ITEM 2:

Issuance of tax invoice at the beginning of GST implementation

(a) Whether existing stock of invoices can be stamped with the word ‘tax invoice’ and used by a registered person until the stock last?

(b) Whether a full handwritten tax invoice can be issued by a registered person?

(1) The existing stock of invoices which were pre-printed before 1 April 2015 and which were not GST compliant can be used by a supplier who is a registered person until 30th September 2015 or while stock last whichever is the earlier subject to the following conditions –

(a) the invoices and copies of such invoices must be stamped with the word ‘tax invoice’ (for full tax invoice), ‘GST registration number’ and ‘rate of tax’;

(b) the invoices and copies of such invoices must contain all particulars prescribed in the regulation 22 of GSTR (GST Regulations 2014);

(c) the copies of such invoices must be kept and preserved for a period of seven years; and

(d) beginning 1st October 2015, the registered person excluding ‘retailers’ must use a computer generated invoice or pre-printed invoice which is GST compliant.

(2) In the case of ‘retailers’, they must use a GST compliant point of sale (POS) system or a GST compliant cash register to issue GST tax invoices beginning 1st October 2015.

(3) The ‘retailers’ in this item refers to the following categories of businesses –

(a) Hardware shop.

(b) Restaurant including coffee shop.

(c) Mini market, grocery and sundry shop.

(d) Book store.
(e) Pharmacy.
(f) Places of entertainment.

(4) A GST registered person is not allowed to issue any handwritten tax invoices.