

Filing Form GSTR-4 Annual Return by Composition Taxpayers on GST Portal

1. What is Form GSTR-4 Annual Return:

Ans. Form GSTR-4 (Annual Return) is a yearly return to be filed once, for each financial year, by taxpayers who have opted for a composition scheme, for any period during the said financial year. The taxpayers are required to furnish details regarding summary of outward supplies, inward supplies, tax payable thereon etc. Such taxpayers are also required to report summary of import of services and supplies attracting reverse charge etc.

2. Who are required to file Form GSTR-4 Annual Return:

Ans. All registered taxpayers who have opted for composition scheme under GST, for any period during the financial year, need to file Form GSTR-4 (Annual Return). This will include a taxpayer -

- ✓ who have opted for composition scheme since registration and have never opted out subsequently; and
- ✓ who have opted in for composition scheme before starting of the financial year; and
- ✓ who have opted in for composition but subsequently opted out any time during the year.

3. Who doesn't need to file Form GSTR-4 (Annual Return)?

Ans. Following persons are not required to file Form GSTR-4 (Annual Return):

- Regular taxpayer who have not opted in composition scheme for any period during the financial year
- Non-resident taxable persons
- OIDAR
- Input service distributor
- Casual Taxable Person
- Persons required to Deduct Tax at Source u/s 51
- Persons required to Collect Tax at Source u/s 52
- UIN holder

4. Who can file NIL Form GSTR-4 Annual Return:

Ans. Nil Form GSTR-4 Annual Return can be filed for the financial year, if you have, for all applicable quarters of the year,:

- ✧ NOT made any outward supply
- ✧ NOT received any goods/services
- ✧ Have NO other liability to report
- ✧ Have filed all Form CMP-08 as Nil

5. Due date of Filing:

Ans. The due date for filing Form GSTR-4 Annual Return is 30th of the month succeeding the financial year or as extended by Government, from time to time. For FY 2019-20, it has to be filed by 31/08/2020.

6. Filing Form GSTR-4 Annual return:

Ans. Logon to your dashboard, click on Services > Returns > Annual Return >Select FY>Search>GSTR 4> FILE THE RETURN.

7. Some important Points:

- ✓ Form GSTR 4 can be filed only if, all applicable quarterly statements in Form CMP 08 of that financial year, have been filed.
- ✓ Form GSTR-4 Annual Return, once filed, can't be revised
- ✓ After successfully filing, ARN will be generated and intimated through email and SMS
- ✓ Currently only the online filing has been enabled on the portal. Shortly, offline tool to file Form GSTR-4 Annual Return will also be made available.

8. How it is different from Form GSTR-4 Quarterly Return:

Ans. Please note that this Form GSTR-4 Annual Return is different from the Form GSTR-4 Quarterly Return, which was required to be filed on a quarterly basis.

- ✓ Form GSTR-4 Quarterly Return is applicable up to tax period ending on 31st March, 2019, for composition taxpayers.
- ✓ For tax periods till the quarter ending March, 2019, Composition Taxpayers are required to file Form GSTR-4 Quarterly Return (which is also available on the GST portal), on quarterly basis. Whereas from 01.04.2019, composition taxpayers are required to file Form GST CMP 08, on quarterly basis.