

Singh Accounting & Tally Classes

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 Motors 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
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

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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 DhruvMotors.
- 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. On 1-5-06 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	Munch @ Rs. 5
100	Kit kat @ Rs. 4	200	Dairy milk @ Rs. 7

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

500	Moov @ Rs. 20
500	D'Clod @ Rs. 12

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

450	Adhesive 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	Adhesive 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.

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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
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Munch

Dairy milk

Moov

D'Clod

Adhesive tape rolls	Medicines
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Band Aid box

Boric Acid powder

Lee	T-Shirts
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Nike

Pan America	Formal Shirts
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Peter England

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Tiger
Ruff and Tuff

Jeans Pants

Arrow
Ex-Calibar

Cotton Pants

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Class Room Assignment No. 2:-

Given below is the trial balance of M/s. Sameer and Reena on 31st 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 31st 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		

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

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.

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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.

Particulars	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		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	

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	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

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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 expences	650	-
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.

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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

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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		113310	Current Assets		263310
Sundry Creditors A	101340		Stock	134424	
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	

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	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:

Sundry Debtors			
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	

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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				
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	

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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 were 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 Logitech Mouse	15	650	9750	9750
1-May-98	1102	Kapoor Techno Pvt. Ltd. Sony 1.44 MB Floppies Sony 1.2 MB Floppies Verbatim 1.44 MB Floppies Verbatim 1.2 MB Floppies	10 5 15 5	240 210 250 215	2400 1050 3750 1075	8275
2-May-98	1103	Dev Enterprises Microtech Monitors	2	10800	21600	21600
2-May-98	1104	Shahrukh Impex Pentium II CPU	2	15000	30000	30000

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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 1 st 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.

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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 Trail 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

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Schedule A: (Fixed Assets)

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%

GST

Product	Qty	Rs.	Total
CDs	100	40/-	4000/-
Spring File	60	15/-	900/-
Box Files	40	20/-	800/-
Large book	300	15/-	4500/-
Small book	200	10/-	2000/-
Pen Box	1000	10/-	10000/-
Floppy Disk	100	16/-	1600/-
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

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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%

- 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%

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- 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	165/- each
Item No 2	250 Qty	75/- each
Item No 3	170 Qty	110/- each
Item No 4	225 Qty	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
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- 2) Vikram Creditors Maharashtra
- 3) Rishi Creditors Goa
- 4) Sunil Creditors Delhi
- 5) Shivaji Creditors Maharashtra

Sundry Debtors

- 1) Ganesh Debtors Maharashtra
- 2) Mukesh Debtors Gujarat
- 3) Tushar Debtors Maharashtra

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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

Singh Accounting & Tally Classes

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:

<u>Branch</u>	<u>Deptt.</u>	<u>Agent</u>
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.

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Tax Deducted at Source

5. 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	:	WBTG00121A
Income 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 Services
4. Ignore TDS Exemption Limit : No

b) TDS

1. Under : Duties & Taxes
2. Type of Duty/Tax : TDS
3. Nature of payment : Any
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 Limit : No

b) Vikash Agarwal

1. Under : Sundry Creditors
2. Is TDS Applicable : Yes
3. Deductee Type : Individual/HUF – Resident
4. Ignore Surcharge Exemption Limit : No

Singh Accounting & Tally Classes

- 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}.

Particulars	Debit	Credit
By Technical Service	35,000.00	
<i>Cur Bal: 35,000.00 Dr</i>		

TDS Nature of Payment Details	
Ledger Name : Technical Service	
Nature of Payment	
Fees for Professional Or Technical Services	
Assessable Value	35,000.00

1-Apr-2004
Thursday

List of TDS Nature Of Pymnt

Not Applicable
 Any Other Income
 Any Other Interest on Securities As Per Sec.193
 Commission on Sale of Lottery Tickets
 Commission Or Brokerage
 Deemed Dividend U/s 2(22)(E)

Fees for Professional Or Technical Services

Fees for Tech. Services Agreement Is Made After Feb 29, 1964 Before April 1, 1976
 Fees for Tech. Services Agreement Is Made After Mar 31, 1976 Before June 1, 1997
 Fees for Tech. Services Agreement Is Made After May 31, 1997 Before June 1, 2005
 Fees for Tech. Services Agreement Is Made on Or After June 1, 2005
 Income by Way of Long-Term Capital Gains Referred to in Section 115E
 Income From Foreign Currency Bonds Or Shares of
 Income From Foreign Exchange Assets Payable to an Indian Citizen
 Income in Respect of Units of Non-Residents
 Income of Foreign Institutional Investors From
 Insurance Commission
 Interest on 8% Savings (Taxable) Bonds, 2003
 Interest on Securities
 Interest Other Than Interest on Securities
 Interest Payable by Government Or Indian Concern in Foreign Currency
 Long-Term Capital Gains[Not Being Covered by Sec 10(33)(36)(38)]
 Other Sums Payables to A Non-Resident
 Payment of Compensation on Acquisition of Immovable Property

Particulars	Debit	Credit
By Technical Service		33,215.00
<i>Cur Bal: 35,000.00 Dr</i>		
To Roy Services	33,215.00	
<i>Cur Bal: 33,215.00 Cr</i>		

List of Ledger Accounts

- Advance Salary
- Banik Publishing Ltd
- Commission Paid
- Printing and Stationary
- Profit & Loss A/c
- Rent
- Roy Services**
- Salary
- TDS
- TDS on Technical Service
- Technical Service
- Telephone Bill
- Vikash Agarwal

Singh Accounting & Tally Classes

TDS Details								
Type of Ref	Name	Nature of Payment		TDS Duty Ledger	Assessable Amount	Deduct now	TDS Amount	Payable Amount
New Ref	Jrnl / 1-1	Fees for Professional Or Technical Services		TDS	35,000.00 Cr	Yes	1,785.00 Cr	33,215.00 Cr
	Income Tax	5 %	On	35,000.00 Cr	1,750.00 Cr			
	Surcharge	0 %	On	1,750.00 Cr				
	Education Cess	2 %	On	1,750.00 Cr	35.00 Cr			
	Secondary Education Cess	0 %	On	1,750.00 Cr				

Journal		No. 1	1-Apr-2004 Thursday
Particulars	Debit	Credit	
By Technical Service	35,000.00		
<i>Cur Bal: 35,000.00 Dr</i>			
To Roy Services		33,215.00	
<i>Cur Bal: 33,215.00 Cr</i>			
New Ref 101	35,000.00 Cr		
New Ref 101	1,785.00 Dr		
To TDS on Technical Service		1,785.00	
<i>Cur Bal: 1,785.00 Cr</i>			

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.

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- 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}

Payment		No. 7	1-Apr-2004 Thursday
Particulars	Debit	Credit	
By Vikash Agarwal <i>Cur Bal: 1,50,000.00 Dr</i>	1,50,000.00		
To Advance 103 <i>Cur Bal: 22,950.00 Cr</i>	1,50,000.00 Dr		
To TDS <i>Cur Bal: 22,950.00 Cr</i>		22,950.00	
To HDFC <i>Cur Bal: 1,30,950.00 Cr</i>		1,27,050.00	

TDS Details						
Type of Ref	Name	Nature of Payment		TDS Duty Ledger	Assessable Amount	TDS Amount
New Ref	Pymt/7-1	Rent of Land, Building Or Furniture		TDS	1,50,000.00 Dr	22,950.00 Cr
	<i>Income Tax</i>	15 %	On	1,50,000.00 Cr	22,500.00 Cr	
	<i>Surcharge</i>	0 %	On	22,500.00 Cr		
	<i>Education Cess</i>	2 %	On	22,500.00 Cr	450.00 Cr	
	<i>Secondary Education Cess</i>	0 %	On	22,500.00 Cr		

- 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
Particulars	Debit	Credit	
By Advertising Contract <i>Cur Bal: 3,00,000.00 Dr</i>	3,00,000.00		
To Banik Publishing Ltd <i>Cur Bal: 3,00,000.00 Cr</i>		3,00,000.00	
New Ref Advt/tds/003	3,00,000.00 Cr		

TDS Details								
Type of Ref	Name	Nature of Payment		TDS Duty Ledger	Assessable Amount	Deduct now	TDS Amount	Payable Amount
New Ref	Jrnl/2-1	Payment to Contractors (Advertisement Contractors)		TDS	3,00,000.00	Cr No		3,00,000.00 Cr
	<i>Income Tax</i>	0 %	On	3,00,000.00 Cr				
	<i>Surcharge</i>	0 %	On					
	<i>Education Cess</i>	0 %	On					
	<i>Secondary Education Cess</i>	0 %	On					

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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	: 01-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
Surcharge 2.50% On 3,000.00 Cr	75.00 Cr
Education Cess 2% On 3,075.00 Cr	62.00 Cr
Secondary Education Cess 0% On 3,075.00 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	
By TDS	27,872.00		
Cur Bal: 1,785.00 Dr			
TDS Details			
Type of Ref	Name	Nature of Payment	Paid Amount
Agst Ref	Jrnl / 1-1	Fees for Professional Or Technical Services	1,785.00 Cr
	Income Tax	1,750.00 Dr	
	Surcharge		
	Education Cess	35.00 Dr	
	Secondary Education Cess		
Agst Ref	Jrnl / 2-1	Payment to Contractors (Advertisement Contractors)	3,137.00 Cr
	Income Tax	3,000.00 Dr	
	Surcharge	75.00 Dr	
	Education Cess	62.00 Dr	
	Secondary Education Cess		
Agst Ref	Pymt / 7-1	Rent of Land, Building Or Furniture	22,950.00 Cr
	Income Tax	22,500.00 Dr	
	Surcharge		
	Education Cess	450.00 Dr	
	Secondary Education Cess		
□ End of List			

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.

Singh Accounting & Tally Classes

Payment		No. 8	2-Apr-2004 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			

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 Payment:- 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... | : | Yes |
| d. Inventory Values... | : | No |
| e. 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 Sales |
| b. Under | : | Sales Account |
| c. Inventory Values... | : | Yes |

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Creation of Stock Item

- a. Name : Scrap
- b. TCS Nature of Goods : Scrap
- c. Under : Primary
- d. 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.

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

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Creation of Ledgers for Service Tax

1. M/s Roy Trading

- a) Under : Sundry Debtors
- b) Maintain Balance : Yes
- c) Is Service Tax applicable : Yes
- Type of Classification : Not Applicable

2. M/s Biswas Bros.

- a) Under : Sundry Creditors
- b) Maintain Balance... : Yes
- c) Is Service Tax Applicable : Yes
- Type of Classification : Not Applicable

Service Category Profile

Gateway of Tally > Display > Statutory Info > Service Categories > Business 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 : Business Auxiliary

6. Service Tax (Sales)

- a. Under : Duties & Taxes
- b. Type of Duty/Tax : Service Tax
- Category Name : Business 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.

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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	1-May-2009 Friday
Particulars	Debit	Credit	
By Service Tax (Sales)	93.38		
<i>Cur Bal : 61.12 Cr</i>			
To Service Tax (Purchase)		74.71	
<i>Cur Bal : 28.29 Dr</i>			
To HDFC		18.67	
<i>Cur Bal : 18.67 Cr</i>			

<u>Payment Details</u>	
From :	1-Apr 2005
To :	1-May-2005
Challan No. :	123456
Challan Date :	1-May-2005
Bank Name :	HDFC
Cheque/Draft/Pay Order No. :	456789
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

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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

Singh Accounting & Tally Classes

Service Tax

Gateway of Tally®F11®F3 Enable

Service Tax Yes

Set/Alter Service Tax Details Yes

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

Gateway of Tally

Ledger Creations

Ledger 1

Name : Management Consultant
Under : Sales Accounts
Inventory Values are affected ? Yes
Is Service Tax Applicable ; Yes
Category Name : Management Consultant

Ledger 2

Name : Purchase Mngmnt Consultant
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

Singh Accounting & Tally Classes

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 & Taxes
Type 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.
- 3) 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 reconciliation statement

Using administrative user create following ledgers:-

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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

Pass the below mention entry in data entry user:-

Particulars	Rs.
1. Roa brought cash as investment in business 1-4-2023	5000
2. Bought goods for cash on 1-4-2023	2,500
3. Paid for postage as on 1-4-2023	10
4. Sold goods, amount received by cheque 1-4-2023	150 (Chq No. 694521)
5. Received commission by cheque 1-4-2023	225 (Chq No. 754213)
6. Bought office furniture for cash 2-4-2023	500
7. Purchased goods from Rajkamal 1-5-2023	2,000
8. Bought goods from Rahim 1-5-2023	400
9. Returned goods to Ralkamal 1-5-2023	200
10. Sold goods to Suresh 2-5-2023	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 31-5-2023	50
15. Suresh returned goods 31-5-2023	50
16. Cash Deposited into bank 31-5-2023	500

Singh Accounting & Tally Classes

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 Reconciliation Statement

1. Cheque deposited on 01/4/2023, Cheque No. 694521 got cleared on 1-5-2023
2. 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

Singh Accounting & Tally Classes

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 Sharpner	Stationary	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)

Singh Accounting & Tally Classes

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

- c. 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**

	Actual	Billed
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

Singh Accounting & Tally Classes

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)

Components of Unit of manufacture	Shirts 1 No.
Item	Quantity
Button	9 No.
Cotton Piece	3 Mtr
Niddles	1 No.
Thread	2 No.

Centre

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**)

Singh Accounting & Tally Classes

	<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 : FBT
- c) 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

Singh Accounting & Tally Classes

Pass Necessary Voucher Entries

1) Entertainment Expense Rs. 25000/-

Journal		No. 1	Voucher Class : ■ Not Applicable	
Particulars	Debit	Credit		
Dr Entertainment <i>Cur Bal : 25,000.00 Dr</i>	25,000.00			
Cr Supplier <i>Cur Bal : 25,000.00 Cr</i>		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)

Alt + F (FBT Helper)

Singh

Payment	No. 1
Account : Axis Bank <i>Cur Bal: 13,654.51 Cr</i>	

FBT Filters	
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
BSR Code	: 458712

Particulars	Amount
FBT <i>Cur Bal: 1,700.00 Dr</i>	1,700.00
Provide Details <input checked="" type="checkbox"/> Yes	
Narration:	1,700.00

FBT Payment Details		Type of Payment	
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			
Bank Challan No.	:		
Challan Date	: 1-5-2009		
Cheque/DD No	: 456876		
Bank Name	: Axis Bank		
BSR Code	: 458712		

Singh Accounting & Tally Classes

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

ODBC in Tally

1) Create Debtors & Creditors by following names:-

Name	Under	Address 1	Address 2	Address 3	Pincode	State	Contact No.	Email ID
Lalit Jain	Sundry Creditors	206, Royal Palace	Shiv Datta Society	Kurla West	400070	Maharashtra	9867245124	lalit_k@gmail.com
Umesh Mishra	Sundry Debtors	202, Sai Shraddha Apartment	Near Pipeline Road,	Kalyan East	421306	Maharashtra	9868542361	umesh@hotmail.com
Sameer Zajam	Sundry Creditors	Plot No. 27,	Sector No. 16	Nerul	400707	Maharashtra	25256464	sameer.256@yahoo.co.in
Imran Khushal	Sundry Creditors	856, Rachna Garden	Shri Ridhi Sidhi Sankul	Malad	400064	Maharashtra	9856425241	imran@rediffmail.com
Aarti Kasbe	Sundry Debtors	256, Ram Baug	Krishna Heights	Andheri	400047	Maharashtra	65458574	aarti_008@zapak.com
Tajudin Pathan	Sundry Debtors	456, Rukmani Villa	Sagar Palace	Grant Road	400007	Maharashtra	24253674	taj@gmail.com
Jasmeet Narang	Sundry Debtors	Gurukripa CHS, 27	Sukh Sagar Complex	Sahar	400099	Maharashtra	9874562341	jas_meet@indya.com

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.

Singh Accounting & Tally Classes

Class Room Assignment No. 17 (Payroll)

To enable payroll in Tally

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

<u>Cost/Profit Centres Management</u>	
Maintain Payroll	? Yes
Maintain Cost Centres	? No
Use Cost Centre for Job Costing	? No
More than ONE Payroll / Cost Category	? Yes
Use Pre-defined Cost Centre Allocations during Entry	? No

- 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

<u>Payroll Configuration</u>	
Show Statutory Details	? Yes
Show Passport & Visa Details	? Yes
Show Contract Details	? Yes
Information in Payment Advice	: Please make the payroll transfer from above account number to the below mentioned account numbers towards employee salaries:

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)**

Gateway of Tally
Payroll Info.....
Units (Work)

Create
Display
Alter
Quit

Singh Accounting & Tally Classes

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.

Unit Creation	
Type	: Simple
Symbol	: day
Formal Name	: Days
Number of Decimal Places	: 0

Unit Creation	
Type	: Simple
Symbol	: Hr
Formal Name	: Hours
Number of Decimal Places	: 0

Unit Creation	
Type	: Simple
Symbol	: Min
Formal Name	: Minutes
Number of Decimal Places	: 0

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.

Unit Creation		ABC Company
Type	: Compound	Current Date Tuesday, 31 May, 2006
Units with Multiplier Factors <i>(example: Kgs of 1000 gms)</i>		units
First Unit	Conversion	Second Unit
Hr	of 60	Min <i>(Minutes)</i>

Unit Creation		Payroll Company
Type	: Compound	Current Date Wednesday, 1 Apr, 2009
Units with Multiplier Factors <i>(example: Kgs of 1000 gms)</i>		units
First Unit	Conversion	Second Unit
day	of 8.50	Hr <i>(Hours)</i>
		Min <i>(Minutes)</i>

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.

Singh Accounting & Tally Classes

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/Production Type Creation		Pay
Name	: Absent	
(alias)	:	
Under	: <input type="checkbox"/> Primary	
Attendance Type	: Leave Without Pay	Accept ? Yes or No
Period Type	: Days	

Attendance/Production Type Creation		Pay
Name	: Overtime	
(alias)	:	
Under	: <input type="checkbox"/> Primary	
Attendance Type	: Attendance / Leave with Pay	Accept ? Yes or No
Period Type	: Days	

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.

Singh Accounting & Tally Classes

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)

The **Multi Employee Group Creation** screen displays.

Employee Group Creation	
Category	: Primary Cost Category
Name (alias)	: Back Office
Under	: <input type="checkbox"/> Primary

Accept ?
 Yes or No

Multi Employee Group Creation	Payroll Company		
Under Employee Group : <input type="checkbox"/> All Items			
S.No.	Category	Name of Employee Group	Under
1.	Primary Cost Category	Front Office	<input type="checkbox"/> Primary
2.	Primary Cost Category	Accounts	<input type="checkbox"/> Primary
3.	Primary Cost Category	HR	<input type="checkbox"/> Primary
4.	Primary Cost Category	Operations	<input type="checkbox"/> 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 Creation		Payroll Company	Ctrl + M
Category	: Primary Cost Category		
Name (alias)	: Bhavinkumar J Kalyani		
Under	: Back Office (<input type="checkbox"/> Primary)		
Date of Joining	: 1-Apr-2006		
General Info	Payment Details	Passport & Visa Details	
Employee Number : SACL0138	Bank Name : Axis Bank	Passport Number : ES7983993	
Designation : Tech Co-Ordinator	Branch : Malad	Country of Issue : India	
Function : Course Coordination	Bank A/c Number : 10108088056423	Passport Expiry Date : 1-Dec-2012	
Location : Head Office	Statutory Details	Visa Number : S09878WD	
Gender : Male	Employee I.T. PAN : AN89389PP	Visa Expiry Date : 1-Dec-2011	
Date of Birth : 1-Nov-1985	PF Account Number : KA893903/14	Contract Details	
Blood Group : a+	ESI Number : ES1783839	Work Permit Number : SE00783	
Father / Mother Name : Jayant		Contract Start Date : 1-Apr-2006	
Address : B-201, Lok Everest, Mulund West Mumbai		Contract Expiry Date : 1-Apr-2010	
Contact Numbers : 9324407456		Accept ?	
E-Mail ID : bhavin@saintangelos.com		Yes or No	

Similarly create employees under different employee groups:-

Singh Accounting & Tally Classes

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) :		<u>Total Op. Bal.</u>
Pay Head Info		
Pay Head Type : Earnings for Employees Under : Indirect Expenses		
Affect Net Salary : ? Yes Name to appear in Payslip : Basic Salary		
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		
Rounding Info		
Rounding Method : Not Applicable		
Opening Balance (on 1-Apr-2006) :		Accept ? Yes or No

Singh Accounting & Tally Classes

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

<u>Computation Info</u>				
Compute		: On Specified Formula		
Specified Formula		: <i>Basic Salary</i>		
Effective From	From Amount	Amount Upto	Slab Type	Value Basis
1-Apr-2009		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		Percentage	25 %

3) Dearness Allowance:-

Pay Head Type : Earnings for Employees
 Under : Indirect Expenses
 Affect Net Salary ? Yes
 Name to appear in pay slip : Dearness Allowance
 Use for Gratuity ? No
 Calculation Type : As Computed Value
 Calculation Period : Months

Computation Info :

<u>Computation Info</u>				
Compute		: On Specified Formula		
Specified Formula		: <i>Basic Salary</i>		
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

Singh Accounting & Tally Classes

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 :

<u>Computation Info</u>				
Compute		: On Specified Formula		
Specified Formula		: <i>Basic Salary + Dearness Allowance</i>		
Effective From	From Amount	Amount Upto	Slab Type	Value Basis
1-Apr-2009		3,000.00	Percentage	15 %
	3,000.00	4,000.00	Percentage	18 %
	4,000.00	5,000.00	Percentage	22 %
	5,000.00		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

Singh Accounting & Tally Classes

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-Apr-2009		2,000.00	Value	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 slab rate is not defined 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	3000.00	Months	Earnings for Employees	On Attendance	Basic Salary
	Conveyance	1000.00		Earnings for Employees	On Attendance	
	Dearness Allowance		Months	Earnings for Employees	As Computed Value	Basic Salary + Dearness Allowance
	Employee PF			Deductions From Employees	As Computed Value	
	House Rent Allowance		Months	Earnings for Employees	As Computed Value	Basic Salary
	Medical Allowance	1250.00		Earnings for Employees	On Attendance	
	Other Allowance	700.00	Months	Earnings for Employees	Flat Rate	
	Professional Tax			Employees' Statutory Deductions	As Computed Value	

Copy the Salary Details created for Back office to Individual Employee

Singh Accounting & Tally Classes

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

Name : **Bhavinkumar**
 Under : **Back Office**
 (Primary)

Salary Details

Effective From	Pay Head	Rate	Per	Pay Head Type	Calculation Type	Computed On
		Start Type				
1-Apr-2009		Copy From Parent Value Start Afresh				

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**

Salary Details Configuration

Allow to Override Slab Percentage ? **Yes**
 Show Pay Head Type ? **Yes**
 Show Calculation Type ? **Yes**
 Show Computed On ? **Yes**

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 Override 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	: Primary Cost Category	
Employee/Group	: Back Office	
Auto Fill Values		
Attendance/Production Type	:	[REDACTED]
List of Attendance/Production Types		
Absent	<input type="checkbox"/> Primary	Days
Overtime	<input type="checkbox"/> Primary	Days

Singh Accounting & Tally Classes

Attendance No. 1		31-May-2009 Sunday
Employee Name	Attendance/Production 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	: [Redacted]

List of Ledger Accounts
Axis Bank
Cash

Payroll Voucher Creation		Payroll Company	Ctrl + M [X]
Payroll No. 1		31-May-2009 Sunday	
Account: Axis Bank <i>Cur Bal: 6,231.28 Cr</i>			
Particulars			Amount
Primary Cost Category			6,231.28 Dr
Bhavinkumar			
Basic Salary	2,806.45	Dr	<i>Cur Bal: 2,806.45 Dr</i>
Conveyance	935.48	Dr	<i>Cur Bal: 935.48 Dr</i>
Dearness Allowance	1,000.00	Dr	<i>Cur Bal: 1,000.00 Dr</i>
Employee PF	685.16	Cr	<i>Cur Bal: 685.16 Cr</i>
House Rent Allowance	505.16	Dr	<i>Cur Bal: 505.16 Dr</i>
Medical Allowance	1,169.35	Dr	<i>Cur Bal: 1,169.35 Dr</i>
Other Allowance	700.00	Dr	<i>Cur Bal: 700.00 Dr</i>
Professional Tax	200.00	Cr	<i>Cur Bal: 200.00 Cr</i>

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

Singh Accounting & Tally Classes

Payslip can be seen

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

Attendance Details		Value	
Absent		2 Days	

Earnings	Amount	Deductions	Amount
Basic Salary	2,806.45	Employee PF	685.16
Conveyance	935.48	Professional Tax	200.00
Dearness Allowance	1,000.00		
House Rent Allowance	505.16		
Medical Allowance	1,169.35		
Other Allowance	700.00		
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.

Singh Accounting & Tally Classes

- 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

Singh Accounting & Tally Classes

Excise Process in Tally.ERP



Singh Accounting & Tally Classes

Create a Company for the year 2023,

Enabling Excise in Tally.ERP

Enable Excise ? **Yes**
 Set/Alter Excise Details ? **Yes**
(Note : 'Enable Maintain Multiple Godowns' for Multiple Excise Units)

Details **Excise Manufacturer**

Excise Registration Details

Registration Type : **Manufacturer**
 Address : 601, Nariman Point
 Sector 17,
 Mumbai

PIN Code : **400001**
 Telephone No. : **022-30943201**

Excise Details
(Manufacturer Unit)

Unit Mailing Name : **Excise Manufacturer**
(Will be used in all Excise Reports)

Excise Registration (ECC) No. : **AAPCA2149RXM001**
 Date of Registration : **1-Apr-2009**
 Type of Manufacturer : **Regular**
 Large Tax payer Unit (LTU) Code :
 Excise Book Name (as per Rule 11) : **New Number**

Serial Number Alteration (Secondary) **Excise Manufacturer**

Name : **Excise/Rule11/Book1/09-10**
(alias)

Method of Numbering ? **Automatic (Manual Override)**
 Prevent Duplicates ? **Yes**
 Starting Number ? **1**
 Width of Numerical Part :
 Prefill with ZERO ? **No**

Restart Numbering			Prefix Details		Suffix Details	
Applicable From	Starting Number	Particulars	Applicable From	Particulars	Applicable From	Particulars
1-Apr-2009	1	Yearly	1-Apr-2009		1-Apr-2009	

Excise- Denotes Company Name

Rule 11:- Denotes that invoice book is maintained as per Rule 11 of Central Excise Rules, of 2002

Book 1:- Stands for Book Number, which is allowed for current financial year.

Singh Accounting & Tally Classes

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

Also Enable the GST details from F11 Statutory & Taxation

Enable Value Added Tax (VAT) ? **Yes**
 Set/Alter VAT Details ? **Yes**

VAT Details	
State	Maharashtra
Type of Dealer	? Regular
Regular VAT Applicable From	: 1-4-2009
Additional Information	
Return Code	: S068333
STO Address	: 01-Mazgaon
Authorised Person	: Mr. Arun Apradhi
Status / Designation	: Account Manager
Place	: Mumbai

Gateway of Tally:-

Ledger Creation
(Gateway of Tally@Account Info@Ledger@Create)

The Ledger Created is an Customer Ledger

Ledger Creation	Excise Manufacturer
Name : Universal Distributors (alias) :	
Under : Sundry Debtors (Current Assets)	Mailing Details
Maintain balances bill-by-bill ? Yes	Name : Universal Distributors
Default Credit Period :	Address : No 54, Jai Bharat Industries Area Lok Niwas, Mumbai
Inventory values are affected ? No	State : Maharashtra
	PIN Code :
VAT Details	Tax Information
TIN/Sales Tax No. : 512345675	PAN / IT No. : AACCL0054C
	Set/Alter VAT Details ? Yes
	Set/Alter Excise Details ? Yes
Opening Balance (on 1-Apr-2009) :	Excise Details

Excise Registration (ECC) No.	AACCL0014CXD001
Date of Registration	: 1-Apr-2009
Range	: Guindy II
Division	: Guindy I
Commissionerate	: Mumbai III
Default Nature of Purchase	<input type="checkbox"/> Not Applicable
Nature of Removal	: Domestic

Singh Accounting & Tally Classes

2. Supplier Ledger

Name : Swastik Water Supplier
 Under : Sundry Creditors
 Maintain balance.... ? Yes

Mailing Details

Name : Swastik Water Supplier
 Address : No. 34
 Anna Nagar
 Mumbai

State : Maharashtra

Tax Information

PAN/IT No. : AEW45TGDFD
 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..
 Apportion for ? Yes
 Method of Apportion : Based on Value

4. Purchase Ledger

Name : Purchase of Raw Material
 Under : Purchase Accounts
 Inventory Value..... ? Yes
 Used in GST ? Yes
 Returns GST/Tax
 Class ? Purchase @ 12%
 Yes
 Use for Assessable Calc..
 Apportion for ? Yes
 Method of Apportion : Based on Value

5. Input GST Ledger

Name : Input GST @ 18%
 Under : Duties & Taxes
 Type of Duty/Tax : GST
 GST/Tax Class : Input GST @
 18% Percentage of Calc... ? 18%
 Method of Calc... : On GST Rate
 Rounding Method : Normal Rounding
 Rounding Limit : 0

Singh Accounting & Tally Classes

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. Secondary & 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

Singh Accounting & Tally Classes

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 : Excise - Purchase
 Type of Voucher : 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

Singh Accounting & Tally Classes

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

- Ⓞ 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**

Singh Accounting & Tally Classes

1. Pet Bottles – 1 Ltr

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

Excise Details for Tariff Classification		Pet Bottles - 1 Ltr Plastic Bottles		
Excise Unit Name	Reporting UOM	Conversion Factor	Set/Alter Duty Details	Stock Item Type
Excise Manufacturer	Kg	1 Kg = 100 U	Yes	Others

Duty Details for Tariff Classification		Pet Bottles - 1 Ltr Plastic Bottles	
Excise Unit		Excise Manufacturer	
Valuation Type		Ad Valorem	
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	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

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

Singh Accounting & Tally Classes

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	1-Apr-2009	10 %
Education Cess	1-Apr-2009	2 %
Secondary Education Cess	1-Apr-2009	1 %

GST Details

Commodity : Not Applicable
 Rate of GST (%) : 4

3. Bottle Caps

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 Name	Reporting UOM	Conversion Factor	Set/Alter Duty Details	Stock Item Type
Excise Manufacturer	Kg	1 Kg = 500 U	Yes	Others

Duty Details for	: Bottle Caps	
Tariff Classification	: Plastic Bottle Caps	
Excise Unit	: Excise Manufacturer	
Valuation Type	: Ad Valorem	
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	1-Apr-2009	1 %

GST Details

Commodity : Not Applicable
 Rate of GST (%) : 4

Singh Accounting & Tally Classes

4. Low Density Polyethylene

Name : Low Density Polyethylene
 Under : Primary
 Units : U
 Alternate Units : Kg
 Where : 1 Kg = 1000 U
 Tariff Classification : Linear Low Density Polyethylene (LLDPE)
 Set/Alter Excise Details ? Yes

Excise Details for : **Low Density Polyethylene**
 Tariff Classification : **Linear Low Density Polyethylene (LLDPE)**

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

Duty Details for : **Low Density Polyethylene**
 Tariff Classification : **Linear Low Density Polyethylene (LLDPE)**
 Excise Unit : **Excise Manufacturer**

Valuation Type : **Ad Valorem**

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	1-Apr-2009	1 %

GST Details

Commodity : Not Applicable
 Rate of GST (%) : 4

5. Natural Water

Name : Natural Water
 Under : Primary
 Units : L
 Alternate Units : Not Applicable
 Tariff Classification : Water
 Set/Alter Excise Details ? Yes

Excise Details for : **Natural Water**
 Tariff Classification : **Water**

Excise Unit Name	Reporting UOM	Conversion Factor	Set/Alter Duty Details	Stock Item Type
Excise Manufacturer	L		Yes	Principal Input

Singh Accounting & Tally Classes

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-Apr-2009	10 %
Education Cess	1-Apr-2009	2 %
Secondary Education Cess	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	: Aqua Pure - 1 Ltr
	: 1 L
Item	Quantity
Natural Water	1 L
Pet Bottles - 1 Ltr	1 U (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 Name	Reporting UOM	Conversion Factor	Set/Alter Duty Details	Stock Item Type	
Excise Manufacturer	L		Yes	Finished Goods	

Singh Accounting & Tally Classes

Duty Details for	: Aqua Pure - 1 Ltr	
Tariff Classification	: Water	List of Valuation Type
Excise Unit	: Excise Man	
Valuation Type	: MRP Based	Ad Quantum
MRP	: 20.00/L	Ad Valorem
Abatement %	: 48 %	MRP Based
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	1-Apr-2009	1 %

NOTE:- Stock Item Type **Finished Goods**

GST Details

Commodity : Not Applicable
 Rate of GST (%) : 12%

2. Aqua Mini – 200 ml

Name : Aqua Mini – 200 ml
 Under : Primary
 Units : **U**
 Alternate Units : **L**
 Where : **1 L = 5 U**
 Alter Components (BoM) : ? Yes

Components of Unit of manufacture	: Aqua Mini - 200 MI 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

Excise Details for	: Aqua Mini - 200 MI			
Tariff Classification	: Linear Low Density Polyethylene (LLDPE)			
Excise Unit Name	Reporting UOM	Conversion Factor	Set/Alter Duty Details	Stock Item Type
Excise Manufacturer	L	1 L = 5 U	Yes	Finished Goods

Singh Accounting & Tally Classes

Duty Details for : Aqua Mini - 200 MI		List of Valuation Type
Tariff Classification : Linear Low Density Po		
Excise Unit : Excise Manufacturer		
Valuation Type : Ad Quantum		Ad Quantum
		Ad Valorem MRP Based
Type of Duty	Applicable From	Rate of Duty per
Basic Excise Duty	1-Apr-2009	10 /L
Education Cess	1-Apr-2009	2 /L
Secondary Education Cess	1-Apr-2009	1 /L

NOTE:- Stock Item Type **Finished Goods**

GST Details

Commodity : Not Applicable
 Rate of GST (%) : 12%

3. Aqua King – 20 Ltr

Name : Aqua King – 20 Ltr
 Under : Primary
 Units : **U**
 Alternate Units : **L**
 Where : **20 L = 1 U**
 Alter Components (BoM) : ? Yes

Components of : Aqua King - 20 Ltr	
Unit of manufacture : 1 U	
Item	Quantity
Natural Water	20 L
Water Container 20 Ltrs	1 U (0 Kg)

Tariff Classification : Water
 Set/Alter Excise Details : ? Yes

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

Singh Accounting & Tally Classes

Duty Details for	: Aqua King - 20 Ltr	List of Valuation Type Ad Quantum Ad Valorem MRP Based
Tariff Classification	: Water	
Excise Unit	: Excise Man	
Valuation Type	: Ad Valorem	

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	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 Unit of manufacture	: Aqua Ease - 20 Ltr : 1 U
Item	Quantity
Natural Water	20 L
Water Container 20 Ltrs	1 U (0 Kg)
Bottle Caps	1 U (0 Kg)

Tariff Classification : Water
 Set/Alter Excise Details : ? Yes

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

Singh Accounting & Tally Classes

Duty Details for	: Aqua Ease - 20 Ltr	
Tariff Classification	: Water	
Excise Unit	: Excise Man	
Valuation Type	: Ad Valorem	<div style="border: 1px solid black; padding: 2px;"> List of Valuation Type Ad Quantum Ad Valorem MRP Based </div>
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	1-Apr-2009	1 %

NOTE:- Stock Item Type **Finished Goods**

GST Details

Commodity : Not Applicable
 Rate of GST (%) : 12%

Transactions

Creating an Excise Purchase Voucher *Not Availing CENGST Credit*

Excise Purchases No. 1					1-Apr-2009 Wednesday
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/Tax Class : Purchases @ 12.5%					
Name of Item	Quantity	Rate per	Amount		
Natural Water Rate : 10%	15,00,000 L	2.00 L	30,00,000.00		
Basic Excise Duty @ 10%		10 %	3,00,000.00		
Education Cess @ 2%		2 %	6,00,000.00		
Secondary and Higher Education (SHE) Cess		1 %	3,00,000.00		
Show Statutory Details ? Yes Narration:		<div style="border: 1px solid black; padding: 2px;"> Yes / No No Yes </div>	15,00,000 L	33,09,000.00	

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.**

Singh Accounting & Tally Classes

Gateway of Tally @ Stock Summary

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

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.

Excise-Purchases No. 2	1-Apr-2009
Supplier Invoice No. : _____	Date : _____
Excise Unit : Excise Manufacturer	Wednesday
Party's A/c Name : Lanco Manufacturers	
Nature of Purchase : Manufacturer	
Current Balance : _____	
Purchase Ledger : Purchase of Raw Material	
VAT/Tax Class : Purchases @ 4%	

Name of Item	Quantity	Rate per	Amount
Bottle Caps	4,00,000 U	0.25 U	1,00,000.00
Rate : 10%	(800 Kg)		
Water Container 20 Ltrs	25,000 U	5.00 U	1,25,000.00
Rate : 10%	(1,250 Kg)		
Low Density Polyethylene	40,000 U	0.25 U	10,000.00
Rate : 10%	(40 Kg)		
Pet Bottles - 1 Ltr	4,00,000 U	1.00 U	4,00,000.00
Rate : 10%	(4,000 Kg)		
			6,35,000.00
Basic Excise Duty-CENVAT @ 10%		10 %	63,500.00
Education Cess-CENVAT @ 2%		2 %	1,270.00
Secondary & Higher Education (SHE) CENVAT		1 %	635.00
Input Vat @ 4%		4 %	28,016.20
			7,28,421.20

Yes / No

Show Statutory Details ? **No** No Yes

Narration: _____

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.

Singh Accounting & Tally Classes

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	
<u>Manufacture of Materials</u>					
Name of Product : Aqua Pure - 1 Ltr Qty 2,00,000 L					
Components (Consumption)				Cost of Components :	
Name of Item	Quantity	Rate	Amount	Type of Adtl. Cost	%-age
				3.46/L 6,92,000.00	
<input type="checkbox"/> End of List					
Natural Water	2,00,000 L	2.21/L	4,42,000.00		
Pet Bottles - 1 Ltr	2,00,000 U	1.00/U	2,00,000.00		
Bottle 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				1-Apr-2009 Wednesday	
<u>Manufacture of Materials</u>					
Name of Product : Aqua Mini - 200 ml Qty 10,000 U					
Components (Consumption)				Cost of Components :	
Name of Item	Quantity	Rate	Amount	Type of Adtl. Cost	%-age
				0.69/U 6,920.00	
<input type="checkbox"/> End of List					
Natural Water	2,000 L	2.21/L	4,420.00		
Low Density Polyethylene	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	
<u>Manufacture of Materials</u>					
Name of Product : Aqua King - 20 Ltr Qty 6,000 U					
Components (Consumption)				Cost of Components :	
Name of Item	Quantity	Rate	Amount	Type of Adtl. Cost	%-age
				49.20/U 2,95,200.00	
<input type="checkbox"/> End of List					
Natural Water	1,20,000 L	2.21/L	2,65,200.00		
Water Container 20 Ltr	6,000 U	5.00/U	30,000.00		

Singh Accounting & Tally Classes

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

Manufacturing Journal No. 4			1-Apr-2009 Wednesday
Manufacture of Materials			
Name of Product : Aqua Ease - 20 Ltr Qty 1,000 U			
Components (Consumption)			Cost of Components : 49,450.00
Name of Item	Quantity	Rate	Amount
Natural Water	20,000 L	2.21/L	44,200.00
Water Container 20 Ltrs	1,000 U	5.00/U	5,000.00
Bottle Caps	1,000 U	0.25/U	250.00
			49,450.00

Creating a Excise Sales Voucher_ Rule 11 Invoice

Excise - Sales No. 1			1-Apr-2009 Wednesday
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%			
Name of Item	Quantity	Rate per	Amount
Aqua Pure - 1 Ltr	1,00,000 L (4,167 Box)	20.00 L	20,00,000.00
Rate : 10% MRP: 20.00/L Abatement: 48%			
Basic Excise Duty @ 10%			10 % 1,04,000.00
Education Cess @ 2%			2 % 2,080.00
Secondary and Higher Education (SHE) Cess			1 % 1,040.00
Output Vat @ 12.5%			12.50 % 2,63,390.00
Show Statutory Details ? No			
Narration:			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 left (default 0.5)	: 0.50	Simple: 0.50
Print as Commercial Invoice	? Yes	Print Serial No.
Print in Simple Format	? No	Print Quantity Column
		Print Actual Quantity Column

Singh Accounting & Tally Classes

Rule 11 Invoice for Stock Items Falling Under Different Valuation Type

Excise - Sales No. 2		1-Apr-2009 Wednesday
Ref.: ABC/726		
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
Rate : 10% MRP: 20.00/L Abatement: 48%	(833 Box)		
Aqua Mini - 200 MI	4,000 U	5.00 U	20,000.00
Rate : 10/L	(800 L)		
Aqua King - 20 Ltr	3,000 U	60.00 U	1,80,000.00
Rate : 10%	(60,000 L)		
			6,00,000.00
Basic Excise Duty @ 10%		10 %	46,800.00
Education Cess @ 2%		2 %	2,088.00
Secondary and Higher Education (SHE) Cess		1 %	1,044.00
			6,49,932.00

Show Statutory Details	? Yes	Yes / No	
Narration:		No	
		Yes	

Singh Accounting & Tally Classes

Rule 11 Invoice for Stock Items with Expenses

Excise - Sales No. 3		1-Apr-2009
Ref.: ABC830		Wednesday
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%		

Name of Item	Quantity	Rate per	Amount
Aqua King - 20 Ltr	1,000 U (20,000 L)	70.00 U	70,000.00
Rate : 10%			
Aqua Ease - 20 Ltr	200 U (20 L)	100.00 U	20,000.00
Rate : 10%			
			90,000.00
Packing Charge			6,000.00
Basic Excise Duty @ 10%		10 %	9,600.00
Education Cess @ 2%		2 %	192.00
Secondary and Higher Education (SHE) Cess		1 %	96.00
Output Vat @ 12.5%		12.50 %	13,236.00
Narration:			1,200 U 1,19,124.00

Show Statutory Details ?	No	Yes / No	No	Yes
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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Ⓞ Features (Enabling following features)

Invoicing

- | | |
|-----------------------------------|--------------|
| 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 |

Singh Accounting & Tally Classes

Excise - Debit Note No. 1		1-Apr-2009
Ref. :		Wednesday
<i>Used for: Purchase Returns Or Rejected</i>		
Excise Unit :	Excise Manufacturer	
Excise Book Name :	Excise/Rule11/Book1/09-10 Serial No. 4	
Party's A/c Name :	Lanco Manufacturers	
Nature of Removal :	Domestic	
Current Balance :	7,28,421.20 Cr	
Purchase Ledger :	Purchase of Raw Material	
VAT/Tax Class :	Purchases @ 4%	

Name of Item	Quantity	Rate per	Amount
Pet Bottles - 1 Ltr	2,000 U (20 Kg)	1.00 U	2,000.00
Rate : 10%			
Bottle Caps	2,000 U (4 Kg)	0.25 U	500.00
Rate : 10%			
			2,500.00
Basic Excise Duty @ 10%		10 %	250.00
Education Cess @ 2%		2 %	5.00
Secondary and Higher Education (SHE) Cess		1 %	2.50
Input Vat @ 4%		4 %	110.30
			2,867.80

Show Statutory Details ? <input checked="" type="checkbox"/> No	Yes/No	
Narration:	No	
	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		Excise Manufacturer
Name : Journal		
(alias) :		

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

Singh Accounting & Tally Classes

Gateway of Tally®Accounting Vouchers © F7 (Journal)

Voucher Type		
Name	: Journal	Voucher Class List
Class	: 	<input type="checkbox"/> Not Applicable <input checked="" type="checkbox"/> CENVAT Credit Adjustment

Journal	No. 1	Voucher Class : CENVAT Credit Adjustment	1-Apr-2009 Wednesday						
Used for: CENVAT Adjustment									
Excise Unit : Excise Manufacturer									
Particulars	Debit	Credit							
By Basic Excise Duty @ 10% <i>Cur Bal: 97,150.00 Cr</i>	63,500.00								
By Education Cess @ 2% <i>Cur Bal: 3,095.00 Cr</i>	1,270.00								
By Secondary and Higher Education (SHE) Cess <i>Cur Bal: 1,547.50 Cr</i>	635.00								
To Basic Excise Duty-CENVAT @ 10% <i>Cur Bal: 0.00 Cr</i>		63,500.00							
To Education Cess-CENVAT @ 2% <i>Cur Bal: 0.00 Cr</i>		1,270.00							
To Secondary & Higher Education (SHE)-CENVAT <i>Cur Bal: 0.00 Cr</i>		635.00							
Provide Details : Yes	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Adjustment Details</th> </tr> <tr> <td colspan="2" style="text-align: center;">for Excise</td> </tr> <tr> <td style="width: 50%;">Period From</td> <td style="width: 50%;">: 1-Apr-2009 To 1-May-2009</td> </tr> </table>		Adjustment Details		for Excise		Period From	: 1-Apr-2009 To 1-May-2009	
Adjustment Details									
for Excise									
Period From	: 1-Apr-2009 To 1-May-2009								
Narration:	65,405.00	65,405.00							

Singh Accounting & Tally Classes

Creating a Payment Voucher_GAR 7 Payment

Payment	No. 1	1-Apr-2009 Wednesday
Account : Axis Bank Cur Bal: 1,01,792.50 Cr		
Particulars	Amount	
Basic Excise Duty @ 10% Cur Bal: 0.00 Dr	97,150.00	
Education Cess @ 2% Cur Bal: 0.00 Dr	3,095.00	
Secondary and Higher Education (SHE) Cess Cur Bal: 0.00 Dr	1,547.50	
Provide Details : Yes		
Narration:	1,01,792.50	

Payment Details
for Excise

Period From : **1-Apr-2009** To 1-May-2009

Excise Unit Name : **Excise Manufacturer**

Challan No. : 456423

Challan Date : 1-May-2009

Bank Name : **Axis Bank**

BSR Code : 572782

Cheque/Draft/Pay Order No. : 552423

Cheque Date : 1-May-2009

Singh Centre

Printing G.A.R.-7 Challan

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

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.

Singh Accounting & Tally Classes

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 ER 1.

CENGST Credit Availed

CENGST Credit Availed report displays...

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

Singh Centre