

Creating a company and activating GST in Tally ERP 9 involves a few systematic steps. Below is a detailed guide to help you through the process:

Step 1: Create a Company in Tally ERP 9

1. **Open Tally ERP 9:**
 - o Launch the Tally ERP 9 software on your system.
2. **Select "Create Company":**
 - o On the Tally main screen, select the option Create Company.
3. **Enter Company Details:**
 - o **Directory:** Specify the path where you want to save your company data.
 - o **Name:** Enter the name of your company.
 - o **Mailing Name and Address:** Enter the mailing name and address of the company.
 - o **Country:** Select your country from the list.
 - o **State:** Select your state.
 - o **PIN Code:** Enter your company's PIN code.
 - o **Telephone Number and Mobile Number:** Enter the contact details.
 - o **E-Mail Address:** Provide the company's official email address.
 - o **Financial Year Beginning From:** Enter the start date of the financial year.
 - o **Books Beginning From:** Enter the date from when you want to start recording transactions.
 - o **Currency Symbol:** Select your currency (₹ for Indian Rupees).
4. **Save the Company:**
 - o After filling in all the required details, press Enter and then Yes to save the company information.

Step 2: Activate GST in Tally ERP 9

1. **Go to Features (F11):**
 - o After creating the company, from the Tally Gateway screen, press F11 for "Features".

CBSE

ICSE

NTSE

Banking & Insurance

Central Govt. Service

State Govt. Services

LAW Entrance

MBA Entrance

Railways & Metro Services

...many more

abhyasonline.in

**Course
&
Test Series**

Computerised Accounting - Module 41

CBSE

ICSE

NTSE

Banking & Insurance

Central Govt. Service

State Govt. Services

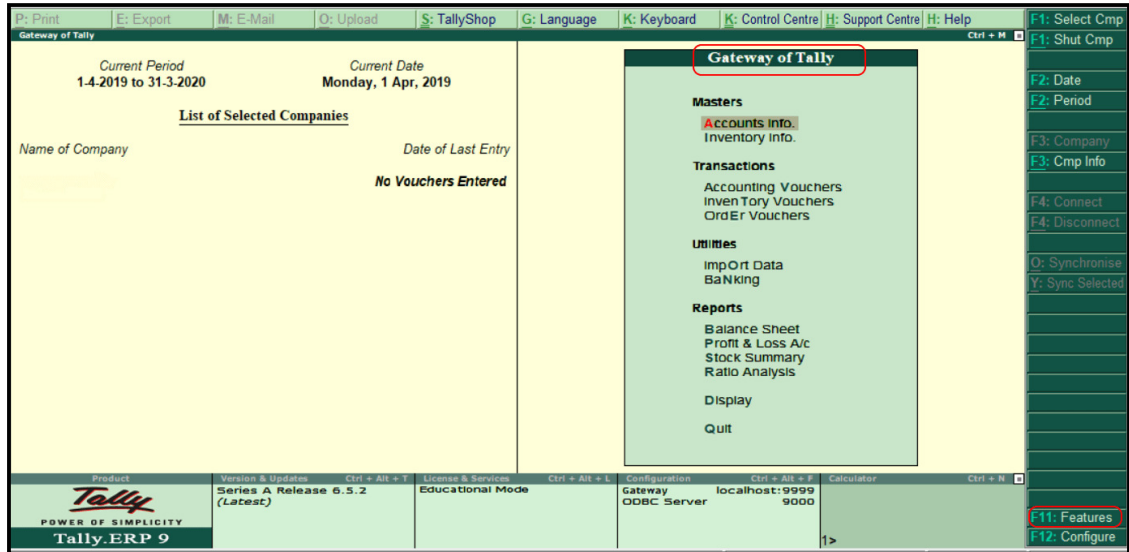
LAW Entrance

MBA Entrance

Railways & Metro Services

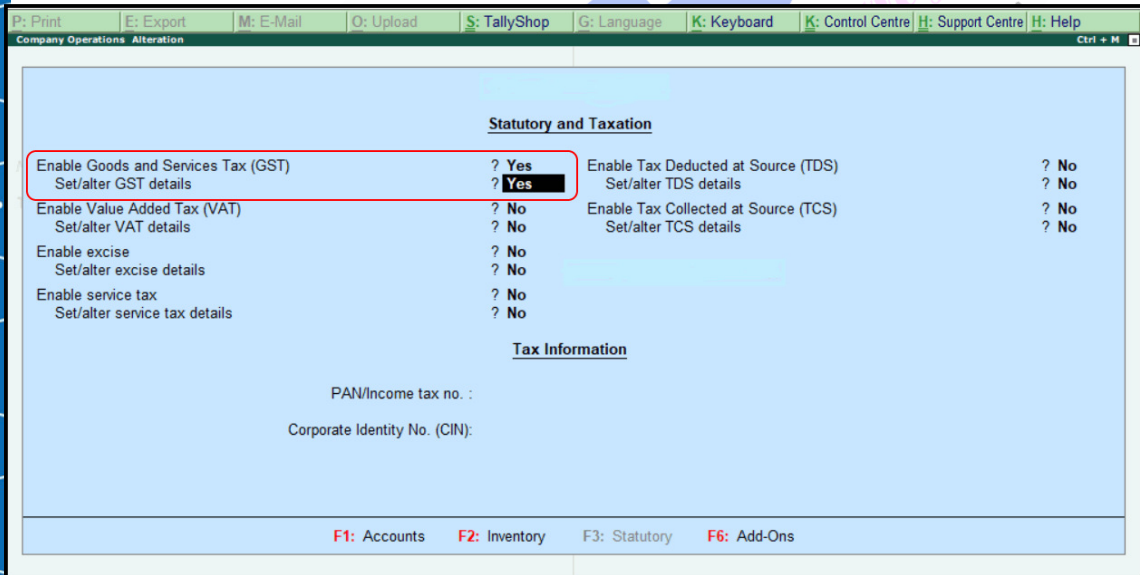
...many more

abhyasonline.in



2. Enable GST:

In the **Statutory & Taxation** screen, set the **Enable Goods and Services Tax (GST)** option to **Yes**.



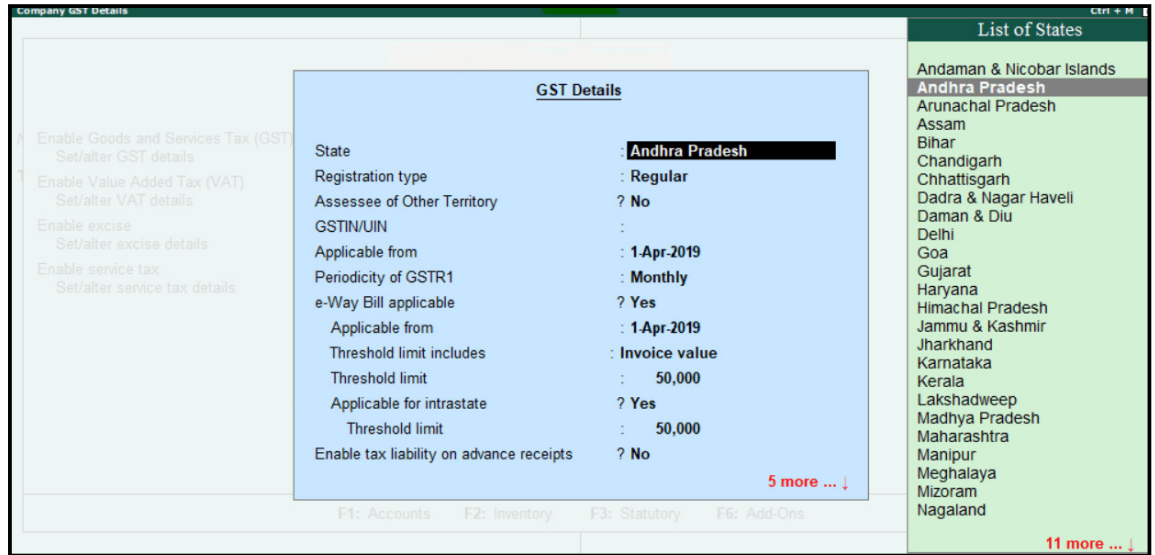
Once you enable GST, a few additional fields will appear. Fill in these details:

- **Set/alter GST details:** Set this to **Yes** and then press **Enter**.
- **State:** This should be automatically populated based on the information provided during company creation.

**Course
&
Test Series**

Computerised Accounting - Module 41

- **Registration Type:** Select your GST registration type (e.g., Regular, Composition, etc.).
- **GSTIN/UIN:** Enter your GSTIN number if you have it. If you don't have a GSTIN yet, you can leave it blank.
- **Applicable from:** Enter the date from which GST is applicable to your transactions.



3. Define Tax Details:

- **Integrated Tax Rate:** If your business deals with interstate transactions, set the integrated tax rate.
- **Central Tax Rate and State Tax Rate:** For intrastate transactions, define these rates as applicable.
- **Set/alter GST Rate Details:** You can define the tax rates for your goods or services here.

 **CBSE**

 **ICSE**

 **NTSE**

 **Banking & Insurance**

 **Central Govt. Service**

 **State Govt. Services**

 **LAW Entrance**

 **MBA Entrance**

 **Railways & Metro Services**

...many more

abhyasonline.in

**Course
&
Test Series**

 **CBSE**

 **ICSE**

 **NTSE**

 **Banking &
Insurance**

 **Central Govt.
Service**

 **State Govt.
Services**

 **LAW
Entrance**

 **MBA
Entrance**

 **Railways & Metro
Services**

...many more

abhyasonline.in

Computerised Accounting - Module 41

GST Details	
State	: Andhra Pradesh
Registration type	: Regular
Assessee of Other Territory	? No
GSTIN/UIN	: 29ALAAA12345A12
Applicable from	: 1-Apr-2019
Periodicity of GSTR1	: Monthly
e-Way Bill applicable	? Yes
Applicable from	: 1-Apr-2019
Threshold limit includes	: Invoice value
Threshold limit	: 50,000
Applicable for intrastate	? Yes
Threshold limit	: 50,000
Enable tax liability on advance receipts	? Yes
Enable tax liability on reverse charge (Purchase from unregistered dealer)	? No
Set/alter GST rate details	? Yes
Enable GST Classifications	? Yes
Provide LUT/Bond details	? No

4. Save the Settings:

- After entering all the necessary details, press Enter and then Yes to save the changes.

Step 3: Setting Up Ledgers for GST

To fully utilize GST in Tally, you'll need to set up ledgers for sales, purchases, and tax:

1. Create Sales Ledger:

- Go to Gateway of Tally > Accounts Info > Ledgers > Create.
- Name: Enter the name (e.g., Local Sales).
- Under: Select Sales Accounts.
- GST Applicable: Set this to Yes.
- Tax Type: Select the appropriate tax type (e.g., GST).
- Percentage of Calculation: Enter the applicable GST rate.

2. Create Purchase Ledger:

- Go to Gateway of Tally > Accounts Info > Ledgers > Create.
- Name: Enter the name (e.g., Local Purchases).
- Under: Select Purchase Accounts.

Course
&
Test Series

Computerised Accounting - Module 41

- GST Applicable: Set this to Yes.
- Tax Type: Select the appropriate tax type (e.g., GST).
- Percentage of Calculation: Enter the applicable GST rate.
- 3. Create Tax Ledgers (CGST, SGST, IGST):
 - For each tax type (CGST, SGST, IGST), create separate ledgers under the Duties & Taxes group.
 - Specify the GST type (CGST/SGST/IGST) and enter the respective percentage rates.



CBSE



ICSE



NTSE



Banking &
Insurance



Central Govt.
Service



State Govt.
Services



LAW
Entrance



MBA
Entrance



Railways & Metro
Services

...many more

abhyasonline.in

