

## □ 15.1 Needs to file Return in GST regime

Every person registered under GST will have to file returns in some form. A registered person will have to file returns either monthly (normal supplier) or quarterly basis (Supplier opting for composition scheme). A person required to deduct tax (TDS) and persons required to collect tax (TCS) will also have to file monthly returns showing the amount deducted/collected and other details as may be prescribed. A non-resident taxable person will also have to file returns for the period of activity under taken.

## □ 15.2 Mode to file the returns

All the returns are to be filed online. Returns can be filed using any of the following methods:

1. **GSTN portal** : Tax payer can file return directly on the GST portal online.
2. **Offline utilities provided by GSTN** : These utilities can be used for preparing the statement offline and uploading the same on the common portal.
3. **GST Suvidha Providers (GSPs)** : If a tax payer is already using the services of an ERP providers such as Tally, SAP, Oracle etc, there is a high likelihood that these ERP providers would provide inbuilt solutions in the existing ERP systems.

## □ 15.3 Types of returns under GST

The table given below gives various types of return under GST Act, 2017.

Return/statement Form	Particulars	Frequency	Due Date
GSTR-1	Details of outward supplies of taxable goods and/or services effected	Monthly	10 <sup>th</sup> of the next month.
GSTR-2	Details of inward supplies of taxable goods and/or services effected claiming input tax credit.	Monthly	11 <sup>th</sup> to 15 <sup>th</sup> of the next month.
GSTR-3	Monthly return on the basis of finalization of details of outward supplies and inward supplies along with the payment of amount of tax.	Monthly	20 <sup>th</sup> of the next month.
GSTR-3B	All taxpayer to file along with payment of tax.	Monthly	20 <sup>th</sup> of the next month.
GSTR-4	Return for composition taxable person	Quarterly	18 <sup>th</sup> of the month succeeding quarter.
GSTR-5	Return for Non-Resident foreign taxable person	Monthly	20 <sup>th</sup> of the next month.

GSTR-6	Return for Input Service Distributor	Monthly	13 <sup>th</sup> of the next month.
GSTR-7	Return for authorities deducting tax at source.	Monthly	10 <sup>th</sup> of the next month.
GSTR-8	Details of supplies effected through e-commerce operator and the amount of tax collected	Monthly	10 <sup>th</sup> of the next month.
GSTR-9	Annual Return	Annually	31 <sup>st</sup> December of next financial year.
GSTR-9A	Annual return for composition dealers	Annually	31 <sup>st</sup> December of next financial year.
GSTR-10	Final Return	Once. When registration is cancelled or surrendered	Within three months of the date of cancellation or date of cancellation order, whichever is later.

#### □ 15.4 Furnishing details of outward supplies (GSTR-1) [Section 37(1) of CGST Act, 2017]

**(A) Person liable to furnish outward return :** Every registered person except the following are liable to furnish outward return :

- input service distributor (ISD)
- person paying tax under composition scheme
- person collecting tax at source i.e., e-commerce operator (ECO), not being an agent
- a supplier of online information and database access or retrieval services
- non-resident taxable person
- person deducting tax at source

**(B) Due date to file outward return :** The details of outward supplies of both goods and services effected during a month are required to be furnished in FORM GSTR-1 electronically on or before the 10<sup>th</sup> of the month succeeding the month. For example : GSTR-1 of March 2018 can be filed on or before 10th April 2018.

However, a taxpayers with annual aggregate turnover up to ₹ 1.5 Crore can file details of outward supplies in FORM GSTR-1 on a quarterly basis.

**(C) Details of Outward Supply :** The details of outward supply of goods and/or services furnished in FORM GSTR-1 shall include the :

- (a) invoice wise details of all :
  - (i) inter-State and intra-State supplies made to the registered persons (B2B supply); and
  - (ii) inter-State supplies with invoice value more than two and a half lakh rupees made to the unregistered persons (B2C supply);
- (b) consolidated details of all (B2C supply) :
  - (i) intra-State supplies made to unregistered persons for each rate of tax; and
  - (ii) Statewise inter-State supplies with invoice value upto two and a half lakh rupees made to unregistered persons for each rate of tax;
- (c) Details of debit and credit notes.



**Important point :** For B2B supplies, all invoices, whether Intra-state or Inter-state supplies, will have to be uploaded. Why So ? Because ITC will be taken by the recipients, invoice matching is required to be done.

In B2C supplies, uploading in general may not be required as the buyer will not be taking ITC. However still in order to implement the destination based principle, invoices of value more than ₹ 2.5 lacs in inter-state B2C supplies will have to be uploaded. For inter-State invoices upto ₹ 2.5 lacs and all intra-state invoices, statewise summary will be sufficient.

#### □ **15.5 Furnishing details of Inward supplies (GSTR-2). [Sec. 38 of CGST Act, 2017]**

**(A) Who is required to file inward return :** Every registered person who files details of outward supply in Form GSTR-1 is also required to file the details of inward supply in Form GSTR-2.

These person shall furnish, electronically, after the 10<sup>th</sup> but on or before the 15<sup>th</sup> day of the month succeeding the tax period, the details of inward supplies of taxable goods or services or both, including

- ❖ inward supplies of goods or services or both on which the tax is payable on reverse charge basis and
- ❖ inward supplies of goods or services or both on which IGST is payable under section 3 of the Customs Tariff Act, 1975, and
- ❖ credit or debit notes received in respect of such supplies during a tax period.

**(B) Details for Inward Supplies Return :** The details of inward supplies of goods or services or both furnished in FORM GSTR-2 shall include the :

- (a) invoice-wise details of all inter-State and intra-State supplies received from registered persons or unregistered persons;
- (b) import of goods and services made; and
- (c) debit and credit notes, if any, received from supplier.

**Note :** Tax period means the period for which the return is required to be furnished.

#### □ **15.6 Furnishing of monthly returns in GSTR-3 [Sec.39(1) of CGST Act, 2017]**

**(A) Person liable to furnish monthly return :** Every registered person except the following are liable to furnish monthly return :

- input service distributor (ISD)
- non-resident taxable person
- person paying tax under composition scheme
- person deducting tax at source
- person collecting tax at source i.e., e-commerce operator (ECO), not being an agent
- a supplier of online information and database access or retrieval services

**(B) Particulars and Due date to file monthly return :** The monthly return of inward and outward supplies of goods and/or services shall include input tax credit availed, tax payable, tax paid and other prescribed particulars.

It shall furnish in FORM GSTR-3, electronically, on or before the 20<sup>th</sup> day of the month succeeding such calendar month.