

### Lesson Objectives

On completion of this lesson, you will be able to Record:



- Journal Vouchers for Interest, Penalty, Late Fees etc
- GST Payment Voucher
- Journal Vouchers for Tax Adjustment
- Voucher for Reversal of Tax Credit



### A. Recording Journal Vouchers for Interest, Penalty, Late Fee and Other Dues In GST.

You can record a journal voucher to raise the liability towards interest, penalty, late fee, or other dues.

**To record a journal voucher for interest, penalty, late fee and other dues payable**

1. Go to **Gateway of Tally > Accounting Vouchers > F7: Journal**.
2. Click **J: Stat Adjustment**.
3. In the **Stat Adjustment Details** screen, select the options as shown below:

<u>Stat Adjustment</u>	
Type of duty/tax	: GST
Nature of adjustment	: <b>Increase of Tax Liability</b>
Additional Details	: <b>Interest</b>

4. Press **Enter** to save and return to the journal voucher.
5. Debit the expenses or party ledger, and enter the amount of interest liability.
6. Credit the ledger grouped under **Current Liabilities**.
7. Press **Ctrl+A** to accept the journal voucher.

Similarly, you can record the journal voucher by selecting the **Additional Details** in the **Stat Adjustment Details** as:

- **Penalty**, for penalty payable.
- **Late Fee**, for late fee payable.

- **Others**, for other dues payable.

## B. RECORDING GST PAYMENT VOUCHER

You can record payments such as, interest, late fee, penalty, and others made to the GST department using a tax payment voucher. Interest, late fee, penalty and others are to be paid separately for central tax and state tax.

### To record a tax payment voucher

1. Go to **Gateway of Tally > Accounting Vouchers > F5: Payment.**

Particulars	Amount
State Tax Cur Bal: 6,300.00 Cr	13,950.00
Central Tax Cur Bal: 6,300.00 Cr	13,950.00
Interest - State Tax Cur Bal: 750.00 Cr	750.00
Interest - Central Tax Cur Bal: 750.00 Dr	750.00
Penalty - State Tax Cur Bal: 400.00 Cr	400.00
Penalty - Central Tax Cur Bal: 400.00 Dr	400.00
Late Fee - State Tax Cur Bal: 325.00 Dr	325.00
Late Fee - Central Tax Cur Bal: 325.00 Dr	325.00
<b>Total</b>	<b>20,950.00</b>

2. Click **S: Stat Payment** and enter the required details.

**Payment Type:** Set the type of payment as **Regular**.

3. **Account:** Select the bank from which the payment will be made.

- Select the central and state tax ledgers. If you have to pay interest, penalty, late fee or other dues, select the ledgers to make the payment. Ensure these ledgers are grouped under **Direct Expenses / Indirect Expenses / Current Liabilities**.
- Select the type of payment to be made to the GST department.

	List of Types of Payment
<p><b>Types of Payment</b></p> <p>[Redacted]</p>	<p><input type="checkbox"/> Not Applicable</p> <p><b>Interest</b></p> <p>Late Fee</p> <p>Others</p> <p>Penalty</p>

- Provide GST details:** Enable this option to enter the bank details.

<b>Bank Details</b>	
Mode of payment	: <b>Net Banking - (E-Payments)</b>
Name of the Bank	: <b>Bank of India</b>
Common Portal Identification Number(CPIN):	<b>12352145214521</b>
Challan Identification Number(CIN)	:
BRN/UTR	: <b>BOI189212</b>
Payment date	: <b>30-Aug-2017</b>

If the bank details are not available, you can enter them later in the Challan Reconciliation report.

- In the **Bank Allocations** screen, select the ledgers, enter the amount and provide the payment details.
- Press **Enter** to save.

Similarly, you can record other tax payments to be made to the GST department.

**Note:** Tax payment for advance receipts for supply (turnover Rs. 1.5 cr) and reverse charge on purchase from unregistered dealer (till 31.03.2018) has been suspended. The calculation of tax liability for the same is disabled by default in Release 6.1.1.

## C. RECORDING JOURNAL VOUCHERS FOR ADJUSTMENT AGAINST TAX CREDIT UNDER GST.

The tax credits of central tax, integrated tax and state tax can be used to set-off the liability of central tax, state tax/UT tax and integrated tax in the order specified under GST.

The order in which tax credit can be offset is given below:

Input Credit Tax	Set-off against the Liability
Central Tax	Central Tax and Integrated Tax (in that order).
Integrated Tax	Integrated Tax, Central Tax, State Tax/ UT Tax (in that order).
State Tax/ UT Tax	State Tax/ UT Tax and Integrated Tax (in that order).

### To record a journal voucher for cross utilisation of tax credits

1. Go to **Gateway of Tally > Accounting Vouchers > F7: Journal** .

**Note:** You can also create a journal voucher from **Gateway of Tally > Display > Statutory Reports > GST > GSTR-1 or GSTR-2** .

2. Click **L: Stat Adjustment** .

3. In the **Stat Adjustment Details** screen, select the options as shown below:

<u>Stat Adjustment</u>	
Type of duty/tax	: GST
Nature of adjustment	: <b>Decrease of Tax Liability</b>
Additional Details	: <b>Adjustment Against Credit</b>

4. Press **Enter** to save and return to the journal voucher.

5. In the journal voucher, debit and credit the ledgers as per the scenarios mentioned below:

Scenario	Debit Ledger	Credit Ledger
Utilisation of central tax credit, when only central tax credit is available.	<ul style="list-style-type: none"> <li>● Debit the central tax ledger</li> <li>● Enter the amount to the extent of credit available.</li> </ul>	Credit the central tax ledger to set-off the payable amount against the available credit.
Utilisation of central tax credit, when central tax and integrated tax credits are available.	<ul style="list-style-type: none"> <li>● Debit the central tax ledger.</li> <li>● Enter the amount to the extent of credit available.</li> </ul>	<ul style="list-style-type: none"> <li>● Credit the central tax ledger, and enter the total amount payable.</li> <li>● Credit the integrated tax ledger if the tax credit remains after it is set-off against central tax dues.</li> </ul>
Utilisation of state tax credit, when only state tax credit is available.	<ul style="list-style-type: none"> <li>● Debit the state tax ledger.</li> <li>● Enter the amount to the extent of credit available.</li> </ul>	Credit the state tax ledger to set-off the payable amount against the available credit.
Utilisation of state tax credit, when state tax and integrated tax credits are available.	<ul style="list-style-type: none"> <li>● Debit the state tax ledger.</li> <li>● Enter the amount to the extent of credit available.</li> </ul>	<ul style="list-style-type: none"> <li>● Credit the state tax ledger, and enter the total amount payable.</li> <li>● Credit the integrated tax ledger if the tax credit remains after it is set-off against state tax dues.</li> </ul>

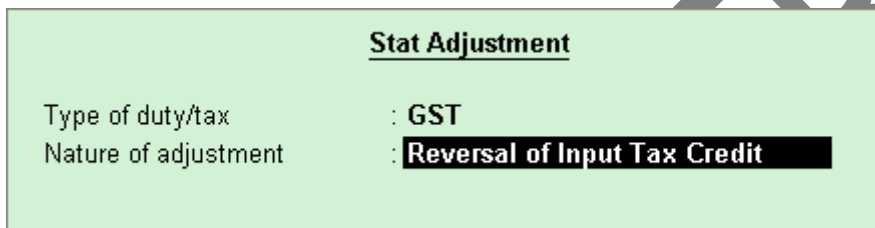
<p>Utilisation of integrated tax credit, when only integrated tax credit is available.</p>	<ul style="list-style-type: none"> <li>● Debit the integrated tax ledger.</li> <li>● Enter the amount to the extent of credit available.</li> </ul>	<p>Credit the integrated tax ledger to set-off the payable amount against the available credit.</p>
<p>Utilisation of integrated tax credit, when integrated tax and central tax credits are available.</p>	<ul style="list-style-type: none"> <li>● Debit the integrated tax ledger.</li> <li>● Enter the amount to the extent of credit available.</li> </ul>	<ul style="list-style-type: none"> <li>● Credit the integrated tax ledger, and enter the total amount payable.</li> <li>● Credit the central tax ledger, if the tax credit remains after it is set-off against integrated tax dues.</li> </ul>
<p>Utilisation of integrated tax credit, when integrated tax, central tax and state tax/UT tax credits are available.</p>	<ul style="list-style-type: none"> <li>● Debit the integrated tax ledger.</li> <li>● Enter the amount to the extent of credit available.</li> </ul>	<ul style="list-style-type: none"> <li>● Credit the integrated tax ledger, and enter the total amount payable.</li> <li>● Credit the central tax ledger, if the tax credit remains after it is set-off against integrated tax dues.</li> <li>● Credit the state tax ledger, if the tax credit remains after it is set-off against central tax dues.</li> </ul>
<p>Utilisation of cess credit, when only cess credit is available.</p>	<ul style="list-style-type: none"> <li>● Debit the cess ledger.</li> <li>● Enter the amount to the extent of credit available.</li> </ul>	<p>Credit the cess ledger to set-off the payable amount against the available credit.</p>

## D. RECORDING JOURNAL VOUCHERS FOR REVERSAL OF TAX CREDIT UNDER GST

Reversal of tax credit can be done for trading goods, capital goods, goods meant for self-consumption and services. You can reverse the tax credit, using a journal voucher.

### To record a journal voucher for reversing the tax credit

1. Go to **Gateway of Tally > Accounting Vouchers > F7: Journal**.
2. Click **J: Stat Adjustment**.
3. In the **Stat Adjustment Details** screen, select the options as shown below:



<u>Stat Adjustment</u>	
Type of duty/tax	: GST
Nature of adjustment	: <b>Reversal of Input Tax Credit</b>

4. Press **Enter** to save and return to the journal voucher.
5. In the journal voucher, debit the expense or party ledger, and credit the integrated tax, central tax, state tax/UT tax or cess ledgers.
6. Press **Ctrl+A** to accept the voucher.

\*\*\* Chapter End \*\*\*