

# CFC Advisory Services

## GST Checklist

This is your comprehensive checklist for GST Checklist. Please ensure that all listed items have been thoroughly reviewed and completed. For dedicated professional assistance, reach out to our CFC Advisory Services team.

- Reconcile GSTR-2A/2B with internal purchase registers to claim correct ITC.
- Ensure all outward supplies (GSTR-1) are accurately reported and match books.
- Generate e-Way bills for applicable movements of goods.
- Generate e-Invoices for all B2B transactions if turnover exceeds the threshold.
- Verify HSN/SAC codes and correct GST rates are applied to invoices.
- File GSTR-3B and remit taxes before the due date.
- Identify and reverse ineligible Input Tax Credit (ITC).
- Prepare documentation for GST Annual Return (GSTR-9) and Reconciliation (GSTR-9C).

**Contact our team:**

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