# Class Room Assignment for Inventory No. 1:-

#### **Accounts with Inventory**

Create a company in the name of Asian Car Arcade for the year ending 2021.

Prepare the required ledgers, stock group, category, items, and godown and pass the transactions taking the following into consideration, entry to be done in invoice mode.

#### F11 Features to be actiGSTed:-

Under Maruti	Maruti 800, Zen, Esteem, Baleno.
Under Hyundai	Ascent, Hyundai Deluxe, Hyundai Regular.
Under Premiere	Fiat, Uno, Siena.
Under Tata	Indica, Sumo, Estate, Sierra.
Under Hindustan	Ambassador, Contessa.

#### Transaction

Purchased the following to Shivani Moters on 01.06.2000, discount 2%

Quantity	Name	Rate	Godown
3	Zen	400000	Mumbai
2	Ascent	_550000	Mumbai
2	Uno	375000	Pune
4	Siena	575000	Pune A T A
2	Sumo	500000	Mumbai
5	Indica	400000	Mumbai

On 02.06.2000 sold following cars to Patel Motors, discount 2%

Quantity	Name	Rate
1	Zen	475000
1	Siena	610000
1	Indica	450000

On 01.07.2000 sold following cars to Dhruv Motors, discount 2%

Quantity	Name	Rate
1	Ascent	580000
1	Indica	430000

• On 02.07.2000 sold following cars to Gupta Car Arcade, discount 2%

Quantity	Name	Rate
1	Zen	460000
1	Siena	600000

On 31.07.2000 sold following cars to Continental Motors, discount 2%

Quantity	Name	Rate
1	Sumo	550000

1	Zen	450000
1	Siena	600000

- Received on 01.08.2000 Rs. 1125000/- from continental Motors after deducting discount on total bill amount.
- Paid 5TAX FREE bill amount from which 7.5% discount on bill amount has been paid for Hyundai motors on 02.08.2000.
- On 31.08.2000 received 75% bill amount after deducting 11.25% on net bill from Dhruv Motors.
- Paid full amount after deducting 15% discount to Premeiere 01.09.2000.
- Sold 1 Indica @ Rs. 450000 to Ramesh Motors (add 18% sales tax) on 02.09.2000.
- Sold 1 Siena @ Rs. 600000 and 1 Uno @ Rs. 400000 to Trilok Motors (add 4.8% sales tax) on 31.09.2000.

# Lab Assignment No. 3.1:-

#### Create a Company Raman Shop, as on 2006-07

On 1-4-06 Raman commenced business with cash of Rs. 25,00,000. He further introduced Land and Building costing Rs. 30,000, Plant and Machinery costing Rs. 25,000 and furniture and fixture costing Rs. 36.000.

- 2. On 2-4-06 Purchased Vehicle and Patents Rs. 20,000 and Rs. 15,000.
- 3. On1-5-06 He deposited Rs. 1,00,000 into Canara Bank.
- 4. On 2-5-06 Purchased from Cadbury Company, discount 5%

500 5 Stars @ Rs. 5

1000

100 Kit kat @ Rs. 4

Munch @ Rs. 5
Dairy milk @ Rs. 7 200

5. On 31-5-06 Purchased from Paras, discount 2%

Moov @ Rs. 20 500

500 D'Clod @ Rs. 12

6. On 1-6-06 Purchased from Amber, discount 2%

450 Adhensive tape roll @ Rs. 14.50

200 Band Aid box @ Rs. 240

300 Boric Acid powder @ Rs. 13

7. On 1-6-06 Sold to Pankaj, discount 2%

200 Moov @ Rs. 20.50

100 D'Clod @ Rs. 12.25

200 Adhensive tape roll @ Rs. 15.25

100 Band Aid box @ Rs. 252

200 Boric Acid powder @ Rs.14

8. On 2-6-06 Sold to Akbar, discount 2%

500 Munch @ Rs. 6

200 5 Star @ Rs.5.25

50 Kit Kat @ Rs. 6

9. On 1-7-06 Paid to Cadbury company Rs. 7500/- in cash.

10. On 2-7-06 Received from Pankaj Rs. 30000/- by cheque

11. On 31-7-06 Paid to Paras Rs. 12000/- by cheque

12. On 2-8-06 Received from Akbar Rs. 3500/- in cash

13. On 2-8-06 Purchase from Well Cloth

T-Shirts Lee 25Pc @ Rs.200

Nike 30Pc @ Rs.300

Formal Shirts Pan America 35Pc @ Rs. 400

Peter England 30Pc @ Rs. 450

Jeans Pants Tiger 20Pc @ Rs. 500

Ruff and Tuff 30Pc @ Rs. 350

Cotton Pants Arrow 40Pc @ Rs. 200

Ex-Calibar 20Pc @ Rs. 250

13. Paid Postage Rs. 500 by cheque

14. Received commission Rs. 15,000

15. Paid wages Rs. 2,500

#### **Procedure for Inventory Problem**

Gateway of Tally-Inventory Info-Unit of Measure-Create-

Symbol- Nos. Pcs

Formal Name- Number Pieces

Gateway of Tally-Inventory Info-Stock Group-Create

Chocolate, Medicines, Cotton Pants, Jeans Pants, Formal Shirts, T-Shirts

Gateway of Tally-Inventory Info-Stock Item-Create

5 Stars

Kitkat Chocolate

Munch

Dairy milk

Moov

D'Clod

Adhensive tape rolls Medicines

Band Aid box

Boric Acid powder

Lee T-Shirts

Nike

Pan America Formal Shirts

Peter England

Tiger Jeans Pants

Ruff and Tuff

Arrow

Ex-Calibar Cotton Pants

# Singh Centre

# Class Room Assignment No. 2:-

Given below is the trial balance of M/s. Sameer and Reena on 31<sup>st</sup> Dec. 1988. They divide profits and losses as 3:2 respectively. From the following trial balance you are required to prepare Trading and Profit and loss account for the year ended 31<sup>st</sup> December 1988 and the Balance Sheet as on that date.

Create Groups for Ledgers, F11 features Interest Calculation, Currency (€ Euro (use Alt 0128 to insert symbol)):-

#### Trial balance as on 31st December 1988

Particulars	Debit Rs.	Particulars	Credit Rs.
Stock (1-1-88)	60,000	Sales	1,01,250
Purchases	1,20,000	Purchases Returns	1,000
Sales Returns	1,500	Capital account Sameer	80,000
Drawings Sameer	9,000	Capital account Reena	60,000
Drawings Reena	7,000	Current A/c. Reena	2,000
Current A/c. Sameer	3,000	Bank Overdraft 18% p.a.	17,000
Sundry Expenses	1,750	Discount Received	600
Wages	15,000	Dividend Received	2,400
Salaries	16,400	Sundry Creditors	10,000
Travelling Expenses	1,600	Bills Payable	25,000
Advertisement	6,000	Outstanding Wages	2,000
Rent, Rates and Taxes	12,500	Loan from Dena bank @ 12%	5,50000
Bad Debts	13,000		
Discount	1,400		
Commission	1,500		
Buildings	1,80,000		
Machinery	1,20,000		
Furniture	75,000		
Sundry Debtors	30,000		

	8,51,250	8,51,250
Prepaid Insurance	2600	
Bills Receivable	27,000	
Cash at Bank 2.5% interest p.m	1,22,000	
Cash in Hand	25,000	

#### Additional Information at the end of the year.

- Closing Stock as on 31-12-1988 Rs. 57600/-
- Outstanding Rent Rs. 400/- Salaries Rs. 600/-
- Provide depreciation on Building 1TAX FREE Machinery 28% and Furniture 15%.
- Provide 1TAX FREE interest on partner's capital. Sameer is entitled to get Rs. 1,500/- as salary per month for his extra work for 3 Months.
- Partnership firm charges 5% interest on drawings.
- Share profit/loss in the ratio given

Display Balance sheet, Profit & Loss, Trial Balance in the the currency create (€ euro)

Transfer the company data to new blank company using Import/Export option.

Merge both the company and create a Group company, showing individual balance sheet, profit / loss account, and also group wise details for the same.

# Lab Assignment No. 3:-

Ramesh and Mahesh are partners sharing profits and losses 2:1. Following is the trial balance as on 31/12/1985.

	Debit Rs.	Credit Rs.
Land and Buildings	55,000	
Machinery	40,000	
Salary and Wages	21,000	
Cash at bank	40,000	
Cash in hand	1,100	
Motor Vans	20,000	
Office Expenses	1,000	
Ramesh Capital		1,16,000
Mahesh Capital	ant	62,000
Carriage	5,000	
Purchase and Sales	2,20,000	2,80,000
Returns	2,000	5,500
Bad Debts	1,000	
Debtors and Creditors	32,800	20,000
Rent	1,100	
Bills Payable		35,000
Printing and Stationary	1,500	
Travelling Expenses	5,500	
Stock (1/1/1985)	30,000	
Insurance	1,500	
Discount	8,000	
Advertisement	12,000	
Furniture	20,000	

5,18,500 5,18,500	5,18,500	5,18,500	
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#### Adjustments:-

- Goods worth Rs. 5,000 taken over by Ramesh for personal use were not entered in the books of accounts.
- For goods worth Rs. 5,000 were destroyed by fire and Insurance Company agreed to pay Rs. 4,000 in full settlement of the claim.
- Outstanding expenses, Rent Rs. 100/- and Salary Rs. 500/-
- Provide depreciation at 1TAX FREE on machinery and 5% on furniture.

# Singh Centre

# Lab Assignment No. 4:-

Following is the trail balance of Sri Arora company for the year ended 31-3-01

Particulars	Debit	Credit
Capital account	-	10,000
Drawings account	2,000	-
Purchases	20,800	-
Opening stock	6,900	-
Sales	-	27,500
Creditors	-	8,100
Rent	1,000	-
Discount Received	-	270
Furniture & Fixture	900	-
Machinery	5,000	-
Traveling expencess	650	tro
Bad debts	120	
Debtor	7,500	
Sales Return	300	-
Purchase Return	-	580
Carriage Inward	400	-
Wages	325	-
Salaries	900	-
Interest	480	-
Carriage Outward	700	-
Insurance	900	-
Bank Loan	-	3000
Cash in hand	575	-
Total	49,450	49,450

#### Additional information:

- 1. Closing stock was values at Rs. 8900.
- 2. Insurance prepaid Rs.250.

- 3. Interest on bank loan outstanding Rs.150.
- 4. Depreciate machinery and furniture at 1TAX FREE.
- 5. Provide for doubtful debts at 5% on debtors.
- 6. O/S rent Rs 200 O/S salary Rs 100

# Singh Centre

# Class Room Assignment No. 5:-

M/S SAI TECHNOLOGIES						
BALANCE SHEET AS ON 31-3-1998						
Liabilities	Amount	Total	Assets	Amount	Total	
Capital Account		150000	Fixed Assets		72000	
Kapil	75000		Office equipment	32000		
Mayur	75000		Furniture & Fixture	40000		
Loan Liabilities		100000	Investment		28000	
City Bank	50000		Shares in ICICI	14000		
(Term loan)			Shares in HDFC	14000		
Mohan Bansi	50000					
Current Liabilities	ak	113310	Current Assets	Fre	263310	
Sundry Creditors A	101340		Stock	134424	7	
Unpaid Expenses B	11974		Sundry Debtors C	88850		
			Cash in Hand	8528		
			Bank Accounts D	31512		
	Total	363314		Total	363314	

# Schedule A:

Sundry Creditors	Bill No.	Date	Amount	Total
Sachin Trader	1398	31/12/97	2070	
	1421	1/1/98	3073	
	1434	2/1/98	11020	
	1636	1/2/98	3079	
	1842	1/3/98	14011	33253
Navjot Enterprises	4120	1/2/98	8092	

	4121	1/3/98	4293	12385
Ganguly Tech	3268	2/2/98	6028	
	4198	1/3/98	9011	15039
Azhar Softech	12941	1/3/98	4219	
	12983	2/3/98	3024	
	13492	31/3/98	5360	
	13780	31/3/98	28060	40663

#### Schedule B:

Unpaid Expenses				
Telephone Expenses Payable	8370			
Electricity Expenses Payable	3604			
	Total	11974		

# Schedule C:

chedule C:		1.	
Sundry Debtors	Ar	TIC	
Amitabh Corporation			31621
1020/97-98	1/2/98	3430	
1029/97-98	1/2/98	6918	
1019/97-98	2/2/98	7024	
1068/97-98	1/3/98	4120	
1076/97-98	2/3/98	6148	
1092/97-98	31/3/98	3981	
Dev Enterprises			20601
1024/97-98	1/2/98	13210	
1071/97-98	1/3/98	7391	
Khanna Brothers			36628
1048/97-98	1/2/98	14216	

1064/97-98	1/3/98	8929	
1096/97-98	31/3/98	13483	

# Schedule D:

Bank Accounts				
State Bank of India A/c 34292	9828			
Mandavi A/c 21767	21684	31512		

# Enter the opening stock in M/s SAI Technologies:

Particulars Brand Name & Item	Qty. Nos.	Rate Per Nos.	Amount	Total
Floppy Disk				15123
Sony				
1.44 MB	15	210	3150	
1.2 MB	8	185	1480	
Maxell		00	+10/	
1.44 MB	14	212	2968	
1.2 MB	6	191	1146	
Verbatim				
1.44 MB	18	215	3870	
1.2 MB	13	193	2509	
Compact Disc CD's				3640
Sony Writable	6	175	1050	
HP Writable	14	185	2590	
Mouse				14950
Logitech	20	590	11800	
Genious	15	210	3150	
Monitor				54082
Microtech	4	9025	36100	

Samtron	1	8981	8982	
LG	1	9000	9000	
Keyboard				9630
Chiconi	15	642	9630	
Central Processing Unit				37000
Pentium II	2	18500	37000	

# Enter the following Purchase Transactions into M/s SAI Technologies: 18% GST Applicable

Date	Particulars
1-Apr-98	Purchased 20 Boxes of 1.44 MB Sony Floppies @ Rs. 215 each from M/s. Navjot Enterprises Vide Bill No. 4304 amounting to Rs. 4300/-
1-Apr-98	Purchased 3 Pentium @ 18000/- each from M/s. Jadeja @ Co. vide Bill No. 24920 amounting to Rs. 54000/-
2-Apr-98	50 CD's of HP purchased from M/s. Nayab Trade Links @ Rs. 175 per C.D. as per Bill No. 18719 amounting to Rs. 8750/-
2-Apr-98	Purchased from M/s. Azhar Softechs Pvt. Ltd. As per Bill No. 13628 amounting to Rs. 5340/ The items included ware 15 Boxes of Maxell 1.44 MB floppies @ 212/- & 10 Boxes Verbatim 1.44 MB Floppies Rs. 216/- per Box.

# Enter the following Sales Transactions into M/s. SAI Technologies: 18% GST Applicable

Date	Bill No.	Party & Items Details	Qty	Rate	Amount	Total
1-May-98	1101	Khanna Brothers				9750
		Logitech Mouse	15	650	9750	
1-May-98	1102	Kapoor Techno Pvt. Ltd.				8275
		Sony 1.44 MB Floppies	10	240	2400	
		Sony 1.2 MB Floppies	5	210	1050	
		Verbatim 1.44 MB Floppies	15	250	3750	
		Verbatim 1.2 MB Floppies	5	215	1075	
2-May-98	1103	Dev Enterprises				21600
		Microtech Monitors	2	10800	21600	
2-May-98	1104	Shahrukh Impex				30000
		Pentium II CPU	2	15000	30000	

#### Enter the following receipt Transactions into M/s. SAI Technologies:

Date	Particulars
31-May-98	Received Cash Rs. 13210/- from M/s. Dev Enterprises against Bill No. 1103/97-98
31-May-98	Received a Cheque of Rs. 14468/- from M/s. Amitabh Corporation against Bill No. 1020, 1029, & 1068, the same was deposited into Mandvi Bank.
1-June-98	Deposited into State Bank of India a Cheque of Rs. 20000/- received from Khanna Brothers on account.
1-June-98	Received Cash from Kapoor Techno Pvt Ltd Rs. 3000/- against Bill No. 1102 of 1/5/98

#### Enter the following payment transaction into M/s SAI Technologies:

Date	Particulars
2-June-98	Issued Cheque No. 2412218 of Rs. 19242/- from Mandavi bank in favour of M/s Sachin traders against Bill No. 1398, 1421, 1434 & 1636.
2-June-98	Paid Cash 257/- to Suresh Tea & Snacks for Staff.
1-July-98	Paid Rs. 15000/- in cash to Ganguly Technologies in settlement of their account.
1-July-98	Issued Cheque No. 2412219 of Rs. 20000/- from Mandavi bank in favour of M/s Kumble Traders advanced for the 10 Monitors.

# Enter the following transaction into M/s. SAI Technologies:

Date	Particulars
2-July-98	Deposited Cash Rs. 5000/- into State Bank of India
2-July-98	Withdrawn Cash Rs. 1000/- from Mandavi Bank through Cheque no. 241220
31-July-98	Transferred a sum of Rs. 30000/- from State Bank of India to Mandavi Bank vide Cheque no. 382101

#### **Enter the following Transaction into M/s. SAI Technologies:**

Date	Particulars
1-Aug-98	Credit note no. cn/001 amounting to Rs. 480/- issued for 2 sony 1.44 MB floppy boxes returned by Kapoor Technologies Pvt. Ltd. Sold to Rs. 240/- each vide sales bill no. 1102/98-99
1-Aug-98	Debit note no. dn/01/98-99 amounting to Rs. 430/- issued for return of boxes of 1.44 MB sony floppy boxes to Navjot enterprises which was purchase @ Rs. 215/- per box as per their bill no. 4304 on 1st April 98.
2-Aug-98	Commission note no. 108 dtd 30-4-98 issued by M/s Karan enterprises for Rs. 1250/-accepted by us payable after 30 days.

#### **Adjustment Entries for GST**

- 1. At the end of the month just Adjust your Output GST Against the Input GST & get the GST Payable/Refundable adjusted to the corresponding accounts.
- 2. Take the Print of the GST forms.

# Lab Assignment No. 6 (Gst 28%):-

Rupali & Dipali are partners sharing profits equally in M/s Delux Stationary, Nashik. From the following Traial Balance and the Additional information prepare Trading and Profit and Loss Account for the year ending 31st March, 1999 and balance sheet on the date.

#### Trail Balance (31st March 1999)

Particulars	Debit Amount	Particulars	Credit Amount
Rupali Drawings	2000	Rupali Capital Account	35000
Dipali Drawings	3500	Dipali Capital Account	25000
Fixed Assets (A	64500	Sales	92500
Salaries and Wages	3700	Return Outwards	1300
Trade Expenses	1900	General Reserve	3800
Carriage Inward	400	Creditors (C)	15000
Royalties	1800	Commission	1500
Purchase	45300	Bank loan taken on 1.1.1999	8000
Return Inwards	2500		
Debtors (B)	24600		
Discount	1000		
Insurance	1200		
Stock (D	23800		
Advertisement	3000		
ICICI Bank	2900		
	182100		182100

Schedule A:	(Fixed	Assets)
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Machinery		18000
Land & Building		36000
Motor Car		10500
	Total	64500
Schedule B: (Debtors)		
Amol Shetty		14000
Amit Kumar		5600
Anjali Sharma		5000
	Total	24600
Schedule C: (Creditors)		
Anupama Verma		3900
Aparna Rane		4000
Babita Jain		4600
Anand Raj		2500
	Total	15000

#### Schedule D: (Stock) 18%

		T - 4 - 1	000001	
Floppy Disk	100	16/	1600/-	
Pen Box	1000	10/-	10000/-	
Small book	200	10/-	2000/-	
Large book	300	15/-	4500/-	
Box Files	40	20/-	800/-	
Spring File	60	15/-	900/-	OULI
CDs	100	40/-	4000/-	
Product	Qty	Rs.	Total	( 'ont
GST				

Total 23800/-

#### Pass the Journal entries for the following:-

- a. Goods worth Rs. 4000/- taken by Dipali for personal use were not entered in the books of accounts. (400 pen box)
- b. Depreciate Land and Building by 1TAX FREE Machinery by 12% and Motor Car by 1TAX FREE
- c. 5% interest is to be allowed on partner's capital.
- d. Provide for interest on bank loan at 1TAX FREE p.a.
- e. Sold CDs for Rs. 45 each & Floppy disk Rs. 15 each to Anjali Sharma & Kimi Agarwal respectively.
- f. Outstanding Salary & Wages of Rs. 400/- & Rs. 300/- respectively.
- g. Withdraw Rs. 1000/- from ICICI Bank.
- h. Purchase 10 Box files of Rs. 15 each from Ketan Verma.
- i. Return goods of Rs. 250/- from Anjali Sharma.
- j. Received cash of Rs. 9500/- from Amol Shetty.

# Class Room Assignment No. 7:- (GST Assignment) Multiple GST percentage.

#### **Purchase Entries**

- 1. Purchased from Maganbhai & Co. 500 ITEM-1 @ Rs.20/- each on a credit of 30 days.
- 2. Purchased from Chandulal & Co. 250 ITEM-2 @ Rs.25/- each.
- 3. Purchased from Chandulal & Co. the following

```
ITEM-1 100 20
ITEM-2 250 40
ITEM-4 400 100
```

- 4. Purchased from Sanghavi Traders-M.P 1000 ITEM-1 @ Rs.12/- (Inter-State)
- 5. Purchased from Chunilal & Co. ITEM-5 500 qty @ Rs.125/-
- 6. Maganbhai & Co Returned ITEM-1 50 qty as they were damaged.
- 7. Good Returned to Chandulal & Co.

ITEM-1 25 ITEM-2 100 ITEM-4 200

8. Purchased from Manishbhai Sons 1000 ITEM-3 from Jammu @ 89/- (Inter-State)

#### Sales Entries

1. Sold Goods as per details give below to Rakesh Sharma & co.

ITEM-1	500	55
ITEM-2	200	90
ITEM-3	350	145
ITEM-4	50	180
ITEM-5	100	225

- 2. Sold goods to Chota Shakeel 750 ITEM-1 @ Rs. 75/-
- 3. Sold goods to Apple & Co. of Delhi as follows :- [Interstate GST @18%]

 ITEM-1
 200
 150

 ITEM-2
 100
 125

 ITEM-3
 300
 195

 ITEM-4
 50
 300

 ITEM-5
 200
 325

4. Apple & Co. Returned the following Goods Back

ITEM-1 20 150 ITEM-2 20 125 ITEM-3 20 195 ITEM-4 20 300

ITEM-5 20 325

5. Chota Shakeel Returned 250 ITEM-1

Adjustment Entries for GST

- **3.** At the end of the month just Adjust you Output Against the input GST & get the GST Payable/Refundable adjusted to the corresponding accounts.
- 4. Take the Print of the GST forms.

Create Items under following rate of GST

:- ITEM-1 @5%

ITEM-2 @12%

ITEM-3 @18%

ITEM-4 @28%

ITEM-5 @TAX

FREE%

# Lab Assignment No. 8:- (GST Assignment) Multiple GST percentage.

#### **Account With Inventory**

Create a Co. (Accounts with Inventory)

F11 (Features) F3(Statutory)]

**Enable GST Yes** 

Set Alter GST Details Yes

Display-> Statutory Info

Display-> Statutory Report

GOT

Account Info->Ledger->Create

Ledgers

#### **Purchase Accounts**

- 1) Purchase @ 5%
- 2) Purchase @ 12%
- 3) Purchase @ 28%
- 4) Purchase @ 18%
- 5) Purchase @ TAX FREE
- 6) Purchase @ Inter-State

#### **Sales Accounts**

- 1) Sales @ 5%
- 2) Sales @ 12%

Centre

- 3) Sales @ 18%
- 4) Sales @ 28%
- 5) Sales @ TAX FREE
- 6) Sales @ Inter-State

**Duties and Taxes** 

#### **GST Class**

- 1) Input GST @ 5%
- 2) Input GST @ 18%
- 3) Input GST @ 12%
- 4) Input GST @ 28%

5) Output GST @ 5%

6) Output GST @ 18%

7) Output GST @ 12%

8) Output GST @ 28%

**CST Class** 

1) Input GST @ Inter-State

2) Output GST @ Inter-State

**Sundry Creditors** 

1) Priti Creditors Maharashtra

**GOT** 

Inventory Info

Stock Items

Item No 1@

18%

Item No 2 @ 28%

Item No 3 @ 12%

Item No 4 @ 5%

Item No 5 @ TAX FREE

Item No 6 @ 18%

Transactions:-

1) The following items purchased from Priti

Item No 1

100 Qty

175/- each

Item No 6

135 Qty

135/- each

Bill No. 1012

2) The following items purchased from Vikram

Item No 1 70 Qty

Item No 2 250 Qty

75/- each

165/- each

Item No 3 170 Qty
Item No 4 225 Qty

110/- each

.em No 4 225 Qt

170/- each

Item No 6 125 Qty

150/- each

Bill No. 1102

3) The following items purchased from Rishi (Inter-state) GST

18% Item No 3 100 Qty

125/- each

Item No 1

50 Qty

135/- each

Bill No. 2123

4) The following items purchased from Sunil (Inter-State) GST 12%

Item No 5

100 Qty

225/- each

2) Vikram Creditors Maharashtra

3) Rishi Creditors Goa

4) Sunil Creditors Delhi

5) Shivaji Creditors Maharashtra

Centre

**Sundry Debtors** 

1) Ganesh Debtors

Maharashtra

2) Mukesh Debtors

Gujarat

3) Tushar Debtors

Maharashtra

Item No 6 75 Qty 175/- each

Bill No. 4154

5) The following items purchased from Shivaji

 Item No 1
 50 Qty
 135/- each

 Item No 5
 80 Qty
 210/- each

 Item No 6
 75 Qty
 195/- each

Bill No. 5324

6) The following items returned to Vikram

Item No 1	20 Qty	165/- each
Item No 2	50 Qty	75/- each
Item No 3	70 Qty	110/- each
Item No 4	25 Qty	170/- each
Item No 6	25 Qty	150/- each

Bill No. 1102 (Against Ref)

Sales Transaction

1) The following items sold to Ganesh

Item No 1	150 Qty	200/- each
Item No 2	125 Qty	115/- each
Item No 3	110 Qty	150/- each
Item No 4	135 Qty	190/- each
Item No 5	120 Qty	250/- each
Item No 6	190 Qty	175/- each

Bill No. 201

2) The following items sold to Mukesh (Inter-state) GST 18%

 Item No 5
 50 Qty
 195/- each

 Item No 6
 40 Qty
 190/- each

Bill No. 202

3) The following items returned by Ganesh

Item No 1	20 Qty	200/- each
Item No 2	20 Qty	115/- each
Item No 3	20 Qty	150/- each
Item No 4	20 Qty	190/- each
Item No 5	20 Qty	250/- each
Item No 6	20 Qty	175/- each

Bill No. 201

4) The following items sold to Tushar

 Item No 1
 60 Qty
 195/- each

 Item No 3
 50 Qty
 200/- each

 Item no 6
 40 Qty
 180/- each

Bill No. 203

**GST** 

Report

Display->Statutory Report

Adjustment of GST (Refundable or Payable)

# Class Room Assignment No. 9:- TDS (Tax Deducted at Source), Cost Category & Cost Centre:-

- 1. Create a Company for the year 2004-2005
- 2. Press F11 (Company Features) and set 'Yes' to the following options
  - a. Maintain Cost Centres
  - b. More than ONE Cost Category
- **3.** Prepare the following Cost Categories with Cost Centres:

Branch	Deptt.	Agent
a) Mumbai	a) Purchase	a) Zahir
b) Delhi	b) Sales	b) Amir
		c) Lalit

- **4.** Pass the following entries:
  - a) Rs. 1500/- paid towards Printing & Stationery A/c from Petty Cash for Mumbai Branch, Sales Deptt on 01/04/2004
  - b) Rs. 1900/- withdrawn from HDFC Bank (Chq no: 234791) for office use on 01/04/2004.
  - c) Salary of Rs. 1500/- paid to Mumbai Branch, Purchase Deptt. Through cheque of HDFC (Chq no: 234792) on 01/04/2004.
  - d) Commission paid in Cash to the following Sales Agents on 01/04/2004.

Zahir: Rs 500/-, Amir: Rs 300/- and Lalit: Rs 200/-

- e) Transferred Rs. 1000/- from Main Cash to Petty Cash on 01/04/2004 to meet the daily expenses.
- f) Office Rent paid in Cash Rs 5000/- for Delhi Branch, Sales Deptt on 01/04/2004.
- g) Cash Rs 3000/- paid to Mr. Khemka on 01/04/2004 as advanced salary, which will be adjusted from his future salary.
- h) Outstanding amount of Rs. 500/- paid for Telephone Bill through cheque of HDFC bank (chq no: 234793) on 01/04/2004.

#### Tax Deducted at Source

Press F11 (Company Features), set 'Yes' to the following options

a) Enable TDS b) Set/Modify other Company Features

Enter TDS Deductor details (supply the following sample data)

Tax Assessment number:WBTG00121AIncome Tax Circle/Ward (TDS):WBTDS - 100

**Deductor Type** : Others

Name of Person responsible : Gautam Sinha

**Designation** : Account Manager

- 6. Press F12 (Configuration) Voucher Entry; turn on the option Allow Alteration of TDS and Values.
- 7. Prepare the following ledgers for TDS:
  - a) TDS on Technical Services

1. Under : Duties & Taxes

2. Type of Duty/Tax : TDS

3. Nature of payment : Fees for Professional or Technical Sevices

**Duties & Taxes** 

4. Ignore TDS Exemption Limit : No

b) TDS

1. Under

2. Type of Duty/Tax

3. Nature of payment

4. Ignore TDS Exemption Limit : No

**NOTE:** - In Tally ERP version, while creating TDS (Duties & Taxes), its not compulsory to select **Nature of payment**, the option of **Any** is given in new version

- **8.** Prepare the following party ledgers to make payments:
  - a) Roy Services

1. Under : Sundry Creditors

2. Is TDS Applicable : Yes

3. Deductee Type : Individual/HUF – Resident

4. Ignore Surcharge Exemption : No

Limit

b) Vikash Agarwal

1. Under : Sundry Creditors

2. Is TDS Applicable : Yes

3. Deductee Type : Individual/HUF – Resident

4. Ignore Surcharge Exemption : No

Limit

c) Banik Publishing Ltd

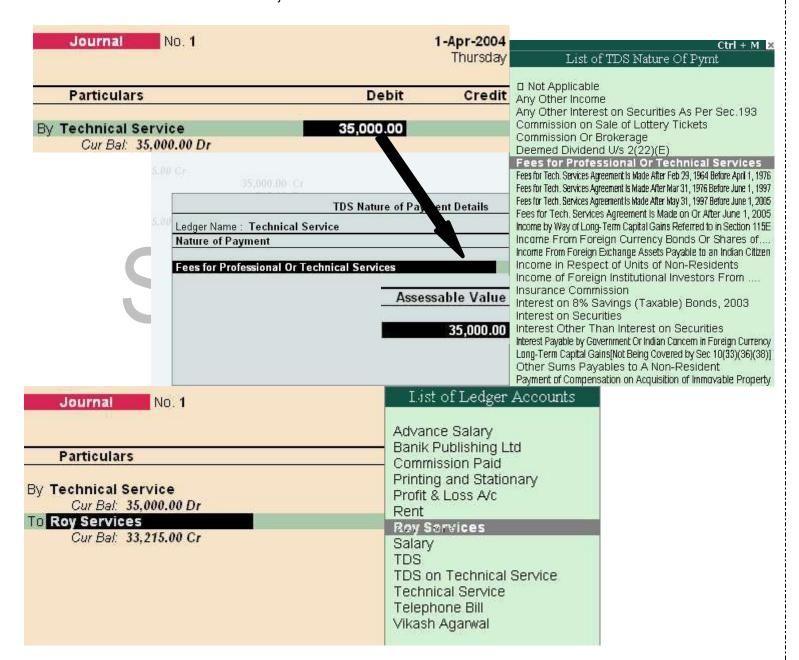
1. Under : Sundry Creditors

2. Is TDS Applicable : Yes

3. Deductee Type : Local Authority

**9.** Do the following as per given instructions:

a) Roy Services charged Rs. 35000/- as Fees for Technical Service on 01/04/2004 (Ref no: Tech/tds/001).



				TI	S Details				
Type of <b>Name</b> Ref			Nature of Payme	nt	TDS Duty Ledger	Assessable Amount	Deduct now	TDS Amount	Payable Amount
New Ref Jrnl / 1-1	Fe	es for P	rofessional Or Techr	nical Services TDS		35,000.00 C	Yes	1,785,00 Cr	33,215.00 Ci
Income Tax Surcharge	5% 0%	On On	35,000.00 Cr 1,750.00 Cr	1,750.00 Cr					
Education Cess Secondary Education Cess	2% s0%	On On	1,750.00 Cr 1,750.00 Cr	35.00 Cr					

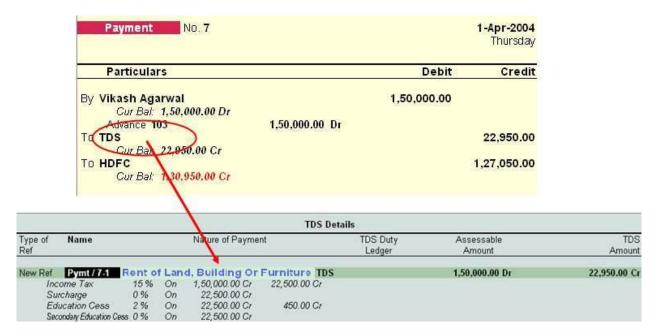
Journal No. 1	<b>1-Apr-200</b> Thursda
Particulars	Debit Cred
By Technical Service Cur Bal: 35,000.00 Dr	35,000.00
To Roy Services  Cur Bak 33,215.00 Cr	33,215.0
New Ref 101 35,000.00 New Ref 101 1,785.00	) Dr/
To TDS on Technical Service  Cur Bal: 1,785.00 Cr	1,785.0

NOTE:In Above Entry the TDS is getting calculated at the time of Passing Expense Entry, so no

separate entry needs to be done

Also in previous version, The TDS calculated was displayed under Display@Statement of Accounts@TDS outstanding, but now the entire TDS related reports are displayed under Statutory Report.

b) Paid annual Rent for Land and Building on 01/04/2004 Of Rs. 150000/- to Vikash Agarwal after deducting TDS @ 15% and Education Cess @ 2% on the amount and rest paid to Vikash Agarwal through HDFC (Chq no: 234797) {Ref no: Rent/tds/002}



c) An Advertising Contract for Six years made on 01/04/2004 with Banik Publishing Ltd. (Advertising Contractors) for Rs. 300000/- (which will be paid through six equal installments) and Rs. 50000/- paid as first installment amount through cheque of HDFC (Chq no: 234798) on 01/04/2004 after deducting TDS @ 5%, Surcharge @ 2.5% and Education Cess @ 2% on entire amount (Rs. 300000) {Ref no: Advt/tds/003}

Step 1:- Pass the Advertising Contract entry in Journal, for Expenses incurred

	Journal No. 2				1-Apr-2004 Thursday	
	Particu	ılars		Debit	Credit	
	Cur B To <b>Banik P</b> e Cur B	sing Contract sal: 3,00,000.00 Dr ublishing Ltd sal: 3,00,000.00 Cr f Advt/tds/003	3,00,000.00 Cr	3,00,000.00	3,00,000.00	
			TDS Details			
ype of lef	Name	Nature of Payment	TDS Duty Ledger	Assessable Deduct Amount now	TDS Amount	Payable Amount
Incor Surc Educ		On	TDS	3,00,000.00 dr No	3,	00,000.00 Cı

Step 2:- Deduct the TDS from the expenses booked i.e Advertising Contract F7 (Journal Entry) Press Alt + S for TDS deduction

#### **TDS Deductions**

Till Date : 1-Apr-2004

Party : Banik Publishing Ltd

Nature of Payment : Payment to Contractors (Advertisement Contractors)

Account: Banik Publishing Ltd

Cur Bal: 2,96,863.00 Cr

Particulars Amount

TDS 3,137.00

Cur Bal: 19,813.00 Cr

Agst Ref Jrnl / 2-1 3,137.00 Cr

 Income Tax
 1 %
 On
 3,00,000.00 Cr
 3,000.00 Cr
 3,000.00 Cr
 75.00 Cr

 Surcharge
 2.50 %
 On
 3,000.00 Cr
 75.00 Cr
 Education Cess
 0 %
 On
 3,075.00 Cr
 62.00 Cr

 Secondary Education Cess
 0 %
 On
 3,075.00 Cr
 62.00 Cr

Narration: 3,137.00

NOTE:- The bill selection details should be against reference, this will deduct 3137/- amount from Banik Publishing Ltd.

d) Check TDS payable report through GOT@Display@Statutory Reports@TDS Reports@Outstandings@TDS Payable. {It will display pending amount = Rs. 27872/-}

e) Paid entire TDS payable amount for the month of April on 02/04/2004 through (Chq no: 234799).

Payment No. 8		2-Apr-2004 Friday
Particulars	Debit	Credit
ByTDS	27,872.00	**

The Entry needs to be passed in payment voucher, and from the LIST select TDS only, and automatically it will be displaying the TDS Details, and to be paid part.

By TDS Cur Bal: 1.785.0	27,872.00 00 Dr	to be paid				
TDS Details						
Type of <b>Name</b> Ref	Nature of Payment	Paid Amount				
Agst Ref Jrnl / 1-1 Income Tax Surcharge	Fees for Professional Or Technical Services 1,750.00 Dr	1,785.00 Cr				
Education Cess Secondary Education Cess	35.00 Dr					
Agst Ref Jrnl / 2-1 Income Tax Surcharge Education Cess Secondary Education Cess	Payment to Contractors (Advertisement Contractors) 3,000.00 Dr 75.00 Dr 62.00 Dr	3,137.00 Cr				
Agst Ref Pymt / 7-1 Income Tax Surcharge	Rent of Land, Building Or Furniture 22,500.00 Dr	22,950.00 Cr				
Education Cess Secondary Education Cess Bend of List	450.00 Dr					

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Payment No. 8		<b>2-Apr-2004</b> Friday
Particulars	Debit	Credit
By TDS	27,872.00	
Cur Bal: 1,785.00 Dr To HDFC		27,872.00
Cur Bal: 1,58,822.00 Cr		1/7

NOTE: - Also the cheque details can be inserted, while passing entry, so these details will be there in challan printing option.

Hint: - Use Print Preview of Cheque Printing and check TDS challan. Press Alt + Z to Zoom/enlarge the report.

In Tally erp Statutory Report generate all the details regarding the forms and all other reports.

# Lab Assignment No. 10:- (TDS)

# Create a Company, for year 2023-2010 Enabling TDS features from F11 Example 1:-

The expense of Rs. 25000/- is booked for Professional Services, and payment is made to the party "Computronics Pvt. Ltd.", (**Deductee type:- Individual/HUF – Resident**) deducting TDS.

#### Solution:-

**Step 1:-** Pass the Expense entry in F7 (Journal) Deducting TDS at the time of booking Expense Note:- Create Professional Service under Indirect Expense (Mark Default payment Fees for Professional Or Technical Services)

#### Example 2:-

The advance payment done to party Raghav & Co. (**Deductee type:- Association of Persons**) of Rs. 23000/- for Advertisement Contract, TDS deducted on the Same

#### Solution:-

**Step 1:-** Pass the entry in payment voucher (F5) deducting TDS at the time of payment.

Note:- Advertisement in Indirect Expenses Nature of Payement:- Payment to Contractors (Advt. Contract)

#### Example 3:-

Expense of Rs. 122000/- incurred for Rent on Land & Building, to be paid to Mr. "Bhateja Consultants" (Deductee type:- Body of Individual), deducting TDS

#### Solution:-

**Step 1:-** Pass the Expense entry in F7 (Journal) making **TDS Deduct Now** option as a **NO** while selection.

Step 2:- Deduct TDS by using Alt + S option in Journal Voucher

#### TDS Payment:- (Total TDS to be paid :- 27944/-)

Check the TDS amount to be paid from Statutory Report, and make the payment for TDS

# Assignment No. 11:- TCS (Tax Collected at Source) & Service Tax

Tax has to be collected at source by the seller, while debiting the amount payable by the buyer to buyer's account (or) at the time of receipt of such amount from the buyer in cash or by issue of cheque / draft or by any other mode, whichever is earlier. The rate of tax should be applied as a percentage on the purchase price. Within 10 days from the date of debit or receipt of the amount, the person collecting tax should issue a certificate of tax collected. The Certificate shall be in Form No.27D.

- 1. Open Previous TDS Company Created (Alter to Account with Inventory) (Change the period to 2005-2006 at gateway of tally)
- 2. Press F11@F3 @ Enable TCS (Yes)

Set/Alter TCS details (Yes)

#### Creation of TCS Ledger A/c

For TCS you create the TCS Ledger A/c on which the tax has been collected. At TCS Ledger creation screen enter the following details :

a. Name : TCS on Scrap Sale

b. Under : Duties & Taxes

c. Type of Duty/Tax \_: TCS

d. Nature of Goods... : Scrap

e. Inventory Values... : No

#### Creation of Party Ledger A/c

You must create the Party Ledger from whom TCS is collected. At the Party Ledger creation screen enter the following details :

a. Name : Roy Enterprises

b. Under : Sundry Debtors

C. Maintain balance... : Yesd. Inventory Values... : Noe. Is TCS Applicable : Yes

Buyer/Lessee : Body of Individuals

Is Lower /No Collection Applicable ? No Ignore Surcharge Exemption Limit ? Yes

(Note:- (1) Select the Buyer / Lessee Type from the list. (2) Is Lower /No Collection Applicable: If this field is set to Yes then the exemption is applicable.)

#### **Creation of Sales Ledger**

a. Name : Scrap Salesb. Under : Sales Account

c. Inventory Values... : Yes

#### **Creation of Stock Item**

a. Name : Scrapb. TCS Nature of Goods : Scrapc. Under : Primaryd. Units : Ton

Pass the following entries for TCS

1. Sold scrap 10 tons at 1200/- to Roy Enterprises on 2/4/05

#### Entry to be passed in Sales invoice mode.

- 2. Received total amount from Roy Enterprises on 1/5/2005, after deducting 3.5% discount by cheque.
- 3. Paid TCS by cheque on 2/5/05

(Note:- Use TCS helper for calculating TCS amount)

#### **TCS Report**

Display > Statutory Report > TCS Report

There are three types of Statutory Reports 1) Print Form 27D. 2) Print Form 27B. 3) ETCS Forms.

# Service Tax (for the year 2023-24) (Change the period for the company)

As Sales Tax is an indirect Tax on goods sold, Service Tax is indirect Tax on Services provided. Service Tax is paid by buyer of service to seller of service, who in turn, deposits the tax with government.

ActiGSTion of Service Tax in a Company

Click F11: button & set **YES** at "Enable Service Tax", also set **YES** at "Set / Alter Service Tax Details" under Statutory & Taxation Features.

	Company Service T	ax Details	
Service Tax Registration No.	AA878399TDS	Division	
Date of Registration	: 1-Apr-2005	Code	: Mum7833
1 <del>7.</del> 2	**************************************	Name	: Mumbai
Assessee Code	: IRKCF789378	Range	
Premises Code No.	: 1548787	Code	: Div7938
Type of Organisation	: Registered Private Ltd Company	Name	: Mumbai
		Commissionera	<u>te</u>
Is Large Tax Payer	? Yes	Code	: 62897849
Large Tax Payer Unit	: Jayanagar	Name	: Mr. Nitin Roy

#### **Creation of Ledgers for Service Tax**

1. M/s Roy Trading

a) Under : Sundry Debtors

b) Maintain Balance .... : Yesc) Is Service Tax applicable : Yes

Type of Classification : Not Applicable

2. M/s Biswas Bros.

a) Under : Sundry Creditors

b) Maintain Balance... : Yesc) Is Service Tax Applicable : Yes

Type of Classification : Not Applicable

#### **Service Category Profile**

Gateway of Tally > Display > Statutory Info > Service Categories > Bussiness Auxiliary. Ledgers Creation

4. Service Income

a. Under : Sales Account

**b.** Is Service Tax Applicable : Yes

Category Name : Business Auxiliary

4. Service Charge

a. Under : Purchase Account

**b.** Is Service Tax Applicable : Yes

Category Name : Business Auxiliary

5. Service Tax (Purchase)

a. Under : Duties & Taxes

**b.** Type of Duty/Tax : Service Tax

Category Name : Bussiness Auxiliary

6. Service Tax (Sales)

a. Under : Duties & Taxes

**b.** Type of Duty/Tax : Service Tax

Category Name : Bussiness Auxiliary

#### Pass necessary Voucher entries:- (Purchase & Sales entry pass in Account invoice mode)

- 1) Service given to M/s Roy Trading, on which the service tax is levied, the amount is Rs.1500/-
- 2) Received Rs. 1000/- from M/s Roy Trading, in form of Cheque.
- 3) Service taken from M/s Biswas Bros. of Rs. 1000/- (Entry in purchase Voucher)
- 4) Paid Rs. 800/- to Biswas Bros in form of Cheque.

#### **Input Service Tax**

We have discussed Service Tax in sales voucher for services provided and deposit of proportionate tax on receipt of payment against service bills.

Some organization also buys services paying service tax . If the service is bought to render the service sold , then the service tax paid on services purchased (called Input Credit) may be adjusted from the service rendered .

To see the amount of Input Credit available which can be adjust, follow this steps

Gateway of Tally > Display > Statutory Reports > Service Tax Reports > Input Credit form .

Adjustment of Input Credit and Payment of Balance Service Tax

Gateway of Tally > Accounting Voucher > F5 (Payment) on 1-5-2023

Payment No. 2	<b>1-May-2009</b> Friday		
Particulars	Debit Credit		
By Service Tax (Sales) Cur Bal: 61.12 Cr	93.38		
To Service Tax (Purchase)  Cur Bal: 28.29 Dr	74.71		
To HDFC	18.67		
Cur Bal : 18.67 Cr	<u>Payme</u>	nt Details	
.51111	From	1-Apr 2005	
	То	: 1-May-2005	
	Challan No.	: 123456	
	Challan Date	: 1-May-2005	
	Bank Name	: HDFC	
	Cheque/Draft/Pay Order	No. : <b>456789</b>	
	Cheque Date	: 1-May-2005	

Challan For Balance Tax Deposit After adjustment of Input Tax , print the TR  $-\,6$  Challan to deposit the Tax with the authority . Gateway of Tally > Display > Statutory Reports > Service Tax Reports > TR-6 Challan

# Lab Assignment No. 12:- (TCS & Service Tax)

**Tax Collected at Source** 

Gateway of Tally@Click on the F11: F3

Set Enable TCS to Yes

Set/Alter Details Yes

Tax Assessment Number : BLRM00123A

Income Tax Circle/Ward (TCS) : Wards

Deductor Type : Others

Name of person responsible : Mr. Nair

**Designation** : Account Manager

Gate of Tally@Accounts Infor@Ledgers@Create

Ledger 1

Name : TCS on Timber Leaves

Under : Duties & Taxes

Type of Duty/Tax : TCS

Nature of Payment ; Timber obtained under forest lease

Ledger 2

Name : Agarwal Timber Plant

Under : Sundry Debtors

Maintain balance bill... ? Yes
Is TCS Applicable ; Yes

**Deductee Type** : Individula/HUF – Non Resident

**Ignore surcharge Exemp...** : Yes

Gateway of Tally:-

Pass the necessary entries for TCS

- 1) Sold Timber leaves to Agarwal Timber Plant at Rs. 5,00,000/-, Charged the TCS on same.
- 2) Agarwal Timber paid the amount of 5,00,000/- plus TCS.
- 3) Payment done through bank for TCS collected from Agarwal Timber Plant

#### **Service Tax**

Gateway of Tally@F11@F3 Enable

Service Tax Yes

Set/Alter Service Tax Details Yes

	Company Service T	ax Details	
Service Tax Registration No.	NNN343801	Division	
Date of Registration	: 1-Apr-2009	Code	: 1234YY78
Assessee Code	2ABCD4	Name	: Mumbai
Assessee Code	: ZABCD4	Range	
Premises Code No.	: 8523647	Code	: 123498
Type of Organisation	: Registered Private Ltd Company	Name	: Mumbai
		Commissionera	<u>ite</u>
Is Large Tax Payer	? Yes	Code	: 5689023
Large Tax Payer Unit	: Indira Nagar	Name	: Mr. Sanghvi

**Gateway of Tally** 

**Ledger Creations** 

Ledger 1

Name : Under :

Inventory Values are affected ?

**Is Service Tax Applicable** ; Yes

Category Name : Management Consultant

Ledger 2

Name : Purchase Mngmnt Consultant

Yes

Management Consultant
Sales Accounts

**Under** : Purchase Accounts

Inventory Values are affected ? Yes Is Service Tax Applicable ; Yes

Category Name : Management Consultant

Ledger 3

Name : Bhateja Consultant
Under : Sundry Creditors

Maintain Balance Bill by ? Yes Is Service Tax Applicable ; Yes

Exemption Details @ Type of Classification @ Not Applicable

#### Ledger 4

Name : Kalka Traders
Under : Sundry Debtors

Maintain Balance Bill by ? Yes Is Service Tax Applicable ; Yes

Exemption Details @ Type of Classification @ Not Applicable

#### Ledger 5

Name : Input Serv Tax Mngmt Consultant

Under : Duties & Taxes

Type of Duty/Tax ? Service Tax

Category Name ; Management Consultant

Ledger 6

Name : Output Serv Tax Mngmt Consultant

Under : Duties & TaxesType of Duty/Tax ? Service Tax

Category Name ; Management Consultant

#### **Gateway of Tally**

#### Pass the necessary voucher entry for Service Tax

- 1) Purchase services from Bhateja Consultant (Sundry Creditor) worth Rs. 80000/- on 31/7/2023. Pass the entry in purchase voucher with input service tax charged
- 2) Sold on 2/8/2023 service worth Rs. 200000/- to Kalka Traders, pass the entry in sales voucher with Output GST.
- Received from Kalka the total amount of services sold with service tax on 31/8/2023 through Cheque.

Check the details for Service Tax to be paid in

Gateway of Tally@Display@Statutory report@Service Tax report@Service Tax Payable

4) The total service tax paid on 1/9/2023,

#### Print the service tax challan

# Class Room Assignment No. 13:- (Create User & Security Control, Budget)

Create a company by name Roa and company, Use security control option, and tally vault password, Budget Control, Cheque Printing option, Bank reconcilation statement

Using administrative user create following ledgers:-

Ledger	Group	Budget
Capital	Capital account	1000
Purchase	Purchase account	2500
Postage	Indirect expenses	50
Rajkamal	Sundry Creditor	2000
Sales	Sales account	3000
Rahim	Sundry Creditor	300
Suresh	Sundry Debtor	400
Nayak	Sundry Debtor	250
Purchase returns	Purchase account	400

Salary	Indirect expenses	250
Drawings	Capital account	1000
Stationary	Indirect expenses	200
Rent	Indirect expenses	150
Commission	Indirect income	250
Bank of India	Bank Account	125
Office Furniture	Fixed Assets	450
Sales Return	Sales Account	25

	returns	account								
F	Pass the below mention entry in data entry user:- Particulars  Rs.									
	1.		tment in business1-4-2023	5000						
	2.	Bought goods for cash on		2,500						
	3.	Paid for postage as on 1-4-		10						
	4.	Sold goods, amount receiv	ed by cheque 1-4-2023	150 (Chq No. 694521)						
	5.	Received commission by c	heque 1-4-2023	225 (Chq No. 754213)						
	6.	Bought office furniture for o	eash 2-4-2023	500						
	7.	Purchased goods from Raj	kamal 1-5-2023	2,000						
	8.	Bought goods from Rahim	1-5-2023	400						
	9.	Returned goods to Ralkam	al 1-5-2023	200						
	10.	Sold goods to Suresh 2-5-2	2023	400						
	11.	Sold goods to Nayak 31-5-	2023	250						
	12.	Purchased goods for cash	31-5-2023	400						
	13.	Recevied cash from Nayak	31-5-2023	200						
	14.	Paid cash to Rahim 31-5-2	023	50						
	15.	Suresh returned goods 31-	5-2023	50						
	16.	Cash Deposited into bank	31-5-2023	500						

17.	Paid salary by cheque 31-5-2023	150 (Cheque No. 242560)
18.	Sold goods for cash 31-5-2023	500
19.	Rao withdraw cash for his personel use 31-5-2023	800
20.	Paid rent by cheque 31-5-2023	50 (Cheque No. 242561)
21	Paid for stationery 1-6-2023	100

Use Tally audit feature for checking the ledgers and voucher entries

#### **Bank Reconcilation Statement**

- 1. Cheque deposited on 01/4/2023, Cheque No. 694521 got cleared on 1-5-2023
- Commission received cheque deposited on 01/4/2023, Cheque no. 754213 got cleared on 2-5-2023.
- 3. Rent paid on 31/5/2023 cheque no. 242561 got cleared on 1/6/2023
- 4. Salary paid on 31/5/2023 cheque no. 242560 got cleared on 2/6/2023

Please calculate balance as per Bank Amount Rs. 725/- for the month of May 2023.

# Lab Assignment No. 14:- (Create User & Security Contorl, Budget, Separate Discount)

#### Haridas and company

- 1.Started business with cash Rs.10,000, furniture Rs.4,000 and machinery Rs.5,000.
- 2.Bought goods from Anil on credit Rs. 4,000 and for cash Rs.5,000.
- 3. Sold goods to Rajesh on credit Rs.5,000 and for cash Rs.3,000.
- 4. Bought goods from Arun Subject to trade discount of 2% of Rs.2,000.
- 5. Sold goods to Ramesh subject to trade discount of 5% of Rs.4,000.
- 6. Paid salary Rs.1,000, printing Rs.150 and wages rs.100.
- 7. Received rent Rs. 500, commission Rs. 400.
- 9. Sold goods to Ganesh Rs. 1200.
- 8. Received a cheque from Ganesh Rs.1,000.

Ledger	Group	Budget
Capital	Capital account	8000
Furniture	Fixed asset	3500
Machinery	Fixed asset	4000
Purchase	Purchase account	12000

Anil	Sundry Creditor	3500
Sales	Sales account	15000
Rajesh	Sundry debtor	6000
Arun	Sundry creditor	1750
Ramesh	Sundry debtor	3600
Salary	Indirect expenses	1200
Printing	Indirect expenses	250
Wages	Direct expenses	200
Rent	Indirect expenses	800
Commission	Indirect expenses	1000
Ganesh	Sundry creditor	600
Trade discount	Indirect expenses	300

# Class Room Assignment No. 15:-

#### **Account With Inventory**

Create a Company by name Maganbhai Stationary traders, create a godown Mumbai & Pune.

Create Inventory Items under Stationary Using Standard Rates for stock Items

Inventory Info@Stock Items@F12 (Allow Std. Rates for Stock Items) Yes

Stock Items	Under	Units	Std. Rate	Standard Cost	Selling Price
Natraj Pencil	Stationary	Bx.	Yes	30.00	32.00
Natraj Eraser	Stationary	Bx.	Yes	25.00	33.00
Natraj Sharpne	erStationary	Bx.	Yes	35.00	37.00

**a.** Purchase order given for the following stationary items to Natraj company (Purchase Order (Alt+F4)), Godown **Mumbai** Order No. **1012** 

i. Natraj Pencil 5000 Bx.
 ii. Natraj Eraser 4500 Bx.
 iii. Natraj Sharpner 3000 Bx.

GOT@Display Menu@Statement of Inventory@Purchase Order Summary@Order (Outstanding)

The above entry been done, i.e its been passed as an order given to the Natraj Company for the stationary items.

b. Natraj company delivered the following stationary items (Receipt Note (Alt + F9)),
 Godown Mumbai Order No. 1012 Tracking No. B01245

i. Natraj Pencil 5000 Bx.ii. Natraj Eraser 4500 Bx.iii. Natraj Sharpner 3000 Bx.

GOT@Display Menu@Statement of Inventory@Purchase Bills Pending

The above entry been done, where the goods are delivered to godown, but bill is not given i.e pending

GOT@Profit and Loss@Purchase

Following stationary items distributed as a free sample to St. Xaviers School Tracking No.
 B01246

i. Natraj Sharpner 1000 Bx.ii. Natraj Pencil 1500 Bx.iii. Natraj Eraser 2000 Bx.

d. Stationary Items sold to Sonal Depot, Tracking No. B01247

i. Natraj Sharpner 250 Bx. 200 Bx.
ii. Natraj Pencil 150 Bx. 100 Bx.
iii. Natraj Eraser 100 Bx. 75 Bx.

e. The stationary items returned to Natraj Company (Rej Out Alt + F6) Tracking No. **B01245** Order No. **1012** 

i. Natraj Pencil 150 Bx.ii. Natraj Eraser 100 Bx.

f. Following stationary transferred from Mumbai godown to pune godown

i. Natraj Pencil 500 Bx.ii. Natraj Eraser 450 Bx.iii. Natraj Sharpner 300 Bx.

# Class Room Assignment No. 15:-

Manufacturing Journal Entry
GOT@Account Info@Voucher type@Create

Name : Manufacturing Journal

Type of Voucher : Stock Journal

Use as a Manufacturing Journal : Yes

**Create Units of measurement** 

No (Number), Mtr (Meters)

**Create Stock Group:- Material** 

Stock Items:-

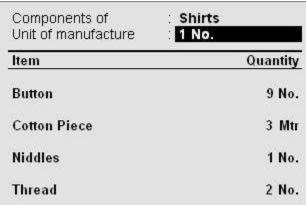
(1) Cotton piece (Mtr), (2) Buttons (No.),(3) Thread (No.),(4) Niddles (No.),

**Create Stock Group:- Garments** 

Stock Items:-

(5) Shirts (No.) (Note:- Use Bill of Material (F12) for creating Shirts requirement)

(Make Alter Components (BoM) ? Yes)





#### Pass the necessary entries

1) Purchased cotton piece from Raymond shop (F9@Purchase) Invoice No. 10456

Cotton piece 5000 mtr 15/- per meter

2) Following material purchased from Vandana shop (F9@Purchase) Invoice No. 10678

 Buttons
 1000 No.
 0.75/- each

 Thread
 1000 No.
 2.50/- each

 Niddles
 250 No.
 2.50/- each

3) Produced 100 No. shirts, (Alt+F7@Manufacturing Journal)

Also additional cost incurred for producing shirts

Wages Rs. 5000/-, Electricity Rs. 500/- and Packaging Rs. 2000/-

F11@F2@Use Multiple Price Levels

Company Price Levels: 1) Price costing

GOT@Inventory Info@Price List

Price Level for Shirt (Garments)

	<25	190/- per shirt
>25	<50	187/- per shirt
>50	<75	175/- per shirt
>75	<100	160/- per shirt
>100		155/- per shirt

#### **Sales Entries**

- 4) 45 shirts sold to Geeta designer.
- 5) 50 shirts sold to Hamid Garments.

# Class Room Assignment No. 16(Fringe Benefit Tax, ODBC)

# **Fringe Benefit Tax**

Press F11 (Features)@F3(Statutory)@ Enable Fringe Benefit Tax (FBT) (Yes)

Set/Alter FBT Details (Yes)

# **Company FBT Assesse Details**

PAN/Income –Tax Number : JRS 12535

Assesse Type : Associations of Persons

Is Surcharge Applicable ? Yes

Assesse Category : Hotel

#### FBT Assesse Type

Gateway of Tally@Display@Statutory Info@FBT Assesse Type

#### **FBT Categories**

Gateway of Tally@Display@Statutory Info@FBT Category

#### **Creation of Ledgers for FBT**

1. FBT

a) Under : Duties and Taxes

b) Type of Duty/Tax : FBTc) Inventory Value.... ? No

2. Supplier

a) Under : Sundry Creditors

b) Maintain balance.... ? Yes
c) Inventory Value... ? No

3. Entertainment

a) Under : Indirect Expenses

b) Is FBT Applicable ? Yes

1. FBT Category : Entertainment

#### **Pass Necessary Voucher Entries**

1) Entertainment Expense Rs. 25000/-

Journal No. 1	Voucher Class : ■ Not Applicable		
Particulars	Debit	Credit	
Dr Entertainment  Cur Bal: 25,000.00 Dr  Cr Supplier  Cur Bal: 25,000.00 Cr	25,000.00	25,000.00	
	25,000.00	25,000.00	
Narration: Booking Expenses through Journal Entry	~	Accept? Yes or No	

2) Payment of FBT for Expenses booked (Use single payment mode, and FBT Helper for calculating Tax)

BSR Code

Sinah

Alt + F (FBT Helper)

**FBT Filters** 

458712

Type of Payment

 Type Of Payment
 : Advance Tax (100)

 FBT Ledger
 : FBT

 From Date
 : 1.4-2009

 To Date
 : 1-5-2009

Challan Details
Bank Challan No. :

Challan Date : 1-5-2009
Cheque/DD No : 456876
Bank Name : Axis Bank

Particulars Amount

1,700.00

Cur Bal: 1,700.00 Dr

Cur Bal: 13,654.51 Cr

No. 1

Payment

Account: Axis Bank

Provide Details

FBT

Narration: 1,700.00

Ch. No. : FBT P yment Details

458712

Type Of Payment Advance Tax (100) Advance Tax (100)

 From
 1-4-2009
 Self Assessment Tax (300)

 To
 1-5-2009
 Tax On Regular Assessment (400)

Challan Details

Yes

Bank Challan No.

BSR Code

 Challan Date
 : 1-5-2009

 Cheque/DD No
 : 456876

 Bank Name
 : Axis Bank

Page **52** of **90** 

#### 3) Print FBT Challan@Press Print Command after Payment entry of FBT done

#### **ODBC** in Tally

1) Create Debtors & Creditors by following names:-

		Addres	Addre	Addre	Pinco	State	Contact	Email ID
Name	Under	s 1	ss 2	ss 3	de	State	No.	Email ID
Lalit Jain	Sundr y Credit ors	206, Royal Palace	Shiv Datta Societ y	Kurla West	40007 0	Maharashtra sthra	9867245 124	l <u>alit_k@gmail.com</u> .
Umes h Mishr a	Sundr y Debtor s	202, Sai Shradd ha Apartm ent	Near Pipelin e Road,	Kalyan East	42130 6	Maharashtra sthra	9868542 361	umesh@hotmail.co m
Same er Zajam	Sundr y Credit ors	Plot No. 27,	Sector No. 16	Nerul	40070 7	Maharashtra sthra	2525646 4	sameer.256@yaho o.co.in
Imran Khush al	Sundr y Credit ors	856, Rachna Garden	Shri Ridhi Sidhi Sankul	Malad	40006 4	Maharashtra shtra	9856425 241	imran@rediffmail.c om.
Aarti Kasbe	Sundr y Debtor s	256, Ram Baug	Krishn a Height s	Andhe ri	40004 7	Maharashtra	6545857 4	aarti 008@zapak.c om.
Tajud din Patha n	Sundr y Debtor s	456, Rukma ni Villa	Sagar Palace	Grant Road	40000 7	Maharashtra	2425367 4	taj@gmail.com
Jasm eet Naran g	Sundr y Debtor s	Gurukri pa CHS, 27	Sukh Sagar Compl ex	Sahar	40009 9	Maharashtra	9874562 341	jas_meet@indya.c om.

Using the Data of Tally, create a letter for new product launch by the company and inviting the people for seminar kept by the company using Mail Merge in Ms-Word.

# Class Room Assignment No. 17 (Payroll)

To enable payroll in Tally

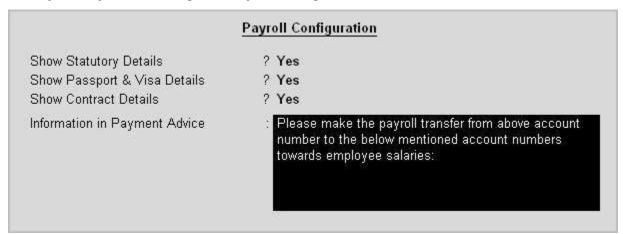
Go to Gateway of Tally @F11: Features @Accounting Features



- Set Maintain Payroll to Yes
- You can set More than ONE Payroll / Cost Category to Yes if you wish to process payroll for multi group of Employees.

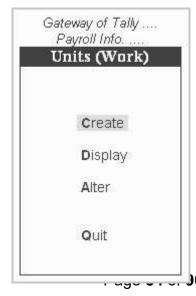
The Payroll Configuration can be enabled as shown below:

Gateway of Tally > F12: Configure > Payroll Configuration



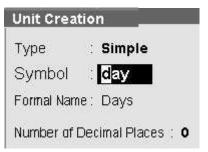
A **Unit** in Tally Payroll is similar to the **Unit of Measure** in Tally's Inventory module. In Payroll, Units are used to facilitate calculation of a Pay Head value based on **Production**, which in turn would be linked to **Units** such as **Time**, **Work** or **Quantity**.

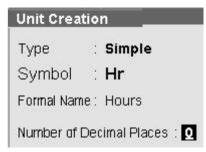
Go to Gateway of Tally > Payroll Info. > Unit (Work)

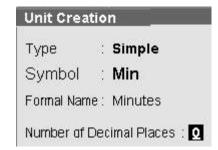


In the Units Creation screen, select the Type of unit from the list. Select the Symbol from the list.

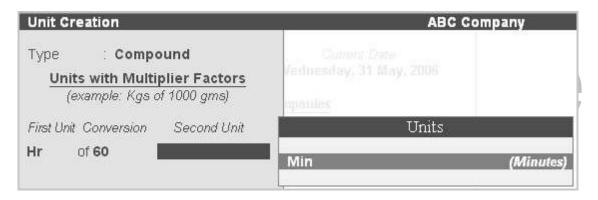
A Simple Unit in Tally is a single independent unit and has no relationship with other units, while a Compound Unit refers to two Simple Units having an arithmetical relationship and is not a distinct unit.

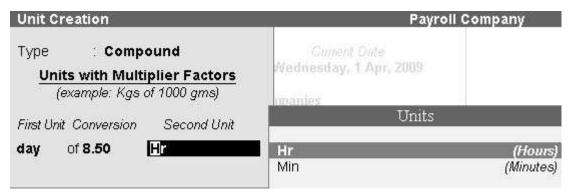






In the case of Overtime, whose value is computed based on Overtime Hours put in by an employee, you would need to define Hr – Hours and Min – Minutes as Simple Units and Hr of 60 Min as a Compound Unit and set this unit in Overtime Pay Head.





The Attendance / Production type is used to record the attendance and production data. Based on the component (Pay head) structure, you can define multiple attendance / production types.

Examples for attendance / production types are No. of days present or conversely, No. of days Absent and production based such as Hours worked, Number of Pieces produced.

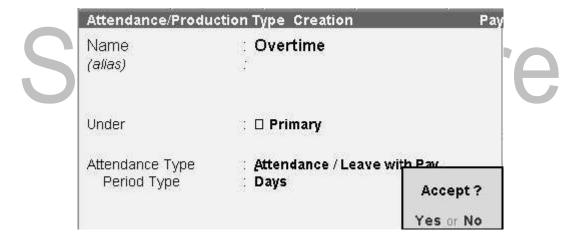
**Attendance/Production Type** is associated with the Pay Head in employee's Pay structure. The variable data is entered in the Attendance voucher for the payroll period.

**Attendance/Production Types** may also be defined in hierarchical groups whereby Types having a common Unit are combined under logical groups.

The **Attendance/Production Type** may be Attendance/leave with pay, Leave without Pay (if salary is to be paid based on number of days attended) **Paid Leave**, **Unpaid Leave**, **Absent** and **Production type** which can be based on **Piece Production**, **Overtime Hours**, and so on.

Go to Gateway of Tally > Payroll Info. > Attendance/Production Types > Create

Attendance/Produc	ction Type Creation	Pay
Name (alias)	Absent	
Under	: 🗆 Primary	
Attendance Type Period Type	Leave Without Pay Days	Accept?



Tally allows you to set up default (common) information for employees. An Employee Group allows you to group employees in a logical manner.

The Salary structure can be defined at the Employee Group level. Referring to this Group as a template and changing accordingly will ease building all your employee records on it.

For example, by department or function such as Production, Sales, Administration and so on, or by designation such as Managers, Supervisors, Workers and so on.

To create Sales as an Employee Group,

Go to Gateway of Tally> Payroll Info.> Employee Groups> Create (Single Group)

#### **Creating Multiple Employee Groups**

You can create multiple Employee Groups in this mode.

Go to Gateway of Tally> Payroll Info.> Employees> Create (under Multiple Groups)

Category	: Primary Cost Categ	jory
Name (alias)	Back Office	
Under	: Derimary	Accept?
		Yes or N

The Multi Employee Group Creation screen displays.

Multi Employee Group Creation Payroll Company Under Employee Group :   All Items							
S.No.	Category	Name of Employee Group	Under				
2. 3.	Primary Cost Category Primary Cost Category Primary Cost Category Primary Cost Category	Front Office Accounts HR Operations	□ Primary □ Primary □ Primary □ Primary □ Primary				

The Employee Creation screen allows you to enter basic setup information that applies to the employees. Enter General Information, Payment Details and Passport & Visa Details.

#### **Creating Single Employee**

To create an **Employee** under the Employee group, Back Office:

Employee Creati	on	Payroll Company		Ctrl + M ×
Category :	Primary Cost Category			
Name : (alias) :	Bhavinkumar J Kalyani			
	Back Office (□ Primary)			
Date of Joining :	1-Apr-2006			
Ger	neral Info	Payment Details	Passport & Visa Details	
Designation Function Location Gender Date of Birth	SACL0138 Tech Co-Ordinator Course Cordination Head Office Male 1-Nov-1985 a+ Jayant B-201, Lok Everest, Mulund West Mumbai	Bank Name : Axis Bank Branch : Malad Bank A/c Number : 10108088056423  Statutory Details  Employee I.T. PAN : AN89389PP PF Account Number : KA893903/14 ESI Number : ESI783839	Passport Number : ES7983993 Country of Issue : India Passport Expiry Date : 1-Dec-2012 Visa Number : S09878WD Visa Expiry Date : 1-Dec-2011  Contract Details  Work Permit Number : SE00783 Contract Start Date : 1-Apr-2006 Contract Expiry Date : 1-Apr-2010	
	: 9324407456 ; bhavin@saintangelos.com			Accept? (es or No

Similarly create employees under different employee groups:-

The Payroll Info. allows you to set up the employee defaults and standard payroll information with common payroll fields used for calculating earning and deductions.

Go to Gateway of Tally > Payroll Info.

To create an Earning Pay Head, **Basic Salary**, under **Indirect Expenses**:

Go to Gateway of Tally> Payroll Info. > Pay Heads> Create

1) Basic Salary



Pay Head Creation		ABC Company		
Name : Basic Salary (alias) :		A	Total Op. Bal.	
Pay H	ead Info			
Pay Head Type Under	: Earnings for Employees : Indirect Expenses			
Affect Net Salary Name to appear in Payslip Use for Gratuity Calculation Type Attendance / Leave with Pay Leave without Pay	? Yes : Basic Salary ? No : On Attendance : <sup>J</sup> Not Applicable : Absent			
Calculation Period Per Day Calculation Basis	: Months : As Per Calendar Period			
Rounding Method : A Not Appl	ding Info icable		Accept?	
		n 1-Apr-2006) :	Yes or No	

#### Similarly create other pay heads:-

#### 2) House Rent Allowance:-

Pay Head Type : Earnings for Employees

Under : Indirect Expenses

Affect Net Salary ? Yes

Name to appear in pay slip : House Rent Allowance

Use for Gratuity ? No

Calculation Type : As Computed Value

Calculation Period : Months

Computation Info

Computation Info

Compute : On Specified Formula

Specified Formula : Basic Salary

Effective From	From Amount	Amount Upto	Slab Type	Value Basis
1-Apr-2009		- 18		
53		2,000.00	Percentage	15 %
	2,000.00	3,000.00	Percentage	18 %
	3,000.00	4,000.00	Percentage	20 %
	4,000.00	5,000.00	Percentage	22 %
	5,000.00	157	Percentage	25 %

#### 3) Dearness Allowance:-

Pay Head Type

Under

Affect Net Salary

Name to appear in pay slip

Use for Gratuity

Calculation Type
Calculation Period

Earnings for Employees

Indirect Expenses

Yes

Dearness Allowance

? No

?

As Computed Value

Months

Computation Info

Computation Info

Compute : On Specified Formula

Specified Formula : Basic Salary

Effective From	From Amount	Amount Upto	Slab Type	Value Basis
1-Apr-2009		**************************************		
		2,000.00	Value	750
	2,000.00	3,000.00	Value	1,000
	3,000.00	4,000.00	Value	1,250
	4,000.00	5,000.00	Value	1,400
	5,000.00		Value	1,800

4) Conveyance:-

Pay Head Type : Earnings for Employees

Under : Indirect Expenses

Affect Net Salary ? Yes

Name to appear in pay slip : Conveyance

Use for Gratuity ? No

Calculation Type : On Attendance Attendance/Leave with Pay : Not Applicable

Leave without Pay : Absent

Calculation Period : Months

Per Day Calculation Basis : As per Calendar Period

5) Medical Allowance:-

Pay Head Type : Earnings for Employees

Under : Indirect Expenses

Affect Net Salary ? Yes

Name to appear in pay slip : Medical Allowance

Use for Gratuity ? No

Calculation Type : On Attendance Attendance/Leave with Pay : Not Applicable

Leave without Pay : Absent

Calculation Period : Months

Per Day Calculation Basis : As per Calendar Period

6) Employee PF:-

Pay Head Type : Deductions from Employees

Under : Current Liabilities

Affect Net Salary ? Yes

Name to appear in pay slip : Employee PF

Calculation Type : As Computed Value

Calculation Period : Months

Computation Info :

Computation Info

Compute : On Specified Formula

Specified Formula : Basic Salary + Dearness Allowance

Effective From	From Amount	Amount Upto	Slab Type	Value Basis
1-Apr-2009		(FE)	er e	700,000,000
***	200000000000000000000000000000000000000	3,000.00	Percentage	15 %
	3,000.00	4,000.00	Percentage	18 %
	4,000.00	5,000.00	Percentage	22 %
	5,000.00	350	Percentage	25 %

7) Other Allowance:-

Pay Head Type : Earnings for Employees

Under : Indirect Expenses

Affect Net Salary ? Yes

Name to appear in pay slip : Other Allowance

Use for Gratuity ? No
Calculation Type : Flat Rate
Calculation Period : Months

8) Professional Tax:-

Pay Head Type : Employee's Statutory Deductions

Under : Current Liabilities

Affect Net Salary ? Yes

Name to appear in pay slip : Professional Tax

Calculation Type : As Computed Value

Calculation Period : Months

Computation Info:-

Computation Info Compute : On Current Earnings Total					
Effective From	From Amount	Amount Upto	Slab Type	Value Basis	
1-Арг-2009		0.000.00			
		2,000.00		0	
	2,000.00	3,000.00	Value	60	
	3,000.00	4,000.00	Value	100	
	4,000.00	5,000.00	Value	150	
	5,000.00		Value	200	

Salary Details is used to define a Pay Structure to an Employee or to an Employee Group to speed up the entry of Individual Employee's Pay Structure.

Select the basic Pay Heads that applies most for your employees and create as an Employee Group. However, it is not compulsory for all employees to have the same compensation structures as of the Employee Group. If required, a Pay Head element or its value may be added, deleted or altered at Individual Employee level.

**Note**: If the sla brate is not de fined in the PayHead then you will get the full value

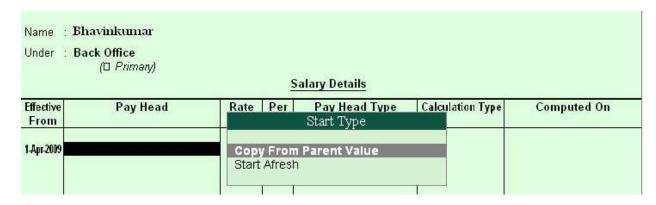
To create Salary Details for an Employee Group, for example:

# Go to Gateway of Tally> Payroll Info.> Salary Details> Create> Select Back Office from the List of Employees/Group

	Salary Details					
Effective From	Pay Head	Rate	Per	Pay Head Type	Calculation Type	Computed On
1-Apr 2009	Basic Salary Conveyance Dearness Allowance Employee PF House Rent Allowance Medical Allowance Other Allowance Professional Tax	3000.00 1000.00 1250.00 700.00	Manths Manths	Earnings for Employees Earnings for Employees Earnings for Employees Deductions From Employees Earnings for Employees Earnings for Employees Earnings for Employees Employees' Statutory Deductions	As Computed Value On Attendance Flat Rate	Basic Salary + Dearness Allowance Basic Salary

Copy the Salary Details created for Back office to Individual Employee

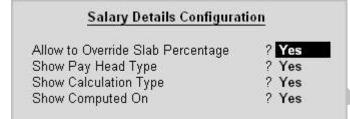
Go to Gateway of Tally> Payroll Info.> Salary Details> Create> Select Employee from the List of Employees/Group



The Similar Salary details will be copied to the Employee from the list.

#### **Salary Details Configuration**

Go to Gateway of Tally> Payroll Info.> Salary Details> Alter > Select Employee/ Employee Group from the List of Employees/Group > F12: Configure



# Allow to Override Slab Percentage

Set Allow to Override Slab Percentage to No to prevent changes made to Slab Percentages. If you set it to Yes, you can override the percentages already defined.

E.g. If you have defined Slab Rate for HRA as 4TAX FREE in the Pay Head level, and if you wish to change the Slab Rate percentage in the Salary details screen. Set **Allow to Override Slab Percentage** to **Yes** in Salary details configuration screen and Tally will allow you to Overridde the percentage e.g. to 5TAX FREE and so on... (Metro Cities & Non Metro Cities).

Passing the payroll entries in Tally

Gateway of Tally @Payroll Voucher

#### **Auto Fill Entries**

1) Entry of no. of days staff absent in may month

Date: - 31st May

Ctrl + F5:- Attendance (F5) Attd Auto Fill (A)

	Employee Filters			
Cost Category Employee/Group	: Prim : Back	ary Cost Category Office		
	Auto Fill Values			
Attendance/Production	Type :			
÷	List of A	attendance/Production Types		
	Absent	□ Primary	Days	<b>2</b> of <b>90</b>
	Overtime	□ Primary	Days	

Attendance No. 1	i.	· 基 · · · · · · · · · · · · · · · · · ·	<b>31-May-2009</b> Sunday
Employee Name	Attendance/Produc	ction Type	Value Unit
Bhavinkumar	Absent	Cur Bal: 2 Days	2 Days

#### 2) Entry of payroll for may month

Date: - 31st May

Ctrl + F4:- Attendance (F4) Attd Auto Fill (A)

#### **Employee Filters**

From (blank for beginning) : 1-5-2009

To (blank for end) : 31.5-2009
Cost Category : Primary Cost Category

Employee/Group : Back Office

Payroll Ledger : Back Office

List of Ledger Accounts

6,231.28 Dr

Axis Bank Cash

Payroll Voucher Creation Payroll Company

Payroll No. 1

Ctrl + M × 31-May-2009 Sunday

6,231.28 Dr

Account: Axis Bank Cur Bal: 6,231.28 Cr

Particulars Amount

**Primary Cost Category** 

| Bhavinkumar | Basic Salary | 2,806.45 | Dr | Cur Bal | 2,806.45 | Dr | Cur Bal | 2,806.45 | Dr | Cur Bal | 3,806.45 | Dr | Cur Bal | 3,806.45 | Dr | Cur Bal | 1,000.00 | Dr

 Other Allowance
 700.00 Dr
 Cur Bal: 700.00 Dr

 Professional Tax
 200.00 Cr
 Cur Bal: 200.00 Cr

Similarly the entry can be done by manually, so report won't get generated automatically, the data needs to be feed manually.

# Payslip can be seen

# Gateway of Tally>Display Menu>Payroll Report>Statement of Payroll>Pay slip

Payslip		Payroll (	Company		Ctrl + M 🔀
		Payslip for	r May-2009		
		Bhavin	kumar		
	: SACLD138 : Course Cordinator : Technical Co-Ordinator : Head Office : ES7983993		PF Account Number Employee I.T. PAN Bank Details ESI Number Visa Expiry Date	: KA893903/14 : AN89389PP : 10108088056423, Axis Bank, : ESI783839 : 1-Dec-2011	Malad
Attendance Details		Value	]		
Absent		2 Days			
Earnings		Amount	Deductions		Amount
Basic Salary Conveyance Dearness Allowance House Rent Allowance Medical Allowance Other Allowance					685.16 200.00
Total Earnings		7,116.44	Total Deductions		885.16
			Nett Amount		6,231.28

# Class Room Assignment No. 18 (Excise for Manufacturer)

#### **Excise Duty**

- Excise Duty or Duty on Excise is a tax on goods manufactured or produced in India and intended for domestic consumption i.e. sale in India.
- The Excise Duty is payable at the time of production or manufacture, however, for administrative convenience duty is paid at the time of removal of goods.
- Excise Duty is an indirect tax.
- The liability of payment of Excise Duty is of manufacturers or producers (which is passed on to the ultimate consumer).
- The levy and collection of duty of Excise is provided under authority of the Central Excise Act, 1944 at the rates specified Central Excise Tariff Act, 1985.

#### Scope and Applicability

#### Excise Duty can be levied, only on the fulfilment of the below mentioned conditions...

- · The Duty is on Goods.
- The Goods must be excisable.
- The goods must be manufactured or produced.
- Manufacture and Production must be in India.

#### Manufacturer

Manufacturer is a person who actually manufactures or produces excisable goods, i.e. one that actually brings into existence new and identifiable product.

#### **Excisable Goods**

 Excisable Goods means goods specified in the schedule to the Central Excise Tariff Act, 1985 as being subject to a duty of Excise.

#### The Basic requirements to be satisfied are:

- · Goods must be movable.
- Goods must be marketable i.e. the goods must be such that it is known in the market and is capable of being bought or sold.

#### **Valuation Methods**

- Value of the excisable goods has to be necessarily determined to levy the duty on the goods.
- Under the Central Excise Act, 1944, the following methods of valuation of goods are considered for the assessment of Duty...

#### Valuation Methods @1. Ad valorem/ Transaction Value:

Transaction value means the value of goods which are sold at the time and place of removal and
includes in addition to the amount charged as price, any amount that the buyer is liable to pay to,
including any amount charged for, or to make provision for, advertising or publicity, marketing and
selling, organization expenses, storage, outward handling, servicing, warranty, commission or any
other matter.

#### Valuation Methods @ 2. Ad Quantum:

 In case of Ad Quantum the duty is payable on the basis of certain unit Like Weight, Length, volume etc.

 For Example: Duty on cigarette is payable on the basis of length of the cigarette, duty on Sugar is based on per Kg.

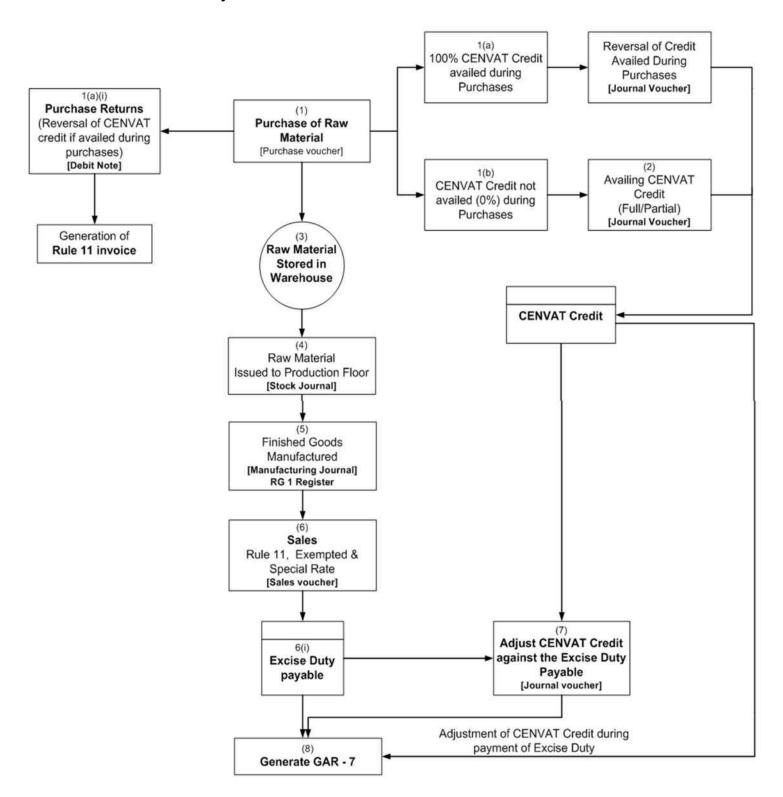
#### Valuation Methods @ 3. Value determined on the basis of M R P:

 Retail sale price means the maximum price at which the excisable goods in packaged form may be sold to the ultimate consumer and includes all taxes local or otherwise, freight, transport charges, commission payable to dealers, and all charges towards advertisement, delivery, packing, forwarding and the like, as the case may be, and the price is the sole consideration for such sale.

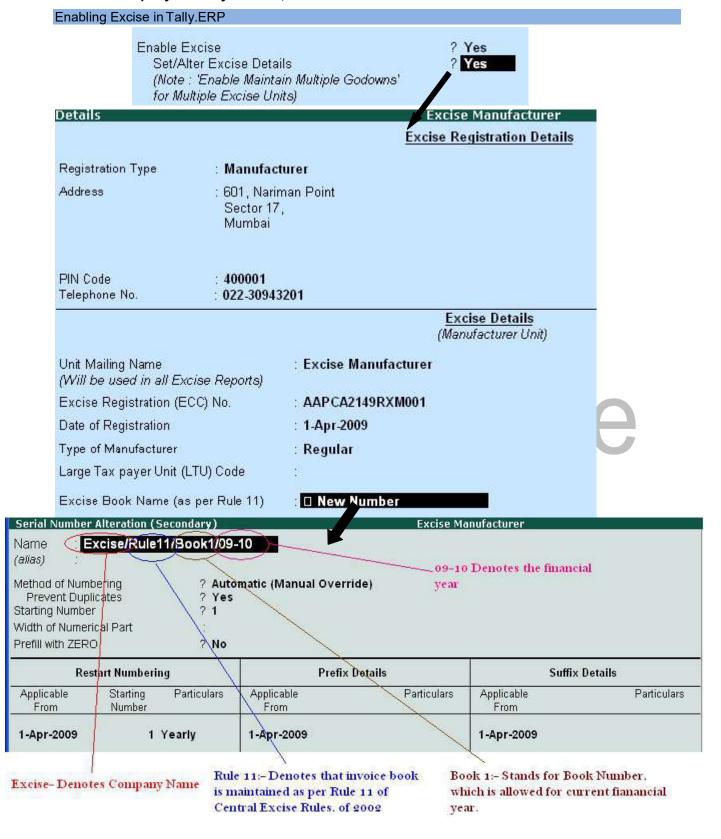
#### Salient Features of Excise in Tally.ERP

- · Simple and user-friendly
- Quick and easy to set up and use
- Allows Multiple Excise Registration (Manufacturer & Dealer) in Single Company
- Create Tariff (HSN) / Commodity Code
- Flexibility to have separate Unit of Measures for recording transactions and excise reporting
- Item wise Valuation Methods (Valorem, Quantum, MRP)
- Maintain Rule 11 Excise Invoice
- Can apportion Expense / Income ledger value to calculate Assessable Value
- Item wise Duty calculation for different Valuation Methods in single invoice
- Generate Rule 11 invoice for Purchase Returns
- Record Exempt, Export & Special Rate transactions
- Avail Full / Partial CENGST Credit on Inputs and Capital Goods/ Service Tax towards Duty payable
- Reversal of CENGST Credit
- Print G.A.R. -7 Challan
- Maintain Invoice Register
- Maintain RG -1 register
- Generate CENGST Credit Register
- Generate ER-1 & ER-3 returns
- Maintain PLA Register
- Excise Computation Report

#### **Excise Process in Tally.ERP**



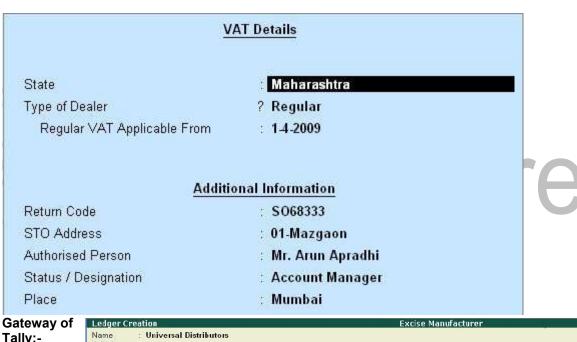
#### Create a Company for the year 2023,

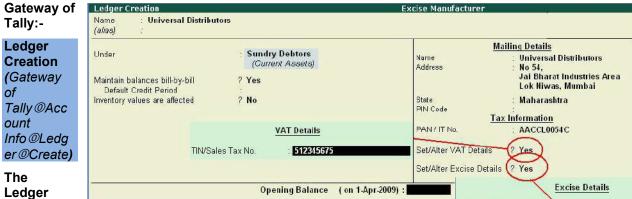


#### Other Details Division Commissionerate Range 0903 : 090308 Code : 09 Code Code Name Nirman Kendra Name Division III Name : Mumbai I Address 6th Floor, A Wing, Kendriya Address Address P.B No 5400, Tara Tower, A : 7th Floor, C Wing, Kendriya Sadan, Adyar, Mumbai Sadan, Adyar, Mumbai Side, Mumbai\_

#### Also Enable the GST details from F11 Statutory & Taxation







Ledger Created is an Customer Ledger

Excise Registration (ECC) No.

Date of Registration

Commissionerate

Nature of Removal

Default Nature of Purchase

Range

Division

AACCL0014CXD001

1-Apr-2009

Guindy II

**Guindy I** 

Mumbai III

: □ Not Applicable : Domestic

2. Supplier Ledger Name Swastik Water Supplier Under **Sundry Creditors** ? Maintain balance.... Mailing Details Swastik Water Supplier Name Address No. 34 Anna Nagar Mumbai Maharashtra State Tax Information AEW45TGFDF PAN/IT No. Set/Alter GST Details Yes TIN/Sales Tax No. 44335543678 Set/Alter Excise Details? Yes Excise Registration (ECC) No. AESDE3210NXM001 Date of Registration 1-Apr-2023 Range National Park Division Mumbai I Commissionerate Mumbai II **Default Nature of Purchase** Not Applicable Nature of Removal Domestic 3. Sales Ledger Name Sales @ 12% Under Sales Accounts ? Inventory Value... Yes Used in GST Yes Returns Sales @ 12% **GST/Tax Class** Yes Use for Assessable Calc.. ? Yes Apportion for Method of Apportion Based on Value 4. Purchase Ledger Purchase of Raw Material Name Under Purchase Accounts ? Inventory Value..... Yes Used in GST Yes Returns GST/Tax Purchase @ 12% ? Class Yes Use for Assessable Calc.. ? Apportion for Method of Apportion Based on Value 5. Input GST Ledger Name Input GST @ 18% Under **Duties & Taxes** Type of Duty/Tax **GST** 

Input GST @

On GST Rate

Normal Rounding

18%

GST/Tax Class

Rounding Limit

Rounding Method

18% Percentage of Calc... ?

Method of Calc...

6. Output GST Ledger

Name : Output GST @ 12% Under : Duties & Taxes

Type of Duty/Tax : GST

GST/Tax Class : Output GST @ 12%

Percentage of Calc... ? 12%

Method of Calc... : On GST Rate Rounding Method : Not Applicable

7. Basic Excise Duty Ledger

Name : Basic Excise Duty @ 1TAX FREE

Under : Duties & Taxes

Type of Duty/Tax : Excise

Excise Accountg Code:

Duty Head : Basic Excise Duty Percentage of Calc... ? 1TAX FREE

Method of Calc... : On Assessable Value

Rounding Method : Not Applicable

8. Education Cess Ledger

Name : Education Cess @ 2%

Under : Duties & Taxes

Type of Duty/Tax : Excise

Excise Accountg Code :

Duty Head : Education Cess

Percentage of Calc... ? 2

Method of Calc... : On Total Excise Duty

Rounding Method : Not Applicable

9. Seconday & Higher Education Cess Ledger

Name : Secondary & Higher Education (SHE) Cess

Under : Duties & Taxes

Type of Duty/Tax : Excise

Excise Accountg Code:

Duty Head : Secondary Education Cess

Percentage of Calc... ? 5%

Method of Calc... : On Total Excise Duty

Rounding Method : Not Applicable

10. Basic Excise Duty CENGST Ledger

Name : Basic Excise Duty-CENGST @1TAX FREE

Under : Duties & Taxes

Type of Duty/Tax

**CENGST Excise** 

Accountg Code:

Duty Head : Basic Excise Duty Percentage of Calc... ? 1TAX FREE

Method of Calc... : On Assessable Value

Rounding Method : Not Applicable

11. Education Cess CENGST Ledger

Name : Education Cess-CENGST @ 2%

Under : Duties & Taxes Type of Duty/Tax : CENGST

Excise Accountg Code:

Duty Head : Education Cess

Percentage of Calc... ? 2%

Method of Calc... : On Total Excise Duty Rounding Method : Not Applicable

12. Secondary & Higher Education Cess CENGST Ledger

Name : Secondary & Higher Education (SHE)-CENGST

Under : Duties & Taxes

Type of Duty/Tax

**CENGST Excise** 

Accountg Code:

Duty Head : Secondary Education Cess

Percentage of Calc... ? 5%

Method of Calc... : On Total Excise Duty

Rounding Method : Not Applicable

13. Expense Ledger

Name : Packing Charge Under : Indirect Expenses

Use for Assessable Val.... ? Yes

Apportion for ? Excise & GST Method of Apportion : Based on Value

# Gateway of Tally@Account Info@Voucher Types Creating Excise Voucher Types

1. Excise Purchase Voucher Type

Name

Type of Voucher

Excise - Purchase

Purchase

Rest all as it is

Use for Excise ? Yes

Default Excise Unit : Excise Manufacturer

2. Sales Voucher Type

Name : Excise - Sales

Type of Voucher : Sales

Rest all as it is

Use for Excise ? Yes

Default Excise Unit : Excise Manufacturer

3. Debit Note Voucher Type

Name : Excise – Debit Note

Type of Voucher : Debit Note

Rest all as it is

Use for Excise ? Yes

Default Excise Unit : Excise Manufacturer

4. Manufacturing Journal Voucher:- Manufacturing Journal is used to account...

① the issue of raw materials to production floor and

for the receipt of finished goods.

Name : Manufacturing Journal

Type of Voucher : Stock Journal

Rest all as it is

Use as a Manufacturing Journal ? Yes

#### Creating Tariff Classification ...

- Each and every goods manufactured or produced have to be classified for finding out the rate of duty applicable. Accordingly, Central Excise Tariff Act 1985 classifies all the goods under 91 chapters and specific code is assigned to each item.
- This code is called Tariff Classification code, which consists of 8 digits.
- First 4 digits represent Chapter and heading a
- · Next 2 digit represents sub-heading and
- The last 2 digit represents sub-sub heading.

#### **HSN CODE**

- The Harmonized Commodity Description and Coding System (HS) of tariff nomenclature popularly known as Harmonised System of Nomenclature (HSN),
- is an internationally standardized system of names and
- numbers for classifying traded products developed and maintained by the World Customs Organization.

#### Gateway of Tally:: Inventory Info@Tariff/GST Commodity

1. Plastic Bottles

Name : Plastic Bottles

Used for : Excise HSN Code : 39233010

2. Plastic Bottle Caps

Name : Plastic Bottle Caps

Used for : Excise HSN Code : 39235010

3. Water

Name : Water
Used for : Excise
HSN Code : 22011010

4. Linear Low Density Polyethylene (LLDPE)

Name : Linear Low Density Polyethylene (LLDPE)

Used for : Excise HSN Code : 39110010

#### Gateway of Tally:: Inventory Info@Stock Items

Important Note:- Press F12 (Configuration) In Stock Items Mode and Enable the feature Use **Alternate Units** for Stock Items **YES** 

1. Pet Bottles - 1 Ltr

**Excise Manufacturer** 

Name : Pet Bottles – 1 Ltr

Under : Primary
Units : **U**Alternate Units : **Kg** 

Where : 1 Kg = 100 U

Tariff Classification : Plastic Bottles Set/Alter Excise Details ? Yes

Ka

Excise Details for Pet Bottles - 1 Ltr
Tariff Classification Plastic Bottles

Excise Unit Reporting Conversion Set/Alter Stock Item
Name UOM Factor Duty Details Type

100 U

Yes

Others

1 Kg =

Duty Details for : Pet Bottles - 1 Traiff Classification : Plastic Bottles

Excise Unit : Excise Manufacturer

Type of Duty
Applicable From Rate of Duty per

Basic Excise Duty
1-Apr-2009
10 %
Secondary Education Cess
1-Apr-2009
1 %

**GST Details** 

Commodity : Not Applicable

Rate of GST (%) : 4

2. Water Container 20 Ltrs

Name : Water Container 20 Ltrs

Under : Primary
Units : U

Alternate Units : Kg

Where : 1 Kg = 20 U

Tariff Classification : Plastic Bottles

Set/Alter Excise Details ? Yes

Water Container 20 Ltrs Excise Details for Tariff Classification **Plastic Bottles Excise Unit** Set/Alter Reporting Conversion Stock Item UOM Name Factor **Duty Details** Type **Excise Manufacturer** Kq 1 Kg = Others

Duty Details for : Water Container 20 Ltrs

Tariff Classification : Plastic Bottles
Excise Unit : Excise Manufacturer

Valuation Type : Ad Valorem

Type of Duty	Applicable From	Rate of Duty	per
Basic Excise Duty			
Education Cess	1-Apr-2009	10	%
Secondary Education Cess	1-Apr-2009	2	%
Coolinary Lancation Cost	1-Apr-2009	1	%

**GST Details** 

Commodity : Not Applicable

Rate of GST (%) : 4

3. Bottle Caps

**Excise Manufacturer** 

Name : Bottle Caps
Under : Primary
Units : **U** 

Alternate Units : **Kg** 

Where : 1 Kg = 500 U

Tariff Classification : Plastic Bottle Caps
Set/Alter Excise Details ? Yes

Excise Details for : Bottle Caps
Tariff Classification : Plastic Bottle Caps

Excise Unit Reporting Conversion Set/Alter Stock Item Name UOM Factor Duty Details Type

1 Kg =

500 U

Duty Details for : Bottle Caps

Tariff Classification : Plastic Bottle Caps
Excise Unit : Excise Manufacturer

Valuation Type : Ad Valorem

Kg

Type of Duty	Applicable From	Rate of Duty	per
Basic Excise Duty			
	1-Apr-2009	10	%
Education Cess			
	1-Apr-2009	2	%
Secondary Education Cess	VECTOR (VECTOR (VETOR		
	1-Apr-2009	1	%

**GST Details** 

Commodity : Not Applicable

Rate of GST (%) : 4

Others

4. Low Density Polyethylene

Low Density Polyethylene Name

Under **Primary** Units U Alternate Units Kg

1 Kg = 1000 U Where

Tariff Classification Linear Low Density Polyethylene (LLDPE)

Set/Alter Excise Details

Low Density Polyethylene Excise Details for

Tariff Classification Linear Low Density Polyethylene (LLDPE)

Reporting **Excise Unit** Conversion Stock Item Set/Alter UOM Name Factor **Duty Details** Type **Excise Manufacturer** 1 Kg = 1,000 U Yes Others Kq

> **Duty Details for** : Low Density Polyethylene

: Linear Low Density Polyethylene (LLDPE) Tariff Classification

Excise Unit : Excise Manufacturer

: Ad Valorem Valuation Type Applicable From Type of Duty Rate of Duty per **Basic Excise Duty** 1-Apr-2009 10 % **Education Cess** 1-Apr-2009 Secondary Education Cess 1-Apr-2009

**GST Details** 

Commodity Not Applicable

Rate of GST (%)

5. Natural Water

Name Natural Water Under Primary

Units

Alternate Units Not Applicable

Tariff Classification Water Set/Alter Excise Details Yes

Excise Details for **Natural Water** Tariff Classification Water **Excise Unit** Reporting Conversion Set/Alter Stock Item UOM Name Factor **Duty Details** Type **Excise Manufacturer** Principal Input Yes

Duty Details for Natural Water

Tariff Classification : Water

Excise Unit : Excise Manufacturer

Valuation Type : Ad Valorem

Type of Duty	Applicable From	Rate of Duty	per
Basic Excise Duty	1		
	1-Apr-2009	10	%
Education Cess	Parade Maria Control		
	1-Apr-2009	2	%
Secondary Education Cess	VIII-LOWAR FACE DOMO		
	1-Apr-2009	1	%

NOTE:- Stock Item Type Principal Input

**GST Details** 

Commodity : Not Applicable

Rate of GST (%) : 0

#### **Creating Stock Item - Finished Goods**

Important Note:- Press F12 (Configuration) In Stock Items Mode and Enable the feature Allow Component list details (Bill of Material) YES

1. Aqua Pure – 1 Ltr

Name : Aqua Pure – 1 Ltr

Under Primary
Units L

Alternate Units : Box

Where : 1 Box = 24 L Alter Components (BoM) ? Yes

Components of Unit of manufacture

Item Quantity

Natural Water 1L

Pet Bottles - 1 Ltr (0 Kg)

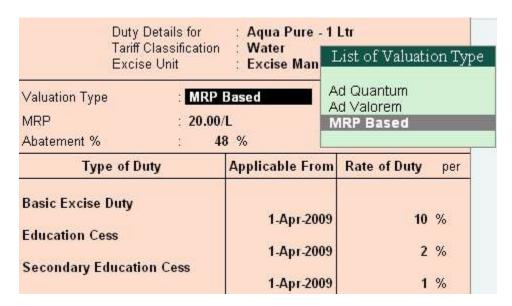
Bottle Caps 1 U (0 Kg)

Tariff Classification : Water Set/Alter Excise Details ? Yes

Excise Details for : Aqua Pure - 1 Ltr

Tariff Classification : Water

Excise Unit Reporting Conversion Set/Alter Stock Item
Name UOM Factor Duty Details Type



NOTE:- Stock Item Type Finished Goods

**GST Details** 

Commodity : Not Applicable

Rate of GST (%) : 12%

2. Aqua Mini – 200 ml
Name
Under
Units
Alternate Units
Where
Alter Components (BoM)

Aqua Mini – 200 ml
Primary
U
L
L
Y
Yes

Components of Aqua Mini - 200 MI
Unit of manufacture 5 U

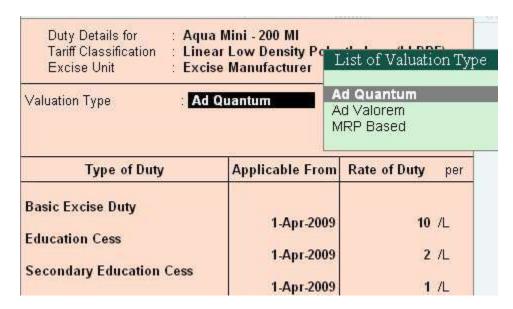
Item Quantity

Natural Water 1 L
Low Density Polyethylene 5 U
(0 Kg)

Tariff Classification : Linear Low Density Polyethylene (LLDPE)

Set/Alter Excise Details ? Yes

: Aqua Mini - 200 MI Excise Details for Tariff Classification : Linear Low Density Polyethylene (LLDPE) **Excise Unit** Reporting Set/Alter Stock Item Conversion Name MOU Factor **Duty Details** Type **Excise Manufacturer** 1 L= Yes **Finished Goods** 



NOTE:- Stock Item Type Finished Goods

**GST Details** 

Commodity : Not Applicable

Rate of GST (%) : 12%

3. Aqua King – 20 Ltr

Name
Under
Units
Alternate Units
Where
Alter Components (BoM)

Aqua King – 20 Ltr
Primary
U
L
20 L = 1 U
? Yes

Components of Unit of manufacture

Item

Natural Water

Water Container 20 Ltrs

Aqua King - 20 Ltr

U

Quantity

1 U

(0 Kg)

Tariff Classification : Water Set/Alter Excise Details ? Yes

	Excise Details for Tariff Classification	: Aqua King - 2 : Water	20 Ltr		
Excise Unit Name	Reporting UOM	Conversion Factor		Set/Alter Duty Details	Stock Item Type
Excise Manufacturer	L Z	20 L=	1 U	Yes	Finished Goods

Duty Details for Aqua King - 20 Ltr

Tariff Classification : Water

Excise Unit : Excise Man List of Valuation Type

Valuation Type : Ad Valorem Ad Quantum Ad Valorem

MRP Based

Type of Duty	Applicable From	Rate of Duty	per
Basic Excise Duty	1-Арг-2009	10	%
Education Cess	1-Арг-2009		%
Secondary Education Cess	1-Apr-2009	1	%

NOTE:- Stock Item Type Finished Goods

**GST Details** 

Commodity : Not Applicable

Rate of GST (%) : 12%

4. Aqua Ease – 20 Ltr

Name : Aqua Ease – 20 Ltr Under : Primary Units : **U** 

Alternate Units : L
Where : 1 L = 10 U

Alter Components (BoM) ? Yes

Components of : Aqua Ease - 20 Ltr

Unit of manufacture : 1 U

 Item
 Quantity

 Natural Water
 20 L

 Water Container 20 Ltrs
 1 U

 Bottle Caps
 1 U

 (0 Kg)
 1 U

 (0 Kg)
 1 U

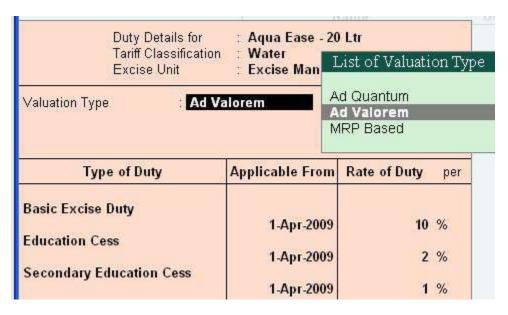
Tariff Classification : Water Set/Alter Excise Details ? Yes

Excise Details for : Aqua Ease - 20 Ltr

Tariff Classification : Water

Excise Unit Reporting Conversion Set/Alter Stock Item Name UOM Factor Duty Details Type

Excise Manufacturer L 20 L= 1 U Yes Finished Goods



NOTE:- Stock Item Type Finished Goods

**GST Details** 

Commodity : Not Applicable

Rate of GST (%) : 12%

#### **Transactions**

# Creating a Excise Purchase Voucher Not Availing CENGST Credit

Excise Purchases No. 1
Supplier Invoice No.: SI/336 Date: 1-Apr-2009
Excise Unit: Excise Manufacturer

Party's A/c Name: Swastik Water Suppliers
Nature of Purchase: Manufacturer

Current Balance: 33,09,000.00 Cr
Purchase Ledger: Purchase of Raw Material

VAT/Tay Class: Purchase @ 13.5%

nme of Item	Quantity	Rate per	Amo
itural Water Rate : 10%	15,00,000 L	2.00 L	30,00,000
sic Excise Duty @ 10% quation Cess @ 2%		10 % 2 %	3,00,000 6,000
Yes / No		1 %	3,000

# When the CENGST Credit is not availed

 The Duty Legers selected won't display the ledger balance and duty amount will be apportioned to the Stock Item cost.

#### Gateway of Tally @ Stock Summary

Stock Item: Natural Water				1-Apr-2009 to 30-Apr-2009
Date Particulars	Vch Type Vch No.	Inwards Quantity Rate Value	Outwards Quantity Rate Value	Closing Quantity Rate Value
1-4-2009 Swastik Water Suppliers	Excise Parchases 1	15,00,000 L 2.21 <b>33,09,000.00</b>		15,00,000 L 2.21 <b>33,09,000.00</b>

#### Gateway of Tally @ Display @ Account Books @ Ledger

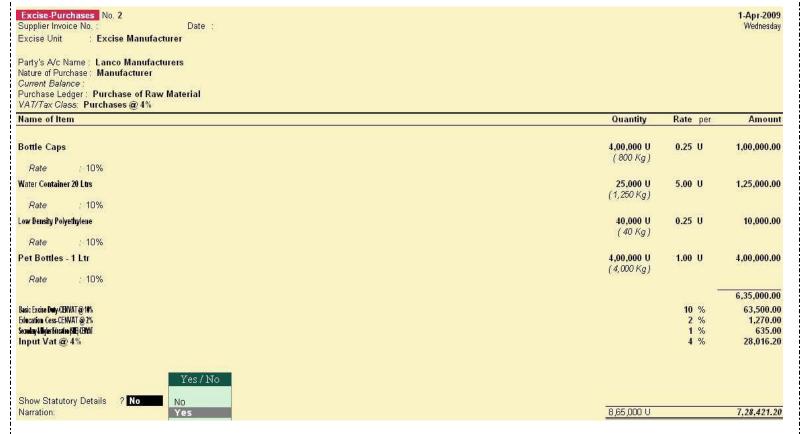
- Basic Excise Duty @ 1TAX FREE
- Education Cess @ 2%
- · Secondary and Higher Education (SHE) Cess

All the above ledger, the details will be blank.

#### Creating a Excise Purchase Voucher Availing CENGST Credit

#### When the CENGST Credit is availed...

 The **Duty Ledgers** selected will display the ledger balance and duty amount will not be apportioned to the Stock Item Rate.



#### When the CENGST Credit is availed...

- In Stock Vouchers report stock item rate is displayed as the actual purchase rate.
- In this case the duty amount is not apportioned to the Stock item.

Check the Stock in Stock summary the Rate will be same as the amount product Purchased.

#### **Creating a Manufacturing Voucher**

- Manufacturing of Packed Drinking Water being a Process Industry, Manufacturing Journal is used to account the issue of raw materials to production floor and for the receipt of finished goods.
- In case of discrete industries, Stock Journal can be used to account the issue of Raw materials to production floor and for the receipt of finished goods
- To Manufacture > AquaPure 1Ltr using Manufacturing Journal AquaPure - 1 Ltr of 2,00,000 L

Manufacturing Journal No. 1						1-Apr-2009 Wednesday
			Manufacture	of Materials		
		Name of Pro	oduct : Aqua P	ure - 1 Ltr Qty 2,00,000 L		
Cor	nponents (Consumption)			Cost of Components :	3.46/L	6,92,000.00
Name of Item	Quantity	Rate	Amount	Type of Addl. Cost %-age		
W-21 W				□ End of List		
Natural Water	2,00,000 L	2.21/L	4,42,000.00			
Pet Bottles - 1 Ltr						
Bottle Caps	2,00,000 U	1.00/U	2,00,000.00			
Dome Caps	2,00,000 U	0.25/U	50,000.00			

• To Manufacture 10,000 U > AquaMini - 200 ml using Manufacturing Journal

Manufacturing Journal No. 2					<b>1-Apr-2009</b> Wednesday
			Manufacture	of Materials	
	1	Name of Pro	duct: Aqua M	ni - 200 MI <i>Qty</i> 10,000 U	
	Components (Consumption)			Cost of Components :	0.69/U 6,920.00
Name of Item	Quantity	Rate	Amount	Type of Addl. Cost %-age	
				☐ End of List	
Natural Water	2,000 L	2.21/L	4,420.00		
Low Density Polyethylene	2,000 L	2.202	4,420.00		
	10,000 U	0.25/U	2,500.00		

• To Manufacture 10,000 U > AquaKing - 20 Ltr using Manufacturing Journal

Manufacturing Journal No. 3						1-Apr-2009 Wednesday
			Manufacture	of Materials		
		Name of Pr	oduct : Aqua K	ing - 20 Ltr <i>Qty</i> 6,000 U		
MANA	Components (Consumption)		1	Cost of Components :	49.20/U	2,95,200.00
Name of Item	Quantity	Rate	Amount	Type of Addl. Cost %-age		
	N/			□ End of List		
Natural Water	1,20,000 L	2.21/L	2,65,200.00			
Water Container 20 Ltrs	6,000 U	5.00/U	30,000.00			

• To Manufacture 1000 U > AquaEase - 20Ltr using Manufacturing Journal

Manufacturing Journal No. 4						1-Apr-2009 Wednesday
			Manufacture	of Materials		
		Name of Pro	duct : Aqua E	nse - 20 Ltr Qty 1,000 U		
	Components (Consumption)			Cost of Components :	49, 45/U	49,450.00
Name of Item	Quantity	Rate	Amount	Type of Addl. Cost %-age		
Natural Water				□ End of List		
Natural yvater	20,000 L	2.21/L	44,200.00			
Water Container 20 Ltrs	ont/ortications		100000000000000000000000000000000000000			
Bottle Caps	1,000 U	5.00/U	5,000.00			
Dome Caps	1,000 U	0.25/U	250.00			

# Creating a Excise Sales Voucher\_ Rule 11 Invoice

Excise - Sales  No. 1  Ref.:  Excise Unit : Excise Manufacturer  Excise Book Name : Excise/Rule11/Book1/09-10 Serial No. 1  Party's A/c Name : Universal Distributors  Nature of Removal : Domestic  Current Balance :  Sales Ledger : Sales @ 12.5%  VAT/Tax Class: Sales @ 12.5%			1-Apr-2009 Wednesday
Name of Item	Quantity	Rate per	Amount
Aqua Pure - 1 Ltr           Rate         : 10%         MRP: 20.00/L         Abatement: 48%	<b>1,00,000 L</b> ( <b>4</b> ,167 Box)	20.00 L	20,00,000.00
Basic Excise Duty @ 10% Education Cess @ 2% Seminy all tiple Bhoth (RB) Ces Output Vat @ 12.5%		10 % 2 % 1 % 12.50 %	1,04,000.00 2,080.00 1,040.00 2,63,390.00
Show Statutory Details ? No No Yes / No Yes	1,00,000 L		23,70,510.00

Note:- Give the print command to the sales entry, and enable the print preview option, so Excise Invoice will be printed (Changes to be done in print configuration)

Space to leave on le	: 0.50	Simple: <b>0.50</b>		
Print as Commercial Invoice	? Yes	Print Serial N	lo.	? Yes
Print in Simple Format	? No	Print Quantit		? Yes
		Driet Astual	Onantitu Caluman	2 Ma

#### Rule 11 Invoice for Stock Items Falling Under Different Valuation Type

Excise - Sales No. 2 1-Apr-2009 Ref.: ABC/726 Wednesday Excise Unit : Excise Manufacturer Excise Book Name: Excise/Rule11/Book1/09-10 Serial No. 2 Party's A/c Name: Universal Distributors Nature of Removal: Domestic Current Balance: 23,70,510.00 Dr Sales Ledger: Sales @ 12.5% VAT/Tax Class: Sales @ 12.5% Name of Item Quantity Rate per Amount Aqua Pure - 1 Ltr 20,000 L 20.00 L 4,00,000.00 (833 Box) : 10% MRP: 20.00/L Abatement: 48% 4,000 U 5.00 U Aqua Mini - 200 MI 20,000.00 (800 L) Aqua King - 20 Ltr 3,000 U 60.00 U 1,80,000.00 (60,000 L) Rate : 10% 6,00,000.00 10 % 46,800.00 Basic Excise Duty @ 10% Education Cess @ 2% 2 % 2,088.00 Secondary and Higher Education (SHE) Cess 1,044.00 Yes/No Show Statutory Details ? Yes No 80,800 L 6,49,932.00 Narration: Yes

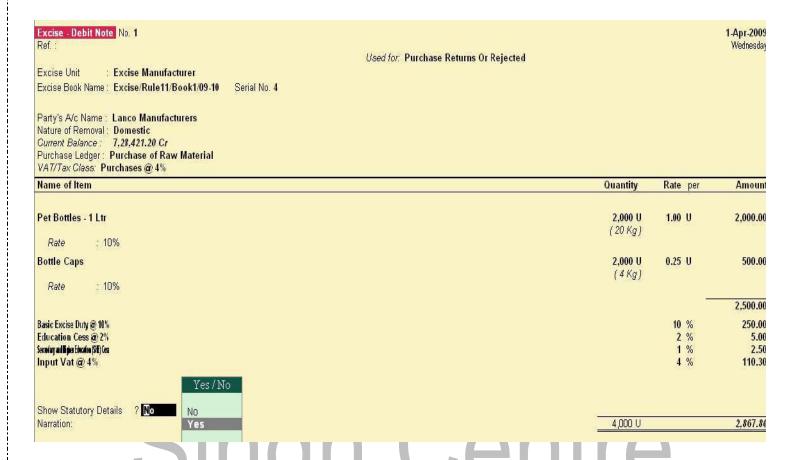
#### Rule 11 Invoice for Stock Items with Expenses

Ref.: ABC/830 Excise Unit : Excise Manufacturer Excise Book Name: Excise/Rule11/Book1/09-10 Serial No. 3  Party's A/c Name: Universal Distributors Nature of Removal: Domestic Current Balance: 30,20,442.00 Dr Sales Ledger: Sales @ 12.5%  VAT/Tax Class: Sales @ 12.5%			1-Apr-2009 Wednesday
Name of Item	Quantity	Rate per	Amount
Aqua King - 20 Ltr  Rate : 10%	<b>1,000 U</b> ( 20,000 L )	70.00 U	70,000.00
Aqua Ease - 20 Ltr  Rate : 10%	<b>200 U</b> (20 L)	100.00 U	20,000.00
		1	90,000.00
Packing Charge			6,000.00
Basic Excise Duty @ 10% Education Cess @ 2% Semby ad light Bhoth At Des Output Vat @ 12.5%		10 % 2 % 1 % 12.50 %	9,600.00 192.00 96.00 13,236.00
Show Statutory Details ? No No Yes	1,200 U		1,19,124.00

#### Creating a Debit Note (Purchase Returns) \_ Rule 11 invoice

- As per Rule 11 of the Central Excise (No.2) Rules, 2001 provides that no excisable goods shall be removed from a factory or a warehouse except under an invoice signed by the owner of the factory or his authorised agent.
- The invoice shall be serially numbered and shall contain the registration number, description, classification, time and date of removal, rate of duty, quantity and value, of goods and the duty payable thereon.
- Invoicing under Rule 11 of the Central Excise (No.2) Rules, 2001 is applicable even for Purchase Returns.
- In case of purchase returns goods are removed from factory or warehouse to return the goods to the supplier.

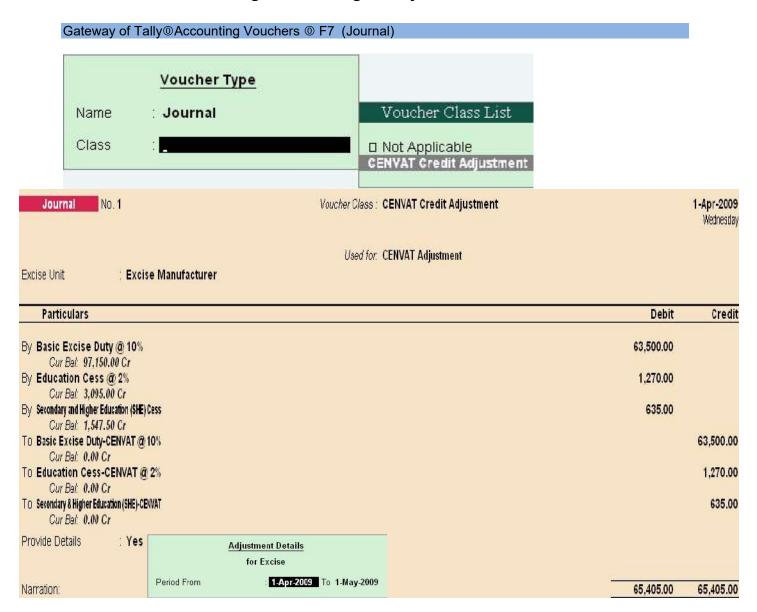
F11 <b>© Features (Enabling following feature</b> Invoicing	es)
Allow Invoicing	? Yes
Enter Purchases in Invoice Format	? Yes
Use Debit/Credit Notes	? Yes
Use Invoice mode for Credit Notes	? Yes
Use Invoice mode for Debit Notes	? Yes



# Creating a Journal Voucher\_CENGST Credit Adjustment

- CENGST Credit available to a Unit will be adjusted towards the Duty Payable to arrive at the Net Duty Payable to the Government.
- In Tally.ERP to record the adjustment, CENGST Duty and Excise Duty accounts are Credited and Debited, respectively to nullify their balances and the net balance in the Excise Duty ledgers will be paid to the Government.
- CENGST Credit Adjustment entry is recorded at the end of Every month or Quarter depending on the type of Manufacturer.

Voucher Type Alteration Name Journal (alias)		Excise Manufacturer	
Type of Voucher : Journal Abbr. : Jrnl	eral .	Printing  Print after saving Voucher ? No	Name of Class CENVAT Credit Adjustment
Method of Voucher Numbering Use Advance Configuration	? Automatic ? No	Use Class for VAT Adjustments ? No Use Class for Excise / CENVAT Adjustments ? Yes  Use Class for Excise / CENVAT Adjustments ? Yes  Ledger account to use	
Use EFFECTIVE Dates for Vouchers Make 'Optional' as default Use Common Narration Narrations for each entry	? No ? No ? Yes ? No	Ledger Name	Accept ?



#### Creating a Payment Voucher\_GAR 7 Payment



# Printing G.A.R.-7 Challan

Bank Name

BSR Code

Cheque Date

Cheque/Draft/Pay Order No. : 552423

Note:- Give the print command to the Payment Voucher of Duties

: Axis Bank

: 1-May-2009

: 572782

#### Reports

- Excise Computation
- · Daily Stock Register
- PLA Register
- Form ER 1
- Form ER 2
- CENGST Credit Register

#### **Other Reports**

Gateway of Tally @Display @ Statutory Report @Excise Report

#### **Daily Stock Register**

- Daily Stock Register is a record of stock maintained on daily basis.
- A daily stock has to be maintained by every assessee.
- This report contains details about Description of goods manufactured/produced, opening balance, Quantity manufactured or produced, Total quantity, Quantity removed, Assessable value, Amount of duty payable and details regarding amount of Duty actually paid.

#### **PLA Register**

- Personal Ledger Account (PLA) is an current account through which Assessee pays the Duty to the Government.
- The PLA register is credited when the duty is liable to pay and when the Duty is discharged (by CENGST Credit /Payment) the PLA register will be debited.
- The Duty Payable if any will be displayed as Balance. PLA and CENGST Credit should be used only for payment of excise duty and not for any other payments like rent, fines, penalties etc.
- Personal Ledger Account (PLA) is an current account through which Assessee pays the Duty to the Government.
- The PLA register is credited when the duty is liable to pay and when the Duty is discharged (by CENGST Credit /Payment) the PLA register will be debited.
- The Duty Payable if any will be displayed as Balance. PLA and CENGST Credit should be used only for payment of excise duty and not for any other payments like rent, fines, penalties etc.

#### Form ER 1

Form ER 1 is a monthly return for production, removal of Goods, other relevant particulars and CENGST Credit.

• All the Excise Manufacturing (Regular/Large Tax payer) Units should file returns in Form ER1.

#### **CENGST Credit Availed**

CENGST Credit Availed report displays...

© the details of CENGST credit availed of Principal Input or Capital Goods.

