

When recording taxable sales within the same state in Tally Prime, you need to ensure compliance with GST regulations. Here's a guide on how to record taxable sales for intra-state transactions in Tally Prime:

## **Steps to Record Taxable Sales for Intra-State Transactions in Tally Prime:**

1. Navigate to Sales Voucher:
  - From the Gateway of Tally, go to "Accounting Vouchers" or press "V" and select the appropriate voucher type for sales transactions (e.g., Sales Voucher, Sales Invoice).
2. Enter Voucher Date:
  - Specify the date of the sales transaction.
3. Select Customer's Ledger:
  - In the "Party A/c Name" field, select or create the ledger account for the customer to whom you are making the sale.
4. Select Sales Ledger:
  - In the "Name of Item" field, select the sales ledger account that corresponds to the item you are selling. This ledger should be configured as a "Taxable" sales ledger.
5. Specify Quantity and Rate:
  - Enter the quantity and rate of the sold item.
6. GST Details:
  - In the GST Details section:
    - Select the appropriate GST tax ledger for CGST and SGST/UTGST (if applicable).
    - Enter the tax amounts or let Tally Prime calculate them based on the tax rates and taxable value.
7. Save the Voucher:
  - Review the voucher details for accuracy and completeness.
  - Press "Ctrl + A" to save the voucher.

## **Key Points to Remember:**

- For intra-state transactions, GST is levied as both CGST (Central Goods and Services Tax) and SGST/UTGST (State Goods and Services Tax or Union Territory Goods and Services Tax), which are collected by the respective state government.
- Ensure that the sales ledger used is configured as taxable and includes the appropriate GST rates.

- Specify the CGST and SGST/UTGST tax ledgers in the voucher entry to calculate the tax amount correctly for intra-state sales.

By accurately recording taxable sales for intra-state transactions in Tally Prime, you ensure compliance with GST regulations and maintain transparent financial records for your business.