[YOUR COMPANY NAME]

[Address, City, State – PIN]
GSTIN: [Your GSTIN]   State: [State] ([Code])
Phone: [ ]   Email: [ ]

TAX INVOICE

Invoice No: **[INV-001]**
Date: **[DD/MM/YYYY]**
Place of Supply: **[State (Code)]**

BILL TO

Customer name: [ ]
Address: [ ]
GSTIN: [ ]
State: [State (Code)]

TRIP / VEHICLE DETAILS

Vehicle no.: [ ]
Vehicle type: [ ]
Driver: [ ]
Duty / route: [ ] → [ ]

Description	SAC	Qty/Km/Hrs	Rate (Rs.)	Amount (Rs.)
Base fare (package)	9966			
Extra kilometres	9966			
Extra hours	9966			
Waiting charges	9966			
Night halt / outstation allowance	9966			
Toll / FASTag	9966			
Parking	9966			
Driver allowance (bata)	9966			

Taxable value	
CGST @ ___ %	
SGST @ ___ %	
IGST @ ___ %	
TOTAL (Rs.)	

GST: enter the rate that applies to you — commonly 5% or 12% for SAC 9966 (rental of transport vehicles). Use CGST+SGST within a state and IGST for inter-state supply. Confirm your rate and ITC eligibility with your CA.

Amount in words: ____

Bank details: [A/c name • A/c no • IFSC • UPI]

Terms: Payment due within [ ] days. Interest @ [ ]% on overdue amounts. E.&O.E.;

For [YOUR COMPANY NAME]

Authorised signatory