00							
products (GST 5%) to       'Mehta Sales (Wholesaler)'.         'Mehta Sales (Wholesaler)'.       (GST Registered)         Total Entry : 1       250.000         State/UT Tax       1250.00         Narration       1250.00							
products (GST 5%) to       'Mehta Sales (Wholesaler)'.         'Mehta Sales (Wholesaler)'.       (GST Registered)         Total Entry : 1       250.000         State/UT Tax       1250.00         Narration       1250.00		Sales Invoice: We	sold				
'Mehta Sales (Wholesaler)'. (GST Registered)       250.000       50000.00         Total Entry : 1       250.000       50,000.00         Central Tax State/UT Tax       1250.00       1250.00         Narration       1250.00       1250.00							
Control         Control         State/UT Tax         1250.00           Narration         Narration         1250.00         1250.00		products (GST 59	<u>6)</u> to				
Control         Control         State/UT Tax         1250.00           Narration         Narration         1250.00         1250.00		(Mahta Salas (Mhal	acalor)'				
Total Entry : 1         250.000         50000.00           Item Amount         50,000.00 CR           Central Tax State/UT Tax         1250.00           Narration         1250.00	0		esalel).				
Total Entry : 1         250.000         50000.00           Item Amount         50,000.00 CR           Central Tax State/UT Tax         1250.00           Narration         1250.00		(GST Registere	d)				
Item Amount         50,000.00 CR           Central Tax         1250.00           State/UT Tax         1250.00           Narration         1250.00			<u> </u>				
Item Amount         50,000.00 CR           Central Tax         1250.00           State/UT Tax         1250.00           Narration         1250.00	Total Entry	•1			250.000		50000.00
Central Tax       1250.00         State/UT Tax       1250.00	Total Lifty						
State/UT Tax 1250.00 Narration				Central Tax			
Narration							
							1200100
OK Print Bill Amount 52,500.00 DB	Narration						
OK Print Bill Amount 52,500.00 DB							
			OK	Print	Bill Amount		52,500.00 DB

Credit Note Entry Without Stock



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#### Sales Invoice to Mehta Sales (Wholesaler)

Cash/Debit [ Party A/c. ]	V/DN Entry -> CN Entry w/o Stock -> Add ( Debit • Mehta Sales (Wholesaler) Rajkot Bal. : 52,500.00 DB	Invoice Type	GST Ply Tax Invoice ▼ 02-Post Sale Discount		Vou. Date Voucher No Doc. No. Doc Date	08/01/2018 CNWO/V01 / /	Mon
	elected Reason as st Sale Discount".	Original E Original E Original E	Bill Date 03/01/2018	W c	Central Tax /e inserted details wh issued to	ich we l	nave
Narration		OK Pri	Delete		Bill Amount		

#### Sales Invoice to Mehta Sales (Wholesaler)

Transaction -	> CN/DN Entry -> CN Entry w/o Stock ->	Add Cradit Nata W/a Stack					
Cash/Debit			007		Vou. Date	00/01/2010	Mon.
	Debit 🔽	Invoice Type	GST			08/01/2018	MOT
Party A/c.	Mehta Sales (Wholesaler)				Voucher No	CNWO/V01	
	Rajkot	Tax/Bill of Sup	ply Tax Invoice 🔻		Doc. No.		
		Reason	02-Post Sale Discount		Doc Date	11	
Sales/Purc	hase A/c.		Commodity	Assess Amt	Central Tax	State/UT Tax	Integrated Tax
Sales A/c. (	GST)		Food Items (GST 5%)	2500.00	62.50	62.50	0.00
	Here we selected Sales A/c. (GST).		re we selected lity which is us	ed in			
		Sa	ales Invoice.				
			Tota	2500.00	62.50	62.50	
Narration			buyer	, 'Mehta	is Credit Sales (Wl st Sale Di	nolesale	
		OK	int		Bill Amount	2,	625.00 CR

# <u>Reports</u> $\rightarrow$ <u>A</u>ccount Books $\rightarrow$ <u>L</u>edger

Report -> Account Books -> Ledger -> Acco	unt Ledger			🖉 🔯
<ul> <li>Account Ledger</li> </ul>				From 01/04/2017 To 31/03/2018
Account Name	City Name	Opening	Closing	
Amitech Solution	Ahmedabad			
Cash Account				
Cash Ledger(Cess) - Primary Unit				
Cash Ledger(CGST) - Primary Unit				
Cash Ledger(IGST) - Primary Unit				
Cash Ledger(SGST) - Primary Unit				
Central Tax A/c. (I/P)				
Central Tax A/c. (O/P)			1187.50 CR	We can see account effects for
Cess A/c. (I/P)				
Cess A/c. (O/P)				Party's A/c. & for <u>Central Tax A/c</u>
Composition(CGST) Tax Exp. A/c				
Composition(SGST) Tax Exp. A/c				<u>(O/P) &amp; State/UT Tax A/c (O/P)</u> .
GST Provisional A/c Primary Unit				
Integrated Tax A/c. (I/P)				Click on it to check the details.
Integrated Tax A/c. (O/P)				Check of the to effect the details.
Mehta Sales (Wholesaler)	Rajkot		49875.00 DB	
Profit & Loss A/c				
Purchase A/c. (GST)				
Purchase A/c. (IGST)				
Sales A/c. (GST)			47500.00 CR	
Sales A/c. (IGST)				
State/UT Tax A/c. (I/P)				
State/UT Tax A/c. (O/P)			1187.50 CR	
Stock In Hand				
Trading A/c.				
Add Edit Delete Print Address Mas	ster Filter Date Fo	rmat Next Setu	p TM SMS TM E	-Mail TM Label E-Mail Kasar Havala Account Audit Multi Ledger Print

# <u>GST $\rightarrow$ GST Report $\rightarrow$ <u>Tax</u> Liability Register</u>

T -> GST Reg	ister -> Tax Liability Register				
Tax Liability	/ Register (State/UT Tax)		GST Type State/UT Tax 💌 From 01/07/2017 To 31/03/20		
No Date	Reference No.	CR / DB	Party Name	GSTIN No.	State/UT Tax State/UT Tax Balance
1 03/01/18	3 GT/3	Debit	Mehta Sales (Wholesaler)	24JKLMN4567P1ZX	1250.00 1250.00
2 08/01/18	CNWO/V01	Credit	Mehta Sales (Wholesaler)	24JKLMN4567P1ZX	62.50 1187.50
(.					
	· · · · · · · · · · · · · · · · · · ·		ster, after issue can check how		From here we can change GST Type to check Tax Liability:
	much we are	liab	le to pay GST.		
					State/UT Tax(SGST),
					Central Tax(CGST) or
					Integrated Tax.
Add Edit E	Delete Print Date Format	Next			GST T

# $\underline{G}$ ST $\rightarrow$ GST Report

GST -> GST Report -> GST Summary Report					N 🐼 🗹
GSTR Summary					From 01/01/2018 To 31/01/2018
GSTR Grouping	Taxable Amount	Central Tax	State/UT Tax	Integrated Tax	
Tax Liability					In GST Report, we can
Opening					
B2B	50000.00	1250.00	1250.00		check Summary wise report
CDNR	-2500.00	-62.50	-62.50		
Total	47500.00	1187.50	1187.50		as per GSTR-1 & GSTR-2.
пс					
Opening					
Total					
Cash Ledger					
Opening					
Total					can see - (negative) sign
Closing				VVC	
ITC				becaus	se of we issue a Credit Note
Tax Payable		1187.50	1187.50		
Cash Ledger				l (as	per Post Sale Discount).
Total					
					R amt. deducted from total.
Print Date					Tax Liability Integrity         ITC Integrity         GST-Reposting         Havala
17 7 7 7					· · ·

### $\underline{GST} \rightarrow \underline{GST} \underline{R}eturn \rightarrow \underline{GSTR} \underline{1}$

GST -> GST Return -> GSTR 1 -> GSTR 1									e 🔯 🛛	
<ul> <li>Business to Business</li> </ul>	Transactions						From 01/01/201	.8 To	31/01/2	2018
GSTIN/UIN of Recipient	Party Name	City Name	Invoice	Number	Invoice Date	Invoice Value	Place of Supply			Rev Cha
24JKLMN4567P1ZX	Mehta Sales (Wholesaler)	Rajkot	GT/3		03/01/2018	52500.00	24-Gujarat			N
										_
	n see the Sales Inv									
vve cai	i see the sales in									
det.	ails in B2B sectior	ן, ⊢								
		·· )-								
	<u></u>						·			-
										•
Print Date Format	Next		B2B B2CL	B2CS CDNR	CDNUR EXP A	T ATADJ EXEN	IPT HSN DOCS	Export Cu	rrent E	xport

#### GSTR 1: CDNR

GST -> GST Return -> GSTR 1 -> GSTR 1         ▼ Credit/Debit Note to Registered Customer         From       01/01/2018         To       31/01/2018								
AdvanceInvoice/AdvanceNote/RefundNumberReceipt DateNumberVoucher Date			Document Type	Reason for Issuing Document	Place of Supply	Note/Refund Voucher Value		
	03/01/2018	CNWO/V01	08/01/2018	С	02-Post Sale Discount	24-Gujarat	2625.00	
					In CDNR sec	tion, we can see	د	
					our entry o	of Credit Note.		
Β	/ Scrolling	g right-left sic	le we 🗋					
		ck all the deta						
				•	_	_		
Print Date	e Format Next			B2B B2	2CL B2CS CDNR CDNUR EXP AT AT	ADJ EXEMPT HSN DOCS EX	port Current Expo	

Lets take an example for <u>Debit Note WITHOUT Stock</u>:

- We sold 300 packets of 'Aashirvad Flour (5kg pack)' to the party "V Mart Sales".
- So, in this case we are **seller** & V Mart Sales is a **buyer**.
- After we found that we forgot to charge 3000₹ more on their purchase.
- So we will give a Debit Note with reason of "Correction in Invoice".

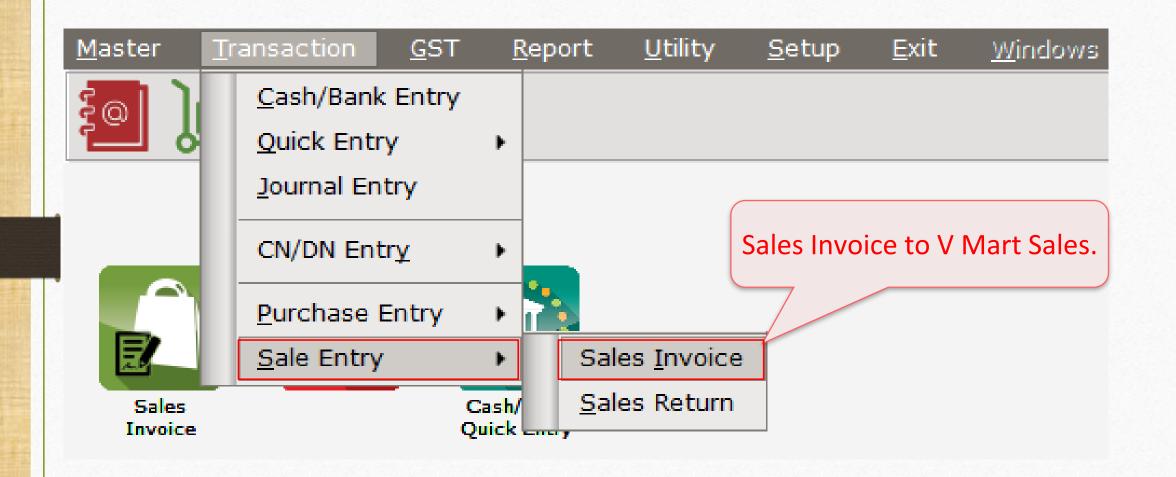
# Important Details related to our example:

- We issued a 'Sales Invoice' to the **buyer** party, "V Mart Sales".
- Later, we found that we forgot to charge 3000₹ on their purchase.
- In Debit Note 'Invoice type' setup, we should select <u>Effect as</u>: "Sales".
- We can check account effects in Account Ledger:
  - → Central Tax A/c. (O/P) → State Tax A/c. (O/P),

 $\rightarrow$  Party's A/c  $\rightarrow$  Our Sales A/c. (GST).

- After issue of a Debit Note, we can check effects in Tax Liability Reg., in GST Report & in GSTR-1.
- Setup will be as same as previous examples. Let see how to insert Debit Note without Stock in Miracle.

#### Sales Invoice



#### Sales Invoice to 'V Mart Sales'

Transaction -> Sale Entry -> Sales Invoice -> Add Sales Bill(GST)			X
Cash/Debit       Debit       Invoice Type       GST         Party A/c.       V Mart Sales       Sale A/c.         Rajkot       Tax/Bill of Supply Tax Invoice       Tax Invoice	Bill Date Bill No Doc. No. Doc Date	04/01/2018 Thu GT/4	
Product Name	Qty	Rate	Amount
Aashirvard Flour (5Kg pack)	300.000	200.00	60000.00
Sales Invoice: We sold products (GST 5%) to 'V Mart Sales'. (GST Registered)	300.000		60000.00
	Amount		60,000.00 CR
Central Tax			1500.00
State/UT Tax			1500.00
Narration OK Print Bill Ar	nount		63,000.00 DB
			,

# <u>D</u>N Entry w/o Stock

<u>M</u> aster	<u>T</u> ransaction <u>G</u> S	T <u>R</u> e	eport	<u>U</u> tility	<u>S</u> etup	<u>E</u> xit	<u>W</u> indows
Eal 1	<u>C</u> ash/Bank Entr	ry 🛛					
	<u>Q</u> uick Entry	•					Debit Note
	<u>J</u> ournal Entry						<u>ck</u> , click here.
	CN/DN Entry	•	CN	Entry w/c	Stock		
	<u> </u>			Entry w/c			
	Purchase Entry	· •		enery n/c	, otoek		
2	<u>S</u> ale Entry	- • I	CN	Ent <u>r</u> y witl	h Stock		
Sales Invoice	Purc. Invoice	Cash/ Quick a		Entry wit	h Stock		

#### Debit Note without Stock

Transaction ->	CN/DN Entry -> DN Entry w/o Stock ->	Add Debit Note W/o Stock					X
Cash/Debit	Debit 💌	Invoice Type GS	ST		Vou. Date	08/01/2018	Mon
Party A/c.	V Mart Sales				Voucher No	DNWO/01	
	Rajkot	Tax/Bill of Supply Ta	ax Invoice 💌		Doc. No.		
		Reason 04	4-Correction in Invoice		Doc Date	//	
Sales/Purcha			modity	Assess Amt	Central Tax	State/UT Tax	Integrated Tax
Sales A/c. (GS	эт)	Food	Item (GST 5%)	3000.00	75.00	75.00	0.00
Н	ere we selected	Here we se	elected comr	nodity			
S	Sales A/c. (GST).	which is us	sed for a prod	duct in			
		Sa	les Invoice.				
			Total	3000.00	75.00	75.00	
Narration			the buy	ver, 'V N	this Debi lart Sales on in Invo	based o	
		OK Print			Bill Amount	3,	150.00 DB

## <u>Reports</u> $\rightarrow$ <u>A</u>ccount Books $\rightarrow$ <u>L</u>edger

#### Report -> Account Books -> Ledger -> Account Ledger

#### Account Ledger

From 01/04/2017 To 31/03/2018

Account Name	City Name	Opening	Closing	▲
Cash Account				
Cash Ledger(Cess) - Primary Unit				We can see account effects for
Cash Ledger(CGST) - Primary Unit				
Cash Ledger(IGST) - Primary Unit				Party's A/c. & for Central Tax A/c
Cash Ledger(SGST) - Primary Unit				Tarty SALC. & TOT CENTRAL TAX ALC
Central Tax A/c. (I/P)				(O/P) & State/UT Tax A/c (O/P).
Central Tax A/c. (O/P)			1575.00 CR	
Cess A/c. (I/P)				Click on it to check the details.
Cess A/c. (O/P)				
Composition(CGST) Tax Exp. A/c				
Composition(SGST) Tax Exp. A/c				
GST Provisional A/c Primary Unit				As we have seen in previous
Integrated Tax A/c. (I/P)				
Integrated Tax A/c. (O/P)				examples, we can check Tax
Profit & Loss A/c				
Purchase A/c. (GST)				Liability Reg., GST Report &
Purchase A/c. (IGST)				
Sales A/c. (GST)			63000.00 CR	GSTR 1 for this Debit Note.
Sales A/c. (IGST)				
State/UT Tax A/c. (I/P)			1575 00 00	
State/UT Tax A/c. (O/P)			1575.00 CR	
Stock In Hand				
Trading A/c. Tulsi Provision	Rajkot			
V Mart Sales			66150.00 DB	
	Rajkot			
Add Edit Delete Print Address Master	Filter Date Format	Next	IP TM SMS TM E	E-Mail TM Label E-Mail Kasar Havala Account Audit Multi Ledger Print

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hank you.

Prepared By RKIT Software Pvt Ltd-Rajkot