

CONTENTS OF TAX INVOICE

A tax invoice shall contain the words, “**TAX INVOICE**” in bold letters at the top or at any prominent place and shall also contain the following details –

- (a) date of sale;
- (b) date of challan or despatch as the case may be;
- (c) name and full postal address of the selling dealer;
- (d) telephone number, e-mail address, fax number, if any, of the selling dealer;
- (e) registration certificate number of the selling dealer;
- (f) name, full postal address, and registration certificate number of the purchasing dealer;
- (g) full description of the goods sold;
- (h) quantity or number, as the case may be, of the goods sold;
- (i) value of the goods sold;
- (j) rate and amount of tax charged in respect of taxable goods;
- (k) total amount of the invoice taking into consideration all the amount payable under different heads;and
- (l) signature of the selling dealer or his regular employee, duly authorised by him for such purpose.