



GST ANNUAL RETURN

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- Currently, the system auto-populates data based on GSTR-1 & GSTR-3B to the extent possible which the assessee can edit.
 - However, the fields, where the system computed values are modified by more/less than 20% by the assessee, the same shall be highlighted in 'Red' for reference and attention by the system.
 - The system also auto-populates ITC based on GSTR-2A as generated by the system based on GSTR-1 filed by your corresponding suppliers. Till now the system has updated data upto 28/02/2019. Next update of ITC based on GSTR-2A will happen soon. If the assessee have some missing credits in GSTR-2A, then the taxpayer will have to wait till the next update.
 - In case of any additional liability, the taxpayer can pay the same through Form GST DRC-03. The system will give the link to navigate to Form GST DRC-03 after filing of GSTR-9. Accordingly, it appears that the system will not restrict the taxpayers for filing GSTR-9 even without paying additional liability.
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Annual return – An Introduction

- **Persons required to file**
 - Regular Registered Person - GSTR-9
 - Composition Taxable Person – GSTR-9A
 - E. Commerce Operator (GST-TDS) – GSTR-9B
- **Persons not required to file**
 - Input Service Distributor
 - Casual Taxable Person
 - Non-Resident Taxable Person
 - Person required for Collect Tax as Source (GST TCS)
 - Dept of CG/SG/LA whose BoA are subject to audit by the CAG or an auditor appointed for auditing the accounts of LA

- Due Date – 30th June 2019 (RoD Order No. 3/2018 dtd. 31/12/18)
- Late Fee – Rs. 100 per day or 0.25% of T/o in State – Each under CGST & SGST
- All GSTR-1 and GSTR-3B upto March 2018 to be filed before filing Annual return

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List of documents required to be maintained

- Inward and outward supply of goods or services or both
- Stock of goods
- Input tax credit availed
- Output tax payable and paid
- Goods and Services imported and exported
- Supplies attracting payment of tax on reverse charge mechanism along with along relevant documents such as invoices, credit notes, debit notes, refund vouchers, bill of supply etc.
- Advances received, paid and adjustments thereof

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Prerequisite for Annual Return

- Understanding of Accounting
- Understanding of the GST Laws
- IT Infrastructure
- Applicability of various notification, circulars, clarifications,
- Classification and nature of supplies
- Manner of availment of credit

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Various Reconciliations

- Invoices v/s BOA
- BOA v/s 3B
- BOA v/s GSTR1
- 3B v/s1
- Payment vouchers v/s Invoices – Unregistered
- Purchase register v/s 2A
- 2A v/s 3B
- Turnover as in GST Returns v/s BOA

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Document require to start Annual Return

- GSTR1, GSTR3B, GSTR2A, TRAN1, TRAN2
- Statutory Audit Report, Income Tax Audit Report, Cost Audit Report, Branch Auditors Report etc.
- Signed Copy of Financial Statements, along with notes, schedules, groupings, segment reports etc.
- Consolidated and GSTIN wise trial balance and financial statements of registrations
- Reconciliation of figures pre and post GST GSTIN wise.
- GSTIN and password

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Annual return – A Glimpse

Parts	Particulars Required
Part-I	Basic Details
Part-II	Details of Outward and inward supplies made during the financial year
Part-III	Details of ITC for the financial year
Part-IV	Details of tax paid as declared in returns filed during the financial year
Part-V	Particulars of the transactions for the previous FY declared in returns of April to September of current FY or upto date of filing of annual return of previous FY whichever is earlier.
Part-VI	Other Information

Next Financial Year

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Pt. I Basic Details	
1.	Financial Year
2.	GSTIN
3A.	Legal Name
3B.	Trade Name (If Any)

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F	Advances on which tax has been paid but invoice has not been issued (not covered under (A) to (E) above)	Details of Unadjusted advances as per BoA (Table 11A – GSTR-1)
G	Inward supplies on which tax is to be paid on reverse charge basis	Supplies on which 9(3)/5(3) or 9(4)/5(4) is applicable as per BoA . (Table 3.1(d) – GSTR-3B) Does not include Import of Goods on BoE.
H	Sub-total (A to G above)	
I	Credit Notes issued in respect of transactions specified in (B) to (E) above (-)	Cr. Note for B2B, Zero Rated, Deemed Exports as per BoA to be included. (Table 9B – GSTR-1). Doesn't include refund vouchers for advance
J	Debit Notes issued in respect of transactions specified in (B) to (E) above (+)	Dr. Note for B2B, Zero Rated, Deemed Exports as per BoA to be included. (Table 9B – GSTR-1).
K	Supplies / tax declared through Amendments (+)	Amendments for B2B, Zero Rated, Deemed Exports, Dr/Cr. Notes as per BoA to be included (Table 9A, 9C – GSTR-1). Change in the value to be disclosed.
L	Supplies / tax reduced through Amendments (-)	
M	Sub-total (I to L above)	
N	Supplies and advances on which tax is to be paid (H + M) above	

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Pt. II Details of Outward and inward supplies made during the financial year					
(Amount in Rs.in all tables)					
Nature of Supplies	Taxable Value	Central Tax	State/UT Tax	Integrated Tax	Cess
4 Details of advances, inward and outward supplies made during the financial year on which tax is payable					
A	Supplies made to un-registered persons (B2C)	All B2C, B2C Large, Interstate, Intrastate including through E commerce operator to be reported as per BoA . Dr./Cr/ Note, Amendments to be adjusted and Net value to be disclosed (Table 5, 7, 9, 10 – GSTR-1)			
B	Supplies made to registered persons (B2B)	All B2B including deemed supply related party and distinct person, Interstate, Intrastate to be reported as per BoA . No reporting of supplies on which recipient is paying RCM (Table 4A, 4C – GSTR-1)			
C	Zero rated supply (Export) on payment of tax (except supplies to SEZs)	All exports on payment of IGST as per BoA (Non LUT) (Table 6A– GSTR-1)			
D	Supply to SEZs on payment of tax	All SEZ Supplies on payment of IGST as per BoA (Non LUT) (Table 6B– GSTR-1)			
E	Deemed Exports	Supplies to Merchant Exporter - Deemed Exports as per BoA (Table 6C –GSTR-1)			

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5 Details of Outward supplies made during the financial year on which tax is not payable		
A	Zero rated supply (Export) without payment of tax	All Exports without payment of IGST as per BoA (LUT) (Table 6A– GSTR-1)
B	Supply to SEZs without payment of tax	All SEZ Supplies without payment of IGST as per BoA (LUT) (Table 6B– GSTR-1)
C	Supplies on which tax is to be paid by the recipient on reverse charge basis	Supplies on which 9(3)/5(3) is applicable to recipient as per BoA (Table 4B– GSTR-1)
D	Exempted	Exempt under Notification No. 1/2017-CT(R) or 12/2017-CT(R), etc.
E	Nil Rated	Nil Rated under Notification No. 2/2017-CT(R) or 11/2017-CT(R), etc.
F	Non-GST supply (includes 'no supply')	Non- GST Supplies like Alcohol, Petrol, Diesel, Schedule III, Securities , etc. (Table 8 – GSTR-1)
G	Sub-total (A to F above)	

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H	Credit Notes issued in respect of transactions specified in A to F above (-)	Cr. Note for Zero Rated, RCM as per BoA to be included. (Table 9B – GSTR-1).
I	Debit Notes issued in respect of transactions specified in A to F above (+)	Dr. Note for Zero Rated, RCM as per BoA to be included. (Table 9B – GSTR-1).
J	Supplies declared through Amendments (+)	Amendments for Zero Rated, RCM as per BoA to be included (Table 9A, 9C – GSTR-1)
K	Supplies reduced through Amendments (-)	
L	Sub-Total (H to K above)	
M	Turnover on which tax is not to be paid (G + L above)	
N	Total Turnover (including advances) (4N + 5M - 4G above)	

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D	Inward supplies received from registered persons liable to reverse charge (other than B above) on which tax is paid and ITC availed	Inputs	ITC on Inward Supplies on which RCM under 9(3)/5(3) has been paid by recipient and availed as per GSTR-3B (Table 4(A)3 – GSTR-3B)
		Capital Goods	
E	Import of goods (including supplies from SEZs)	Inputs	ITC taken on BoE for IGST paid on Import of goods (incl. from SEZ) and availed as per GSTR-3B (Table 4(A)1 – GSTR-3B)
		Capital Goods	
F	Import of services (excluding inward supplies from SEZs)	ITC taken for IGST paid on Import of service and availed as per GSTR-3B (Table 4(A)2 – GSTR-3B)	
G	Input Tax credit received from ISD	ITC taken on credit distributed by ISD and availed as per GSTR-3B (Table 4(A)4 – GSTR-3B)	
H	Amount of ITC reclaimed (other than B above) under the provisions of the Act	ITC Reclaimed as per GSTR-3B (eg. Invoice value paid after 180 days). Original availment to be shown in 6B above, reversal in 7A below and reclaim amount to be shown here. This value not to be included in 6B above	
I	Sub-total (B to H above)		
J	Difference (I - A above)		

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Pt. III Details of ITC for the financial year						
	Description	Type	Central Tax	State/UT Tax	Integrated Tax	Cess
6	Details of ITC availed during the financial year					
A	Total amount of input tax credit availed through FORM GSTR-3B (sum total of Table 4A of FORM GSTR-3B)	Auto Populated from Table 4A of GSTR-3B for July 2017 to March 2018 (No amendment allowed)				
B	Inward supplies (other than imports and inward supplies liable to reverse charge but includes services received from SEZs)	Inputs	ITC on Inward supplies claimed on basis of tax Invoice issued by Supplier availed as per GSTR-3B (Table 4(A)5 – GSTR-3B)			
		Capital Goods				
		Input Services				
C	Inward supplies received from unregistered persons liable to reverse charge (other than B above) on which tax is paid & ITC availed	Inputs	ITC on Inward Supplies (net off) on which RCM under 9(4)/5(4) has been paid by recipient and availed as per GSTR-3B (Applicable upto 12 th Oct, 2017) (Table 4(A)3 – GSTR-3B)			
		Capital Goods				
		Input Services				

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K	Transition Credit through TRAN-I (including revisions if any)	Credit taken under GST TRAN-I including Revised TRAN-1
L	Transition Credit through TRAN-II	Credit taken under GST TRAN-II
M	Any other ITC availed but not specified above	ITC taken upon registration, Sale, Merger/Demerger etc under Form ITC-01, ITC-02, etc
N	Sub-total (K to M above)	
O	Total ITC availed (I + N above)	

Due to technical glitch Tran 1 filled in 2018-19?
Tran II filled in 2018-19?

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7 Details of ITC Reversed and Ineligible ITC for the financial year		
A	As per Rule 37	ITC Reversal of credit on non-payment of Invoice in 180 days. If not reversed than?
B	As per Rule 39	Reversal of credit on account of excess distribution of credit by ISD
C	As per Rule 42	ITC reversal of Inputs and Input Service attributable to Exempt/Non Business
D	As per Rule 43	ITC reversal of Capital Goods attributable to Exempt/Non Business
E	As per section 17(5)	If credit taken and later reversed u/s 17(5). <u>No disclosure of Table 4D of GSTR-3B</u>
F	Reversal of TRAN-I credit	Transitional Credit reversed thru Table 4B of GSTR-3B.
G	Reversal of TRAN-II credit	Whether Tran Credit reversal thru GST DRC-03 to be disclosed here?
H	Other reversals (pl. specify)	Credit reversal for switch to Composition/ Supply become Exempt (ITC-03), etc.
I	Total ITC Reversed (Sum of A to H above)	
J	Net ITC Available for Utilization (6O - 7I)	

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G	IGST paid on import of goods (including supplies from SEZ)	IGST paid as per BoE for Imports and clearance from SEZ to DTA
H	IGST credit availed on import of goods (as per 6(E) above)	ITC taken on BoE for IGST paid on Import of goods (incl. from SEZ) and availed as per GSTR-3B (Table 4(A)1 – GSTR-3B) Same figure from Table 6E above
I	Difference (G-H)	Difference may be on account of IGST paid but goods not cleared from Bonded Warehouse by 31 st March 2019?
J	ITC available but not availed on import of goods (Equal to I)	Whether above credit will be lapsed?
K	Total ITC to be lapsed in current financial year (E + F + J)	

Bill of entry of 29th March, 18 Goods Received on 4th April, 2018 will it lapse?

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8 Other ITC related information		
A	ITC as per GSTR-2A (Table 3 & 5 thereof)	Auto Populated
B	ITC as per sum total of 6(B) and 6(H) above	Total from previous Table
C	ITC on inward supplies (other than imports and inward supplies liable to reverse charge but includes services received from SEZs) received during 2017-18 but availed during April to Sept 2018 next Financial year	ITC availed during April to Sep 2018 to be disclosed here. What about ITC taken from Oct 18 to Mar 2019 under ROD Order No. 2/2018-CT
D	Difference [A-(B+C)]	Difference can be negative if ITC as per GSTR-3B is more than GSTR-2A. Negative values are allowed
E	ITC available but not availed	ITC not taken in GSTR-3B - which is liable to be lapsed
F	ITC available but ineligible	ITC not taken in GSTR-3B since ineligible – Eg. 17(5)

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Pt. IV Details of tax paid as declared in returns filed during the financial year							
9	Description	Tax Payable	Paid through cash	Paid through ITC			Cess
				Central Tax	State/UT Tax	Integrated Tax	
	Integrated Tax						
	Central Tax						
	State/UT Tax						
	Cess						
	Interest						
	Late Fee						
	Penalty						
	Other						

As per Table 6.1 of Form GSTR-3B

What about tax/other amount paid through Form GST DRC-03

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Next Financial Year

Pt. V	Particulars of the transactions for the previous FY declared in returns of April to September of <u>current FY</u> or upto date of filing of annual return of previous FY whichever is earlier	
10	Supplies / tax declared through Amendments (+) (net of debit notes)	Amendments declared in April 2018 to Sep 18 (Table 9A, 9B, 9C of GSTR-1 of 18-19)
11	Supplies / tax reduced through Amendments (-) (net of credit notes)	
12	Reversal of ITC availed during previous financial year	Details from Table 4(B) of GSTR-3B of 18-19 (Rule 37, 42, Tran I Cr. Reversal)
13	ITC availed for the previous financial year	Details from Table 4(A) of GSTR-3B of 18-19

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Pt. VI Other Information								
15	Particulars of Demands and Refunds							
	Details	Central Tax	State/UT Tax	Integrated Tax	Cess	Interest	Penalty	Late Fee/ Others
A	Total Refund Claimed	Refer Form RFD-01/01A						
B	Total Refund Sanctioned	Refer Form RFD-06 Provisional sanctioned?						
C	Total Refund Rejected	Refer Form RFD-06						
D	Total Refund Pending							
E	Total demand of taxes	Check online GTST Portal also for any demand notice, which are pending						
F	Total taxes paid in respect of E Above	Details of Accepted demand, which is already paid						
G	Total demands Pending out of E Above	Unpaid demand. Unacceptable/litigative demand – Whether Appeal is filed?						

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14	<u>Differential tax paid on account of declaration in 10 & 11 above</u>		
	Description	Payable	Paid
	Integrated Tax		
	Central Tax		
	State/UT Tax		
	Cess		
	Interest		

As per Table 6.1 of Form GSTR-3B

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16	<u>Information on supplies received from composition taxpayers, deemed supply under section 143 and goods sent on approval basis</u>	
A	Supplies received from Composition taxpayers	Info may be taken from Table 5 of GSTR-3B
B	Deemed supply under Section 143	Goods sent to job worker not received in prescribe time.
C	Goods sent on approval basis but not returned	

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17 HSN Wise Summary of outward supplies								
HSN	UQC	Total quantity	Taxable Value	Rate of Tax	Central Tax	State/UT Tax	Integrated Tax	Cess
Data can be taken from Table 12 of GSTR-1. To be reported Net of Sales returns. UQC applicable only for Goods.								
18 HSN Wise Summary of Inward supplies								
HSN	UQC	Total quantity	Taxable Value	Rate of Tax	Central Tax	State/UT Tax	Integrated Tax	Cess
If inward supply of particular item is 10% of more of total inward supply, then details to be reported for such items only								
19	Late fee payable and Paid				Payable	Paid		
A	Central Tax							
B	State Tax							

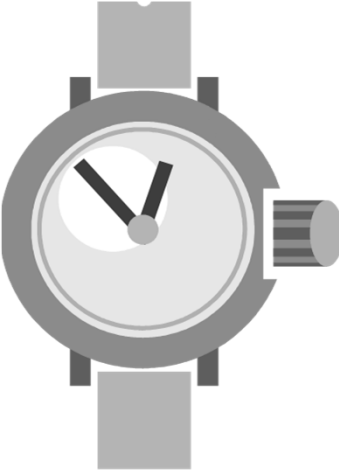
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**Opinions or views are like wrist watches.
Every watch shows different time from others.
But every one believes that their time is right!**

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