

Tally.ERP 9 Statutory Reference Manual



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Creating a Company and Enabling VAT in Tally.ERP 9



To create a company,

Go to Gateway of Tally > Alt + F3 > Create Company

1. Enter the basic information, i.e., Name, Mailing Name and Address of the company, for e.g., National Traders and its relevant details.
2. Select India from the List of Countries against the Statutory compliance for field
3. Select West Bengal as the State from the List of States
4. Enter the rest of the information i.e., PIN Code, Telephone No., E-Mail, Currency Symbol, Maintain, Financial Year from and Books beginning from as you do in the normal course while creating a company.
5. In the Financial Year from and Books beginning from fields, the first day of the current financial year for e.g., 1-4-2008 will be displayed by default, which can be changed as per requirement.
6. Set the option Disallow opening in Educational mode to either Yes or No as per requirement.
7. Specify the TallyVault Password (if any).
8. Set Use Security Control field to Yes if required. On enabling the Security Control the Tally.NET features will be made available automatically.

Note: Tally.NET is a feature available in Tally.ERP 9 with the following capabilities:

- Register and Connect companies from Tally.ERP 9
- Create and maintain Remote Users
- Remote availability of Auditors' Edition of Tally.ERP 9 License
- Synchronization of data (via Tally.NET)

Company Creation		Ctrl + M	
Directory	: C:\Tally.ERP9\Data		
Name	: National Traders		
Mailing & Contact Details		Company Details	
Mailing Name	: National Traders	Currency Symbol	: Rs.
Address	: No 85, Visva Bharati PO Santiniketan Birbhum Kolkata	Maintain	: Accounts with Inventory
		Financial Year from	: 14-2008
		Books beginning from	: 14-2008
		Security Control	
Statutory compliance for	: India	Disallow opening in Educational mode ?	No
State	: West Bengal	TallyVault Password (if any)	:
PIN Code	: 731235	Repeat Password	:
Telephone No.	: 03462-256839	(WARNING: forgetting your TallyVault password will render your data unusable!!)	
E-Mail	: sales@nationatraders.com	Use Security Control	? Yes
		(Enable Security to avail Tally.NET Features)	
		Name of Administrator	: Admin
		Password	: *****
		Repeat Password	: *****
		Use Tally Audit Features	? No
Base Currency Information			
Base Currency Symbol	: Rs.	Show Amounts in Millions	? No
Formal Name	: Indian Rupees	Put a SPACE between Amount and Symbol	? Yes
Number of Decimal Places	: 2	Decimal Places for Printing Amounts in W	
Is Symbol SUFFIXED to Amounts ?	No	Accept ? Yes or No	
Symbol for Decimal Portion	: paise		

9. Press Y or Enter to accept and save

Note: Only when India is selected in the Statutory compliance for field, the List of States will appear for selection. The state-specific VAT Compliance is dependent upon the state selected in this field. However, in case of companies already existing in Tally.ERP 9, VAT can be enabled in F11: Statutory & Taxation features as explained in the next session.

Enabling VAT Returns

Go to Gateway of Tally > F11: Features > F3: Statutory & Taxation

1. Set Enable Value Added Tax (VAT) to Yes

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

2. Set Set/Alter VAT Details to Yes to display the VAT Details Screen
3. Select West Bengal from the List of States
4. Select Regular from the list of Types of VAT Dealer

VAT Details	
State	: West Bengal
Type of Dealer	? Regular
Regular VAT Applicable From	: 14-2008
Types of VAT Dealer	
Composition	
Composition To Regular	
Regular	

5. Enter the date in the Regular VAT Applicable From field and accept the screen
6. Enter the 11 digit VAT TIN (Regular) number given by the VAT Department
7. Enter the Inter-state Sales Tax Number

8. Enter the PAN/Income – Tax No.

Company: National Traders			
Statutory & Taxation			
Enable Excise	? No	Enable Tax Deducted at Source (TDS)	? Yes
Set/Alter Excise Details	? No	Set/Alter TDS Details	? No
<i>(Note : 'Enable Maintain Multiple Godowns' for Multiple Excise Units)</i>		Enable Tax Collected at Source (TCS)	? No
		Set/Alter TCS Details	? No
Follow Excise rules for Invoicing	? No	Enable Fringe Benefit Tax (FBT)	? No
Enable Value Added Tax (VAT)	? Yes	Set/Alter FBT Details	? No
Set/Alter VAT Details	? Yes		
Enable Service Tax	? No		
Set/Alter Service Tax Details	? No		
Tax Information			
VAT TIN (Composition)	:		
VAT TIN (Regular)	:	44201317891	
Local Sales Tax Number	:		
Inter-state Sales Tax Number	:	5215466696	
PAN / Income - Tax No.	:	AA4556DDF25	
			Accept ?
F1: Accounts	F2: Inventory	F3: Statutory	F4: Tally.NET
			Yes or No

9. Press Enter to accept and save.



Creating a Purchase Ledger



To create a Purchase Ledger,

Go to Gateway of Tally > Accounts Info > Ledger > Create.

1. Enter the Name of the purchase ledger.
2. Select Purchase Accounts or Fixed Assets as the group under which the purchase ledger is created
3. Set the option Used in VAT Returns to Yes to display the Default VAT/Tax Class sub screen

VAT/Tax Class		National Traders	Ctrl + M
Name : Purchases @ 4% (alias) :		Total Op. Bal.	VAT/TAX Class
Under : Purchase Accounts			☐ Not Applicable Branch Transfer Inward (As Agent/Auctioneer) Branch Transfer Inward (Within West Bengal) Consignment/Branch Transfer Inward Consignment/Branch Transfer Inward (Within State) Imports Inter-State Purchases Purchase From URDs - Capital Goods @ 12.5% Purchase From URDs - Capital Goods @ 4% Purchase From URDs - Other Goods (Box 15E) Purchase From URDs - Taxable Goods @ 1% Purchase From URDs - Taxable Goods @ 12.5% Purchase From URDs - Taxable Goods @ 4% Purchase of Raw Jute - by Millers Purchase of Raw Jute - by Shippers Purchases @ 1% Purchases @ 12.5%
Inventory values are affected ? Yes			Purchases @ 4% Purchases - Capital Goods @ 12.5% Purchases - Capital Goods @ 4% Purchases - Exempt Purchases From Composition Dealers Purchases - From Unregistered Dealers Purchases in the Course of Import Into India Purchases - MRP Based Purchases - Others
Used In VAT Returns ? Yes			
Opening Balance (on 1-Apr-2008) :			

4. Select the required classification from the List of VAT/Tax Class. The list consists of Purchase classifications applicable to West Bengal

Ledger Creation		National Traders
Name : Purchases @ 4% (alias) :		Total Op. Bal.
Under : Purchase Accounts		
Inventory values are affected ? Yes		
<u>Statutory Information</u>		
Used In VAT Returns ? Yes		
Opening Balance (on 1-Apr-2008) :		
		Accept ? Yes or No

5. Press Enter to accept and save the ledger.

Follow the same procedure to create a Sales ledger.



Go to Gateway of Tally > Accounts Info > Ledger > Create

1. Enter the Name of the Tax ledger
2. Select the group Duties & Taxes in the field Under
3. Select CST from the list in the field Type of Duty/Tax
4. Select the requisite VAT/Tax class from the list in the field Default VAT/Tax Class
5. Set Inventory values are affected to Yes, if required
6. Type a percentage rate in the Percentage of Calculation field and Method of Calculation as On Total Sales.

Ledger Creation		National Traders
Name : CST @ 2%		<u>Total Op. Bal.</u>
(alias) :		
Under : Duties & Taxes (Current Liabilities) Type of Duty/Tax : CST VAT/Tax Class : Inter-State Sales Inventory values are affected ? No Percentage of Calculation (eg 5) ? 2 % Method of Calculation : On Total Sales Rounding Method : ☐ Not Applicable		
Opening Balance (on 1-Apr-2008) :		Accept ? Yes or No

- 

To create a Supplier Ledger,

Go to Gateway of Tally > Accounts Info > Ledger > Create

1. Enter the VAT Customer name in the Name field
2. Select the group Sundry Debtors in the field Under
3. Set Maintain balances bill-by-bill to Yes and enter details in the Default Credit Period if applicable. By default the Inventory Values are affected? field is set to No
4. Enter the Mailing Details of the customer that include his Name, Address, PAN/IT No. and TIN/Sales Tax No

Ledger Creation		National Traders		Ctrl
Name	: Supreme Computers			Total Op. Bal.
(alias)	:			
Under	: Sundry Debtors (Current Assets)	Mailing Details Name : Supreme Computers Address : No. 34, K K Street HSN Road Kolkata State : West Bengal PIN Code : 456876		
Maintain balances bill-by-bill	? Yes			
Default Credit Period	:			
Inventory values are affected	? No	Tax Information PAN / IT No. : ADHSY7834N TIN/Sales Tax No. : 12589654120		
Opening Balance (on 1-Apr-2008) :				Accept ? Yes or No

5. Press Enter to accept and save the ledger.

Follow a similar procedure to create a supplier ledger, but it should be created Under Sundry Creditor.



Creating an Input VAT Ledger



To create an Input VAT Ledger,

Go to Gateway of Tally > Accounts Info > Ledger > Create

1. Enter the Name of the Tax ledger
2. Select the group Duties & Taxes in the field Under
3. Select VAT from the list in the field Type of Duty/Tax
4. Select the requisite VAT/Tax class from the list in the field Default VAT/Tax Class
5. Set Inventory values are affected to Yes, if required

Ledger Creation		National Traders
Name : Input VAT @ 4% (alias) :	Total Op. Bal.	
Under : Duties & Taxes (Current Liabilities) Type of Duty/Tax : VAT VAT/Tax Class : Input VAT @ 4% Inventory values are affected ? No Percentage of Calculation (eg 5) ? 4 % Method of Calculation : On VAT Rate Rounding Method : ☐ Not Applicable		
Opening Balance (on 1-Apr-2008) :		Accept ? Yes or No

6. Press Enter to accept and save the ledger.

Note: On selecting Type of Duty/Tax and VAT/Tax class the Percentage of Calculation and Method of Calculation are pre-filled with appropriate values.

Create an Output VAT ledger in a similar manner.



Creating VAT Adjustment Class in Journal Voucher Type



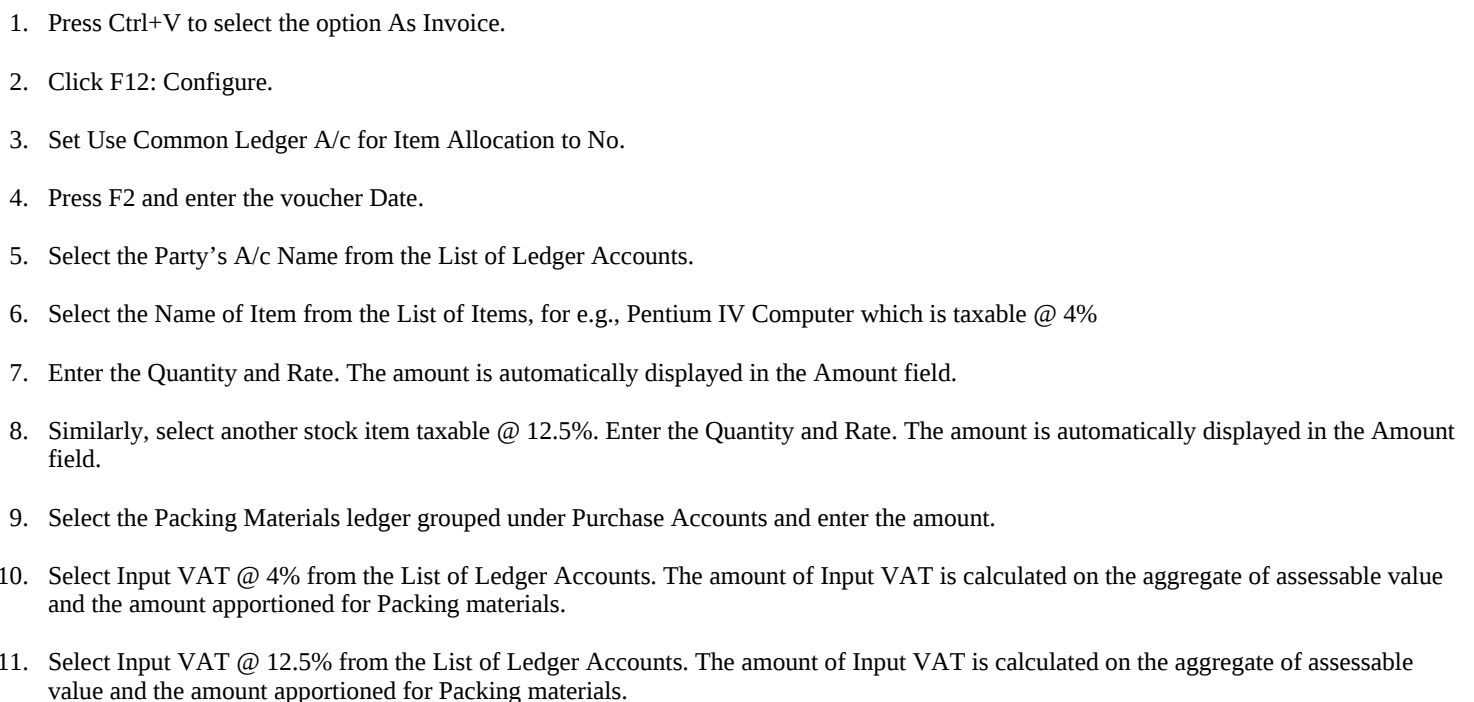
Go to Gateway of Tally > Accounts Info. > Voucher Types > Create/Alter Journal

1. In the Voucher Type Alteration Screen, Type the Name of Class e.g. VAT Adjustment Class
2. In the Voucher Type Class screen, set Use Class for VAT Adjustments Class to Yes

<u>Class : VAT Adjustment Class</u>	
Use Class for VAT Adjustments	? Yes
<u>Ledger account to use</u>	
Ledger Name	

3. Press Enter to accept the VAT Adjustment Class screen

4. Press Enter to accept and save the Voucher type.



12. Set Show Statutory Details field to Yes if you want to view the purchase details with the tax break-up else, set it to No

Accounting Voucher Creation		National Traders		Ctrl + M
Purchase	No. 1			1-Apr-2008
Supplier Invoice No. : 005	Date : 1-Apr-2008			Tuesday
Party's A/c Name : Sterling Industries				
Current Balance : 4,95,138.75 Cr				
Name of Item	Quantity	Rate per	Amount	
Pentium IV Computer	14 Nos	25,000.00 Nos	3,50,000.00	
HP 8061X Cartridge	26 Nos	5,164.00 Nos	1,34,264.00	
			4,84,264.00	
Packing Material			5,000.00	
Input VAT @ 4%		4 %	14,000.00	
Input VAT @ 12.5%		12.50 %	16,783.00	
Show Statutory Details ? Yes Narration: 40 Nos Being goods purchased				
				Accept ? Yes or No

13. Press Enter to accept and save the voucher.

Similarly, you can create Purchase Vouchers for other purchase classes like Purchases @ 1%, Purchases @4% and so on.

Note: The option Show Statutory Details will be displayed on enabling VAT for company data created using Tally.ERP 9. In case of the company data which is migrated from Tally 9 Release 2 and Release 3 family to Tally.ERP 9, this option will not be displayed.

The option Show Statutory Details will be displayed for old data only when any changes are made in the transactions. During further modification of values in the voucher, to re-calculate the correct values an option **R**: Reallocate button is provided in the Voucher entry main screen.

The appropriation of values will be done based on quantity or value as per the options set in the additional ledger masters in the entry pertaining to old data being changed.

The values of the VAT Return filed earlier with old data and the return form displayed after migrating the data and making changes at the entry level in Tally.ERP 9 will display a difference due to the appropriation done in statutory details sub-screen as per the options set in the Additional ledgers.



Creating a URD Purchase voucher



To create a Purchase Voucher from unregistered dealers,

Go to Gateway of Tally > Accounting Vouchers > F9: Purchases

1. Select As Invoice mode
2. Enter the Reference number in the Ref field, if required

3. Select the Party's A/c Name from the List of Ledger Accounts
4. Select the Purchase Ledger from the list of Ledger Accounts.
5. Select Purchases- From Unregistered Dealers VAT/Tax Class from the drop down list.
6. Select the Name of Item from the List of Items
7. Enter the Quantity and Rate. The amount is automatically displayed in the Amount field.
8. Enter Narration, if required.

Accounting Voucher Creation		National Traders		Ctrl + M
Purchase No. 3 Supplier Invoice No. : 037 Date : 9-Apr-2008		9-Apr-2008 Wednesday		
Party's A/c Name : Prizm Traders Current Balance : Purchase Ledger : Purchases From URDs @ 1% VAT/Tax Class: Purchase From URDs - Taxable Goods @ 1%				
Name of Item	Quantity	Rate per	Amount	
Gold Coins - 1 Gm	20 Nos	1,095.00 Nos	21,900.00	
☐ End of List				
Show Statutory Details ? Yes Narration: Being Gold Coins purchased from Unregistered Dealer. (Goods not intended for use in Manufacturing)			20 Nos	Accept ? Yes or No

9. Press Enter to accept and save the voucher.



Creating a Sales Voucher



To create a Sales voucher for Taxable goods,

Go to Gateway of Tally > Accounting Vouchers > F8: Sales > Select Tax Invoice from the List of Types

1. Press the toggle key Ctrl+V to select the option As Invoice.
2. Enter the reference in the Ref. field, if required.
3. Select the Party's A/c Name from the List of Ledger Accounts.
4. Select the Name of Item from the List of Items, for e.g., Pentium IV Computer which is taxable @ 4%
5. Enter the Quantity and Rate. The amount is automatically displayed in the Amount field.

6. Similarly, select another stock item taxable @ 1%. Enter the Quantity and Rate. The amount is automatically displayed in the Amount field.
7. Select Discount Allowed ledger grouped under Indirect Expenses with the Method of Apportioning set to Based on Value. Enter the value in the Amount field.
8. Select the Packing Charges ledger grouped under Indirect Expenses with the Method of Apportioning set to Based on Quantity. Enter the value in the Amount field.
9. Select Output VAT @ 4% from the List of Ledger Accounts. The amount of Output VAT is calculated on the aggregate of assessable value and the amount apportioned for Packing charges.
10. Select Output VAT @ 1% from the List of Ledger Accounts. The amount of Output VAT is calculated on the aggregate of assessable value and the amount apportioned for Packing charges.
11. Set Show Statutory Details field to Yes if you want to view the sales details with the tax break-up else, set it to No

Accounting Voucher Creation		National Traders		Ctrl + M
Sales		No. 4		25-Apr-2008 Friday
Ref. :				
Party's A/c Name : Mc Millan Techys Inc				
Current Balance : 6,75,000.00 Dr				
Name of Item	Quantity	Rate per	Amount	
Pentium IV Computer	50 No.	20,000.00 No.	10,00,000.00	
LG Monitors	25 No.	2,000.00 No.	50,000.00	
			10,50,000.00	
Discount Allowed			(-)50,000.00	
Packing Charges			15,000.00	
Output Vat @ 4%		4 %	38,495.24	
Output Vat 1%		1 %	526.19	
Show Statutory Details ? Yes		Yes / No No Yes		
Narration:		75 No.	10,54,021.43	

12. Press Enter to view the Statutory Details screen. The Statutory Details screen provides a break-up of tax and the apportioning of expense ledgers with the sale value.

Statutory Details		National Traders		Ctrl + M 	
Sales		Statutory Details		25-Apr-2008 Friday	
Ref. :					
Party's A/c Name :					
Current Balance :					
Particulars		VAT			
Assessable Value		10,15,000.00			
Name of Item				Amount	
Pentium IV Computer		9,62,380.95			
Item Value		10,00,000.00			
Discount Allowed		(-)47,619.05		10,00,000.00	
Packing Charges		10,000.00		50,000.00	
LG Monitors		52,619.05		10,50,000.00	
Item Value		50,000.00			
Discount Allowed		(-)2,380.95		(-)50,000.00	
Packing Charges		5,000.00		15,000.00	
Output Vat @ 4%				38,495.24	
Output Vat 1%		39,021.43		526.19	
VAT Duty Value					
Output Vat @ 4%		4 %		38,495.24	
Pentium IV Computer @ 4 %	On	9,62,380.95		38,495.24	
Output Vat 1%		1 %		526.19	
LG Monitors @ 1 %	On	52,619.05		526.19	
Show Statutory De					
Narration:				10,54,021.43	

Note: The value of additional ledgers forming part of the assessable value, (for e.g., Packing Charges as in the above scenario) will be appropriated as set in the Method of Apportioning of the respective ledger master (i.e., packing charges ledger). This apportioning will help in ascertaining the assessable value for voucher as well as for a given stock item. However, the ledger value will form part of the accounting transaction, i.e., the total invoice value will reflect in the transaction details of those ledgers.

13. Accept the Statutory Details screen.

14. Enter the details in the Narration field, if required.

Accounting Voucher Creation		National Traders		Ctrl + M
Sales	No. 4			25-Apr-2008 Friday
Ref. :				
Party's A/c Name : Mc Millan Techys Inc				
Current Balance : 6,75,000.00 Dr				
Name of Item	Quantity	Rate per	Amount	
Pentium IV Computer	50 No.	20,000.00 No.	10,00,000.00	
LG Monitors	25 No.	2,000.00 No.	50,000.00	
			10,50,000.00	
Discount Allowed			(-)50,000.00	
Packing Charges			15,000.00	
Output Vat @ 4%		4 %	38,495.24	
Output Vat 1%		1 %	526.19	
Show Statutory Details ? Yes				
Narration:				
Being discount allowed and packing charges added				
			75 No.	10,54,021.43

15. Press Y or Enter to accept the voucher.

Note: The option Show Statutory Details will be displayed on enabling VAT for company data created using Tally.ERP 9. In case of the company data which is migrated from Tally 9 Release 2 and Release 3 family to Tally.ERP 9, this option will not be displayed.

The option Show Statutory Details will be displayed for old data only when any changes are made in the transactions. During further modification of values in the voucher, to re-calculate the correct values an option **R**: Reallocate button is provided in the Voucher entry main screen.

The appropriation of values will be done based on quantity or value as per the options set in the additional ledger masters in the entry pertaining to old data being changed.

The values of the VAT Return filed earlier with old data and the return form displayed after migrating the data and making changes at the entry level in Tally.ERP 9 will display a difference due to the appropriation done in statutory details sub-screen as per the options set in the Additional ledgers.



Creating an Inter State Sales Voucher



To create an Inter-State Sales Voucher,

Go to Gateway of Tally > Accounting Vouchers > F8: Sales

1. Select As Invoice mode
2. Enter the Reference number in the Ref field, if required
3. Select the Party's A/c Name from the List of Ledger Accounts
4. Select the required VAT/Tax Class from the drop down list

5. Select the Name of Item from the List of Items
6. Enter the Quantity and Rate. The amount is automatically displayed in the Amount field
7. Select the Output CST ledger from the List of Ledger Accounts. The percentage and amount of CST is automatically calculated on the assessable value
8. Select the Form to Receive and enter the Form number and date, if required
9. Enter Narration, if required

Accounting Voucher Creation		National Traders		Ctrl + M
Retail Invoice No. 5				25-Apr-2008 Friday
Ref. :				
Party's A/c Name : Digilink Technologies				
Current Balance :				
Sales Ledger : Sales - Interstate				
VAT/Tax Class: Inter-State Sales				
Name of Item	Quantity	Rate per	Amount	
Pentium IV Computer	3 Nos	28,000.00 Nos	84,000.00	
CST @ 2%		2 %	1,680.00	
Show Statutory Details ? No				
Is Declared Goods Sales ? No				
Form to Receive : C Form Form No : 34521 Date : 25-Apr-2008				
Narration:			3 Nos	
Selling goods to Digilink Technologies, Mumbai against 'C' Form			Accept ? Yes or No	

10. Press Enter to accept and save the voucher.



Creating a Sales Exempt Voucher



To create an Exempt Sales Voucher,

Go to Gateway of Tally > Accounting Vouchers > F8: Sales

1. Select As Invoice mode
2. Enter the Reference number in the Ref field, if required
3. Select the Party's A/c Name from the List of Ledger Accounts
4. Select the required VAT/Tax Class from the drop down list
5. Select the Name of Item from the List of Items
6. Enter the Quantity and Rate. The amount is automatically displayed in the Amount field

7. Enter Narration, if required

Accounting Voucher Creation		West Bengal Composite		Ctrl + M
Sales				5-Apr-2008 Saturday
Ref. : 3				
Party's A/c Name : Digilink Technologies				
Current Balance :				
Sales Ledger : Exempt Sales				
VAT/Tax Class: Exempt Sales				
Name of Item	Quantity	Rate per	Amount	
Pentium IV Computer	3 nos	20,000.00 nos	60,000.00	
☐ End of List				
Narration:		3 nos		Accept ? Yes or No

8. Press Enter to accept and save the voucher.



Creating an Adjustment towards Advance Tax Paid



To create an adjustment towards Advance Tax Paid,

Go to Gateway of Tally > Accounting Vouchers > F7: Journal

1. Select VAT Adjustment Class as the Voucher Class
2. Select Advance Tax Paid in Used for field
3. Debit Net VAT Payable A/c created under Duties and taxes (Type of duty – Others) from the List of Ledger Accounts
4. Select the Ledger Advance Tax Paid A/c created under Current Assets to be Credited
5. The Amount is automatically entered
6. Enter Narration if required

Accounting Voucher Creation		National Traders	Ctrl + M
Journal	No. 1	Voucher Class : VAT Adjustment Class	30-Apr-2008 Wednesday
Used for: Advance Tax Paid			
Particulars	Debit	Credit	
By Net VAT Payable A/c Cur Bal: 100.00 Dr	100.00		
To Advance Tax Paid A/c Cur Bal: 100.00 Cr		100.00	
Narration:	100.00	100.00	

Accept ?
 Yes or No

7. Press Enter to accept and save the voucher.



Creating an Adjustment towards Interest Payable



To create liability for Interest on VAT payments,

Go to Gateway of Tally > Accounting Vouchers > F7: Journal

1. Select the Voucher Type as VAT Adjustment Class from the Voucher Class list.
2. Select Interest Payable Under Section 33 in Used for field
3. Debit Interest A/c created under Indirect Expenses
4. Select the Ledger Interest Payable A/c created under Current Liabilities to be Credited
5. The Amount is automatically entered
6. Enter Narration if required

Accounting Voucher Creation		National Traders	Ctrl + M
Journal	No. 2	Voucher Class : VAT Adjustment Class	30-Apr-2008 Wednesday
Used for: Interest Payable Under Section 33			
Particulars	Debit	Credit	
By Interest A/c Cur Bal: 100.00 Dr	100.00		
To Interest Payable A/c Cur Bal: 100.00 Cr		100.00	
Narration:	100.00	100.00	Accept ? Yes or No

7. Press Enter to accept and save the voucher.



Creating an Adjustment towards TDS Adjustment



To adjust TDS amount - against the Output Tax payable,

Go to Gateway of Tally > Accounting Vouchers > F7: Journal

1. Select TDS Adjustment in Used for field
2. Debit Net VAT Payable A/c created under Duties and Taxes (Type of duty – Others) from the List of Ledger Accounts
3. Select the Ledger TDS Paid A/c created under Current Assets to be Credited
4. The Amount is automatically entered
5. Enter Narration if required

Accounting Voucher Creation		National Traders	Ctrl + M
Journal	No. 3	Voucher Class : VAT Adjustment Class	30-Apr-2008 Wednesday
Used for: TDS Adjustment			
Particulars	Debit	Credit	
By Net VAT Payable A/c Cur Bal: 200.00 Dr	100.00		
To TDS Paid A/c Cur Bal: 100.00 Cr		100.00	
Narration:	100.00	100.00	Accept ? Yes or No

6. Press Enter to accept and save the voucher.



Creating an Adjustment towards Purchase Tax Adjustment



To enter Purchase Tax payable on purchases Tax Adjustment,

Go to Gateway of Tally > Accounting Vouchers > F7: Journal

1. Select Purchase Tax Adjustment in Used for field
2. Debit Purchase Tax Expenses A/c created under Direct Expense
3. Select the Ledger Purchases Tax Payable A/c created under Duties and Taxes with appropriate VAT classification to be Credited
4. The Amount is automatically entered
5. Enter Narration if required

Accounting Voucher Creation		National Traders	Ctrl + M
Journal	No. 4	Voucher Class : VAT Adjustment Class	30-Apr-2008 Wednesday
Used for: Purchase Tax Adjustments			
Particulars	Debit	Credit	
By Purchase Tax Expenses A/c Cur Bal: 100.00 Dr	100.00		
To Purchase Tax Payable A/c Cur Bal: 100.00 Cr		100.00	
Narration:	100.00	100.00	Accept ? Yes or No

6. Press Enter to accept and save the voucher.



Creating an Adjustment towards Tax Paid in Excess



The tax paid in excess in the earlier period is adjusted in the current period. To create a VAT Adjustment towards Tax Paid in Excess,

Go to Gateway of Tally > Accounting Vouchers > F7: Journal

1. Select Tax Paid in Excess in Used for field
2. Debit Net VAT Payable A/c created under Direct Expenses
3. Select the Ledger Tax Paid in Excess A/c created under Current Assets to be Credited
4. The Amount is automatically entered
5. Enter Narration if required

Accounting Voucher Creation		National Traders	Ctrl + M
Journal	No. 5	Voucher Class : VAT Adjustment Class	30-Apr-2008 Wednesday
Used for: Tax Paid in Excess			
Particulars	Debit	Credit	
Dr Net Vat Payable Cur Bal: 100.00 Dr	100.00		
Cr Tax Paid in Excess Cur Bal: 100.00 Cr		100.00	
Narration:		100.00	100.00

Accept ?
 Yes or No

6. Press Enter to accept and save the voucher.



VAT Computation



Go to Gateway of Tally > Display > Statutory Reports > VAT Reports

Gateway of Tally
 Display Menu
 Statutory Reports

VAT Composition Reports
 VAT Composition Computation
 VAT Composition Return
 Quit

Go to Gateway of Tally > Display > Statutory Reports > VAT Reports > VAT Computation

The VAT Computation screen appears with Sales and Purchase details as displayed below:

VAT Computation		National Traders		Ctrl + M
Particulars		National Traders 1-Apr-2008 to 30-Apr-2008		
		Assessable Value	Tax Amount	
Sales				
A. Output Tax				
Inter-State Sales	2,50,000.00	5,000.00		
Output VAT @ 1%	50,00,000.00	49,100.00		
Output VAT @ 12.5%	12,53,90,000.00	1,56,71,125.00		
Output VAT @ 12.5% on Works Contract	5,90,000.00	73,750.00		
Output VAT @ 4%	1,24,64,000.00	4,98,400.00		
Output VAT @ 4% on Works Contract	50,00,000.00	2,00,000.00		
Total Output Tax	14,86,94,000.00	1,64,97,375.00		
Purchases				
B. Input Tax				
<i>Excess Input Credit Brought Forward</i>				
Input VAT @ 1%	49,99,000.00	48,290.00		
Input VAT @ 12.5%	19,00,000.00	2,38,000.00		
Input VAT @ 4%	22,500.00	900.00		
Purchase From URDs - Capital Goods @ 12.5%	2,50,000.00	31,250.00		
Purchase From URDs - Capital Goods @ 4%	50,400.00	2,100.00		
Purchase From URDs - Taxable Goods @ 1%	10,000.00	100.00		
Purchase From URDs - Taxable Goods @ 12.5%	15,000.00	1,875.00		
Purchase From URDs - Taxable Goods @ 4%	1,60,800.00	400.00		
Purchases - Capital Goods @ 12.5%	10,00,000.00	1,20,000.00		
Purchases - Capital Goods @ 4%	1,00,000.00	4,000.00		
Total Input Credit	85,07,700.00	4,46,915.00		
VAT Payable		1,60,50,460.00		

Assessable Value

The Assessable Value is the total value of the transactions made with the respective VAT/Tax Classification.

Tax Amount

The rate of percentage calculated on the Assessable Value is the Tax Amount.

Note: You can drill down from VAT computation report to view the VAT Classification Vouchers.

Show all VAT Classifications

Enable the option Show all VAT Classifications? to Yes in F12: Configure.

VAT Computation Configuration		National Traders		Ctrl + M
Particulars		National Traders 1-Apr-2008 to 30-Apr-2008		
		Assessable Value	Tax Amount	
↑ ... 18 more				
Sale in the Course of Export Out of India		26,25,000.00		
Sales - Exempt		49,000.00		
Sales in the Course of Import Into India		25,00,000.00		
Sales MRP Based		10,400.00	400.00	
Sales Through Auctioneers / Agents		25,000.00		
Sales - Through Broker (Private Treaty Sale)		22,500.00		
Sales - to Local Agents		6,00,000.00		
Sales - Zero Rated		6,00,000.00		
Sales - Zero Rated (Inter State)		50,000.00		
Works Contract		10,400.00		
Works Contract - Exempt		30,00,000.00		
	Total	16,70,47,300.00	1,64,97,775.00	
		Configuration		
		Show All VAT Classifications	? Yes	
		Show CST Details	? Yes	
Purchases				
B. Input Tax				
<i>Excess Input Credit Brought Forward</i>				
Input VAT @ 1%		49,99,000.00	48,290.00	
Input VAT @ 12.5%		19,00,000.00	2,38,000.00	
Input VAT @ 4%		22,500.00	900.00	
Purchase From URDs - Capital Goods @ 12.5%		2,50,000.00	31,250.00	
Purchase From URDs - Capital Goods @ 4%		50,400.00	2,100.00	
Purchase From URDs - Taxable Goods @ 1%		10,000.00	100.00	
Purchase From URDs - Taxable Goods @ 12.5%		15,000.00	1,875.00	
Purchase From URDs - Taxable Goods @ 4%		1,60,800.00	400.00	
Purchases - Capital Goods @ 12.5%		10,00,000.00	1,20,000.00	
Purchases - Capital Goods @ 4%		1,00,000.00	4,000.00	
			16 more ... ↓	
VAT Payable			1,60,50,860.00	

The computation screen after configuration displays as shown below.

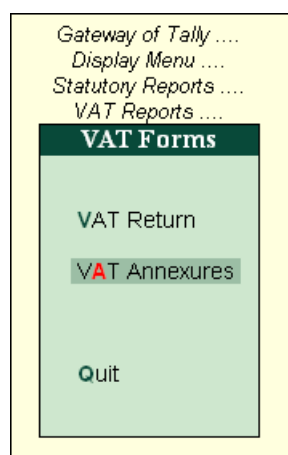
VAT Computation			National Traders		Ctrl + M
Particulars			National Traders		
			1-Apr-2008 to 30-Apr-2008		
			Assessable Value	Tax Amount	
Sales					
A. Output Tax					
Inter-State Sales			2,50,000.00	5,000.00	
Cst	2 %	5,000.00			
Output VAT @ 1%			50,00,000.00	49,100.00	
Output VAT @ 12.5%			12,53,90,000.00	1,56,71,125.00	
Output VAT @ 12.5% on Works Contract			5,90,000.00	73,750.00	
Output VAT @ 4%			1,24,64,000.00	4,98,400.00	
Output VAT @ 4% on Works Contract			50,00,000.00	2,00,000.00	
Others (VAT Not Applicable)					
Consignment/Branch Transfer Outward			25,000.00		
Consignment/Branch Transfer Outward - Exempt Goods			18,000.00		
Consignment/Branch Transfer Outward -Imported Goods			3,00,000.00		
Consignment/Branch Transfer Outward - Rate > 12.5%			18,000.00		
Consignment/Branch Transfer Outward -Tax Rate < 4%			2,50,000.00		
Consignment/Branch Transfer Outward (Within State)			5,00,000.00		
Exports			75,00,000.00		
Other Exempt Sales			2,50,000.00		
Sale in the Course of Export Out of India			26,25,000.00		
Sales - Exempt			49,000.00		
Sales in the Course of Import Into India			25,00,000.00		
Sales MRP Based			10,400.00	400.00	
Sales Through Auctioneers / Agents			25,000.00		
Sales - Through Broker (Private Treaty Sale)			22,500.00		
Sales - to Local Agents			6,00,000.00		
Sales - Zero Rated			6,00,000.00		
Sales - Zero Rated (Inter State)			50,000.00		
					32 more ...
VAT Payable					1,60,50,860.00



VAT Form



Go to Gateway of Tally > Display > Statutory Reports > VAT Reports > VAT Forms > VAT Return



VAT Returns Forms

The VAT Returns Forms option will display the Report Generation screen as shown below.

Report Generation		National Traders		Ctrl + M		
<i>Current Period</i> 1-4-2008 to 31-3-2009		<i>Current Date</i> Tuesday, 1 Apr, 2008				
<u>List of Selected Companies</u>						
<i>Name of Company</i> National Traders						
<table border="1"> <tr> <td> Printer : Adobe PDF (Ne00:) No. of Copies : 1 Print Language : English Method : Neat Mode Page Range : All </td> <td> Paper Type : Letter <i>(Printing Dimensions)</i> Paper Size : (8.50" x 10.98") or (216 mm x 279 mm) Print Area : (8.03" x 10.63") or (204 mm x 270 mm) </td> </tr> </table>					Printer : Adobe PDF (Ne00:) No. of Copies : 1 Print Language : English Method : Neat Mode Page Range : All	Paper Type : Letter <i>(Printing Dimensions)</i> Paper Size : (8.50" x 10.98") or (216 mm x 279 mm) Print Area : (8.03" x 10.63") or (204 mm x 270 mm)
Printer : Adobe PDF (Ne00:) No. of Copies : 1 Print Language : English Method : Neat Mode Page Range : All	Paper Type : Letter <i>(Printing Dimensions)</i> Paper Size : (8.50" x 10.98") or (216 mm x 279 mm) Print Area : (8.03" x 10.63") or (204 mm x 270 mm)					
Report Titles VAT Return Form (with Print Preview)						
<table border="1"> <tr> <td> From (blank for beginning) : 1-4-2008 To (blank for end) : 30-4-2008 Name of the dealer : National Traders Name : Raja Narasimha Status/Designation : Manager Place : West Bengal Date : 30-4-2008 </td> <td> Print ? Yes or No </td> </tr> </table>					From (blank for beginning) : 1-4-2008 To (blank for end) : 30-4-2008 Name of the dealer : National Traders Name : Raja Narasimha Status/Designation : Manager Place : West Bengal Date : 30-4-2008	Print ? Yes or No
From (blank for beginning) : 1-4-2008 To (blank for end) : 30-4-2008 Name of the dealer : National Traders Name : Raja Narasimha Status/Designation : Manager Place : West Bengal Date : 30-4-2008	Print ? Yes or No					

The form displays as shown below.

THE WEST BENGAL VALUE ADDED TAX RULES, 2005

FORM 14

[See sub-rule (1) of rule 34]

For dealers not enjoying deferment or tax holiday or remission of tax u/s 118, and not paying tax at compounding rate under sub-section (3), or sub-section (3B) of section 16 or sub-section (4) of section 18

RETURN PERIOD								REGISTRATION NUMBER											
From	DD	MM	YY	to	DD	MM	YY	W	B	1	2	5	6	4	8	9	5	4	
	01	04	2008		30	04	2008												

Name of the dealer	National Traders	Trade name, if any	National Traders
Address of the principal place of business	No 85,Visva Bharati, PO Santiniketan, Birbhum, Kolkata		

PART A

Purchases of goods meant for ** direct use in business from dealers in West Bengal against tax invoices and determination of I.T.C.

		Amount (Rs.) A	I.T.C Claimed (Rs.) B
1.	Purchases of goods exempt from tax	25,000.00	
2.	Purchases of M.R.P goods u/s 16(4)	10,400.00	
3.	Purchases of goods taxable at the rate of 1%	50,00,000.00	50,000.00
4.	Purchases of goods taxable at the rate of 4 %	22,500.00	900.00
5.	Purchases of goods taxable at the rate of 12.5%	20,00,000.00	2,50,000.00
6.	Purchases of goods taxable at the rate of%[under section 16(2)(c)]		
7.	Purchases from dealers paying tax at compounded rate	3,00,000.00	
8.	Purchases of capital goods taxable at the rate of 4%	1,00,000.00	4,000.00
	Purchases of capital goods taxable at the rate of 12.5%	10,00,000.00	1,20,000.00
9.	Total	84,57,900.00	4,24,900.00

Purchases of goods in West Bengal on which purchase tax is payable u/s 11 *or/and u/s 12.

		Amount of purchase (Rs.) A	Purchase tax payable (Rs.) B
10.	Purchases of raw jute <i>Shipper of jute only will pay tax u/s 11</i>	26,250.00	Nil
11.	Purchases of goods taxable at rate of 1 %	10,000.00	100.00
12.	Purchases of goods taxable at the rate of 4%	1,60,800.00	400.00
13.	Purchases of goods taxable at the rate of 12.5%	15,000.00	1,875.00
14.	Purchases of goods taxable at the rate of%		
15.	Total	2,12,050.00	2,375.00

PART AA

Import of goods from outside the State of West Bengal

	Amount (Rs.)
15A. Goods purchased within the meaning of section 3 of the Central Sales Tax Act.1956	45,900.00
15B. Stock of Goods transferred from other States	25,000.00
15C. Goods purchased within the meaning of sub-section(3) of section 5 of the Central Sales Tax Act.1956 from other States	10,000.00
15D. Goods imported from outside India within the meaning of sub-section(2) of section 5 of the Central Sales Tax Act. 1956	3,00,000.00

PART B

Sales in the return period and calculation of output tax

16. Aggregate of sale price (excluding VAT)	Rs. 15,86,77,900.00
17. Sale price of goods, tax on which has been paid on M.R.P u/s 16(4) at the time of purchase or on an earlier occasion [sec.2(55)(a)]	Rs. 10,400.00
18. Sales *return/rejection within six months from the date of sale [sec.2(55)(b)]	Rs. 50,000.00
19. Turnover of sales (16-17-18)	Rs. 15,86,17,500.00

Break-up of turnover of sales as arrived at item 19.		Amount (Rs.) A	Output tax (Rs.) B
20. Sales exempt from tax u/s 21		49,000.00	
21. Sales within the meaning of section 3 of the C.S.T Act, 1956		2,80,000.00	
22. Sales in the course of *export/import/last sale preceding export within the meaning of section 5 of the C.S.T Act, 1956		1,26,25,000.00	
23. Sales which are zero-rated u/s 21 A(1)		50,000.00	
24. Sales through auctioneer or agent u/s 16(1)(c) read with rule 27(1)		25,000.00	
25. Other Sales u/s 16(1)(c) read with rule(s)....		2,50,000.00	
26. Sales of M.R.P goods u/s 16(4) [Enclose Annexure A]		2,29,000.00	16,500.00
27. Sales of goods (other than M.R.P as in 26) taxable at the rate of 1%		50,00,000.00	50,000.00
28. Sales of goods (other than M.R.P as in 26) taxable at the rate of 4%		1,24,50,000.00	4,98,000.00
29. Sales of goods (other than M.R.P as in 26) taxable at the rate of 12.5%		12,53,50,000.00	1,56,68,750.00
30. Sales of goods (other than M.R.P as in 26) taxable at the rate of ...%			
31. Output tax (26B+27B+28B+29B+30B)			1,62,33,250.00

32. Contractual transfer price (excluding VAT)	Rs. 86,00,400.00
33. Deductions:	Rs.
(a) Contractual transfer price of tax free goods [Sec. 18(2)(a)]	30,00,000.00
(b) Charges towards labour, service and other like charges [Sec. *18(2)(b)read with rule 30(1)/Sec. 18(3) read with rule 30(2)] [Enclose Annexure D]	
(c) Amounts paid to sub-contractors [Sec.18(2)(c)]	
(d) #Other contractual transfer prices as prescribed in the rule(S)....[Sec. 18(2)(d)]	
34. Taxable contractual transfer price (32-33)	56,00,400.00

	Break-up of taxable contractual transfer price arrived at item 34.	Amount (Rs.) A	Output tax (Rs.) B
35.	Taxable contractual transfer price, taxable at the rate of 4%	50,00,000.00	2,00,000.00
36.	Taxable contractual transfer price, taxable at the rate of 12.5%	5,90,000.00	73,750.00
37.	Total	55,90,000.00	2,73,750.00

PART C

Monthly calculation of output tax, input tax credit, net tax credit, net tax payable, interest, etc.

		1st month (Rs.)	2nd month (Rs.)	3rd month (Rs.)
38.	(a) Output tax <i>Month-wise break-up of (15B+31B+37B)</i>	1,65,09,375.00	Nil	Nil
	(b) Amount charged in *short/excess, if any	(-)16,000.00	Nil	Nil
	(c) Total Output tax [38(a)+38(b)]	1,64,93,375.00	Nil	Nil
39.	(a) Input tax credit B/f (<i>Less refund claimed, if any</i>)	Nil	Nil	Nil
	(b) Input tax credit for the period <i>Monthwise break-up of 9B</i>	4,60,625.00	Nil	Nil
	(c) Input tax credit on stock under rule 22	100.00	Nil	Nil
	(d) Input tax credit claimed in *short/excess earlier [Sec.22(17)]	(-)12,010.00	Nil	Nil
	(e) Reverse credit [<i>Enclose Annexure F</i>]	1,800.00	Nil	Nil
	(f) Net tax Credit [39((a)+(b)+(c)-(d)-(e))]	4,46,915.00	Nil	Nil
40.	(a) Net tax payable [38(c) - 39(f)] or	1,60,46,460.00	Nil	Nil
	(b) Excess input tax credit [39(f)-38(c)]	Nil	Nil	Nil
41.	(a) Out of 40(b), input tax credit/rebate adjustable under Central Sales Tax Act, 1956	Nil	Nil	Nil
	(b) Out of 40(b), input tax credit to be claimed as refund	Nil	Nil	Nil
	(c) Out of 40(b), input tax credit to be carried forward	Nil	Nil	Nil
42.	(a) Tax deducted at source	1,000.00	Nil	Nil
	(b) Tax paid in appropriate Govt. Treasury, other than 42(a)	1,000.00	Nil	Nil
	(c) Tax paid in excess in earlier period, now adjusted [Rule 40(2A)]	10,000.00	Nil	Nil
43.	Actual tax payable [40(a)-42(a)-42(b)-42(c)] Negative amount will be the excess amount	1,60,34,460.00	Nil	Nil
44.	(a) Interest payable, if any u/s 33	1,200.00	Nil	Nil
	(b) Interest paid in appropriate Govt. Treasury	1,000.00	Nil	Nil
	(c) Interest *payable/paid in excess [44(a)- 44(b)/44(b) - 44(a)]	200.00	Nil	Nil
44A.	(a) Penalty payable under sub-section(2) of section 32	1,000.00	Nil	Nil
	(b) Penalty paid in appropriate Govt. Treasury	250.00	Nil	Nil
	(c) Penalty *payable/paid in excess [44A(a)- 44A(b)/44A(b) - 44A(a)]	750.00	Nil	Nil

45. Payment Details							
	Date	Challan No.	Bank/Treasury			Period	Amount (Rs.)
			Name	Branch	Code		
1	30-4-2008	12233	Yes Bank	Jayang	12555	Apr-08	10,000.00

46. Sale of three main taxable commodities (in terms of sale value) during the return period)				
	Name of the commodity		Rate of Tax	Amount (Rs.)
1	HP Laser Jet Printers		1	14,34,50,000.00
2	Pentium IV Computers		12.50	1,25,000.00
3	Books and Periodicals		4	1,04,000.00

47. Information on issue and receipt of tax invoices							
	Tax Period	Tax Invoices Issued			Tax invoices received for purchases from W.B.		
		From (Serial No)	To (Serial No)		From (No. of Sellers)	Total no. of Invoice	Amount of Purchase (Rs.)
1.	Apr-2008	1	5		1	13	58,00,050.00

Declaration:
 I, [full name in block letters] Raja Narasimha declare that the information given in this return is correct and complete.

**Signature with date	30-Apr-2008	Name and Status	Raja Narasimha Manager
-----------------------	-------------	-----------------	---------------------------

FOR OFFICE USE ONLY:

Due date of submission (dd-mm-yyyy)										Date of Receipt (dd-mm-yyyy)								
Office Seal																		
Signature of the Receiving Officer																		

Form 14

RETURN PERIOD

The period mentioned in the Report Configuration screen is printed in this column.

REGISTRATION NUMBER

The VAT TIN (Regular) as entered in F11: Features > F3: Statutory and Taxation> Tax Information screen is displayed here.

Name of the dealer

The Full name of Dealer is printed as mentioned in the Company Creation.

Trade name, if any

This field is blank and need to be entered manually by the dealer

Address of the principal place of business

Address as given in the company creation screen will appear here.

PART A

Purchases of goods meant for **direct use in business from dealers in West Bengal against tax invoices and determination of I.T.C.

Purchases of goods exempt from tax

The total amount of all Purchase transactions made using the VAT Classification Purchase - Exempt.

Purchases of M.R.P. goods u/s 16(4)(MRP Second sales)

The total amount of all Purchase transactions made using the VAT Classification Purchase –MRP Based.

Purchases of goods taxable at the rate of 1%

The total amount of all Purchase transactions made using the VAT Classification Purchase @1%.

Purchases of goods taxable at the rate of 4%

The total amount of all Purchase transactions made using the VAT Classification Purchase @4%.

Purchases of goods taxable at the rate of 12.5%

The total amount of all Purchase transactions made using the VAT Classification Purchase @12.5%.

Purchases of goods taxable at the rate of . . . % under section 16(2)(c)]

This field is blank

Purchases from dealers paying tax at compounded rate

The total amount of all Purchase transactions made using the VAT Classification Purchase from Composite Dealer.

Purchases of capital goods taxable at the rate of 4%

The total amount of all Purchase transactions made using the VAT Classification Purchase Capital Goods @ 4%.

Purchases of capital goods taxable at the rate of 12.5%

The total amount of all Purchase transactions made using the VAT Classification Purchase Capital Goods @ 12.5%.

Total

The Total is captured in this column

Purchases of goods in West Bengal on which purchase tax is payable u/s 11 *or/and u/s 12.**Purchases of raw jute (Shipper of jute only will pay tax u/s 11)**

The total amount of all Purchase transactions made using the VAT Classification Purchase of Raw Jute- Shippers is captured in the Amount column and the Journal Adjustment entry made with Purchase Tax Adjustment and the respective tax amount is captured in Purchase Tax Payable column.

Purchases of goods taxable at the rate of 1%

The total amount of all Purchase transactions made using the VAT Classification Purchase from URDS-Taxable Goods 1% is captured in the Amount column and the Journal Adjustment entry made with Tax on URD Purchase tax amount is captured in Purchase Tax Payable column.

Purchases of goods taxable at the rate of 4%

The total amount of all Purchase transactions made using the VAT Classification Purchase from URDS-Taxable Goods 4% is captured in the Amount column and the Journal Adjustment entry made with Tax on URD Purchase tax amount is captured in Purchase Tax Payable column.

Purchases of goods taxable at the rate of 12.5%

The total amount of all Purchase transactions made using the VAT Classification Purchase from URDS-Taxable Goods 12.5% is captured in the Amount column and the Journal Adjustment entry made with Tax on URD Purchase tax amount is captured in Purchase Tax Payable column.

Purchases of goods taxable at the rate of . . . %

This Field is blank

PART B

Sales in the return period and calculation of output tax.**Aggregate of sale price (excluding VAT)**

The total amount of all Sales transactions made using the Sales VAT Classification Work Contract Excluding VAT.

Sale price of goods, tax on which has been paid on M.R.P. u/s 16(4) at the time of purchase or on an earlier occasion [sec.2(55)(a)]

The total amount of all Sales transactions made using the VAT Classification Sales –MRP Based.

This classification will be used only for subsequent or second MRP Sales.

Sales *return/rejection within six months from the date of sale [sec. 2(55)(b)]

The total of all transactions passed with the Credit Note using the Used For flag Return of Taxable Goods is captured in this box

Turnover of sales (16-17-18)

The Total Difference of the Box(16-17-18) is captured here

Break-up of turnover of sales as arrived at item 19. (Note all items in this table are net values – i.e. after deducting returns)**Sales exempt from tax u/s 21 (note: Schedule A – Non Taxable goods)**

The total amount of all Sales transactions made using the VAT Classification Sales –Exempt.

Sales within the meaning of section 3 of the C.S.T. Act, 1956

The total amount of all Sales transactions made using the VAT Classification Inter state- Sales (exclude) form H sales.

Sales in the course of *export/import/last sale preceding export within the meaning of section 5 of the C.S.T. Act, 1956

The total amount of all Sales transactions made using the VAT Classification Inter - State sales (with form H), Sales in the course of Exports out of India and Sales in the course of Imports into India

Sales which are zero-rated u/s 21A(1) Schedule AA

The total amount of all Sales transactions made using the VAT Classification Sales –Zero Rated.

Sales through auctioneer or agent u/s 16(1)(c) read with rule 27(1)

The total amount of all Sales transactions made using the VAT Classification Sales Through Auctioneers/Agent.

Other sales u/s 16(1)(c) read with rule(s) See note 6

The total amount of all Sales transactions made using the VAT Classification Other Exempted Sales.

Sales of M.R.P. goods u/s 16(4) [Enclose Annexure A] See note 7 (First point MRP sale)

The total amount of all Sales transactions made using the VAT Classification Sales MRP Based @1%, 4% and 12.5%.

Sales of goods (other than M.R.P. as in 26) taxable at the rate of 1%

The total amount of all Sales transactions made using the VAT Classification Sales @ 1%

Sales of goods (other than M.R.P. as in 26) taxable at the rate of 4%

The total amount of all Sales transactions made using the VAT Classification Sales @ 4%.

Sales of goods (other than M.R.P. as in 26) taxable at the rate of 12.5%

The total amount of all Sales transactions made using the VAT Classification Sales @ 12.5%

Sales of goods (other than M.R.P. as in 26) taxable at the rate of . . .%

This field is blank.

Output tax (26B+27B+28B+29B+30B)

The Sum of Box (26B+27B+28B+29B+30B)

Contractual transfer price (excluding VAT)

The total amount of all Sales transactions made using the VAT Classification Works Contract@ 12.5%, Works Contract@ 4%, and Works Contract Exempt excluding VAT is captured in this Box

Deductions:

(a) Contractual transfer price of tax free goods[Sec.18(2)(a)]

(b) Charges towards Labour, service and other like charges

[Sec. *18(2)(b) read with rule 30(1)/Sec.18(3) read with rule 30(2)] [Enclose Annexure D]

(c) Amounts paid to sub-contractors [Sec. 18(2)(c)]

(d) Other contractual transfer prices as prescribed in the rule(s)..... [Sec.18(2)(d)]

The total amount of all Sales transactions made using the VAT Classification Works Contract Exempt is captured in this Box

Taxable contractual transfer price (32 – 33)

The Difference of the Box 32 and 33 is captured in this Box.

Break-up of taxable contractual transfer price as arrived at item 34**Taxable contractual transfer price, taxable at the rate of 4%**

The total amount of all Sales transactions made using the VAT Classification Works Contract@ 4% is captured in this Box and respective tax amount is captured in the Output tax column

Taxable contractual transfer price, taxable at the rate of 12.5%

The total amount of all Sales transactions made using the VAT Classification Sales Works Contract@ 12.5% is captured in this Box and respective tax amount is captured in the Output tax column

Total

Total is captured in this column

PART C**Monthly calculation of output tax, input tax credit, net tax credit, net tax payable, interest, etc****(a) Output tax Month-wise break-up of (15B + 31B + 37B)**

The sum of the Box (15B + 31B + 37B) is captured in this column

(b) Amount charged in *short/excess, if any.

The total of all transactions passed with the Credit Note/Debit Note using the Used For flag De-Escalation in price of Goods and Escalation in price of Goods made with 1%, 4% and 12.5% VAT class is captured in this box

(c) Total output tax [38(a) + 38(b)].

The sum of Box (38 a +38 b) is captured in this column

(a) Input tax credit (less refund claimed, if any).

The Balance brought forward less Input Tax is captured in this column

(b) Input tax credit for the period Month-wise break-up of (9B)

The total of box 9B (I.T.C Claimed) is captured in this column

(c) Input tax credit on stock under rule 22

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Input tax credit on Opening Stock is printed in this Box.

Below is the sample entry given

Dr. Input VAT a/c

Cr. To Tax Paid on Opening Stock

(d) Input tax credit claimed in *short/excess earlier [Sec. 22(17)].

The total of all transactions passed with the Debit Note/Credit Note using the Used For flag De-Escalation in price of Goods and Escalation in price of Goods made at 1%, 4% and 12.5% is captured in this box

(e) Reverse credit [Enclose Annexure F]

The total of Annexure F is captured in this column

(f) Net tax credit [39 {(a) + (b) + (c) +/- (d) – (e)}]

The Sum of the Box [39 {(a) + (b) + (c) +/- (d) – (e)}] is captured in this column

(a) Net tax payable [38(c)–39(f)] or

The Difference of the Box [38(c)–39(f)] is captured in this column

(b) Excess input tax credit [39(f)–38(c)]

The Difference of the Box [39(f)–38(c)] is captured in this column

(a) Out of 40(b), input tax credit/rebate adjustable under Central Sales Tax Act, 1956

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Adjustment Towards CST is printed in this Box.

Below is the sample entry given

Dr. Net VAT Receivable A/c

Cr. CST Payable A/c

(b) Out of 40(b), input tax credit to be claimed as refund

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Adjustment Towards Refund Claim is printed in this Box.

Below is the sample entry given

Dr. Refund Claim a/c

Cr. Net VAT Receivable a/c

(c) Out of 40(b), input tax credit to be carried forward

The difference of the Box (40 b-41a-41b) is displayed here

(a) Tax deducted at source

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as TDS Adjustment is printed in this Box.

Below is the sample entry given

Dr. Net VAT Payable

Cr. TDS Paid a/c

(b) Tax paid in appropriate Govt. Treasury, other than 42(a)

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Advance Tax Paid is printed in this Box.

Below is the sample entry given

Dr. Net VAT Payable A/c

Cr. Advance Tax Paid A/c

(c) Tax paid in excess in earlier period, now adjusted

[Rule 40(2A)]

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Tax Paid in Excess is printed in this Box.

Below is the sample entry given

Dr. Net VAT Payable A/c

Cr. Tax Paid in Excess A/c

Actual tax payable [40(a)–42(a)–42(b)–42(c)]

Negative amount will be the excess amount

The Difference of the Box [40(a)–42(a)–42(b)–42(c)] is captured here

(a) Interest payable, if any u/s 33

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Interest Payable Under section 33 is printed in this Box.

Below is the sample entry given

Dr. Interest A/c

Cr. Interest Payable A/c

(b) Interest paid in appropriate Govt. Treasury (all interest other than covered elsewhere above)

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Interest Payable Under section 34A is printed in this Box.

Below is the sample entry given

Dr. Interest A/c

Cr. Interest Payable A/c

(c) Interest *payable/paid in excess [44(a)–44(b)/44(b)–44(a)]

The Difference of the Box [44(a)–44(b)/44(b)–44(a)]

Payment Details

This field is entered manually

Sale of three main taxable commodities (in terms of sale value) during the return period

This field is blank

Information on issue and receipt of tax invoices

This field is blank



Enabling Composite VAT Returns in Tally.ERP 9



To create a company,

Go to Gateway of Tally > Alt + F3 > Create Company

1. Enter the basic information, i.e., Name, Mailing Name and Address of the company, for e.g., National Traders and its relevant details.
2. Select India from the List of Countries against the Statutory compliance for field
3. Select West Bengal as the State from the List of States

4. Enter the rest of the information i.e., PIN Code, Telephone No., E-Mail, Currency Symbol, Maintain, Financial Year from and Books beginning from as you do in the normal course while creating a company.
5. In the Financial Year from and Books beginning from fields, the first day of the current financial year for e.g., 1-4-2008 will be displayed by default, which can be changed as per requirement.
6. Set the option Disallow opening in Educational mode to either Yes or No as per requirement.
7. Specify the TallyVault Password (if any).
8. Set Use Security Control field to Yes if required. On enabling the Security Control the Tally.NET features will be made available automatically.

Note: Tally.NET is a feature available in Tally.ERP 9 with the following capabilities:

- Register and Connect companies from Tally.ERP 9
- Create and maintain Remote Users
- Remote availability of Auditors' Edition of Tally.ERP 9 License
- Synchronization of data (via Tally.NET)

Company Creation		Ctrl + M	
Directory	: C:\Tally.ERP9\Data		
Name	: National Traders		
Mailing & Contact Details		Company Details	
Mailing Name	: National Traders	Currency Symbol	: Rs.
Address	: No 85, Visva Bharati PO Santiniketan Birbhum Kolkata	Maintain	: Accounts with Inventory
		Financial Year from	: 1-4-2008
		Books beginning from	: 1-4-2008
		Security Control	
Statutory compliance for	: India	Disallow opening in Educational mode ?	No
State	: West Bengal	TallyVault Password (if any)	:
PIN Code	: 731235	Repeat Password	:
Telephone No.	: 03462-256839	(WARNING: forgetting your TallyVault password will render your data unusable!!)	
E-Mail	: sales@nationatraders.com	Use Security Control	? Yes
		(Enable Security to avail Tally.NET Features)	
		Name of Administrator	: Admin
		Password	: ****
		Repeat Password	: ****
		Use Tally Audit Features	? No
Base Currency Information			
Base Currency Symbol	: Rs.	Show Amounts in Millions	? No
Formal Name	: Indian Rupees	Put a SPACE between Amount and Symbol	? Yes
Number of Decimal Places	: 2	Decimal Places for Printing Amounts in W	
Is Symbol SUFFIXED to Amounts ?	No	Accept ? Yes or No	
Symbol for Decimal Portion	: paise		

9. Press Y or Enter to accept and save

Note: Only when India is selected in the Statutory compliance for field, the List of States will appear for selection. The state-specific VAT Compliance is dependent upon the state selected in this field. However, in case of companies already existing in Tally.ERP 9, VAT can be enabled in F11: Statutory & Taxation features as explained in the next session.

Enabling VAT Composition Returns

To enable VAT in F11: Features,

Go to Gateway of Tally > F11: Features > F3: Statutory and Taxation

Set Enable Value Added Tax (VAT) and Set/Alter VAT Details to Yes for the Company VAT Details screen

1. In the VAT Details screen, select West Bengal from the List of States
2. Select Composition as the Type of Dealer from the list of Types of VAT Dealer

VAT Details		
State	: West Bengal	Types of VAT Dealer
Type of Dealer	? Composition	Composition
Composition Scheme Applicable From	: 14-2008	Composition To Regular Regular

3. Enter the Composition Scheme Applicable from date
4. Accept the VAT Details screen.

Tax Information

Enter the VAT TIN (Composition) number provided by the VAT department

Company: National Traders			
Statutory & Taxation			
Enable Excise	? No	Enable Tax Deducted at Source (TDS)	? No
Set/Alter Excise Details	? No	Set/Alter TDS Details	? No
(Note : 'Enable' Maintain Multiple Godowns for Multiple Excise Units)		Enable Tax Collected at Source (TCS)	? No
Follow Excise rules for Invoicing	? No	Set/Alter TCS Details	? No
Enable Value Added Tax (VAT)	? Yes	Enable Fringe Benefit Tax (FBT)	? No
Set/Alter VAT Details	? Yes	Set/Alter FBT Details	? No
Enable Service Tax	? No		
Set/Alter Service Tax Details	? No		
Tax Information			
VAT TIN (Composition)	: 587888887441		
VAT TIN (Regular)	:		
Local Sales Tax Number	:		
Inter-state Sales Tax Number	:		
PAN / Income - Tax No.	:		
			Accept ?
F1: Accounts	F2: Inventory	F3: Statutory	F4: Tally.NET
			Yes or No

Press Enter to accept and save.



Creating a Purchase Ledger



To create a Purchases Ledger,

Go to Gateway of Tally > Accounts Info > Ledger > Create

1. Enter the Name of the Purchase ledger you wish to create.

2. Select the group under which you are creating the purchases ledger.
3. Set the option Used in VAT Returns to Yes, if you want to select VAT classifications for this Ledger.
4. Once you set this to Yes, Tally.ERP 9 prompts with VAT/Tax Class screen.
5. Select the required classification from the drop down list under the field VAT/Tax Class. The drop down list consists of the Sales classifications pertaining to West Bengal state. If you do not wish to select a classification at the Ledger level, select Not Applicable.

Ledger Creation		National Traders
Name : Purchases (alias) :	Total Op. Bal.	
Under : Purchase Accounts		
Inventory values are affected	? Yes	
<u>Statutory Information</u>		
Used In VAT Returns	? Yes	
Opening Balance (on 1-Apr-2008) :		Accept ? Yes or No

6. Press Enter to accept and save the ledger.



Creating Supplier Ledger



To create a Customer ledger,

Go to Gateway of Tally > Accounts Info > Ledger > Create

1. Enter the Name of the Supplier ledger you wish to create.
2. Select the group under which you are creating the party ledger.
3. Enable Maintain balance bill-by-bill? to Yes, enter details in the Default Credit Period if applicable. By default the Inventory Values are affected? field is set to No.
4. Enter the Mailing Details and Tax Information

Ledger Creation		National Traders	Ctrl
Name : Sterling Industries (alias) :		Total Op. Bal.	
Under : Sundry Creditors (Current Liabilities)		Mailing Details Name : Sterling Industries Address : No. 455 Raja Ram Mohan Roy Road Kolkata State : West Bengal PIN Code : 758665	
Maintain balances bill-by-bill ? Yes Default Credit Period : Inventory values are affected ? No		Tax Information PAN / IT No. : ADGSB7810M TIN/Sales Tax No. : 12589654123	
Opening Balance (on 1-Apr-2008) :		Accept ? Yes or No	

5. Press Enter to accept and save the ledger.



Creating a Sales Ledger



To create a Sales Ledger,

Go to Gateway of Tally > Accounts Info > Ledger > Create

1. Enter the Name of the sales ledger you wish to create.
2. Select the group under which you are creating the sales ledger.
3. Set the option Used in VAT Returns to Yes, if you want to select VAT classifications for this Ledger.
4. Set Inventory Values are affected? to Yes, if applicable
5. Once you set this to Yes, Tally.ERP 9 prompts with VAT/Tax Class screen.
6. Select the required classification from the drop down list under the field VAT/Tax Class. The drop down list consists of the Sales classifications pertaining to West Bengal state. If you do not wish to select a classification at the Ledger level, select Not Applicable.

Ledger Creation		National Traders
Name : Sales		Total Op. Bal.
(alias) :		
Under : Sales Accounts		
Inventory values are affected	? Yes	
<u>Statutory Information</u>		
Used In VAT Returns	? Yes	
Opening Balance (on 1-Apr-2008) :		Accept ? Yes or No

7. Press Enter to accept and save the ledger.

Similarly you can create Purchase Ledger, but it has to be created under Purchase Account.



Creating a Customer ledger



To create a Customer ledger,

Go to Gateway of Tally > Accounts Info > Ledger > Create

1. Enter the Name of the Customer ledger you wish to create.
2. Select the group under which you are creating the party ledger.
3. Enable Maintain balance bill-by-bill? to Yes, enter details in the Default Credit Period if applicable. By default the Inventory Values are affected? field is set to No.
4. Enter the Mailing Details and Tax Information

Ledger Creation		National Traders		Ctrl
Name	: Supreme Computers			Total Op. Bal.
(alias)	:			
Under		: Sundry Debtors		
		(Current Assets)		
Maintain balances bill-by-bill	: ? Yes			
Default Credit Period	:			
Inventory values are affected	: ? No			
		Mailing Details Name : Supreme Computers Address : No. 34, K K Street HSN Road Kolkata State : West Bengal PIN Code : 456876		
		Tax Information PAN / IT No. : AGSIN8102C TIN/Sales Tax No. : 12541256633		
				Accept ? Yes or No
Opening Balance (on 1-Apr-2008) :				

5. Press Enter to accept and save the ledger.



Creating TDS Ledger



To create an Expense ledger,

Go to Gateway of Tally > Accounts Info > Ledger > Create

1. Enter the Name of the expense ledger you wish to create.
2. Select the group under which you are creating the party ledger.

Ledger Creation		National Traders
Name : Tax Deducted at Source	Total Op. Bal.	
(alias) :		
Under : Current Assets		
Inventory values are affected	? No	
Opening Balance (on 1-Apr-2008) :		Accept ? Yes or No

3. Press Enter to accept and save the ledger.



Create/Alter a Voucher Type



To create/Alter a Voucher Type, e.g. Journal

Go to Gateway of Tally > Accounts Info. > Voucher Types > Create/Alter > Journal

1. In the Voucher Type Alteration Screen, Type the Name of Class e.g. VAT Adjustment.
2. Set Use Class for VAT Adjustments to Yes and accept the screen.

Class : VAT Adjustment Class	
Use Class for VAT Adjustments	? Yes
Ledger account to use	
Ledger Name	

3. Accept the Voucher Type Class

Voucher Type Alteration		National Traders		Ctrl + M
Name : Journal (alias) :				
General Type of Voucher : Journal Abbr. : Jml Method of Voucher Numbering ? Automatic Use Advance Configuration ? No Use EFFECTIVE Dates for Vouchers ? No Make 'Optional' as default ? No Use Common Narration ? Yes Narrations for each entry ? No		Printing Print after saving Voucher ? No		Name of Class VAT Adjustment Class
Accept ? Yes or No				

4. Press Enter to accept and save the voucher type.



Creating a Purchase Voucher



To create a Purchase Voucher,

Go to Gateway of Tally > Accounting Vouchers > F9: Purchases

1. Select As Invoice.
2. Enter the Reference in the Ref field, if required.
3. Select the Party's A/c Name from the List of Ledger Accounts.
4. Select Purchase Ledger form the List of Ledger Account.
5. Select the required VAT/Tax Class from the drop down list.

VAT/TAX Class
☐ Not Applicable
Exempt Purchases
Purchase From URDs - Composition Tax @ 1%
Purchase From URDs - Composition Tax @ 12.5%
Purchase From URDs - Composition Tax @ 4%
Purchase From URDs - Exempt Goods (Composition)
Purchase From URDs - MRP Based (Composition)
Purchase From URDs - Taxable Goods (Composition)
Purchases - MRP Based (Composition)
Purchases - Taxable Goods (Composition)

6. Select the Name of Item from the List of Items
7. Enter the Quantity and Rate. The amount is automatically displayed in the Amount field.
8. Enter Narration, if required.

Accounting Voucher Creation		National Traders		Ctrl + M
Purchase No. 1 Ref. : 005		5-Apr-2008 Saturday		
Party's A/c Name : Sterling Industries Current Balance : Purchase Ledger : Purchases VAT/Tax Class: Exempt Purchases				
Name of Item	Quantity	Rate per	Amount	
Pentium IV Computers	20 Nos	25,000.00 Nos	5,00,000.00	
☐ End of List				
Show Statutory Details ? Yes				
Narration:		20 Nos		Accept ? Yes or No

9. Press Enter to accept and save the voucher.

Similarly you can create Purchases Vouchers for Purchases from URDs- Exempt goods (Composition), Purchases from URDs- MRP Bases (Composition), Purchases from URDs- Taxable goods (Composition), Purchases- Taxable Goods (Composition), Purchases- MRP Based (Composition), Purchase from URDs-Taxable Goods @1% Composite, Purchase from URDs-Taxable Goods @4% Composite and Purchase from URDs-Taxable Goods @12.5% Composite.



Creating a Sales Voucher



To create a Sales Voucher,

Go to Gateway of Tally > Accounting Vouchers > F8: Sales

1. Select As Invoice.
2. Enter the Reference in the Ref field, if required.
3. Select the Party's A/c Name from the List of Ledger Accounts.
4. Select Sales Ledger form the List of Ledger Account.
5. Select the required VAT/Tax Class from the drop down list. If not selected at the time of sales Ledger creation.

VAT/TAX Class
☐ Not Applicable
Exempt Sales
Inter-State Sales (Composition)
Other Exempt Sales (Composition)
Sales - Composition Tax @ 0.25%
Sales - Composition Tax @ 2%
Sales - Composition Tax @ 4%
Sales - Composition Tax (Zero Rated)
Sales - MRP Based (Composition)
Works Contract - Composition Tax @ 0.25%
Works Contract - Composition Tax @ 2%

6. Select the Name of Item from the List of Items
7. Enter the Quantity and Rate. The amount is automatically displayed in the Amount field.
8. Enter Narration, if required.

Accounting Voucher Creation		National Traders		Ctrl + M
Sales No. 1				5-Apr-2008 Saturday
Ref. : 096				
Party's A/c Name : Supreme Computers				
Current Balance :				
Sales Ledger : Sales				
VAT/Tax Class: Sales - Composition Tax @ 0.25%				
Name of Item	Quantity	Rate per	Amount	
Pentium IV Computers	5 Nos	27,250.00 Nos	1,36,250.00	
☐ End of List				
Show Statutory Details ? Yes				
Narration:		5 Nos	Accept ? Yes or No	

9. Press Enter to accept and save the voucher.

Similarly you can create Sales Vouchers for Sales-MRP Based (Composition), Exempt Sales, Sales-Composition Tax (Zero Rated), Other Exempt Sales, Sales Composition Tax @ 2%, Sales Composition Tax @ 4% and Works Contract- Composition Tax @ 0.25%.



Creating a Sales Return Voucher



To create a Sales Voucher,

Go to Gateway of Tally > Accounting Vouchers > F8: Sales

1. Select As Voucher.
2. Enter the Reference in the Ref field, if required.
3. Select Return of Taxable Goods in the Used for field
4. Select the Party's A/c Name from the List of Ledger Accounts.
5. Select Sales Ledger form the List of Ledger Account.
6. Select the required VAT/Tax Class from the drop down list.
7. Select the Name of Item from the List of Items
8. Enter the Quantity and Rate. The amount is automatically displayed in the Amount field.
9. Enter Narration, if required.

Accounting Voucher Creation		National Traders		Ctrl + M
Credit Note	No. 1			5-Apr-2008 Saturday
Ref. :		Used for: Return Of Taxable Goods		
Party's A/c Name : Supreme Computers Current Balance : 1,36,250.00 Dr Sales Ledger : Sales VAT/Tax Class: Sales - Composition Tax @ 0.25%				
Name of Item	Quantity	Rate per	Amount	
Pentium IV Computers	1 Nos	27,250.00 Nos	27,250.00	
☐ End of List				
Show Statutory Details ? Yes				
Narration:		1 Nos	Accept ? Yes or No	

10. Press Enter to accept and save the voucher.



Creating a Journal Voucher



To create a Journal entry using a Voucher Class,

Go to Gateway of Tally > Accounting Vouchers > F7: Journal

1. Select the class as VAT Adjustment from the list Voucher Class List.

<u>Voucher Type</u>		
Name	: Journal	Voucher Class List
Class	: VAT Adjstment Class	☐ Not Applicable
		VAT Adjstment Class

2. Select the required flag from the VAT Composition Adjustments list under the field Used For.

VAT Adjustments
Advance Tax Paid
Interest payable under section 33
Interest payable under section 34A
Others
Purchase Tax Adjustments
Tax Paid in Excess
Tax Payable - Others
TDS Adjustment

Advance Tax Paid

To create an adjustment towards Advance Tax Paid,

1. Select VAT Adjustment Class as the Voucher Class
2. Select Advance Tax Paid in Used for field
3. Debit Composite Tax created under Duties and taxes (Type of duty – Others) from the List of Ledger Accounts
4. Select the Ledger Advance Tax Paid created under Current Liabilities to be Credited
5. The Amount is automatically entered
6. Enter Narration if required

Accounting Voucher Creation		National Traders	Ctrl + M
Journal	No. 1	Voucher Class : VAT Adjustment Class	30-Apr-2008 Wednesday
Used for: Advance Tax Paid			
Particulars	Debit	Credit	
By Net VAT Payable A/c Cur Bal: 100.00 Dr	100.00		
To Advance Tax Paid A/c Cur Bal: 100.00 Cr		100.00	
Narration:	100.00	100.00	

Accept ?
 Yes or No

7. Press Enter to accept and save the voucher.

Interest Payable

To create liability for Interest on VAT payments,

1. Select the Voucher Type as VAT Adjustment Class from the Voucher Class list.
2. Select Interest Payable Under Section 33 in Used for field
3. Debit Interest created under Indirect Expenses
4. Select the Ledger Interest Payable created under Current Liabilities to be Credited.
5. The Amount is automatically entered
6. Enter Narration if required

Accounting Voucher Creation		National Traders	Ctrl + M
Journal	No. 2	Voucher Class : VAT Adjustment Class	30-Apr-2008 Wednesday
Used for: Interest Payable Under Section 33			
Particulars	Debit	Credit	
By Interest A/c Cur Bal: 100.00 Dr	100.00		
To Interest Payable A/c Cur Bal: 100.00 Cr		100.00	
Narration:	100.00	100.00	

Accept ?
 Yes or No

7. Press Enter to accept and save the voucher.

Similarly you can create Journal Voucher for Interest Payable Under Section 34 A

TDS Adjustment

To adjust TDS amount - against the Output Tax payable,

1. Select VAT Adjustment Class as the Voucher Class
2. Select TDS Adjustment in Used for field
3. Debit Total Tax Payable created under Duties and Taxes (Type of duty – Others) from the List of Ledger Accounts
4. Select the Ledger Tax Deducted at Source created under Current Liabilities to be Credited
5. The Amount is automatically entered
6. Enter Narration if required

Accounting Voucher Creation		National Traders	Ctrl + M
Journal	No. 3	Voucher Class : VAT Adjustment Class	30-Apr-2008 Wednesday
Used for: TDS Adjustment			
Particulars	Debit	Credit	
By Net VAT Payable A/c Cur Bal: 200.00 Dr	100.00		
To TDS Paid A/c Cur Bal: 100.00 Cr		100.00	
Narration:	100.00	100.00	Accept ? Yes or No

7. Press Enter to accept and save the voucher.

Purchase Tax Adjustments

To enter Purchase Tax payable on purchases Tax Adjustment,

1. Select VAT Adjustment Class as the Voucher Class
2. Select Purchase Tax Adjustment in Used for field
3. Debit Purchase Tax Expenses created under Direct Expenses
4. Select the Ledger Purchases Tax Payable created under Duties and Taxes to be Credited
5. The Amount is automatically entered
6. Enter Narration if required

Accounting Voucher Creation		National Traders	Ctrl + M
Journal	No. 4	Voucher Class : VAT Adjustment Class	30-Apr-2008 Wednesday
Used for: Purchase Tax Adjustments			
Particulars	Debit	Credit	
By Purchase Tax Expenses A/c Cur Bal: 100.00 Dr	100.00		
To Purchase Tax Payable A/c Cur Bal: 100.00 Cr		100.00	
Narration:	100.00	100.00	

Accept ?
 Yes or No

7. Press Enter to accept and save the voucher.

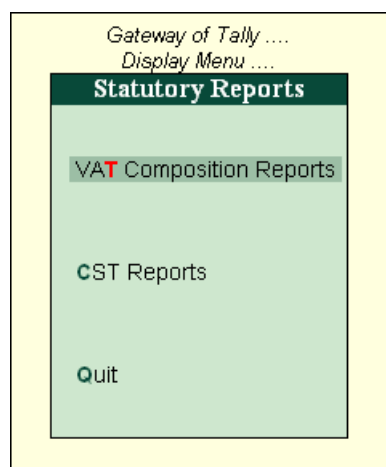


VAT Returns Reports



To view the VAT Composition Reports,

Go to **Gateway of Tally > Display > Statutory Reports**



Statutory Reports consist of:

- VAT Composition Reports
- CST Reports



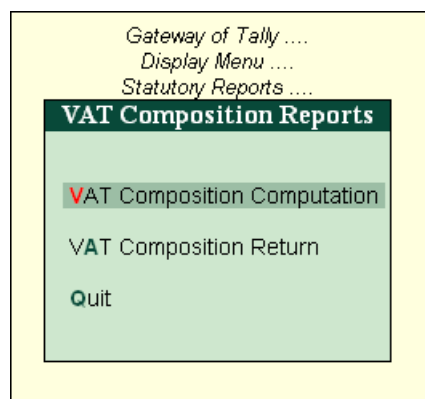
VAT Returns Computation Reports



VAT Composition Reports

Go to **Gateway of Tally > Display > Statutory Reports > VAT Composition Reports**

VAT Composition Reports menu displays the following options.



VAT Composition Computation

The VAT Composition Computation screen displays as shown below.

VAT Composition Computation		National Traders		Ctrl + M
Particulars		National Traders 1-Apr-2008 to 30-Apr-2008		
		Assessable Value	Rate (%)	Tax Amount
Sales				
Sales - Composition Tax @ 0.25%		2,69,000.00	0.25 %	672.50
Sales - Composition Tax @ 2%		10,00,000.00	2 %	20,000.00
Works Contract - Composition Tax @ 0.25%		3,75,000.00	0.25 %	937.50
Works Contract - Composition Tax @ 2%		3,74,500.00	2 %	7,490.00
Others (VAT Not Applicable)				
Exempt Sales		25,000.00		
Inter-State Sales (Composition)		32,500.00		
Other Exempt Sales (Composition)		3,72,500.00		
Sales - Composition Tax (Zero Rated)		22,500.00		
Sales - MRP Based (Composition)		4,00,000.00		
Total		28,71,000.00		29,100.00
VAT Payable				29,100.00

Assessable Value

The Assessable Value is the total value of the transactions made with the respective VAT/Tax Classification.

Rate (%)

The percentage rate of tax is displayed here.

Tax Amount

The rate of percentage value of the Assessable Value is the Tax Amount.

VAT Composition Forms

The VAT Composition Form for Delhi is displayed in the government prescribed format.

Use Alt + P or click on Print option to print your report.

Show all VAT Classifications

Enable the option Show all VAT Classifications? to Yes in F12: Configure

Configuration	
Show Purchase VAT Classifications	? Yes

The computation screen displays as shown below.

VAT Composition Computation		National Traders		Ctrl + M
Particulars		National Traders 1-Apr-2008 to 30-Apr-2008		
		Assessable Value	Rate (%)	Tax Amount
Sales				
Sales - Composition Tax @ 0.25%		2,69,000.00	0.25 %	672.50
Sales - Composition Tax @ 2%		10,00,000.00	2 %	20,000.00
Works Contract - Composition Tax @ 0.25%		3,75,000.00	0.25 %	937.50
Works Contract - Composition Tax @ 2%		3,74,500.00	2 %	7,490.00
Others (VAT Not Applicable)				
Exempt Sales		25,000.00		
Inter-State Sales (Composition)		32,500.00		
Other Exempt Sales (Composition)		3,72,500.00		
Sales - Composition Tax (Zero Rated)		22,500.00		
Sales - MRP Based (Composition)		4,00,000.00		
Total		28,71,000.00		29,100.00
Purchases				
Exempt Purchases		30,00,000.00		
Purchase From URDs - Composition Tax @ 1%		24,99,000.00		
Purchase From URDs - Composition Tax @ 12.5%		37,50,000.00		
Purchase From URDs - Composition Tax @ 4%		12,50,00,000.00		
Purchase From URDs - Exempt Goods (Composition)		37,50,000.00		
Purchase From URDs - MRP Based (Composition)		25,50,000.00		
Purchase From URDs - Taxable Goods (Composition)		37,50,000.00		
Purchases - MRP Based (Composition)		2,50,000.00		
Purchases - Taxable Goods (Composition)		37,25,000.00		
Total		14,82,74,000.00		
VAT Payable				29,100.00

**VAT Returns Form**

VAT Composition Forms

Go to Gateway of Tally > Display > Statutory Reports > VAT Composition Reports > VAT Composition Return

The VAT Composition Forms option will display the Report Generation screen as shown below.

Report Generation		National Traders		Ctrl + M
Current Period 1-4-2008 to 31-3-2009		Current Date Saturday, 5 Apr, 2008		
List of Selected Companies				
Name of Company				
National Traders				
Printer : Adobe PDF (Ne00:)		Paper Type : Letter		
No. of Copies : 1				
Print Language : English		(Printing Dimensions)		
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Report Titles				
VAT Composition Return				
(with Print Preview)				
From (blank for beginning) : 1-4-2008 To (blank for end) : 30-4-2008 Name of the dealer : National Traders Name : Arun Pathak Status/Designation : Accounts Manager Place : West Bengal Date : 30-4-2008				
Print ? Yes or No				
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The form displays as shown below.

THE WEST BENGAL VALUE ADDED TAX RULES, 2005

FORM 15

[See sub-rule (2) of rule 34]

For dealers paying tax under *section 16(3)/section 16(3A)/section 16(3B)/Section18(4)

RETURN PERIOD								REGISTRATION NUMBER									
From	DD	MM	YY	to	DD	MM	YY	1	2	5	6	6	9	9	9	6	
	1	4	2008		30	4	2008										

Name of the Dealer	National Traders	Trade name , if any	National Traders
Address of the principal place of business	No 85,Visva Bharati, PO Santiniketan, Kolkata		

Purchases of goods in West Bengal and calculation of purchase tax.

		From registered dealers A(Rs.)	From other than registered dealers	
			Amount B(Rs.)	Purchase tax C(Rs.)
1.	Purchases of goods exempt from tax.	30,00,000.00	37,50,000.00	Nil
2.	Purchases of taxable goods	37,50,000.00	13,12,49,000.00	65,000.00
3.	Total:	67,50,000.00	13,49,99,000.00	65,000.00

Sales in the return period and calculation of output tax.

(In Rs.)

4.	Aggregate of sale price (excluding VAT)	21,57,500.00
5.	Sale price of Goods on which tax has been paid on MRP u/s 16(4) at the time of purchase or on an earlier occasion [Sec.2(55)(a)]	4,00,000.00
6.	Sales *return/rejection within six months from the date of sale [Sec.2(55)(b)]	11,000.00
7.	Turnover of sales (4-5-6). (2,94,000.00 @ 0.25%)	17,46,500.00
8.	Tax payable under section 16(3) @ 0.25 per centum on 07.	For resellers only 735.00
9.	Deductions u/s 16(1)	For dealers other than resellers
	(a) Sales of tax free goods u/s 21	25,000.00
	(b) Sales within the meaning of * section 3/Section 5 of the C.S.T. Act, 1956.	32,500.00
	(c) Sales which are zero - rated u/s 21A (1).	22,500.00
	(d) #Other sales u/s 16(1)(c) read with rule(s).....	3,72,500.00
10.	Turn Over of the sales after deduction (0 7-09).(10,00,000.00 at 2%, at 4%)	12,94,000.00
11.	Tax payable *u/s 16(3A) @ four per centum on u/s 16 (3B) @ two per Centum on 10 (excluding that part turnover of sales on which tax is payable at any other rate)	20,000.00
12.	Tax payable at any other rate, if any [applicable rate.....].	Nil

Sales in the return period and calculation of output tax (contract)

13.	Contractual transfer price (excluding VAT).	3,74,500.00
14.	Number of tax invoices raised for works contract during the period.	2
15.	Tax payable under section 18(4) @ two per centum on 13	7,490.00

Monthly calculation of output tax, interest etc.(See note 4)							
			1st month (Rs.)	2nd month (Rs.)	3rd month (Rs.)		
16.	(a) Output tax	Month-wise break-up of (3c+8+11+12+15)	27,490.00	Nil	Nil		
	(b) Amount charged in *short/excess, if any		(-)63.00	Nil	Nil		
	(c) Total Output tax [16(a)+ - 16(b)]		27,427.00	Nil	Nil		
17.	(a) Tax deducted at source		6,000.00	Nil	Nil		
	(b) Tax paid, in the appropriate Govt. Treasury, other than 17(a)		3,000.00	Nil	Nil		
	(c) Tax paid in excess in earlier period, now adjusted [Rules 40(2A)].		Nil	Nil	Nil		
18.	Actual tax payable [16(c)-17(a)-17(b)-17(c)]. Negative amount will be the excess amount.		18,427.00	Nil	Nil		
19.	(a) Interest payable, if any u/s 33		1,000.00	Nil	Nil		
	(b) Interest paid in appropriate Govt. Treasury		600.00	Nil	Nil		
	(c) Interest *payable/paid in excess [*19(a)-19(b)/19(b)-19(a)]		400.00	Nil	Nil		

20.	Payment Details						
	Date	Challan No.	Bank/Treasury			Period	Amount (Rs.)
			Name	Branch	Code		
1	30-4-2008	12255	YES	Jayanagar	15555	Apr-08	25,000.00
2	30-4-2008	125666	Yes	Jayanagag	213366	Apr-08	200.00
3	22-4-2008	200000	YES	Jayangea	125556	Apr-08	2,000.00

21.	Sale of three main taxable commodities (in terms of sale value) during the return period	
	Name of the commodity	Amount (Rs.)
(i)		
(ii)		
(iii)		

Declaration:
 I, [full name in block letters] Arun Pathak declare that the information given in this return is correct and complete.

**Signature with date		Name and Status	Arun Pathak,Accounts Manager
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For Office Use Only															
Due date of submission (dd-mm-yyyy)								Date of Receipt (dd-mm-yyyy)							
Office Seal								Signature of the Receiving Officer							

RETURN FORM-15

The West Bengal Value Added Tax Rules 2005

Section A

(General Information)

Return Period

The period mentioned in the Report Configuration screen is printed in this column.

Registration No

The VAT TIN (Composition) as entered in F11: Features > F3: Statutory and Taxation> Tax Information screen is displayed here.

Name of the Dealer

The Full name of Dealer is printed as mentioned in the Company Creation.

Trade name, if any

This field is blank and need to be entered manually by the dealer..

Address of the principal place of Business

The Address of the Dealer as entered in the Company Creation screen is displayed here.

Purchase of goods in West Bengal and calculation of purchase tax.

1. Purchases of goods exempt from tax

Purchases of goods exempt from tax of Registered Dealer is captured in From Registered Dealers column

Purchases of goods exempt from tax other than Registered Dealer is captured in the Amount column of From other than registered dealers, the tax amount in Purchase tax is nil as there is no applicability of purchase tax .

2. Purchases of taxable goods

Purchases of taxable goods of Registered Dealer is captured in From Registered Dealers column

Purchases of taxable goods other than Registered Dealer is captured in the Amount column of From other than registered dealers and the corresponding Tax amount is captured in Purchase tax column by passing a journal entry with the adjustment Flag: Purchase Tax Adjustment. Usage of Purchase classification according to percentage can be used in reconciling manually with Tax amount entered

Below is the sample entry given:

Flag: Purchase Tax Adjustment

Dr. Purchase / Expenses A/c

(under: Purchase / Expenses)

Cr. Purchases Tax

(under: Duties and Taxes A/c

3. Total

Total of each column is displayed here.

4. Aggregate of Sales Price [Section 2(41)]

The gross sales turnover (Total Sales less Works Contract) is displayed in this box.

5. Sales Price of Goods on which tax has been paid on MRP u/s 16(4) at the time of purchase or on an earlier occasion [Sec. 2(55) (a)]

This Total sales transaction made using the VAT/Tax Class Sales MRP Based (Composition) less Sales Returns is displayed in this column.

6. Sales *return/rejection within six months from the date of sale [Sec. 2(55) (b)]

The Sales Return Transaction made using the VAT Composition Adjustment Return of Taxable Goods is displayed in this column.

7. Turnover of Sales (4-5-6)

The difference of (Box 4 –5- 6) is displayed in this column..

8. Tax payable under section 16(3) @ 0.25 per centum on 07.

The Sales Tax amount paid on Total Sales Turnover at 0.25% is printed in this Box.

9. Deductions u/s 16(1)

(a) Sales of tax free goods u/s 21

The Total of all the sales Transaction made using the VAT/Tax classification Exempt Sales is captured in this column.

(b) Sales within the meaning of section 3/section 5 of the CST Act 1956

The Total of all the sales Transaction made using the VAT/Tax classification Inter - State Sales (Composition) is captured in this column.

(c) Sales which are zero-rated u/s 21A(1)

The Total of all the sales Transaction made using the VAT/Tax classification Sales –Composition Tax (Zero Rated) is captured in this column.

(d) Other sales u/s 16(1)(c) read with (rules)

The Total of all the sales Transaction made using the VAT/Tax classification Other Exempt sales is captured in this column.

10. Turnover of sales after deduction (07-09)

The difference of the Box 7 and 9 is displayed in this column.

11. Tax payable u/s 16(3A) @ 4 per centum, on u/s 16(3B) @ two per centum on (row) 10 (excluding that part of turnover of sales on which tax is payable at any other rate

The Total of all the sales Transaction made using the VAT/Tax classification Sales - Composition Tax @ 2% and Sales - Composition Tax @ 4% is captured in this column.

12. Tax payable at any other rate, if any [applicable rate]

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Tax Payable-(Others) is printed in this Box

Below is the sample entry given:

Flag: Tax Payable-(Others)

Dr. Expenses A/c

(under: Direct Expenses A/c)

Cr. Other Tax

(under: Duties and Taxes A/c)

Sales in the return period and calculation of output tax (contract)

13. Contractual transfer price (excluding VAT)

The Sales Transaction made using the VAT/Tax Class Works Contract –Composition Tax at 2% is displayed in this column

14. Number of Tax invoices raised

This field captures the number of Tax Invoice Raised.

15. Tax Payable under sub section (4) of section 18 @ 0.25 per centum on 06

The Total Sales Tax amount paid on Works Contract Composition Tax at 2% is printed in this Box.

Monthly calculation of output tax, Interest etc.,

16. (a) Output tax (Monthwise breakup of 3C+8+11+12+15)

The Month-wise breakup of 3C+8+11+12+15 is captured here

(b) amount charged in short/excess if any

The total of all transactions passed with the Credit Note/Debit Note using the Used For flag De-Escalation in price of Goods and Escalation in price of Goods made is captured in this box

(c) Total output tax [16(a) +/- 16(b)]

The total of the Box [16(a) +/- 16(b)] is captured here

17. (a)Tax Deducted at source

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as TDS Adjustment is printed in this Box

Below is the sample entry given:

Flag: TDS Adjustment

Dr. Output Tax

(under: Duties and Taxes)

Cr. Tax Deducted at Source

(Under: Current Liabilities)

(b) Tax paid in the appropriate govt treasury other than 17(a)

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Advance Tax Paid is printed in this Box

Below is the sample entry given:

Flag: Advance Tax Paid

Dr. Total Output Tax A/c

(under: Duties and Taxes)

Cr. Advance Tax Paid

(under: Current Liabilities)

(c) Tax paid in excess in earlier period, now adjusted [Rule 40(2a)]

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Tax Paid in Excess is printed in this Box

Below is the sample entry given:

Flag: Tax Paid in Excess

Dr. Total Output Tax A/c

(under: Duties and Taxes)

Cr. Tax Paid in Excess

(under: Duties and Taxes)

18. Actual Tax Payable

Total of the Box [16 (c)- 17 (a)-17 (b) -17 (c)] is captured here.

19. (a) Interest Payable, if any u/s 33

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Interest Payable under section 33 is printed in this Box

Below is the sample entry given:

Flag: Interest Payable under section 33

Dr. Interest

(under: Indirect Expenses)

Cr. Interest Payable

(Under: Current Liabilities)

(b) Interest payable in appropriate govt treasury

The entry made using Journal Voucher with the Vat Adjustment Class and Used for as Interest Payable under section 34 A is printed in this Box

Below is the sample entry given:

Flag: Interest Payable under section 34A

Dr. Interest

(under: Indirect Expenses)

Cr. Bank

(Under: Bank A/c)

(c)Interest *payable/paid in excess [*19(a)-19(b/19(b)-19(a)]

The total of the box 19(a)-19(b/19(b)-19(a) is captured here

20. Payment Details

This field is entered manually

21. Sale of three main taxable commodities (in terms of value) during the return period

This field is blank and entered manually

Declaration

This field is entered manually

