Credit / Debit Note in Miracle

Credit/Debit Note in Miracle





Credit/Debit Note under GST

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

<u>M</u> aster <u>T</u> ra	insaction <u>G</u> S	T <u>R</u> eport	<u>U</u> tility	<u>etup Exit</u>	<u>W</u> indov	WS .
Sales	Image: Constraint of the second se	Cash/Bank		<u>Company Se</u> Voucher Set Voucher Nur Sales Setup Purchase Se Cr <u>e</u> dit Note Debit <u>N</u> ote S	etup tup mber etup Setup Setup	Click on Company Setup to select for CN / DN Invoice Type.
	A/c. Ledaer	Quick Entry		<u>A</u> dvance Se Sec <u>u</u> rity Software Se Voucher <u>F</u> or	tup i s <u>t</u> up mat	

Setup \rightarrow Company Setup \rightarrow GST Auto Setup

Setup -> Company Setup -> Company	iy Setup			×
Category	Description		Value	
General Setup	GST Auto Setup			
Advance Setup	GST Auto Setu	p		
	GST Setup			
Advance Modules	Cess required?		No	
Master Setup	URD A/c Setup			
VAT Setup	HSN Code Type) - is tousing The and The (Date)	Sub Heading	
CST Setup	Apply GST Rules	s in Invoice Type and Tax/Retail	None	
	Garment Condit	ion ad	No	
TDS/TCS Setup	Docimal Point E	ed or CST %	2	
Report Setup	Calculate CST (No	
	RCM Effect whi	le LIRD Voucher Reg. 2	No	
	Display width fo	or Document No.	20	
	Tax Percentage	e for Compound	1	
	T P	Period	Monthly	
Eirst wo must sot	un for		· · · · · · · · · · · · · · · · · · ·	
		intry?	No	
Credit/Debit No	nte 🗌			
		Entry?	No	
Mo must soloct "Invo	ico Typo"	Entry Setup		
	ice i ype	ot Entry Req.?	No	
for Credit/Debit Not	e in GST	Setup		
I I CICUL/DEDICINO		e Charge Required ?	No	
Auto Setup				

GST Auto Setup \rightarrow CN Invoice Setup

G	ST Auto Setup	ĩ					
	GST Setup Sales Invoice Set	t Purch	nase Invoice CN Inv	ocie Setup D	N Invoice Set	tup	
	Create Round Off Expense ?	No					
	Create Discount Expense ?	No					
	Create Freight Expense ?	No					
	GST Type						
			GST Type		Cap Goods	Effect As	Ľ
		*	GST		No	Sales	
		*	IGST		No	Sales	
			Export		No	Sales	
			Import		No	Sales	
			Exempt		No	Sales	
elec	t GST Invoice types for C	CN."	URD-RCM		No	Sales	
1		-	Non GST		No	Sales	
lere	e we selected GST & IGS	۱.	Other		No	Sales	
			SEZ		No	Sales	
			Export (Rebate)		No	Sales	
				Con Coode	Effect Ac		1

GST Auto Setup \rightarrow CN Invoice Setup

	GST Auto Setup							×		
	GST Setup	Sales Invoice Seti	urch	ase Invoice	CN Invoc	ie Setup	DN Invoice Se	tup		
	Create Round O	ff Expense ?	No							
	Create Discount	Expense ?	No	-						
	Create Freight E	xpense ?	No	-						
	GST Type									
				GST Type			Cap Goods	Effect	As	
	Also note	that:	*	GST			No	Sales		
We	e don't need t	to open GST	*	IGST			No	Sales		
Invo	ico turo for V	v Vithout Stoold		Export			No	Sales		
ΙΠνο	ice type for v	VILLOUL SLOCK		Import			No	Sales		
	separat	elv.		Exempt			No	Sales		
	•			URD-RCM			No	Sales		
				Non GST			No	Sales		
Once	e we select G	ST Invoice Typ	e,	Other			No	Sales		
this	selection wil	ll annlicable fo	r	SEZ			No	Sales		
				Export (Reb	ate)		No	Sales		-
both	With Stock &	k Without Sto	ck.		[Cap Good	ls Effect As			Q

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



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

G	ST Auto Setup					×			
	GST Setup	Sales Invoice Se	tı Purchase Invoice	CN Invocie Setup	DN Invoice Set	up			
	Create Round O	ff Expense ?	No 🔻						
	Create Discount	Expense ?	No 🔻						
	Create Freight E	xpense ?	No 💌						
	GST Type		GST,IGST						
	Now, by click on "Finish" button, Invoice Types & Expenses will be added.								
-			Previous	Next	Einish				

$Credit Note Setup \rightarrow Invoice Type$

<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>
Image: A state of the state	Company Setup Voucher Setup Voucher Number Click on Invoice Type.
Sales Invoice Purc. Invoice Cash/Bank Quick Entry	Sales Setup Purchase Setup Credit Note Setup Debit Note Setup Debit Note Setup Advance Setup
Outstanding A/c. Ledger	Sec <u>u</u> rity Software Se <u>t</u> up Voucher <u>F</u> ormat

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
Ir	voice Type for Cre	edit Note		
	vill open as per sel GST Auto Set	ection in up.		

Invoice Type for 'Credit Note'

Descripti	on		Туре			GST Type		Cap Goods	E/D		
GST			GST			Item wise		No	Enable		
IGST			IGST			Item wise		No	Enable		
										-	
	Setup -> C	redit Not	e Setup -	> Invo	ice Typ	e -> Invoic	Type Ent	rv			
	Name	GST					.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	-		-	
	Туре	GST		▼ Ca	apital Go	ods No	•				
				Ef	fect As	Sales F	e 🔻			-	
	GST Type	Item wis	e 🔻			Sales	at			_	
				[OK	Purcha	se	As per s	selection	n in	GST Au
						Purc. R	et.	Setup,	Effect as	<u>s</u> : "S	Sales Re
										_	

Sales Invoice



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

Transac	tion -> Sale Er	try -> Sales Invoice -> Add Sales Bill(GST)							X
Cash/De	bit Debit	•	Invoice Type	GST			Bill Date	02/01/2018 Tue	
Party A/	c. Amitech	Solution	Sale A/c.				Bill No	GT/1	
	Ahmed	abad	Tax/Bill of Suppl	Y Tax Invoice	•		Doc. No.		
	Bal. :						Doc Date	/ /	
Produ	ct Name						Qty	Rate	Amount
Dell La	ptop (core i5)						10.000	35000.00	350000.00
		Sales Invoice: We sc	bld 📄						
		products (GST 19%)	to						
		'Amitech Solution'	•						
		(GST Registered)							
)						
Total	Entry : 1						10.000		350000.00
						Item A	mount		3,50,000.00 CR
					Central Tax				31500.00
					State/UT Tax				31500.00
Narratio	n								
			OK	<hr/>	Print	Bill Am	ount		4,13,000.00 DB

CN Entry with Stock



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		
	Bal. : 4,13,000.00 DB	Tax/Bill of Supply	Tax Invoice		Doc Date	/ /	
Stock effect	Yes	Reason			Doc. No.		
Product Nam	10		Reason		Otv	Rate	Amount
Toducentum			01-Sales Return		4.9	Ruce	Anount
			02-Post Sale Discount				
			03-Deficiency in services				
			04-Correction in Invoice				
			05-Change in POS				
"50	loct Poscon for	Cradit Nata "	06-Finalization of Provisional asses	sment			
<u> </u>	iect Reason ioi	creuit Note.	07-Others				
		aitach Calutian					
n o	ur example, An	nitech solution					
fou	ind defected pr	oducts. So we					
shou	Ild salact Dafici	ency in Service					
SHUU	in select Delici						
Total Entry :	0						
				Item	n Amount		
			Central Tax				0.00
			State/UT Tax				0.00
Narration							
		ОК	Print	Bi	ill 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	ne No	"Select Stock Eff Because of Deficie	fect". ency in	Qty	Rate	Amount
		returned, It will e stock so, select	ffect in Yes.			
Total Entry :	Note that: stock is not	In some cases whe required but Produ	ere Ict's			
	can select	' are required ther 'No' to Stock Effec	t. Central Tax	Item Amount		0.00
Narration			State/UT Tax			0.00
		ОК	Print	Bill Amount		

Transaction -> CN/DN Entry -> CN Entry with Stor Party A/c. Amitech Solution Ahmedabad Bal. : 4,13,000.00 DB Stock effect Yes	rk -> Add Credit Note With Stock Invoice Type Affected A/c. Tax/Bill of Supply Reason	GST Tax Invoice 💌 03-Deficiency in services	Vou. Date Voucher No Doc Date Doc. No.	06/01/2018 CNWI/V01	×
Product Name Enter Original Bill De (This Credit Note aga Sales Invoice)	etail. Original Bill Da Original Bill No Original Bill No	etail X ate 06/01/2018 D GT/1	Qty	Rate	Amount
Narration	ОК	Central Tax State/UT Tax Print	Item 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 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-D	Deficiency in services		Doc. No.]
Product Nan	ne				Qty	Rate	Amount
Dell Laptop (d	core i5)				2.000	35000.00	70000.00
			(
			Two prod	ucts are			-
			dofoc	tod			
			uerec	ieu.)		
	We are giving t	his Credit Note to					
Total Entry :					2.000		70000.00
	the buyer, Ar	nitech 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	<u>Report Utility Setup Exit Windows</u>	
a) 🖬 🔽 🗐	Account Books Ledger	
	Outstanding	
	Register Day Bo	
	Balance sheet	
	Analysis Report	
Sales Purc. Invoice Cas	Stock Report	
Invoice Quie	Ot <u>h</u> er Reports	

Account Effects for Credit Note Entry

Report -> Account Books -> Ledger -> /	Account	Ledger																e (
 Account Ledger 													Fror	m 01	/04/201	7 То	31/0)3/2018
Account Name		City Nan	ne			Opening		Closing										
Amitech Solution		Ahmedab	ad					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. (O/P)								25200.00 CR										
Cess A/c. (I/P)																		
Cess A/c. (O/P)											can		Δ/c	S A	offe	rtc '	for	
Composition(CGST) Tax Exp. A/c										VVC	curr	JUCY	J C	.5 (
Composition(SGST) Tax Exp. A/c										n	artv	's acc	nou	nt	and	foi	~	
GST Provisional A/c Primary Unit										P	arcy	5 400			and			
Integrated Tax A/c. (I/P)										C	entr	al Ta	x A	/c	(O/I	2) 8		
Integrated Tax A/c. (O/P)											<u> </u>							
Profit & Loss A/c										S [.]	tate	/UT T	ax	Α/	c (O	(P)	•	
Purchase A/c. (GST)																		
Purchase A/c. (IGST)										Click	on i	t to c	her	ck '	the	det	ails	
Sales A/c. (GST)								280000.00 CR		Cher	0111			CIX	circ	act	uns	·
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.																		
Add Edit Delete Print Address	Master	Filter	Date	Format	Next	Se	tup	TM SMS TM I	E-Mail	TM Label	E-Mail	Kasar Ha	avala	Acco	ount Aud	it Mu	ılti Ledo	jer Prij

Account Effect for Party's Account

	lution (Ahmedabad)				From 01/04/2017	To 31/03/2018
Sundry Del	otors					Account Audit	
Туре	Vou/Doc No.	Acc	count Name		Credit	Debit	Closing Balance
				Opening Balance	e NIL	NIL	NI
018 Sale	GT/1	Sale	es A/c. (GST)			413000.00	413000.00 DF
018 CNWS	3	Sale	es A/c. (GST)		82600.00		330400.00 DE
		As Soluti	click on part ion' in ledger regarding <u>Sa</u>	y's account "Amitech" , we can see the detai <u>les</u> & <u>Credit Note</u> .	ls		
			As	As click on part Solution' in ledger regarding <u>Sa</u>	As click on party's account 'Amitech Solution' in ledger, we can see the detai regarding <u>Sales</u> & <u>Credit Note</u> .	As click on party's account 'Amitech Solution' in ledger, we can see the details regarding <u>Sales</u> & <u>Credit Note</u> .	As click on party's account 'Amitech Solution' in ledger, we can see the details regarding <u>Sales</u> & <u>Credit Note</u> .

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Account Effects for CGST & SGST

Report	-> Acc	ount Bo	ooks -> Ledger -> Le	dger															
Ledger	Centra	al Tax A	/c. (O/P)												Fi	rom 01/04/202	17	To 31/0	8/2018
Group	Duties	5 & Tax	es													Account Aud	it		
Date		Туре	Vou/Doc No.		Accoun	it Name									Credit	Deb	it	Closing Ba	lance
00/04/0		- I-	e7/4		A							Openin	g Balance	1	NIL	N	IL	2450	NIL
02/01/2	2018	Sale	GI/1		Amitech	Solution	1								31500.00	6200	00	31500	00 CR
						A	s clic	ck c	on 'Ce	entral	Ta	ax A/c	:. (O/	'P)'		0300.1		23200	
								<u>San</u>	ales 8	k <u>Crec</u>	dit	<u>Note</u>		чВ					
						N	/e ca	n s <u>T</u>	iee si iax A	milar /c.(O/	de (P)	etails i , too.	in <u>Sta</u>	ate					
												Closing	Total g Balance		31500.00	6300.	00	25200	0.00 CR
Add	Edit	Delete	Print Vou. Cancel	Audit	Filter	Date	Format		Next A/c	Prev A/c	: F	Report Setup	Optional	Vou. D	Disp. Optional	Copy Vou	Vouc	her Print	Graph

$GST Register \rightarrow Tax Lability Register$

<u>M</u> aster	<u>T</u> ransaction	<u>G</u> ST <u>R</u> eport	<u>U</u> tility	y <u>S</u> etup <u>E</u> xit <u>W</u> indows
[]	u 🛛 🧃	G <u>S</u> T Master GST Entr <u>y</u>	•	We can check how
		R <u>C</u> M Voucher GST E <u>x</u> pense		pay GST.
E		GST R <u>e</u> port RC <u>M</u> Report	×	
Sales		<u>G</u> ST Register	Þ	<u>Tax Liability Register</u>
	<u>zo</u>	GST <u>R</u> eturn GSTR <u>I</u> ntegrity GST A <u>u</u> dit	, , , ,	<u>C</u> ash Ledger ITC Register

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Tax Liability Register

GST ->	GST Regi	ster -> Tax Liability Register				Z
🔻 Ta	x 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
1	02/01/18	GT/1	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
<u> </u>	ln	Tax Liability Re	egist	er, after issue 🔚		Type to check Tax Liability:
	of	Credit Note		an check how		
		cieuri note. v	vec			
	- I	much we are li	able	to pay GST.		Central Tax(CGST) or
						Integrated Tax
						Integrated Tax.
Add	Edit D	elete Print Date Format	Next	·		GST Type

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 Report



GST R<u>e</u>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	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.
ΠC				
Opening				
Total				
Cash Ledger				
Opening				Ma can can - (nagativa) cign
Iotal				
				because of we issue a Credit Note
The Davable		25200.00	25200.00	because of we issue a creat note
Cash Lodger		25200.00	25200.00	🕂 (as per Effect as: "Sales Return" in 🕂
Total				(us per <u>Effect us</u> . Sules neturn in
				Invoice Type).
				So CDNR amt. deducted in total.
Print Date				Tax Liability Integrity ITC Integrity GST-Reposting Havala

C 🕄 🛛

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



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	
Return Period	January July			
	August September October November December	In GS <u>GSTI</u>	Note that: ST Auto Setup, because of we select <u>R 1 Return Period</u> : "Monthly", we denote the see Month wise Return.	ted can
	January February March			

GSTR 1: B2B

GST -> GST Return -> GS	TR 1 -> GSTR 1							
Business to Business	Transactions					From 01/01/20	18 To	31/01/2018
GSTIN/UIN of Recipient	Party Name	City Name	Invoice Number	Invoice Date	Invoice Value	Place of Supply		Rev Cha
24ABCCC9988D1ZC	Amitech Solution	Ahmedabad	GT/1	02/01/2018	413000.00	24-Gujarat		N
We car	n see the Sales	Invoice –						
det	ails in R2R sect	tion						
•								•
Date Format 🙏	B2B B2BA B2CL B2CL	A B2CS B2CSA CDNR	CDNRA CDNUR CDNURA	EXP EXPA DO	CS AT ATAD	J EXEMPT HSN	Export	Export Current

GSTR 1: CDNR

GS	GT -> GST Return ->	GSTR 1 -> GSTR 1						e 😒 🛽
•	Credit/Debit Note	to Registered Customer				From	01/01/2018 To	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
<u>§</u> —								
-								
					In CDNF	section, we ca	an see	
					our er	ntry of Credit N	lote.	
-								
8								
8		By S	crolling	right-	-left side we			
			n chocl	2 all +k	no dotaile			
			in checi		le details.			
8								
4								Total
	Date Format 🙏	B2B B2BA B2CL I	B2CLA B2CS	B2CSA CDI	NR CDNRA CDNUR CDNURA EXP EXPA	DOCS AT ATADJ EXEMPT	HSN Export E	xport Current
CN Entry with Stock – Sales Return

<u>T</u> ransaction	<u>G</u> ST <u>F</u>	Report	<u>U</u> tility	<u>S</u> etup
<u>C</u> ash/Bank E	intry			
Quick Entry	•			
Journal Entry	ý			
CN/DN Entry	· •	<u>C</u> N	Entry w/o	Stock
Purchase En	try 🕨	<u>D</u> N	Entry w/o	Stock
<u>S</u> ale Entry	+	CN	Ent <u>r</u> y wit	h Stock
Purc. Invoice	Cash/ Quick	DN	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							
CET Cotup	Apply GST Rules in Invoice Type and Tax/Retail	None							
GSTSetup	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. ?								
	Tax Percentage for Compound	20							
	Tax Percentage for Compound	Monthly							
	KI Ketam Penoa	Montaliy							
First we must setup	Or aid Rate Entry?	No							
Credit/Debit Nete	e e	10							
Credit/Debit Note	aid Rate Entry?	No							
	e Receipt Entry Setup								
We must select "Invo	ICe Receipt Entry Reg.?	No							
	Charge Setup								
Type for <u>Credit/Del</u>	old Reverse Charge Required ?	No							
Note in CCT Auto Cot									
<u>Note</u> in GST Auto Set	up. /								

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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 ? N Create Discount Expense ? N Create Freight Expense ? N	lo			
As same Invoice setup for	ST,IGST ST Type	Cap Goods	Effect As	<u> </u>
Invoice types for Debit Note.	IGST Export	No	Sales Sales	
	Import Exempt	No No	Sales Sales	
We are going to issue a d	ebit	No	Sales Sales	
note so here we shoul select Effect As: "Sales"	d ". rt (Rebate)	No No	Sales Sales	-
	Cap Goo	ods 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 ? Ŧ No 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

Descrip	tion		Туре		(GST Type		Cap Goods	E/D	A
GST			GST		I	tem wise		No	Enable	
IGST			IGST		I	tem wise		No	Enable	
										_
	Setup -> D	ebit Note	Setup -:	> Invoice	e Type -	> Invoice Tv	pe Entry			_
	Name	GST					,			
	Туре	GST		👻 Cap	ital Good	ds No	•			
		-		Effe	ect As	Sales	•			_
	GST Type	Item wise	•					Acporc		
				.	OK			As per si	electio	
								Setup	, <u>Effect</u>	<u>: as</u> : 'Sales'.
										_
		Add	Edit	Delete	Disable	e Comment	Info			

Sales Invoice



Sales Invoice to Bita Infoway Pvt. Ltd.

Transaction - N	Salo Entry -> Salos Invoico -> Add Salos B	ill/cet)		
	Sale Entry -> Sales Invoice -> Aud Sales B		Dill Date	
Cash/Debit	Debit	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 (d	core i5)		10.000	33500.00 335000.00
1				
	(
	Sales Invoice: We se	old products (GST 18%)		
	to 'Bita Info	oway Pvt. Ltd.'.		
		· · · · · · · · · · · · · · · · · · ·		
Total Entry :	:1		10.000	335000.00
			Item Amount	3,35,000.00 CR
		Central Tax		30150.00
		State/UT Tax		30150.00
Narration				
		OK. Print	Bill Amount	3,95,300.00 DB

Debit Note Entry with Stock



Debit Note With Stock Entry

Transaction -> CN/DN Entry -> CN Entry with Stock -> Add Credit I Party A/c. Bita Infoway Pvt. Ltd. Baroda Bal. : Stock effect No	Note With Stock Invoice Type GST Affected A/c. Tax/Bill of Supply Tax Invoice Reason 04-Correction in Invoice	Vou. Date 0 Voucher No C Doc Date Doc. No.	>9/01/2018 DNWI/01
Product Name		Qty	Rate Amount
We selected <u>Stock Effect</u> : "No because we just need to calcula Product's rate with Qty. <u>Reason</u> : "Correction in Invoice	Original Bill Detail Original Bill Date 02/01/2018 Original Bill No GT/2 OK is	inserted Or ails which sued to the	riginal Bill we have e party.
Total Entry : 0 Narration	Ite Central Tax State/UT Tax OK Print	m Amount Bill Amount	0.00

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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 I	nvoice 💌		Doc Date		
Stock effect	No	Reason 04-Co	orrection in Invoice		Doc. No.		
Product Nar	me				Qty	Rate	Amount
Dell Laptop ((core i5)				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
		duct 3 price like.	Central Tax				1350.00
	(Correctio	on in Invoice)	State/UT Tax				1350.00
Narration							
		OK	Print	Bill	Amount		17,700.00 CR
							•

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

Report -> Account Books -> Ledger -> Acc	ount Ledger							
 Account Ledger 								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	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. (O/P)						31500.0	00 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 Central Tay A/c
GST Provisional A/c Primary Unit								Tarty SAJE. W for <u>central tax AJE</u>
Integrated Tax A/c. (I/P)								(Ω/P) & State/LIT Tay Δ/c (Ω/P)
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)								
State/UT Tax A/c. (I/P)								
State/UT Tax A/c. (O/P)						31500.0	00 CR	
Stock In Hand								
Trading A/c.								
Add Edit Doloto Drint Address M	aator Filter	Data	Format	Neut	C-1		THE	Mail TM Labol C. Mail Kacan Upyrala Account Audit Multi Ladare Drivi
Add Eait Delete Print Address M	aster Fliter	Date	Format	Next	Set	up TM SMS	IME	-maii im Labei E-Maii Kasar Havaia Account Audit Multi Ledger Prin

Account Effect for Party's Account

From 01/04/2017 To 31/03/201 Prom 01/04/2017 To 31/03/201 Account Audit Credit Closing Balance Opening Balance NIL NIL NIL 01/04/2017 To 31/03/201 Account Name Credit Object Colsing Balance Opening Balance NIL <th colspa="</th> <th></th> <th>- (</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>-</th> <th></th> <th>The second secon</th>		- (-		The second secon
up Sundry Debtors Cacount Audit reg Type Vou/Doc No. Account Name Credit Debit Closing Balance 01/2018 Sale GT/2 Sales A/c. (GST) 395300.00 395300.00 17700.00 41300.00 17700.00 41300.00 17700.00 41300.00 17700.00 <t< th=""><th>dger Bita</th><th>Infoway</th><th>Pvt. Ltd. (Baroda)</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>From</th><th>01/04/2017</th><th>10 31/03/2018</th></t<>	dger Bita	Infoway	Pvt. Ltd. (Baroda)								From	01/04/2017	10 31/03/2018
Type Vou/Doc No. Account Name Credit Debit Closing Balance 01/2018 Sale GT/2 Sales A/c. (GST) 395300.00 395300.00 395300.00 17700.00 413000.00 I 01/2018 DNWS Sales A/c. (GST) Image: Comparison of the comparison of	oup Sund	dry Debt	ors									count Audit	
Opening Balance NIL	ate	Туре	Vou/Doc No.	Account	Name					Cre	lit	Debit	Closing Balance
01/2018 Sales A/c. (GST) 395300.00 395300.00 395300.00 17700.00 41300.00 413000.00 413000.00 <th></th> <th></th> <th></th> <th></th> <th>()</th> <th></th> <th></th> <th></th> <th>Opening Balanc</th> <th>e</th> <th>IL</th> <th>NIL</th> <th>N]</th>					()				Opening Balanc	e	IL	NIL	N]
As click on party's account 'Bita Infoway Pvt. Ltd.', we can see the details regarding <u>Sales & Debit Note</u> .	2/01/2018	Sale	GT/2	Sales A/o	c. (GST)							395300.00	395300.00 D
As click on party's account 'Bita Infoway Pvt. Ltd.', we can see the details regarding <u>Sales</u> & <u>Debit Note</u> .	/01/2018	DNWS		Sales A/o	c. (GST)							17700.00	413000.00 D
						A Inf deta	s click oway iils reg	on par Pvt. Lto garding	ty's acco d.', we ca <u>Sales</u> & _	ount 'Bita an see th <u>Debit No</u>	e o <u>te</u> .		
Image: Section of the section of th													
Image:										-			

Account Effect for CGST & SGST

Report	-> Acc	ount B	ooks -> Ledger ->	Ledger															
Ledger	Centra	al Tax A	A/c. (O/P)													From	01/04/2017	To 31/0	3/2018
Group	Duties	s & Tax	es														ount Audit		
Date	·	Туре	Vou/Doc No.		Account	Name									Credit		Debit	Closing Ba	alance 🛛
												Open	ing Balanc	e	NIL		NIL		NIL
02/01/2	2018	Sale	GT/2		Bita Info	way Pvi	t. Ltd.								30150.00			30150	0.00 CR
09/01/2	2018	DINWS			BICA INTOV	way Pv	t. Lta.							/	1350.00			31500	J.00 CK
					As c	lick	on '	′Ce	ntra	l Tax	κ Α/	/c. (0/	P)'						
					we	cal	n see	e th	ne de	etails	s re	gardir	ופ 🗄						
							Colo	- 0				0	0						
							<u>Sale</u>	<u>s</u> 8	t <u>Del</u>			<u>2</u> .	_						
					We	car	n see	sir	nilaı	r det	ails	s in <u>Sta</u>	ate						
							<u>Tax</u>	A/	<u>c.(O</u>	<u>/P),</u>	too).							
												Closi	Tota ng Balance	ll e	31500.00			31500).00 CR
Add	Edit	Delete	Print Vou. Cano	cel Audit	Filter	Date	Format		Next A	/c Prev	/A/c	Report Setu	o Optiona	al Vou.	Disp. Optiona	Co	py Vou Vou	ucher Print	Graph

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

GST -> GST R	egister -> Tax Liability Register							
🔻 Tax Liabili	ity Register <mark>(</mark> State/UT Tax)				GST Type State/UT Ta	ax 💌 🖡 Fro	om 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		-
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		
	In Tax Liability a Debit Note, much we are	Regi we (liab	ster, after issue can check how le to pay GST.		From here v Type to cl State/	we can neck Ta UT Tax	change ax Liabil (SGST),	GST ity:
					Centra Inte	l Tax(C grated	GST) <u>or</u> Tax.	
Add Edit	Delete Print Date Format	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				— — ·	
				lot	al because of we issued a 📋
Tax Payable		31500.00	31500.00		
Cash Ledger				L	Jebit Note to the party. 💫 📋
10(a)					
				(as	per Correction in Involce)
					,
Print Date		· · · · · · · · · · · · · · · · · · ·			Tax Liability Integrity ITC Integrity GST-Reposting Havala

C 🕄 🛛

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

 Business to Business 	Transactions					From 01/01/20	018 To	31/01/201	3
GSTIN/UIN of Recipient	Party Name	City Name	Invoice Number	Invoice Date	Invoice Value	Place of Supply		Re	v 🔺
24ABCDE9876F1ZX	Bita Infoway Pvt. Ltd.	Baroda	GT/2	02/01/2018	395300.00	24-Gujarat		N	
We car deta	n see the Sales ails in B2B sec	Invoice tion.							
1									
Print Date Format	Next		B2B B2CL B2CS CDNR	CDNUR EXP AT	ATADJ EXEM	IPT HSN DOCS	Export Cu	irrent Expo	rt

GSTR 1: CDNR

GSTIN/UIN of Recipient	Party Name	City Name	Invoice/Advance Receipt Number	Invoice/Advance Receipt Date	Note/Refund Voucher Number	Note/Refund Voucher Date	Document Type
24ABCDE9876F1ZX	Bita Infoway Pvt. Ltd.	Baroda	GT/2	02/01/2018	DNWI/V01	09/01/2018	D
				In CDNR s our entry	section, we c of Debit Note	an see e entry.	
	By Scrollin can che	g right-left s ck all the de	ide we tails.				

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	l i i i i i i i i i i i i i i i i i i i	Value							
General Setup	GST Auto S	etup								
Advance Setup	GST Aut	o Setup								
Advance Modules	GST Setup	- in- dp	N							
Advance modules	Cess req	uired?	No							
Master Setup		a Type	Sub Heading							
VAT Setup	Apply CO	T Rules in Invoice Type and Tax/Retail	None							
GST Setup	Garment	Condition	No							
TDS/TCS Setup	Non GST	Required	No							
Report Colum	Decimal	Point For GST %	2							
Report Setup	Calculate	e GST On Free Qty.?	No							
	RCM Effe	ct while URD Voucher Req. ?	No							
	Display v	vidth for Document No.	20							
	Tax Perc	entage for Compound	1							
	8	eturn Period	Monthly							
To select GST Invoic	e type	Data Data 2	N							
	c type	Rate Entry?	NO							
for Credit Note, clia	ck on	Rate Entry?	No							
		eceipt Entry Setup	10							
GST Auto Setur).	Receipt Entry Reg.?	No							
		narge Setup								
	Notified	Reverse Charge Required ?	No							

GST Auto Setup \rightarrow CN Invoice Setup

GST Auto Setup GST Setup Sales Invoice Set Pu	urchase Invoice CN Invocie Setur	DN Invoice Se	tup	
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	
Type for Credit Note	Export	No	Sales	
Type for Credit Note.	Import	No	Sales	
	Exem	No	Sales	
	ace	No	Sales	
We are giving 'F	ost Sale	No	Sales	
Discount' so its c	offect will	No	Sales	
		No	Sales	
		No	Salas	
be "Sales Ret	.urn . <u>ate)</u>	INO	Sales	_

GST Auto Setup \rightarrow CN Invoice Setup

GST Auto Setup				
GST Setup Sales Invoice Set Pu	urchase Invoice CN Invo	cie Setup DN Invoice Se	tup	
Create Round Off Expense ?	No 🔻			
Create Freight Expense ?	No			
GST Type	CST Type	Can Coods	Effect Ac	
	* GST	No	Sales Return	
	* IGST	No	Sales	
Noto that:	Export	No	Sales	
	Import	No	Sales	
nce we select 'GST Invoice	Exempt	No	Sales	
	URD-RCM	No	Sales	
Type', this selection will	Non GST	No	Sales	
licable for both. 'With Stock	/ Other	No	Sales	
	SEZ	No	Sales	
& WITHOUT STOCK .	Export (Rebate)	No	Sales	
		Cap Goods Effect As		

Invoice Type for 'Credit Note'

Descripti	on		Туре		G	ST Type	Cap Goods	E/D		
GST			GST		It	em wise	No	Enable		
IGST			IGST		It	em wise	No	Enable		
									-	
	Setup -> C	redit Note	e Setup -	> Invoice `	Tvpe -	> Invoice Type Ent	rv			
	Name	GST			.,,,,		.,		-	
	Туре	GST		 Capita 	l Good	No 🔻				
				Effect	As	Sales Re 🔻			-	
	GST Type	Item wise	• •			Sales Ret.				
					ОК	Purchase	As per s	selectior	n in	GST Aut
						Purc. Ret.	Setup, <u>I</u>	Effect as	: "	Sales Ret
		Ado	d Edit	Delete [Disable	Comment Info				

Sales Invoice



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

Turneration	> Cale Fature > Cales Tauries > Add Cales Bill(CCT)					
Transaction -	> Sale Entry -> Sales Invoice -> Add Sales Bill(GST)					×
Cash/Debit	Debit 🔹	Invoice Type	GST	Bill Date	03/01/2018 Wed	
Party A/c.	Mehta Sales (Wholesaler)	Sale A/c.		Bill No	GT/3	
	Rajkot	Tax/Bill of Supply	Tax Invoice 💌	Doc. No.		
	Bal. : 2,625.00 CR			Doc Date	/ /	
Product Na	me			Qty	Rate	Amount
Aashirvard F	lour (5Kg pack)			250.000	200.00	50000.00
8						
	Sales Invoice: Me					
		5010				
	products (GST 5%	%) to				
		<u>of</u> co				
	'Mehta Sales (Whol	esaler)'.				
		· · · · ·				
	(GST Registere	a d)				
Total Entry	:1			250.000		50000.00
-				Item Amount		50,000.00 CR
			Central Tax			1250.00
			State/UT Tax			1250.00
Narration						
		OK	Print	Bill Amount		52,500.00 DB

Credit Note Entry Without Stock



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Sales Invoice to Mehta Sales (Wholesaler)

Transaction -> CN/DN Entry -> CN Entry w/o Stock -> Cash/Debit Debit Party A/c. Mehta Sales (Wholesaler) Rajkot Bal. : 52,500.00 DB	Add Credit Note W/o Stock Invoice Type GST Tax/Bill of Supply Tax Invoice Reason 02-Post Sale Discount	Vou. Date 08/01/2018 Mon Voucher No CNWO/V01 Doc. No. Doc Date / /
Sales/Purchase A/c.	Commodity	Assess Amt Central Tax State/UT Tax Integrated Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contral Tax Image: Contrax Image: Contrax <td< td=""></td<>
"Post Sale Discount".	Original Bill Detail Original Bill Date Original Bill Date Original Bill No GT/3 OK Tatal	We inserted Original Bill details which we have issued to the party.
	Delete	•
Narration	OK Print	Bill Amount

Sales Invoice to Mehta Sales (Wholesaler)

Transaction	CN/DN Entry > CN Entry w/a Stack >	Add Cradit Nata W/a Stack					
	CN/DN Entry -> CN Entry w/o Stock ->	Add Credit Note W/o Stock			Mary Data		1
Cash/Debit	Debit 💌	Invoice Type	GST		Vou. Date	08/01/2018	lon
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	//	
Sales/Purch	ase A/c.		Commodity	Assess Amt	Central Tax	State/UT Tax	Integrated Tax
Sales A/c. (G	ST)		Food Items (GST 5%)	2500.00	62.50	62.50	0.00
	lere we selected Sales A/c. (GST).	Her	re we selected lity which is us	ed in			
		S	ales Invoice.				
			Tata	1 2500.00	62.50	60.50	
Narration			Delete We are buyer bas	e giving th ; 'Mehta sed on Po	nis Credit Sales (Wl ost Sale Di	Note to holesale iscount.	the r)'
		OK	int		Bill Amount	2,	525.00 CR

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

Report -> Account Books -> Ledger -> Accou	nt Ledger					z 😒 🗷
 Account Ledger 						From 01/04/2017 To 31/03/2018
Account Name	City Name		Ор	ening	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)						Partv's A/c. & for Central Tax A/c
Composition(CGST) Tax Exp. A/c						
Composition(SGST) Tax Exp. A/c						(O/P) & State/UT Tax A/c (O/P).
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)						Chek off it to check 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 Mast	er Filter D	ate Format	Next	Setup	TM SMS TM E	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>

No Date Reference No. CR / DB Party Name GSTIN No. State/UT Tax State/UT Tax Balance 1 03/01/18 GT/3 Debit Mehta Sales (Wholesaler) 243KLMN4567P1ZX 1250.00 1250.00 2 08/01/18 CNWO/V01 Credit Mehta Sales (Wholesaler) 243KLMN4567P1ZX 62.50 1187.50 In Tax Liability Register, after issue a Credit Note, we can check how much we are liable to pay GST. From here we can change GST Type to check Tax Liability: State/UT Tax(SGST), Central Tax(CGST) <u>or</u> Integrated Tax.	Tax Liability	Register (State/UT Tax	c)	GST Type State/UT T	ax 💌 Fro	om 01/07/2017	To 31/03/20		
1 03/01/18 GT/3 Debit Mehta Sales (Wholesaler) 243KLMN4567P12X 1250.00 1250.00 2 08/01/18 Crwdit Mehta Sales (Wholesaler) 243KLMN4567P12X 62.50 1187.50 In Tax Liability Register, after issue a Credit Note, we can check how much we are liable to pay GST. From here we can change GST Type to check Tax Liability: State/UT Tax(SGST), Central Tax(CGST) <u>or</u> Integrated Tax.	No Date	Reference No.	CR / DB	Party Name	GSTIN No.	State/UT Tax	State/UT Tax Balance		
2 08/01/18 CNWO/V01 Credit Mehta Sales (Wholesaler) 24JKLMN4567P1ZX 62.50 1187.50 In Tax Liability Register, after issue a Credit Note, we can check how much we are liable to pay GST. From here we can change GST Type to check Tax Liability: State/UT Tax(SGST), Central Tax(CGST) <u>or</u> Integrated Tax.	1 03/01/18	GT/3	Debit	Mehta Sales (Wholesaler)	24JKLMN4567P1ZX	1250.00	1250.00		
In Tax Liability Register, after issue a Credit Note, we can check how much we are liable to pay GST.	2 08/01/18	CNWO/V01	Credit	Mehta Sales (Wholesaler)	24JKLMN4567P1ZX	62.50	1187.50		
		n Tax Liabil a Credit Nc much we a	ity Regis ote, we d are liabl	ster, after issue can check how le to pay GST.		From here Type to cl State/ Centra Inte	we can heck Ta UT Tax Il Tax(C egrated	change ax Liabil (SGST), CGST) <u>or</u> Tax.	e GST ity:

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

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	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				We	can see - (negative) sign 🛛 📙
Closing					
ІТС				becaus	e of we issue a Credit Note 📙
Tax Payable		1187.50	1187.50		
Cash Ledger				l (as l	per Post Sale Discount). 🔰 📃
Total				· · ·	· · · · · · · · · · · · · · · · · · ·
				So CDNI	R amt. deducted from total. 🕂
Print Date					Tax Liability Integrity ITC Integrity GST-Reposting Havala

C 🕄 🛛

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

GST -> GST Return -> GS	TR 1 -> GSTR 1									e 🔯 🛛				
Business to Business	Business to Business Transactions From 01/01/2018 To 31/01/2018													
GSTIN/UIN of Recipient	Party Name	City Name	Invoice Num	ber	Invoice Date	Invoice Value	Place of Supply			Rev 🔺 Cha				
24JKLMN4567P1ZX	Mehta Sales (Wholesaler)	Rajkot	GT/3		03/01/2018	52500.00	24-Gujarat			Ν				
										_				
	soo the Sales In													
	i see the sales int													
det	ails in B2B sectior	ו. ⊢												
		·												
										-				
										_				
Print Date Format	Next		B2B B2CL B2CS					Export Cu	rrent E	vnort				
Philic Date Politiat	IVEAL		BZB BZCL BZCS		NOR EAP AI			Export Cu	inent E	xpore				

GSTR 1: CDNR

GST -> GST Return -> GSTR 1 -> GSTR 1												
Credit/Debit Note to Registered Customer To 31/01/2018 To 31/01/2018												
/Advance Number	Invoice/Advance Note/Refund Voucher Note/Refund Receipt Date Number Voucher Date		Note/Refund Voucher 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 sect	In CDNR section we can see						
					In CDIVIX Section, we can see							
<u> </u>					our entry of Credit Note							
	Scrolling	a right_loft sid										
	can cheo	ck all the detai	S.									
• +												
Print Dat	e Format Next			B2B B2	2CL B2CS CDNR CDNUR EXP AT ATAL	DJ EXEMPT HSN DOCS EX	port Current Export					
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)		×
Cash/Debit Debit GST GST	Bill Date	04/01/2018 Thu
Party A/c. V Mart Sales Sale A/c.	Bill No	GT/4
Rajkot Tax/Bill of Supply Tax Invoice 💌	Doc. No.	
Bal.:	Doc Date	
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)		
(ee r negiever eei)		
Total Entry : 1	200.000	60000 00
	Item Amount	60,000,00 CR
Control Tay		1500.00
State/IIT Tay		1500.00
State, of Tax		1500.00
Narration		
OK Print	Bill Amount	63,000.00 DB

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

<u>M</u> aster	Trar	saction	<u>6</u> 51	<u> </u>	eport	<u>U</u> tility	<u>S</u> etup	<u>E</u> xit	<u>W</u> indows
ിി	9	<u>C</u> ash/Bank	Entry	/					
	9	Quick Entr	у	•				o insert	Debit Note
		<u>]</u> ournal En	try					<u>iout Sto</u>	<u>ck</u> , click nere.
	Ē						/		
		CN/DN Ent	rγ	•	<u><u>C</u>N</u>	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 with	n Stock		
Sales		Purc. Invoi	ce	Cash/	DN	Entr <u>y</u> with	n Stock		
TUAOICE				QUICK					

Debit Note without Stock

Transaction ->	CN/DN Entry -> DN Entry w/o Stock ->	Add Debit Note W/o Stock					×
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	-Correction in Invoice		Doc Date	11	
Sales/Purcha	ise A/c.	Com	modity	Assess Amt	Central Tax	State/UT Tax	Integrated Tax
Sales A/c. (GS	T)	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			
		Sal	les Invoice.				
			Total	3000.00	75.00	75.00	
Delete We are giving this Debit Note to the buyer, 'V Mart Sales' based on Correction in Invoice.							
		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				We can see account effects for
Cash Ledger(IGST) - Primary Unit				Party's Δ/c & for Central Tay Δ/c
Cash Ledger(SGST) - Primary Unit				rarty s Are. & for <u>central rax Are</u>
Central Tax A/c. (I/P)				(Ω/P) & State/LIT Tay Δ/c (Ω/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)				Click on it to check the details.
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)				As we have seen in previous
Integrated Tax A/c. (O/P)				evamples we can check Tay
Profit & Loss A/c				
Purchase A/c. (GST)				Liphility Reg. GST Report &
Purchase A/c. (IGST)				Liability Neg., 051 Neport &
Sales A/c. (GST)			63000.00 CR	GSTR 1 for this Debit Note
Sales A/c. (IGST)				USTREE TOT THIS DEDIC NOTE.
State/UT Tax A/c. (I/P)				
State/UT Tax A/c. (O/P)			1575.00 CR	
Stock In Hand				
Trading A/c.				
Tulsi Provision	Rajkot			
V Mart Sales	Rajkot		66150.00 DB	
Add Edit Delete Print Address Maste	er Filter Date Forma	at Next Set	tup TM SMS TM E	-Mail TM Label E-Mail Kasar Havala Account Audit Multi Ledger Print

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hank you.

Only for internal use of Miracle Accounting Software.

Prepared By RKIT Software Pvt Ltd-Rajkot