

GSTR-1 Preparation Checklist

Finance & Accounting

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Produces a GSTR-1 readiness checklist — which tables to fill, what goes in each, reconciliation checks and the due date — for your sales profile. Use it to prepare your outward-supplies return correctly. For the summary return and ITC use the GSTR-3B & ITC Worksheet.

Purpose of this tool & output

A ready worksheet to prepare your outward-supplies return correctly

How the output is used

Use it as a ready worksheet to prepare your GSTR-1 outward-supplies return correctly before filing.

Important cautions

Verify current due dates and table structure on [gst.gov.in](https://www.gst.gov.in).

Companion documents

- Sales Tax Nexus Analysis
- GST Registration Eligibility Checker
- GSTR-3B & ITC Worksheet
- E-Invoicing Readiness Assessor
- GST Notice Response Drafter
- GST Composition Scheme Advisor

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.