“Department of Value Added Tax

Government of NCT of Delhi

Form DVAT 31

[See Rule 42]

Specimen of Sales / outward Branch Transfer Register

Registration Number:___________________________________

Name of dealer : ____________________________________

Address : ____________________________________

____

Sales for the tax period

From (dd/mm/yy) _________To (dd/mm/yy) ___________

Method of accounting: Cash / Accrual

Details of Sales

(All amounts in Rupees)

Date of Sale/Transfer	Invoice No./Delivery Note No.	Buyer's TIN / Embassy/Organisation Regn. No.	Buyer/Embassy/Organisation Name	Tax Rate (DVAT) (for all columns)
1	2	3	4	5

Turnover of Inter-State Sale/Stock Transfer / Export (Deductions)												
Export	High Sea Sale	Own goods transferred for Job Work against F-Form	Other dealers' goods returned after Job work against F-Form	Stock transfer (Branch) against F-Form	Stock transfer (Consignment) against F- Form	Sale against H-Form	Sale against I-Form	Sale against J-Form	Sale against C+E-I/E-II	Sale of Exempted Goods [Sch. I]	Sales covered under proviso to [Sec.9(1)] Read with Sec.8(4)]	Sales of Goods Outside Delhi (Sec. 4)
6	7	8	9	10	11	12	13	14	15	16	17	18

Turnover of Inter-State Sale (Taxable)					**Turnover of Local Sale**						
Rate of Tax (CST)	Sale against C-Form excluding sale of capital assets	Capital Goods sold against C-Forms	Sale without forms	Tax (CST)	Turnover (Goods) (excluding VAT)	Turnover (WC) (excluding VAT	Out put Tax	Charges towards labour, services and other like charges, in civil works contracts	Charges towards cost of land, if any, in civil works contracts	Sale against H-Form to Delhi dealers	Sale of Petrol/Diesel suffered tax on full sale price at OMC level
19	20	21	22	23	24	25	26	27	28	29	30

Signature of Dealer /
Authorized Signatory”

12. Amendment of DVAT-31A - In the principal Rules, in forms appended thereto, for the Form DVAT 31A, the following shall be substituted, namely:-

"Department of Value Added Tax
Government of NCT of Delhi

Form DVAT-31A

[See Rule 42]

Specimen of Debit/Credit Notes related to Local Sales Register

Registration Number :________________________________
Name of dealer : ________________________________
Address : ________________________________
____

Tax period: From(dd/mm/yy)_____To(dd/mm/yy) _

Method of accounting: Cash / Accrual

Details of Debit/Credit Notes related to Local Sales

Date of issue of Debit/ Credit Note/ Voucher	Buyer's TIN	Buyer's Name	Debit / Credit Note / Voucher Number	Date of relevant Tax Invoice/Retail Invoice affected by the credit/ debit note	Amount of the credit/ debit note	Increase in ITC (Debit Note)	Increase in ITC (credit note)
1	2	3	4	5	6	7	8

Signature of Dealer/
Authorised Signatory"