

Samples of Self-Billing Tax Invoice



INLAND REVENUE
AUTHORITY
OF SINGAPORE

a) Self-billing tax invoice

In place of the words
"Tax Invoice".

Buyer Created Tax Invoice - Approved by The Comptroller of GST

ABC Pte Ltd
888 Jalan Ang Teng
Singapore 560009

(Supplier's Name)
(Supplier's GST Regn No.)
(Supplier's Address)

Date: 1/7/2017

Invoice No: F012345

Type of Supply: Cash / Credit Sale

S/No	Description	Qty	Unit Price (\$)	Total (\$)	Discount (\$)	Total (\$)
1	Yashica MG2	10	90	900	45	855.00
2	Pentax Z-1 Body	20	1,000	20,000	1,000	19,000.00
3	Nikon W35	30	200	6,000	300	5,700.00
4	Canon Prima 5	40	220	8,800	440	8,360.00
	Total					33,915.00
	Add GST @ 7%					2,374.05
	Amount Due:					36,289.05

A statement to
inform your supplier
to account for the
GST shown as his
output tax.

The tax shown is your output tax due to the Comptroller of GST.

b) Customer accounting tax invoice

In place of the words "Tax Invoice".

Buyer Created Tax Invoice -
Approved by The Comptroller of GST

ABC Pte Ltd
 888 Jalan Ang Teng
 Singapore 560009

To include your GST registration no.

GST Reg No: M2-1234567-K

(Supplier's Name)
 (Supplier's GST Regn No.)
 (Supplier's Address)

Date: 1/7/2017

Invoice No: F012345

Type of Supply: Cash / Credit Sale

S/No	Description	Qty	Unit Price (\$)	Total (\$)	Discount (\$)	Total (\$)
1	Cameras	10	300	3,000	500	2,500.00
2	Handphone #	20	1,000	20,000	1,000	19,000.00
Total						21,500.00
Add GST @ 7%*						175.00
Amount Due:						21,675.00

*The tax shown is your output tax due to the Comptroller of GST.

A statement to inform your supplier to account for the GST shown as his output tax.

Sales made under customer accounting. We will account for the GST of \$1,330.00.

A statement to inform your supplier that you will be accounting for this GST shown as your output tax, on his behalf.