

Manual > Form GSTR-8

How can I create and file details in Form GSTR-8?

To create and file details in Form GSTR-8, perform following steps:

[A. Login and Navigate to Form GSTR-8 page](#)

[B. Enter details in various tiles](#)

[C. Payment of Tax](#)

[D. File Form GSTR-8 with DSC/ EVC](#)

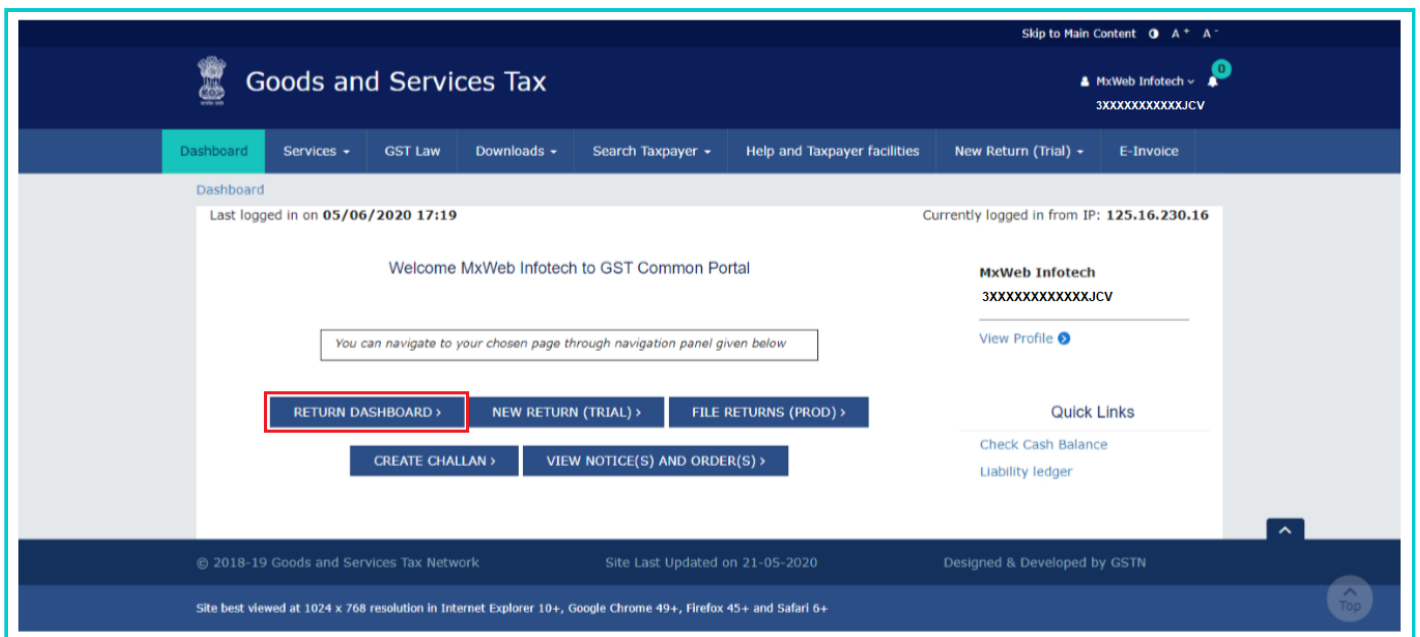
[E. View Debit entries in Electronic Cash Ledger for tax payment](#)

[F. Download Filed Return](#)

A. Login and Navigate to Form GSTR-8 page

1. Access the www.gst.gov.in URL. The GST Home page is displayed. Login to the GST Portal with valid credentials. Click the **Services > Returns > Returns Dashboard** command.

Alternatively, you can also click the **Returns Dashboard** link on the login Dashboard.



2. The **File Returns** page is displayed. Select the **Financial Year & Return Filing Period (Month)** for which you want to file the return from the drop-down list.

3. Click the **SEARCH** button. The **File Returns** page is displayed.

Note: Please read the important message in the box carefully.

4. In the GSTR-8 tile, click the **PREPARE ONLINE** button if you want to prepare the return by making entries on the GST Portal.

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Goods and Services Tax MxWeb Infotech 3XXXXXXXXXXJCV

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard > Returns English

File Returns

Indicates Mandatory Fields

Financial Year* 2018-19 Return Filing Period* August SEARCH

Help

- It is not mandatory to file a "NIL" GSTR-8 statement, you may not file GSTR-8 for a particular tax period if -
 - There is no tax collected at source during the tax period; and
 - You do not wish to make any changes in records declared in earlier statements.
- GSTR-8 can be prepared online and filed online. It can also be prepared on Offline Tool and then uploaded on the portal.

Tax Collected At Source

GSTR8

Due Date - 10/09/2018

PREPARE ONLINE PREPARE OFFLINE

Important Message

Prepare Online :-
E-Commerce Operator with less than or equal to 500 records per table (Table 3 and Table 4) may make use of this facility.

Steps to be taken:

- Click on "Prepare Online";
- Fill the TCS details (Table 3) and amendments to TCS details (Table 4) related to previous periods;
- Click on "Compute Liabilities"; and
- Click on "Proceed to File" and File GSTR-8.

Prepare Offline :-
E-Commerce Operator with more than 500 records per table (Table 3 and Table 4) can prepare their statement by using the offline utility and subsequently upload on GST Common Portal.

You can download the GSTR-8 offline tool from the "Downloads" section in the pre-login page on the portal. You should have downloaded the Offline Tool and installed it on your computer.

- Click on "Prepare Offline";
- Click on "Download" to download auto-drafted GSTR-8 details, if any;
- Follow instructions in "GSTR-8 offline tool" to add details and generate JSON file for upload; and
- Click on "Upload" to upload JSON file and file the statement with help of instruction available on GSTR-8 dashboard.

E-Commerce Operators having records up to 500 can also use offline utility for filing GSTR-8.


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Top

5. The **GSTR-8 - Return for Tax Collected at Source** dashboard page is displayed.

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 **Goods and Services Tax**

MxWeb Infotech
3XXXXXXXXXXJCV

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Dashboard Returns GSTR-8 English

GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXJCV **Legal Name** - MxWeb Infotech **Trade Name** - GSTN
FY - 2018-19 **Return Period** - August **Status** - Not Filed
Due Date - 10/09/2018

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "**Preview Draft GSTR-8**" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS		4. Amendments to details of supplies attracting TCS		5. Details of interest	
No. of records: 0		No. of records: 0			
Net amount liable for TCS	Integrated Tax	Net amount liable for TCS	Integrated Tax	Amount in default	Integrated Tax
₹0.00	₹0.00	₹0.00	₹0.00	₹-	₹-
Central Tax	State/UT Tax	Central Tax	State/UT Tax	Central Tax	State/UT Tax
₹0.00	₹0.00	₹0.00	₹0.00	₹-	₹-

6&7. Payment of tax		9. Debit entries in electronic cash ledger for TCS/interest payment	
Tax payable	Interest payable	Tax to be paid (₹)	Interest
₹-	₹-	₹-	₹-
Total amount paid			
₹-			

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "**Download Filed GSTR-8 (pdf)**" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"

[BACK TO FILE RETURNS](#) [DOWNLOAD GSTR-8 DETAILS \(EXCEL\)](#) [PREVIEW DRAFT GSTR-8](#) [COMPUTE LIABILITY](#) [PROCEED TO FILE](#)

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[Go back to the main menu](#)

B. Enter details in various tiles

Click on the tile names to know more about entry related details:

6 (a) [3. Details of supplies attracting TCS](#): To add details of supplies attracting TCS.

6 (b) [4. Amendments to details of supplies attracting TCS](#): To amend details of supplies attracting TCS in respect of any earlier tax period.

6 (a) 3. Details of supplies attracting TCS

6.1. Click the **3. Details of supplies attracting TCS** tile to add details of supplies attracting TCS.



GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
Status - Not Filed

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "**Preview Draft GSTR-8**" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS

No. of records: 0

Net amount liable for TCS	Integrated Tax
₹0.00	₹0.00
Central Tax	State/UT Tax
₹0.00	₹0.00

4. Amendments to details of supplies attracting TCS

No. of records: 0

Net amount liable for TCS	Integrated Tax
₹0.00	₹0.00
Central Tax	State/UT Tax
₹0.00	₹0.00

5. Details of interest

Amount in default	Integrated Tax
₹-	₹-
Central Tax	State/UT Tax
₹-	₹-

6&7. Payment of tax

Tax payable	Interest payable
₹-	₹-
Total amount paid	
₹-	

9. Debit entries in electronic cash ledger for TCS/interest payment

Tax to be paid (₹)	Interest
₹-	₹-

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "**Download Filed GSTR-8 (pdf)**" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"

[BACK TO FILE RETURNS](#)[DOWNLOAD GSTR-8 DETAILS \(EXCEL\)](#)[PREVIEW DRAFT GSTR-8](#)[COMPUTE LIABILITY](#)[PROCEED TO FILE](#)

6.2. Click the **ADD** button.

The screenshot shows the Goods and Services Tax portal interface. At the top, there is a navigation bar with the logo and the text 'Goods and Services Tax'. Below this, there is a menu with options like 'Dashboard', 'Services', 'GST Law', 'Downloads', 'Search Taxpayer', 'Help and Taxpayer facilities', 'New Return (Trial)', and 'E-Invoice'. The main content area shows the 'TCS Details - GSTIN-Wise-Summary' page. It displays the following information: GSTIN - 3XXXXXXXXXXJCV, FY - 2018-19, Due Date - 10/09/2018, Legal Name - MxWeb Infotech, Return Period - August, Trade Name - GSTN, and Status - Not Filed. A message box states 'No Record found for the provided Inputs.' with a close button. Below the message, there are two buttons: 'BACK TO GSTR-8 DASHBOARD' and 'ADD', with the 'ADD' button highlighted in red. The footer contains copyright information and a 'Top' button.

Note: You can click the Help link to view Help related to this page. Click **CLOSE**.

The screenshot shows a help dialog box titled 'Supplies attracting TCS'. It contains a list of six instructions: 1. Declare details of TCS for each supplier. Tax is to be collected on the net value of supplies. 2. GSTIN of the supplier cannot be declared more than once. 3. Negative values are not allowed to be declared in this table. 4. At least one tax column should be entered out of three tax columns (IGST or CGST and SGST/UTGST). 5. Total tax amount collected should be equal to <2%> of the amount shown as 'Net Amount liable for TCS'. 6. Enter values in the Text box 'Search by GSTIN' to search for particular GSTIN. At the bottom right of the dialog, there is a red 'CLOSE' button.

6.3. The TCS Details - Add page is displayed.

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MxWeb Infotech
3XXXXXXXXXXJCV

Goods and Services Tax

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard > Returns > GSTR-8 > TCS English

GSTIN - 3XXXXXXXXXXJCV **Legal Name** - MxWeb Infotech **Trade Name** - GSTN
FY - 2018-19 **Return Period** - August **Status** - Not Filed
Due Date - 10/09/2018

TCS Details – Add

GSTIN of the supplier* **Supplier Name**

Supplies made to	Gross value of supplies made (₹)	Value of supplies returned (₹)	Net amount liable for TCS (₹)
Registered person	<input type="text" value="0.00"/>	<input type="text" value="₹0.00"/>	<input type="text" value="₹0.00"/>
Unregistered person	<input type="text" value="₹0.00"/>	<input type="text" value="₹0.00"/>	<input type="text" value="₹0.00"/>
Total amount			<input type="text" value="₹0.00"/>
Amount of tax collected at source	IGST (₹)	CGST (₹)	SGST (₹)
	<input type="text" value="₹0.00"/>	<input type="text" value="₹0.00"/>	<input type="text" value="₹0.00"/>

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6.4. In the **GSTIN of supplier** field, enter the GSTIN of the supplier. Supplier name field is auto populated.

6.5. Enter the Gross Value of supplies made and value of supplies returned to registered persons. Similarly, enter the Gross Value of supplies made and value of supplies returned to unregistered persons.

Note: Net amount liable for TCS is auto-populated based on data entered.

6.6. Enter the amount collected at source under IGST/ CGST/ SGST heads. Click the **SAVE** button.

Note:

- Declare details of TCS for each supplier here. Please note that GSTIN of the supplier cannot be declared more than once.
- Tax is to be collected on the net value of supplies.
- Negative values cannot be declared in this table.
- At least one tax column must be entered out of three tax columns (IGST or CGST and SGST/UTGST).

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MxWeb Infotech 3XXXXXXXXXXJCV

Goods and Services Tax

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard Returns GSTR-8 TCS English

GSTIN - 3XXXXXXXXXXJCV **Legal Name** - MxWeb Infotech **Trade Name** - GSTN
FY - 2018-19 **Return Period** - August **Status** - Not Filed
Due Date - 10/09/2018

TCS Details – Add

GSTIN of the supplier * 33CEHPS3060RWZ3 **Supplier Name** DIGICLIK

Supplies made to	Gross value of supplies made (₹)	Value of supplies returned (₹)	Net amount liable for TCS (₹)
Registered person	₹5,10,000.00	₹30,000.00	₹4,80,000.00
Unregistered person	₹2,70,000.00	₹25,000.00	₹2,45,000.00
Total amount			₹7,25,000.00

Amount of tax collected at source	IGST (₹)	CGST (₹)	SGST (₹)
	₹1,250.00	₹3,000.00	₹3,000.00

BACK SAVE

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6.7. You will be directed to the previous page and a message is displayed that TCS details added successfully.

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MxWeb Infotech 3XXXXXXXXXXJCV

Goods and Services Tax

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard Returns GSTR-8 TCS English

GSTIN - 3XXXXXXXXXXJCV **Legal Name** - MxWeb Infotech **Trade Name** - GSTN
FY - 2018-19 **Return Period** - August **Status** - Not Filed
Due Date - 10/09/2018

TCS Details – GSTIN-Wise-Summary Help

TCS Details Added Successfully.

Processed TCS Details Records to view per page: Select Search by GSTIN/Trade or legal name of supplier

GSTIN of the supplier	Trade name/Legal name of Supplier	Net amount liable for TCS (₹)	Amount of tax collected at source			Actions
			Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	
33CEHPS3060RWZ3	DIGICLIK	7,25,000.00	1,250.00	3,000.00	3,000.00	

BACK TO GSTR-8 DASHBOARD ADD

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6.8. Refresh the page by clicking the button. Here, you can also edit/delete the added details (under Actions column).

Note: You can view certain number of records by selecting a number from **Records to view per page** drop-down list. You can also search any record by providing **GSTIN** or **Trade/Legal name of supplier**.

6.9. Click the **BACK TO GSTR-8 DASHBOARD** button to go back to the Form GSTR-8 Dashboard page.

Goods and Services Tax

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard Returns GSTR-8 TCS

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August



Trade Name - GSTN
Status - Not Filed

TCS Details - GSTIN-Wise-Summary

Processed TCS Details

Records to view per page: Select

Search by GSTIN/Trade or legal name of supplier

GSTIN of the supplier	Trade name/Legal name of Supplier	Net amount liable for TCS (₹)	Amount of tax collected at source			Actions
			Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	
33CEHPS3060RWZ3	DIGICLIK	7,25,000.00	1,250.00	3,000.00	3,000.00	 

BACK TO GSTR-8 DASHBOARD ADD

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6.10. You will be directed to the GSTR-8 Dashboard landing page and the **3. Details of supplies attracting TCS** tile in Form GSTR-8 will reflect the total net amount liable for along with tax details.



GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXXXJCV FY - 2018-19 Due Date - 10/09/2018	Legal Name - MxWeb Infotech Return Period - August	Trade Name - GSTN Status - Not Filed
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Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "Preview Draft GSTR-8" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "Download GSTR-8 details (Excel)"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS	
No. of records: 1	
Net amount liable for TCS	Integrated Tax
₹7,25,000.00	₹1,250.00
Central Tax	State/UT Tax
₹3,000.00	₹3,000.00

4. Amendments to details of supplies attracting TCS	
No. of records: 0	
Net amount liable for TCS	Integrated Tax
₹0.00	₹0.00
Central Tax	State/UT Tax
₹0.00	₹0.00

5. Details of interest	
Amount in default	Integrated Tax
₹-	₹-
Central Tax	State/UT Tax
₹-	₹-

6&7. Payment of tax	
Tax payable	Interest payable
₹-	₹-
Total amount paid	
₹-	

9. Debit entries in electronic cash ledger for TCS/interest payment	
Tax to be paid (₹)	Interest
₹-	₹-

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "Download Filed GSTR-8 (pdf)" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "Download GSTR-8 details (Excel)"

- BACK TO FILE RETURNS
- DOWNLOAD GSTR-8 DETAILS (EXCEL)
- PREVIEW DRAFT GSTR-8
- COMPUTE LIABILITY
- PROCEED TO FILE



[Go back to the main menu](#)

6 (b) 4. Amendments to details of supplies attracting TCS

10.1. Click the 4. Amendments to details of supplies attracting TCS tile to amend details of supplies attracting TCS in respect of any earlier tax period.

Skip to Main Content

MxWeb Infotech
3XXXXXXXXXXXXJCV

Goods and Services Tax

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard > Returns > GSTR-8 English

GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
Status - Not Filed

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "Preview Draft GSTR-8" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "Download GSTR-8 details (Excel)"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS		4. Amendments to details of supplies attracting TCS		5. Details of interest	
No. of records: 1		No. of records: 0			
Net amount liable for TCS	Integrated Tax	Net amount liable for TCS	Integrated Tax	Amount in default	Integrated Tax
₹7,25,000.00	₹1,250.00	₹0.00	₹0.00	₹-	₹-
Central Tax	State/UT Tax	Central Tax	State/UT Tax	Central Tax	State/UT Tax
₹3,000.00	₹3,000.00	₹0.00	₹0.00	₹-	₹-

6&7. Payment of tax		9. Debit entries in electronic cash ledger for TCS/interest payment	
Tax payable	Interest payable	Tax to be paid (₹)	Interest
₹-	₹-	₹-	₹-
Total amount paid			
₹-			

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "Download Filed GSTR-8 (pdf)" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "Download GSTR-8 details (Excel)"

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6.2 (a) [Uploaded By E-Com Operator](#) tab: To amend transactions uploaded by e-com operator in previous period.

6.2 (b) [Rejected By Supplier](#) tab: To edit the transactions rejected by supplier.

Note:

- In the table 4 (i.e. amendment table) of Form GSTR-8, there is no restriction in the limit on the number of times, details can be amended. You can amend the details in below scenarios:
 - a. **Uploaded by the e-commerce operator:** In case, e-commerce operator wants to amend the record on their own (filed in the earlier tax period) on which supplier has not taken any action, they can amend those records under "**Uploaded by the e-commerce operator**" tab.
 - b. **Rejected by supplier:** Under this option, details can be amended on rejection of the record by the supplier. After rejection of details by the supplier, records will be auto-populated in "**Rejected by supplier**" tab in Table 4 where e-commerce operator can amend and file the details.
- TCS liability will be calculated in following manner on amendment of records:
 - In case details in Form GSTR-8 are amended for first time: TCS liability = Last amended value - Original value.

- In case details in Form GSTR-8 are amended for second time: TCS liability = Last amended value - Previous amended value.

6.2 (a) Uploaded By E-Com Operator Tab:

In **Uploaded By E-Com Operator** tab, you can amend transactions uploaded by e-com operator in previous period.

6.3. Select the **Financial Year** and **Month** from the drop-down list.

6.4. In the **GSTIN of supplier** field, enter the GSTIN of the supplier reported in the entry during previous tax period which needs to be amended. Click the **AMEND TCS DETAILS** button.

Note: You can also enter the GSTIN of composition taxpayers here if the same was reported in the earlier tax period.

Note:

- Any changes to the details declared in Table-3 (TCS details) in earlier tax period(s) may be declared in Table-4.
- No amendment is allowed, once the TCS details are accepted by the supplier.
- Records rejected by supplier are available for taking action in the Tab 'Rejected by supplier' in table 4.
- Original tax period, financial year and original supplier's GSTIN cannot be edited.

6.5. You can provide the revised GSTIN of Supplier, revised gross values of supplies made, revised values of supplies returned and amount of tax collected at source for the GSTIN. Make amendments to the details as required. Click the **SAVE** button.

Goods and Services Tax

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard Returns GSTR-8

Amend TCS Details- Amend

Indicates Mandatory Fields

Original Tax Period: June
 Original GSTIN of Supplier: 33CEHPS3060RWZ3
 Revised GSTIN of Supplier*: 33CEHPS3060RWZ3

Supplies made to	Revised Gross value of supplies made (₹)	Revised Value of supplies returned (₹)	Revised Net amount liable for TCS (₹)
Registered person	₹3,50,000.00	₹10,000.00	₹3,40,000.00
Unregistered person	0.00	₹0.00	₹0.00
Total amount			₹3,40,000.00
Amount of tax collected at source	IGST (₹)	CGST (₹)	SGST (₹)
	₹0.00	₹1,700.00	₹1,700.00

BACK SAVE

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6.6. You will be directed to the previous page and a message is displayed that TCSA details added successfully.

Goods and Services Tax

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard Returns GSTR-8

GSTIN - 3XXXXXXXXXXJCV
 FY - 2018-19
 Due Date - 10/09/2018

Legal Name - MxWeb Infotech
 Return Period - August

Trade Name - GSTN
 Status - Not Filed

Amendments to TCS Details – GSTIN-Wise-Summary



Uploaded By E-Corn Operator Rejected By Supplier

TCSA Details Edited Successfully.

Financial Year*: 2018-19
 Month*: April
 GSTIN of supplier*: Search GSTIN Number

AMEND TCS DETAILS

Processed TCSA Details Records to view per page: Select Search by GSTIN/Trade or legal name of supplier

Month (Tax Period)	Original GSTIN of Supplier	Original Trade name/Legal name of Supplier	Revised GSTIN of Supplier	Revised Trade name/Legal name of Supplier	Revised Net amount liable for TCS (₹)	Revised amount of tax collected at source (₹)			Actions
						Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	
Jun-2018	33CEHPS3060RWZ3	GSTN	33CEHPS3060RWZ3	GSTN	3,40,000.00	0.00	1,700.00	1,700.00	 

BACK TO GSTR-8 DASHBOARD

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6.7. Here, you can also edit/delete the added details (under Actions column).

Note: You can view certain number of records by selecting a number from **Records to view per page** drop-down list. You can also search any record by providing **GSTIN** or **Trade/Legal name of supplier**.

6.8. Click the **BACK TO GSTR-8 DASHBOARD** button to go back to the Form GSTR-8 Dashboard page.

Goods and Services Tax

Dashboard > Returns > GSTR-8

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
Status - Not Filled

Amendments to TCS Details – GSTIN-Wise-Summary

Uploaded By E-Com Operator Rejected By Supplier

Financial Year* 2018-19 Month* April GSTIN of supplier* 33CEHPS3060RWZ3

Records to view per page: Select (5, 10, 15, 20, 25, 30, 35)

Month (Tax Period)	Original GSTIN of Supplier	Original Trade name/ Legal name of Supplier	Revised GSTIN of Supplier	Revised Trade name/ Legal name of Supplier	Revised amount of tax collected at source (₹)	Revised amount of tax collected at source (₹)			Actions
						Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	
Jun-2018	33CEHPS3060RWZ3	GSTN	33CEHPS3060RWZ3	GSTN	3,40,000.00	0.00	1,700.00	1,700.00	

BACK TO GSTR-8 DASHBOARD

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6.9. You will be directed to the GSTR-8 Dashboard page and the **4. Amendments to details of supplies attracting TCS** tile in Form GSTR-8 will reflect the difference amount of amended amount and original amount.



GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXJCV FY - 2018-19 Due Date - 10/09/2018	Legal Name - MxWeb Infotech Return Period - August	Trade Name - GSTN Status - Not Filed
--	---	---

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "**Preview Draft GSTR-8**" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS

No. of records: 1

Net amount liable for TCS	Integrated Tax
₹7,25,000.00	₹1,250.00
Central Tax	State/UT Tax
₹3,000.00	₹3,000.00

4. Amendments to details of supplies attracting TCS

No. of records: 1

Net amount liable for TCS	Integrated Tax
₹-80,000.00	₹0.00
Central Tax	State/UT Tax
₹-400.00	₹-400.00

5. Details of interest

Amount in default	Integrated Tax
₹-	₹-
Central Tax	State/UT Tax
₹-	₹-

6&7. Payment of tax

Tax payable	Interest payable
₹-	₹-
Total amount paid	
₹-	

9. Debit entries in electronic cash ledger for TCS/interest payment

Tax to be paid (₹)	Interest
₹-	₹-

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "**Download Filed GSTR-8 (pdf)**" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"



6.2 (b) Rejected By Supplier Tab:

6.1. Select the Rejected By Supplier tab.

Goods and Services Tax

MxWeb Infotech 3XXXXXXXXXXJCV

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard Returns GSTR-8 English

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
Status - Not Filed

Amendments to TCS Details – GSTIN-Wise-Summary Help

Uploaded By E-Com Operator Rejected By Supplier

Financial Year* 2018-19 Month* April GSTIN of supplier* Search GSTIN Number

AMEND TCS DETAILS

BACK TO GSTR-8 DASHBOARD

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6.2. Click the **EDIT** button to edit the details.

Note: You can view certain number of records by selecting a number from **Records to view per page** drop-down list. You can also search any record by providing **GSTIN** or **Trade/Legal name of supplier**.

Goods and Services Tax

MxWeb Infotech 3XXXXXXXXXXJCV

Dashboard Services GST Law Downloads Search Taxpayer Help and Taxpayer facilities New Return (Trial) E-Invoice

Dashboard Returns GSTR-8 English

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
Status - Proceed to File had some error

Amendments to TCS Details – GSTIN-Wise-Summary

Uploaded By E-Com Operator Rejected By Supplier

Processed TCSA Details

Records to view per page 5

33CEHPS3060RWZ3

Index	Original GSTIN of Supplier	Original Trade name/Legal name of Supplier	Revised GSTIN of Supplier	Revised Trade name/Legal name of Supplier	Original Amount	Amount of tax collected at source			Status	Actions
						Original Tax (₹)	Central Tax (₹)	State/UT Tax (₹)		
Jul-018	33CEHPS3060RWZ3	GSTN	33CEHPS3060RWZ3	GSTN	5,40,000.00	0.00	2,700.00	2,700.00	No Action Taken	

BACK

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6.3. Edit the details. You can amend the GSTIN of Supplier, gross values of supplies, revised values of supplies returned and all tax columns. Click the **SAVE** button.

Skip to Main Content A+ A-

MxWeb Infotech v 3XXXXXXXXXXJCV

Goods and Services Tax

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Dashboard Returns GSTR-8 English

Amend TCS Details- Edit

Indicates Mandatory Fields

Original Tax Period: July Original GSTIN of Supplier: 33CEHPS3060RWZ3 Revised GSTIN of Supplier: 33CEHPS3060RWZ3

Supplies made to	Revised Gross value of supplies made (₹)	Revised Value of supplies returned (₹)	Revised Net amount liable for TCS (₹)
Registered person	₹4,30,000.00	₹40,000.00	₹3,90,000.00
Unregistered person	₹1,10,000.00	₹20,000.00	₹90,000.00
Total amount			₹4,80,000.00
Amount of tax collected at source	IGST (₹)	CGST (₹)	SGST (₹)
	₹800.00	₹2,000.00	₹2,000.00

BACK SAVE

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6.4. You will be directed to the previous page and a message is displayed that TCSA details edited successfully.

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MxWeb Infotech v 3XXXXXXXXXXJCV

Goods and Services Tax

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Dashboard Returns GSTR-8 English

GSTIN - 3XXXXXXXXXXJCV FY - 2018-19 Due Date - 10/09/2018 Legal Name - MxWeb Infotech Return Period - August Trade Name - GSTN Status - Not Filed

Amendments to TCS Details – GSTIN-Wise-Summary

Uploaded By E-Com Operator Rejected By Supplier

TCSA Details Edited Successfully.

Processed TCSA Details Records to view per page: Select Search by GSTIN/Trade or legal name of supplier

Month (Tax Period)	Original GSTIN of Supplier	Original Trade name/Legal name of Supplier	Revised GSTIN of Supplier	Revised Trade name/Legal name of Supplier	Original Amount paid to collector on which tax is deducted	Amount of tax collected at source			Status	Ac
						Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)		
Jul-2018	33CEHPS3060RWZ3	GSTN	33CEHPS3060RWZ3	GSTN	4,80,000.00	800.00	2,000.00	2,000.00	Modified	


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6.5. Click the **BACK** button to go back to the Form GSTR-8 Dashboard page.

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Goods and Services Tax

MxWeb Infotech

XXXXXXXXXXJCV

Dashboard
Services
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New Return (Trial)
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Dashboard > Returns > GSTR-8
English

GSTIN - XXXXXXXXXXXXJCV

FY - 2018-19

Due Date - 10/09/2018

Legal Name - MxWeb Infotech

Return Period - August

Trade Name - GSTN

Status - Not Filed

Amendments to TCS Details – GSTIN-Wise-Summary

Uploaded By E-Com Operator
Rejected By Supplier

Processed TCSA Details Records to view per page

Month (Tax Period)	Original GSTIN of Supplier	Original Trade name/Legal name of Supplier	Revised GSTIN of Supplier	Revised Trade name/Legal name of Supplier	Original Amount paid to collector on which tax is deducted	Amount of tax collected at source			Status
						Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	
Jul-2018	33CEHPS3060RWZ3	GSTN	33CEHPS3060RWZ3	GSTN	4,80,000.00	800.00	2,000.00	2,000.00	Modified

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Top

6.6. You will be directed to the GSTR-8 Dashboard page and the **4. Amendments to details of supplies attracting TCS** tile in Form GSTR-8 will reflect the difference amount of amended amount and original amount.



GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
 Status - Not Filed

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "**Preview Draft GSTR-8**" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS

No. of records: 1

Net amount liable for TCS	Integrated Tax
₹7,25,000.00	₹1,250.00
Central Tax	State/UT Tax
₹3,000.00	₹3,000.00

4. Amendments to details of supplies attracting TCS

No. of records: 2

Net amount liable for TCS	Integrated Tax
₹-1,40,000.00	₹800.00
Central Tax	State/UT Tax
₹-1,100.00	₹-1,100.00

5. Details of interest

Amount in default	Integrated Tax
₹-	₹-
Central Tax	State/UT Tax
₹-	₹-

6&7. Payment of tax

Tax payable	Interest payable
₹-	₹-
Total amount paid	
₹-	

9. Debit entries in electronic cash ledger for TCS/interest payment

Tax to be paid (₹)	Interest
₹-	₹-

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "**Download Filed GSTR-8 (pdf)**" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"

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C. Payment of Tax

7. Click the **COMPUTE LIABILITY** button for computation of tax liability and interest if any.



GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
 Status - Not Filed

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "**Preview Draft GSTR-8**" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS

No. of records: 1

Net amount liable for TCS	Integrated Tax
₹7,25,000.00	₹1,250.00
Central Tax	State/UT Tax
₹3,000.00	₹3,000.00

4. Amendments to details of supplies attracting TCS

No. of records: 2

Net amount liable for TCS	Integrated Tax
₹-1,40,000.00	₹800.00
Central Tax	State/UT Tax
₹-1,100.00	₹-1,100.00

5. Details of interest

Amount in default	Integrated Tax
₹-	₹-
Central Tax	State/UT Tax
₹-	₹-

6&7. Payment of tax

Tax payable	Interest payable
₹-	₹-
Total amount paid	
₹-	

9. Debit entries in electronic cash ledger for TCS/interest payment

Tax to be paid (₹)	Interest
₹-	₹-

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "**Download Filed GSTR-8 (pdf)**" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"

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8. A message is displayed on top page of the screen that Compute Liability request has been received. Please check the status after sometime. Click the **Refresh** button.



GSTR-8 - Return for Tax Collected at Source

Compute liabilities request has been received, please check the status in sometime.

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
Status - Not Filed

Click here to see the errors in Proceed to File

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "Preview Draft GSTR-8" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "Download GSTR-8 details (Excel)"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS		No. of records: 1
Net amount liable for TCS	Integrated Tax	₹1,250.00
₹7,25,000.00		
Central Tax	State/UT Tax	₹3,000.00
₹3,000.00		

4. Amendments to details of supplies attracting TCS		No. of records: 2
Net amount liable for TCS	Integrated Tax	₹800.00
₹-1,40,000.00		
Central Tax	State/UT Tax	₹-1,100.00
₹-1,100.00		

5. Details of interest	
Amount in default	Integrated Tax
₹-	₹-
Central Tax	State/UT Tax
₹-	₹-

6&7. Payment of tax	
Tax payable	Interest payable
₹-	₹-
Total amount paid	
₹-	

9. Debit entries in electronic cash ledger for TCS/interest payment	
Tax to be paid (₹)	Interest
₹-	₹-

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "Download Filed GSTR-8 (pdf)" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "Download GSTR-8 details (Excel)"

BACK TO FILE RETURNS DOWNLOAD GSTR-8 DETAILS (EXCEL) PREVIEW DRAFT GSTR-8 COMPUTE LIABILITY PROCEED TO FILE

9. Once the status of Form GSTR-8 is Ready to File, 5. Details of Interest and 6 & 7. Payment of Tax tile and PROCEED TO FILE button gets enabled.



GSTR-8 - Return for Tax Collected at Source

Ready to file as on 05/06/2020.

GSTIN - 3XXXXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
Status - Ready to File

Steps to prepare your GSTR-8 statement online

- 1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "Preview Draft GSTR-8" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "Download GSTR-8 details (Excel)"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS

No. of records: 1

Table with 2 columns: Tax Type, Amount. Rows: Net amount liable for TCS (₹7,25,000.00), Central Tax (₹3,000.00), Integrated Tax (₹1,250.00), State/UT Tax (₹3,000.00)

4. Amendments to details of supplies attracting TCS

No. of records: 2

Table with 2 columns: Tax Type, Amount. Rows: Net amount liable for TCS (₹-1,40,000.00), Central Tax (₹-1,100.00), Integrated Tax (₹800.00), State/UT Tax (₹-1,100.00)

5. Details of interest

Table with 2 columns: Tax Type, Amount. Rows: Amount in default (₹7,250.00), Central Tax (₹728.00), Integrated Tax (₹507.00), State/UT Tax (₹728.00)

6&7. Payment of tax

Table with 2 columns: Tax Type, Amount. Rows: Tax payable (₹5,850.00), Interest payable (₹1,963.00), Total amount paid (₹-)

9. Debit entries in electronic cash ledger for TCS/interest payment

Table with 2 columns: Tax Type, Amount. Rows: Tax to be paid (₹-), Interest (₹-)

Steps to file your GSTR-8 statement

- 1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "Download Filed GSTR-8 (pdf)" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "Download GSTR-8 details (Excel)"

BACK TO FILE RETURNS DOWNLOAD GSTR-8 DETAILS (EXCEL) PREVIEW DRAFT GSTR-8 COMPUTE LIABILITY PROCEED TO FILE

10. Click the 5.Details of Interest tile to view the default amount of TCS liability and applicable interest on such default liability.



GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
Status - Ready to File

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "**Preview Draft GSTR-8**" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS

No. of records: 1

Net amount liable for TCS	Integrated Tax
₹7,25,000.00	₹1,250.00
Central Tax	State/UT Tax
₹3,000.00	₹3,000.00

4. Amendments to details of supplies attracting TCS

No. of records: 2

Net amount liable for TCS	Integrated Tax
₹-1,40,000.00	₹800.00
Central Tax	State/UT Tax
₹-1,100.00	₹-1,100.00

5. Details of interest

Amount in default	Integrated Tax
₹7,250.00	₹507.00
Central Tax	State/UT Tax
₹728.00	₹728.00

6&7. Payment of tax

Tax payable	Interest payable
₹5,850.00	₹1,963.00
Total amount paid	
₹-	

9. Debit entries in electronic cash ledger for TCS/interest payment

Tax to be paid (₹)	Interest
₹-	₹-

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "**Download Filed GSTR-8 (pdf)**" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"

BACK TO FILE RETURNS

DOWNLOAD GSTR-8 DETAILS (EXCEL)


PREVIEW DRAFT GSTR-8

COMPUTE LIABILITY

PROCEED TO FILE

11. The Details of Interest page is displayed. Click the **BACK TO GSTR-8 DASHBOARD** button to go back to the Form GSTR-8 Dashboard page.

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Goods and Services Tax

MxWeb Infotech
XXXXXXXXXXJCV

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English

GSTIN - XXXXXXXXXXXXXJCV FY - 2018-19 Due Date - 10/09/2018	Legal Name - MxWeb Infotech Return Period - August	Trade Name - GSTN Status - Ready to File
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Details of interest Help

On account of	Amount in default (₹)	Amount of interest		
		Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)
Late payment of TCS amount	7,250.00	507.00	728.00	728.00

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Note:

- Amount in default is the cumulative amount on which interest has been charged.
- Interest is payable when there is delay in filing of statement, beyond the due date or there is any upward amendments in the values of earlier provided details, on which tax is liable to be paid along with interest.

12. Click the **6 & 7. Payment of Tax** tile or **PROCEED TO FILE** button.

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MxWeb Infotech 3XXXXXXXXXXJCV

Goods and Services Tax

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GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXJCV
FY - 2018-19
Due Date - 10/09/2018

Legal Name - MxWeb Infotech
Return Period - August

Trade Name - GSTN
Status - Ready to File

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on **"Preview Draft GSTR-8"** button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on **"Download GSTR-8 details (Excel)";** and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS

No. of records: 1

Net amount liable for TCS	Integrated Tax
₹7,25,000.00	₹1,250.00
Central Tax	State/UT Tax
₹3,000.00	₹3,000.00

4. Amendments to details of supplies attracting TCS

No. of records: 2

Net amount liable for TCS	Integrated Tax
₹-1,40,000.00	₹800.00
Central Tax	State/UT Tax
₹-1,100.00	₹-1,100.00

5. Details of interest

Amount in default	Integrated Tax
₹7,250.00	₹507.00
Central Tax	State/UT Tax
₹728.00	₹728.00

6&7. Payment of tax

Tax payable	Interest payable
₹5,850.00	₹1,963.00
Total amount paid	
₹-	

9. Debit entries in electronic cash ledger for TCS/interest payment

Tax to be paid (₹)	Interest
₹-	₹-

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on **"Download Filed GSTR-8 (pdf)"** button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on **"Download GSTR-8 details (Excel)"**

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[DOWNLOAD GSTR-8 DETAILS \(EXCEL\)](#)
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[COMPUTE LIABILITY](#)
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13. The Payment of Tax page is displayed.

Note:

- Liabilities can be paid in cash only.
- 'Create challan' button will be enabled for selection only if sufficient cash is not available in Electronic Cash Ledger.
- Declaration and Authorized signatory fields will be enabled only if sufficient cash balance is available to offset the liabilities.

14.1. The cash available as on date under various heads are shown in table at the top of the page.

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MxWeb Infotech
XXXXXXXXXXXXJCV

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6&7. Payment of tax Help

Cash Balance

Description	Cash Balance			
	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	Total (₹)
Tax	11,99,99,993.00	11,99,95,188.00	11,99,95,188.00	35,99,90,369.00
Interest	49,99,998.00	49,98,750.00	49,98,750.00	1,49,97,498.00

Description	Tax payable (₹)	Tax Paid (₹)	Interest Payable (₹)	Interest Paid (₹)	Additional Cash required (₹)
Integrated Tax	2,050.00	₹2,050	507.00	₹507	0
Central Tax	1,900.00	₹1,900	728.00	₹728	0
State/UT Tax	1,900.00	₹1,900	728.00	₹728	0

I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

[BACK TO GSTR-8 DASHBOARD](#)
[CREATE CHALLAN](#)
[FILE GSTR-8](#)

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14.2 (a). Scenario 1: If available cash balance in Electronic Cash Ledger is less than the amount required to offset the liabilities

- i. You can view the "Additional Cash required" column to know if there is any additional cash required for offsetting the liability.
- ii. If available cash balance in Electronic Cash Ledger is less than the amount required to offset the liabilities, then additional amount of cash will be required. You may create challan for that additional cash directly by clicking on the **CREATE CHALLAN** button at the bottom of page.
- iii. The **Create Challan** page is displayed.

Note: In the Tax Liability Details grid, the **Total Challan Amount** field and **Total Challan Amount (In Words)** fields are auto-populated with total amount of payment to be made. You cannot edit the amount in these fields. You will be taken to Payment Application page.

- iv. Select the **Payment Modes** as E-Payment/ Over the Counter/ NEFT/RTGS.
- v. Click the **GENERATE CHALLAN** button.
- vi. The Challan is generated.

Note:

(a) In case of Net Banking: You will be directed to the Net Banking page of the selected Bank. The payment amount is shown at the Bank's website. If you want to change the amount, abort the transaction and create a **new challan**. In case of successful payment, you will be re-directed to the GST Portal where the transaction status will be displayed.

(b) In case of Over the Counter:

Take a print out of the **Challan** and visit the selected Bank. Pay using **Cash/ Cheque/ Demand Draft** within the Challan's validity period. Status of the payment will be updated on the GST Portal after confirmation from the Bank.

(c) In case of NEFT/ RTGS:

Take a print out of the **Challan** and visit the selected Bank. Mandate form will be generated simultaneously. Pay using **Cheque** through your account with the selected Bank/ Branch. You can also pay using the account debit facility. The transaction will be processed by the Bank and RBI shall confirm the same within <2 hours>. Status of the payment will be updated on the GST Portal after confirmation from the Bank.

Click [here](#) to refer the FAQs and User Manual on Making Payment.

14.3 (b). Scenario 2: If available cash balance in Electronic cash ledger is more than/equal to the amount required to offset the liabilities

i. If available cash balance in Electronic Cash Ledger is more than/equal to the amount required to offset the liabilities, no additional cash is required for paying liability.

15. You can view the "Additional Cash required" column to know if there is any additional cash required for paying liability.

Note: You can click the **DOWNLOAD GSTR-8 DETAILS (EXCEL)** button to view the summary page in excel format or click the **PREVIEW DRAFT GSTR-8** button to view the summary page of Form GSTR-8 in pdf format for your review.

The screenshot displays the '687. Payment of tax' section on the GSTN portal. It features a 'Cash Balance' table and a summary table for 'Additional Cash required'. The 'Additional Cash required' column shows zero for all categories, indicating that the available cash balance is sufficient to cover the liabilities. Below the tables, there is a declaration checkbox and several action buttons: 'BACK TO GSTR-8 DASHBOARD', 'CREATE CHALLAN', 'FILE GSTR-8', 'DOWNLOAD GSTR-8 DETAILS (EXCEL)', and 'PREVIEW DRAFT GSTR-8'. The 'DOWNLOAD GSTR-8 DETAILS (EXCEL)' and 'PREVIEW DRAFT GSTR-8' buttons are highlighted with red boxes.

Description	Cash Balance			
	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	Total (₹)
Tax	11,99,99,993.00	11,99,95,188.00	11,99,95,188.00	35,99,90,369.00
Interest	49,99,998.00	49,98,750.00	49,98,750.00	1,49,97,498.00

Description	Tax payable (₹)	Tax Paid (₹)	Interest Payable (₹)	Interest Paid (₹)	Additional Cash required (₹)
Integrated Tax	2,050.00	₹2,050	507.00	₹507	0
Central Tax	1,900.00	₹1,900	728.00	₹728	0
State/UT Tax	1,900.00	₹1,900	728.00	₹728	0

[Go back to the main menu](#)

D. File Form GSTR-8 with DSC/ EVC

16. Select the **Declaration** checkbox. Select the **Authorized Signatory** from the drop-down list. Click the **FILE GSTR-8** button.

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Dashboard Returns GSTR-8 English

687. Payment of tax

Cash Balance

Description	Cash Balance			
	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)	Total (₹)
Tax	11,99,99,993.00	11,99,95,188.00	11,99,95,188.00	35,99,90,369.00
Interest	49,99,998.00	49,98,750.00	49,98,750.00	1,49,97,498.00

Description	Tax payable (₹)	Tax Paid (₹)	Interest Payable (₹)	Interest Paid (₹)	Additional Cash required (₹)
Integrated Tax	2,050.00	₹2,050	507.00	₹507	0
Central Tax	1,900.00	₹1,900	728.00	₹728	0
State/UT Tax	1,900.00	₹1,900	728.00	₹728	0

I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

Authorised Signatory *

ANGAD ARORA

BACK TO GSTR-8 DASHBOARD CREATE CHALLAN **FILE GSTR-8**


DOWNLOAD GSTR-8 DETAILS (EXCEL) PREVIEW DRAFT GSTR-8

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17. Read the message carefully and click the **YES** button.

Integrated Tax	2,050.00	₹2,050	507.00	₹507	0
Central Tax	1,900.00	₹1,900	728.00	₹728	0
State/UT Tax	1,900.00	₹1,900	728.00	₹728	0



Warning

You are about to agree to offset your tax, interest and late fee, as indicated. Relevant amounts will be deducted from Electronic Cash ledger and accordingly liability will be reduced. Once these entries are made, these can NOT be reversed. Are you sure you want to continue?

NO **YES**

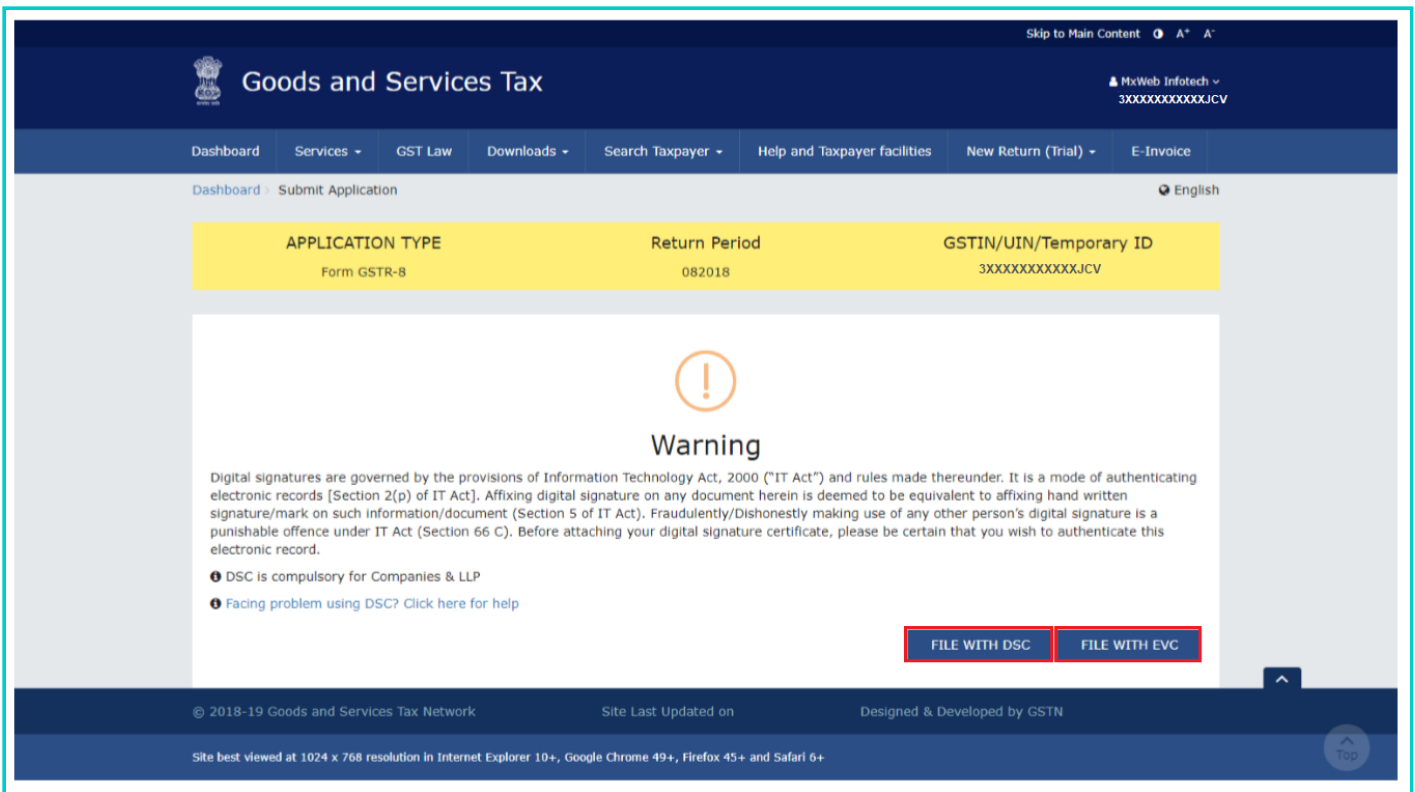
BACK TO GSTR-8 DASHBOARD CREATE CHALLAN **FILE GSTR-8**

DOWNLOAD GSTR-8 DETAILS (EXCEL) PREVIEW DRAFT GSTR-8

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18. The **Submit Application** page is displayed. Click the **FILE WITH DSC** or **FILE WITH EVC** button.

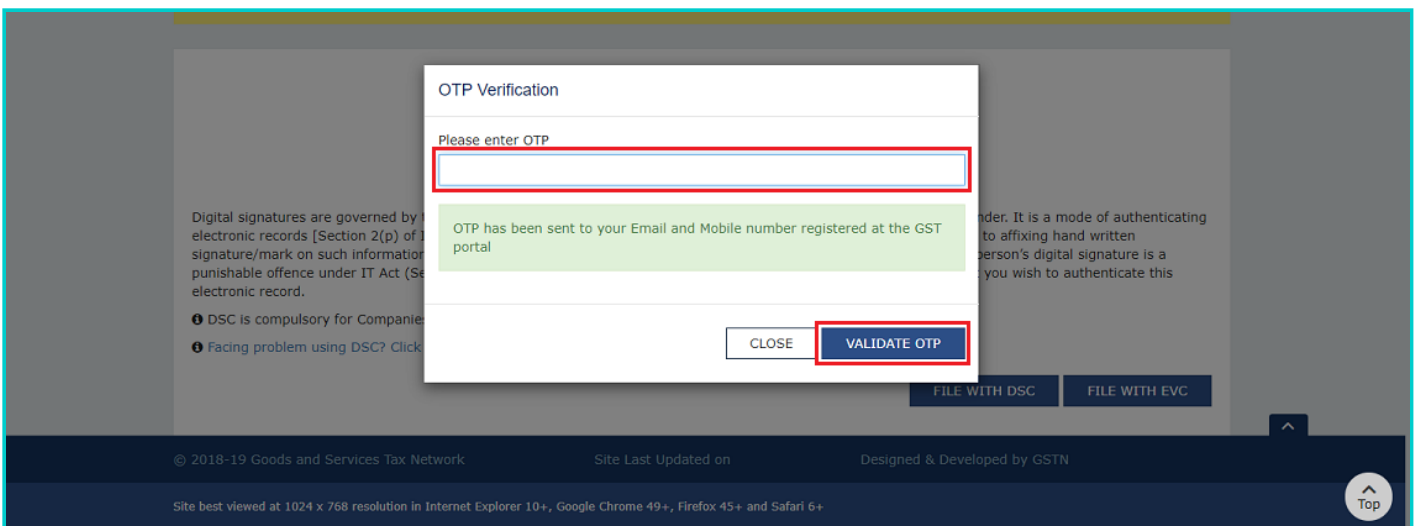


19.1. FILE WITH DSC:

a. Select the certificate and click the **SIGN** button.

19.2. FILE WITH EVC:

a. Enter the OTP sent on email and mobile number of the Authorized Signatory registered at the GST Portal and click the **VALIDATE OTP** button.



20. The success message is displayed and ARN is displayed. Status of the Form GSTR-8 return changes to "Filed". Click the **BACK** button.

21. After Form GSTR-8 is filed:

- ARN is generated on successful filing of the Form GSTR-8 Return.
- An SMS and an email are sent to the applicant on his registered mobile and email id.

The screenshot displays the GST portal interface. At the top, the header includes the Government of India logo, the text "Goods and Services Tax", and the user's name "MxWeb Infotech" with a dropdown arrow. Below the header is a navigation menu with items: Dashboard, Services, GST Law, Downloads, Search Taxpayer, Help and Taxpayer facilities, New Return (Trial), and E-Invoice. The main content area shows the user's profile information: GSTIN - 3XXXXXXXXXXJCV, FY - 2018-19, Due Date - 10/09/2018, Legal Name - MxWeb Infotech, Return Period - August, Trade Name - GSTN, and Status - Filed. A green confirmation message is displayed, stating: "GSTR8 of GSTIN 3XXXXXXXXXXJCV for the Return Period 082018 has been successfully filed. The Acknowledgment Reference Number is AA3308180003878. The GSTR8 can be viewed on your Dashboard Login--> Taxpayer Dashboard--> Returns. This message is sent to your registered Email ID and Mobile Number." Below the message are two buttons: "BACK" and "DOWNLOAD GSTR-8 DETAILS (EXCEL)". The footer contains copyright information: "© 2018-19 Goods and Services Tax Network", "Site Last Updated on", "Designed & Developed by GSTN", and a "Top" button. A note at the bottom indicates the site is best viewed at 1024 x 768 resolution in Internet Explorer 10+, Google Chrome 49+, Firefox 45+ and Safari 6+.

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E. View Debit entries in Electronic Cash Ledger for tax payment

22. Click the **Debit entries in electronic cash ledger for TCS/interest payment** tile to view the reference ID through which the amount has been debited in electronic cash ledger.



GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXJCV FY - 2018-19 Due Date - 10/09/2018	Legal Name - MxWeb Infotech Return Period - August	Trade Name - GSTN Status - Filed
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Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on "**Preview Draft GSTR-8**" button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"; and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS

No. of records: 1

Net amount liable for TCS	Integrated Tax
₹7,25,000.00	₹1,250.00
Central Tax	State/UT Tax
₹3,000.00	₹3,000.00

4. Amendments to details of supplies attracting TCS

No. of records: 2

Net amount liable for TCS	Integrated Tax
₹-1,40,000.00	₹800.00
Central Tax	State/UT Tax
₹-1,100.00	₹-1,100.00

5. Details of interest

Amount in default	Integrated Tax
₹7,250.00	₹507.00
Central Tax	State/UT Tax
₹728.00	₹728.00

6&7. Payment of tax

Tax payable	Interest payable
₹5,850.00	₹1,963.00
Total amount paid	
₹7,813.00	

9. Debit entries in electronic cash ledger for TCS/interest payment

Tax to be paid (₹)	Interest
₹5,850.00	₹1,963.00

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on "**Download Filed GSTR-8 (pdf)**" button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on "**Download GSTR-8 details (Excel)**"

- BACK TO FILE RETURNS
- DOWNLOAD GSTR-8 DETAILS (EXCEL)
- DOWNLOAD FILED GSTR-8
- COMPUTE LIABILITY
- PROCEED TO FILE



23. The entries in Electronic Cash Ledger for tax payment is displayed. Click the **BACK TO GSTR-8 DASHBOARD** button.

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9. Debit entries in electronic cash ledger for TCS/interest payment

Sr No.	Debit entry no.	Debit entry date	Description	Tax Paid in Cash (₹)	Interest (₹)
1	DC3306200000056	05/06/2020	Integrated tax	2,050.00	507.00
			Central Tax	1,900.00	728.00
			State/UT Tax	1,900.00	728.00

BACK TO GSTR-8 DASHBOARD

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F. Download Filed Return

24. Click the **DOWNLOAD FILED GSTR-8** button to download the filed return.

25. You can also download filed details as an excel file by clicking on **DOWNLOAD GSTR-8 DETAILS (EXCEL)** button.



GSTR-8 - Return for Tax Collected at Source

GSTIN - 3XXXXXXXXXXJCV FY - 2018-19 Due Date - 10/09/2018	Legal Name - MxWeb Infotech Return Period - August	Trade Name - GSTN Status - Filed
--	---	---

Steps to prepare your GSTR-8 statement online

1. Click on "Table 3" or "Table 4" box whichever is applicable and add relevant details;
2. Summary of added details would be available on the relevant box;
3. Click on **"Preview Draft GSTR-8"** button to view summary of added details in PDF format;
4. You can also download all added details as an excel file by clicking on **"Download GSTR-8 details (Excel)";** and
5. After adding and confirming the details, follow filing process as indicated at the bottom of this page.

3. Details of supplies attracting TCS

No. of records: 1

Net amount liable for TCS	Integrated Tax
₹7,25,000.00	₹1,250.00
Central Tax	State/UT Tax
₹3,000.00	₹3,000.00

4. Amendments to details of supplies attracting TCS

No. of records: 2

Net amount liable for TCS	Integrated Tax
₹-1,40,000.00	₹800.00
Central Tax	State/UT Tax
₹-1,100.00	₹-1,100.00

5. Details of interest

Amount in default	Integrated Tax
₹7,250.00	₹507.00
Central Tax	State/UT Tax
₹728.00	₹728.00

6&7. Payment of tax

Tax payable	Interest payable
₹5,850.00	₹1,963.00
Total amount paid	
₹7,813.00	

9. Debit entries in electronic cash ledger for TCS/interest payment

Tax to be paid (₹)	Interest
₹5,850.00	₹1,963.00

Steps to file your GSTR-8 statement

1. Click on "Compute Liabilities"; for computation of tax and interest, if any;
2. "Proceed to File" button would be enabled once liabilities are computed and reflected in Table 5 and Table 6&7 box;
3. Click on "Proceed to File" to pay liabilities and file the statement;
4. Additional details can be added even after clicking on 'Compute Liabilities' or 'Proceed to file' button, then you would be required to follow steps 1 to 3 again to file the statement;
5. Click on **"Download Filed GSTR-8 (pdf)"** button to view summary of filed details in PDF format; and
6. You can also download all filed details as an excel file by clicking on **"Download GSTR-8 details (Excel)"**

- BACK TO FILE RETURNS
- DOWNLOAD GSTR-8 DETAILS (EXCEL)
- DOWNLOAD FILED GSTR-8**
- COMPUTE LIABILITY
- PROCEED TO FILE



26. The PDF file generated would now bear watermark of final Form GSTR-8.

Form GSTR-8

[See rule 67(1)]

Statement for Tax Collection at Source

Financial Year	2018-19
Month	August

1. GSTIN	3XXXXXXXXXXJCV
2(a). Legal name of the registered person	MxWeb Infotech
2(b). Trade name, if any	GSTN
2(c). ARN	AA3308180003878
2(d). Date of filing	05/06/2020

3. Details of supplies made through e-commerce operator

No. of Records	Details of the supplies made which attract TCS			Amount of Tax Collected at Source		
	Gross value of supplies made (₹)	Value of supplies returned (₹)	Net amount liable for TCS (₹)	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)
1	0.00	0.00	7,25,000.00	1,250.00	3,000.00	3,000.00

4. Amendments to details of supplies in respect of any earlier statement

No. of Records	Details of the supplies made which attract TCS			Amount of Tax Collected at Source		
	Gross value of supplies made (₹)	Value of supplies returned (₹)	Net amount liable for TCS (₹)	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)
2	9,60,000.00	0.00	-1,40,000.00	800.00	-1,100.00	-1,100.00

5. Details of interest (On account of late payment of TCS amount)

Amount in default (₹)	Amount of interest		
	Integrated Tax (₹)	Central Tax (₹)	State/UT Tax (₹)
7,250.00	507.00	728.00	728.00

6&7. Payment of tax and interest

Description	Tax Payable (₹)	Tax Paid (₹)	Interest Payable (₹)	Interest Paid (₹)
Integrated Tax	2,050.00	2,050.00	507.00	507.00
Central Tax	1,900.00	1,900.00	728.00	728.00
State/UT Tax	1,900.00	1,900.00	728.00	728.00

9. Debit entries in cash ledger for TCS/interest payment

Description	Debit Entries	TCS Amount (₹)	Interest Amount (₹)
Integrated Tax	DC3306200000056	2,050.00	507.00
Central Tax		1,900.00	728.00
State/UT Tax		1,900.00	728.00

Verification

I hereby solemnly affirm and declare that the information given herein above is true and correct to the best of my knowledge and belief and nothing has been concealed therefrom.

Name of authorized signatory
ANGAD ARORA

Date: 05/06/2020

Designation /Status
CA