

E Way Bill Step

1. **Go to GST Portal -**
<https://services.gst.gov.in/services/ewaybill/ewaybillsystem>
2. Select E way Bill Dasboard
3. **Go to E way Bill Portal :-** <https://ewaybillgst.gov.in/>
4. Select Login Detail
5. Put your User ID & Password and Enter your Captcha
6. Select E way Bill
7. Click on Generate New Option
8. Select Transaction Type (Outward or Inward Supply)
9. For Sale Bill (select Outward Supply)
10. **Select Sub Type of Transaction**
 - a) Supply
 - b) Export
 - c) Job Work
 - d) SKD/CKD
 - e) For Own Use
 - f) Exhibition or fairs

11. **Select Document Type**

- a) Tax Invoice
- b) Bill of Supply
- c) Bill of Entry
- d) Credit Note
- e) Delivery Challan

12. Put Document Number and Document Date

13. Fill GST No and Other Detail of Purchaser

14. Fill Bill to Ship Detail also if applicable

15. **Fill all Item Detail**

- a) Product Name
- b) Description of Goods
- c) HSN CODE
- d) QTY.
- e) UNIT
- f) Taxable Value
- g) Tax Rate

16. **Fill Transporter Detail**

- a) Transporter Name
- b) GST no. of Transporter or Transporter ID
- c) Distance in K.m

17. Select Mode of Transport

- a) By Road
- b) BY Rail
- c) By Air
- d) By Ship

18. Select Vehicle Type

- a) Regular
- b) Over Dimensional Cargo

19. Fill Vehicle No.

20. Fill Transporter Bill No. and Date.

21. Verify all Detail Given in E way Bill

22. Click on Submit Button

23. Than Print Out the E way Bill

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