

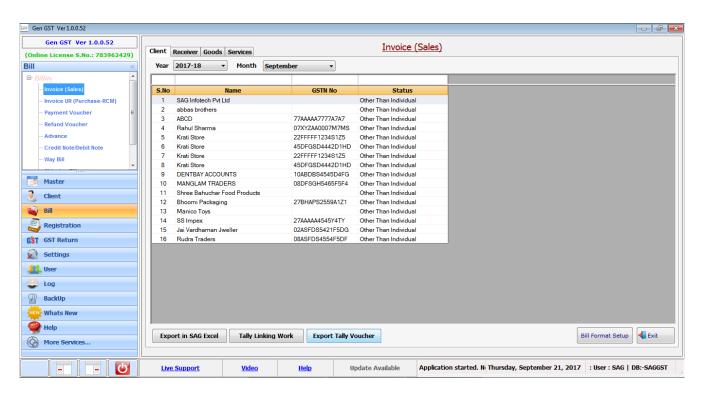


BILL MODULE

• It is a sub menu under master menu where another sub menu details like Invoices, Payment Voucher, Advance etc. are presented.

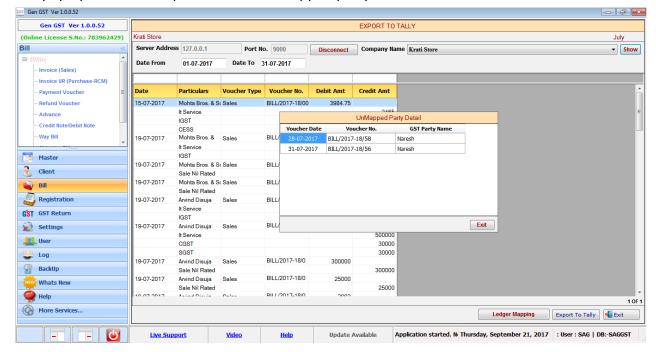
Export Tally Voucher

• Click on the Invoice (Sales) tab a new panel will be opened where user has to click on Export Tally Voucher Button which is situated at the bottom of the window. User has to First Select the client from Grid and Month.

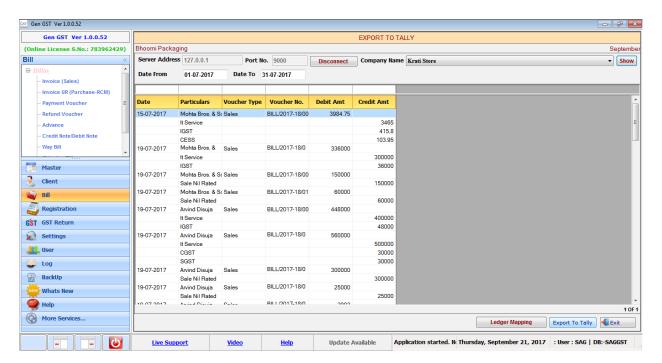




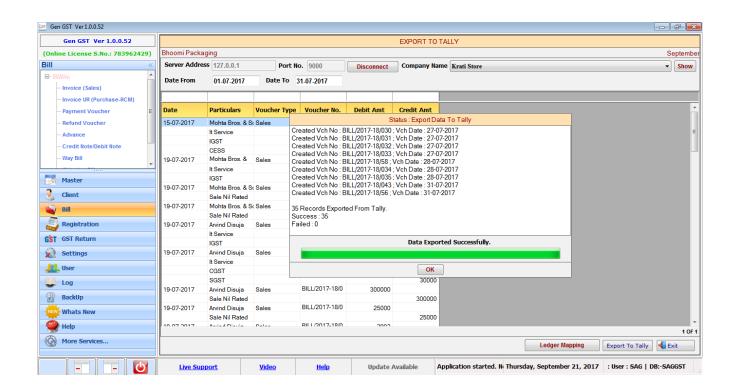
- For connecting to tally, user has to first open the Tally in their Server PC and minimize it.
- After connecting tally select the company for exporting voucher and click on show button.
- After that click on Export to Tally button. If all the data is not mapped in Ledger mapping then a pop up box will be opened where unmapped party details are shown.



If all the data is properly mapped then we is able to export the data to tally.









Invoice UR (Purchase RCM)

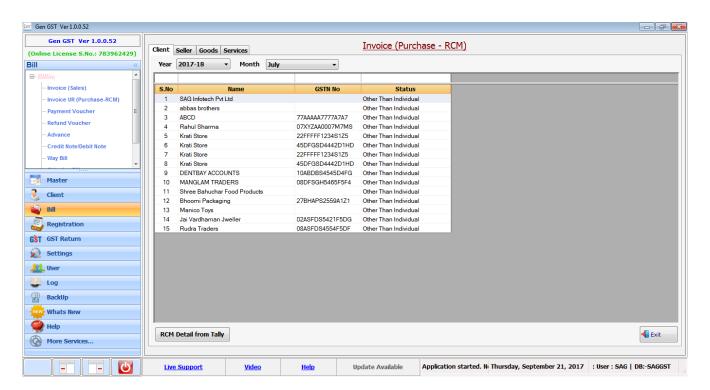
As per Sec 9(4) of CGST Act, if a registered person purchases goods/services from an unregistered dealer (URD) then the registered taxpayer is liable to pay GST on reverse charge basis. All the provisions of the Act will apply to such recipient as if he were the person liable for paying the tax in relation to the supply of goods or services.

This provision will apply if the below conditions are met:

- •There should be a supply of goods or services
- •The supply should be in respect of taxable goods/services
- •Supply must be by an unregistered person.
- •Supply must be to a registered person
- •Supply must be an intra-state supply as compulsory registration is required for inter-state sales

Purchases upto Rs. 5,000 per day from unregistered suppliers will not attract GST. In other words, there is a reverse charge on buying from unregistered dealers if you are dealing with unregistered suppliers and making payments above Rs. 5,000.

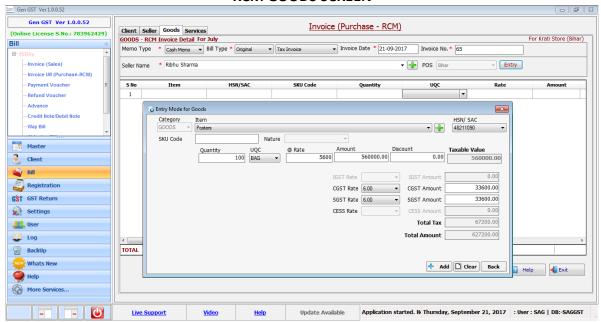
• Click on the Invoice UR (Purchase RCM) tab in Bill menu a new panel will be opened where user has to First Select the client from Grid.



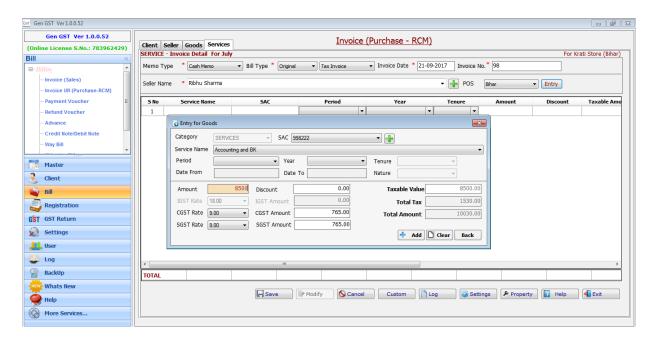


- Click on the Goods/ Service tab then a new panel will be opened where the user has to click on Add button which is situated at the bottom of the window.
- Now user has to select the Bill Type from the drop down list and enter the RCM invoice No.
- Select the Seller name If not exists then click on + button for adding the seller name.
- At last click on the entry button

RCM GOODS SCREEN



RCM SERVICES SCREEN

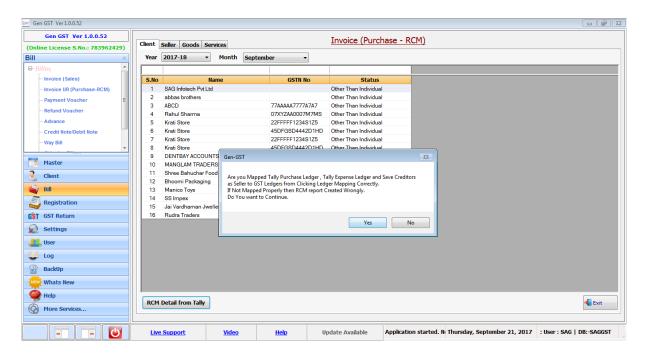


Enter the Goods / Service details and click on save button for save changes.



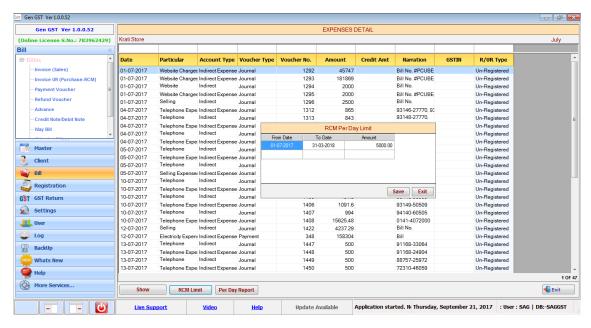
RCM Detail from Tally

- Click on the Invoice UR (Purchase RCM) tab in Bills menu a new panel will be opened where user has to click on the RCM detail from Tally button.
- Then a pop up box will be opened which indicate that are you mapped tally purchase ledger, Tally expense ledger and save creditors as seller to GST ledger mapping correctly. If not mapped properly then RCM report created wrongly. Do you want to continue.

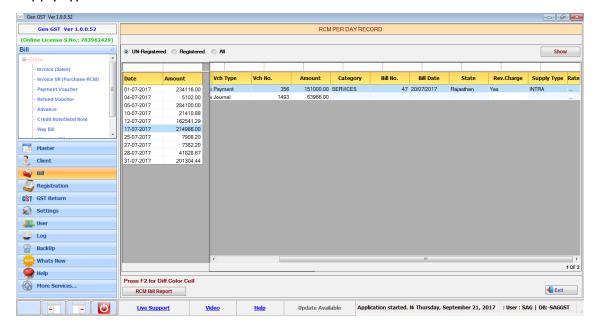


• When user click on yes button then a new panel will be opened which shows the expense detail.



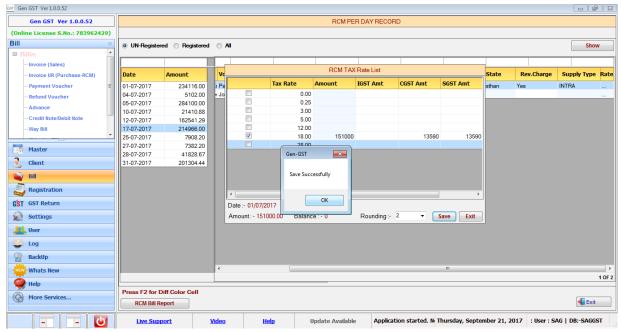


- A pop up box will be opened which shows the RCM per day limit which is above Rs. 5,000.
- When user click on the Per Day Report button then a new panel will be opened where RCM per day records are shown for registered and Unregistered user.
- Which Fields are shown in different color in the Grid that means we can update and modify these field by simply pressing F2.
- We can update the Category, Bill No, Bill Date, State (POS), Rev charge Applicable or not, Supply type.





• After that click on Rate button(...) then a pop up box will be opened where RCM tax rate list is shown where user has to enter the amount. Now that click on Save button.



- After saving the details click on the RCM bill report button where user has to select the seller name for saving the RCM bill details.
- If the details is for Goods then it will store in the Goods panel otherwise store in the service tab.

