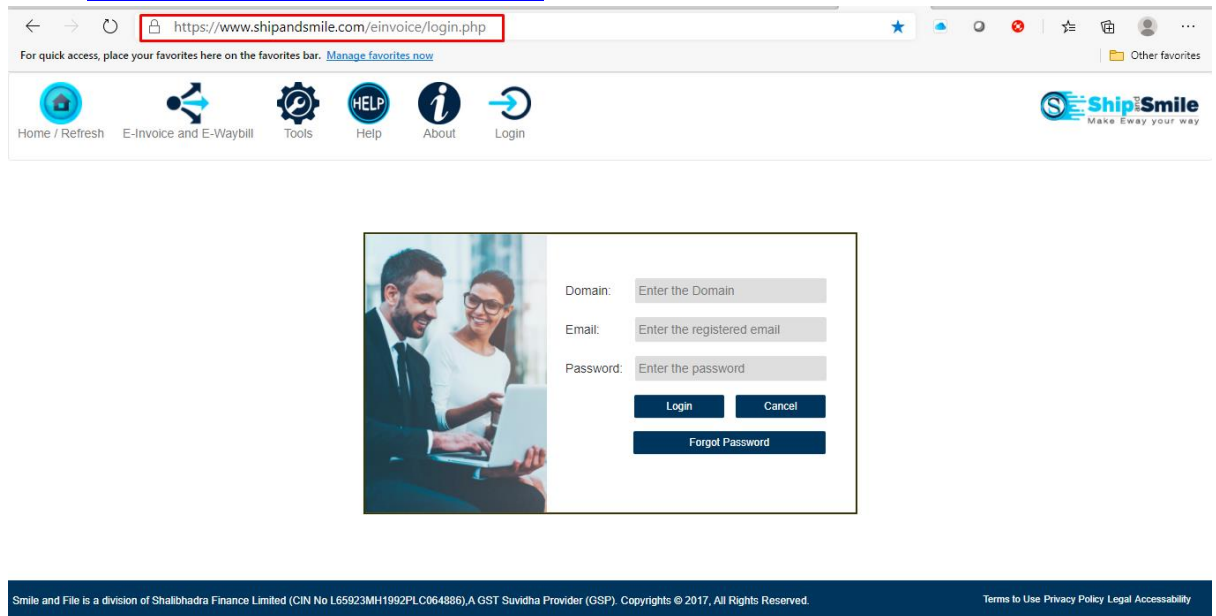


Guide to E-Invoice IRN Management and Generating and Cancelling E-waybill:

a) Go to <https://shipandsmile.com/einvoice/>

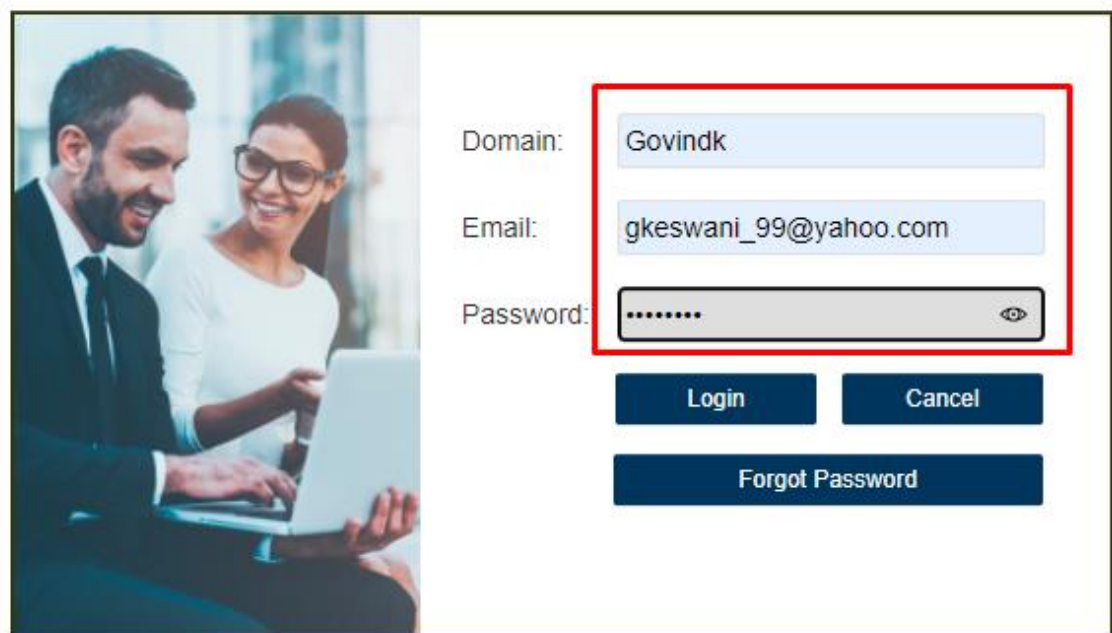


The screenshot shows a web browser window with the URL <https://www.shipandsmile.com/einvoice/login.php> in the address bar. The page features a navigation bar with icons for Home / Refresh, E-Invoice and E-Waybill, Tools, Help, About, and Login. The main content area displays a login form with the following fields and buttons:

- Domain:
- Email:
- Password:
- Login button
- Cancel button
- Forgot Password button

At the bottom of the page, there is a footer with the text: "Smile and File is a division of Shalibhadra Finance Limited (CIN No L65923MH1992PLC064886) A GST Suvidha Provider (GSP). Copyrights © 2017, All Rights Reserved. Terms to Use Privacy Policy Legal Accessibility".

b) Login using the credentials provided:

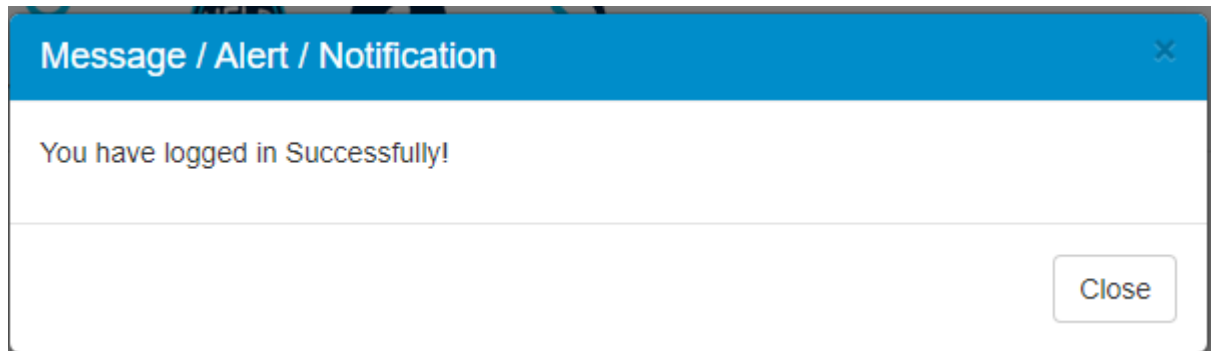


The screenshot shows the same login form as in the previous image, but with the following credentials entered:

- Domain:
- Email:
- Password:
- Login button
- Cancel button
- Forgot Password button

The login form is highlighted with a red border.

- c) On successful login you will see the following message:



- d) Next you need to select the Entity (company name) and the GSTIN for which you need to generate the Bulk IRN's. Please note that you may create as many entities in your domain and for each entity you may create all your GSTIN's.

SELECT ENTITY AND GSTIN

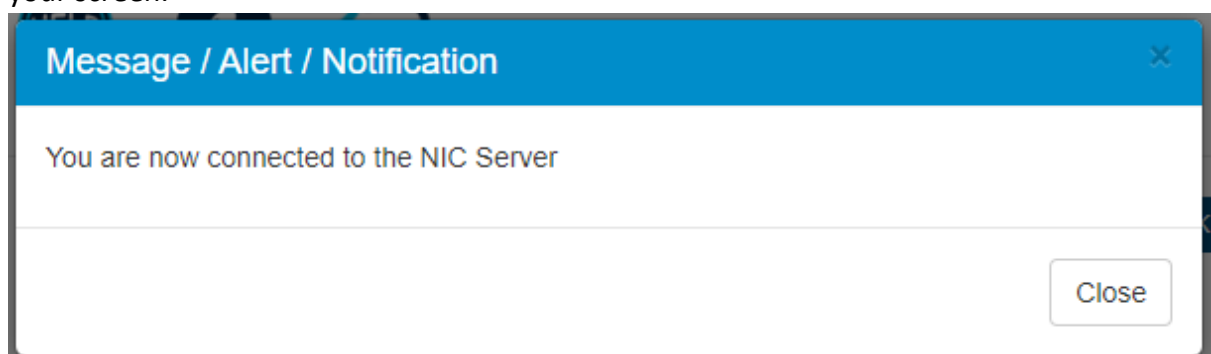
Entity*	GSTIN*	
<input type="text" value="Select Entity"/>	<input type="text" value="Select GSTIN"/>	<input type="button" value="Proceed"/>

- e) Post selecting the Entity and the GSTIN – press the “Proceed” button

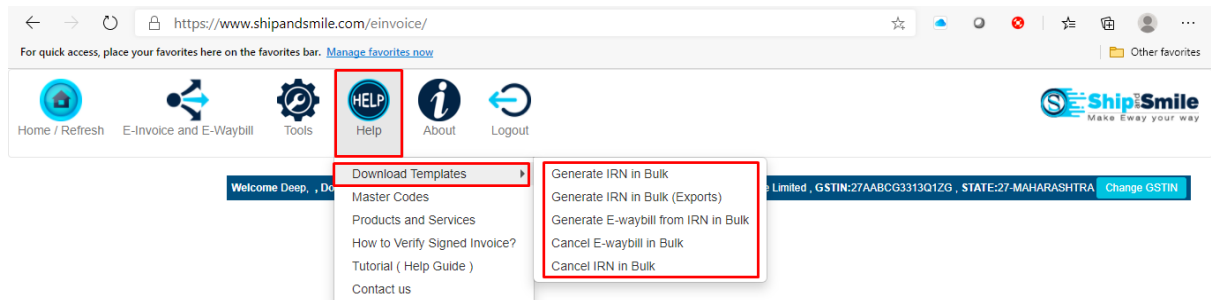
SELECT ENTITY AND GSTIN

Entity*	GSTIN*	
<input type="text" value="Borkar Packaging Pvt. Ltd."/>	<input type="text" value="29ABLPK6554F000"/>	<input type="button" value="Proceed"/>

- f) You will now get connected to the NIC server. The following message shall appear on your screen.



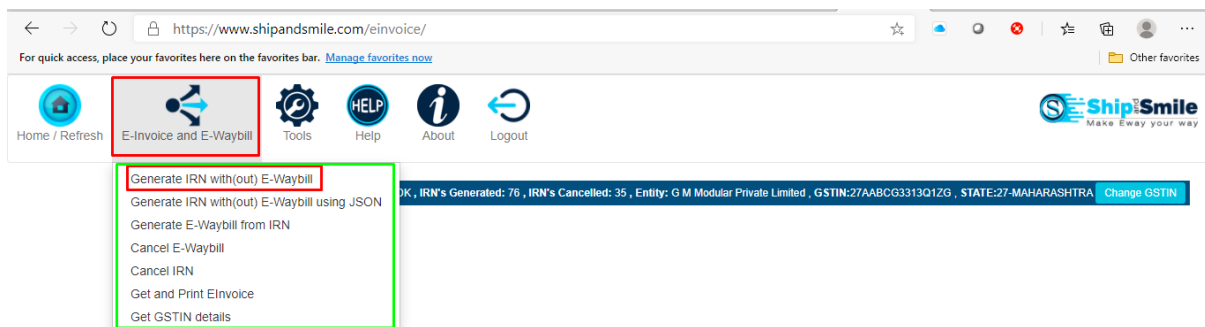
- g) Download the Excel Templates from the Help Section. The data needs to be filled in these files and kept ready before the IRN registration / cancellation is sought to be done.



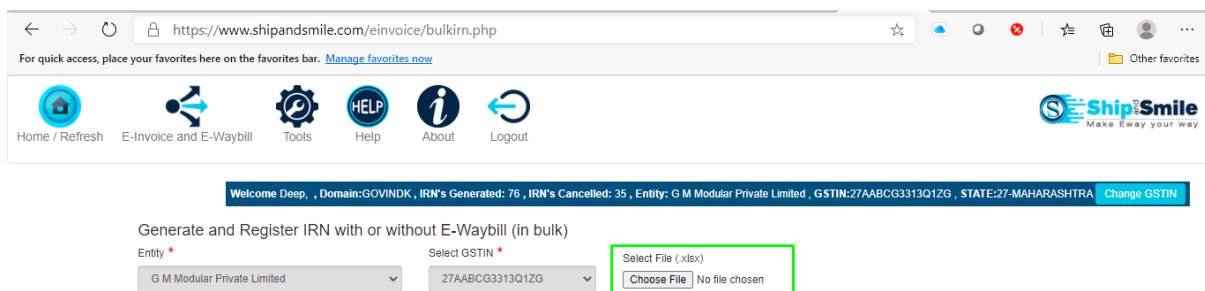
Once the Excel template is filled with data (either manually or as an export from your accounting software / ERP) you may proceed to the E-Invoice and E-way bill Menu and select the appropriate sub menu item as the case may be.

h) How to Generate IRN in Bulk?

Please go to E-Invoice and E-waybill → Generate IRN with(out) E-waybill as shown below:



The following screen will appear. The Entity and GSTIN selected are displayed with an option to import the file from your system. Please press “Choose File” and browse for the Excel file.



Once the file is selected, you will be able to see the contents on the screen. You can take a cursory glance of the rows and ascertain the file selected is correct.

Welcome Deep , Domain:GOVINDK , IRN's Generated: 76 , IRN's Cancelled: 35 , Entity: G M Modular Private Limited , GSTIN:27AABC3313Q1ZG , STATE:27-MAHARASHTRA [Change GSTIN](#)

Generate and Register IRN with or without E-Waybill (in bulk)

Entity * Select GSTIN *

Select File (.xlsx) Invoice Ex...B Sales.xlsx

Basic Information				Transaction Details				Document Details			
Version	Acknowledgement Number	Acknowledgement Date	Signed QR Code	IRN	Supply Type Code	Reverse Charge	ECOM GSTIN	Tax Scheme	Document Type Code	Document Num	Document Da
1.1					B2B	N		GST	INV	11011	16-10-2020

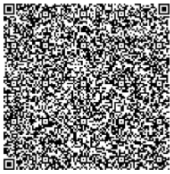
Now Press the “Invoice Registration with IRP (NIC)”. The application will now interact with the NIC Server and pass on the data (in Json format) as per the Schema released by NIC.

The response received from the NIC Server will be display accordingly as follows:

Welcome Deep , Domain:GOVINDK , IRN's Generated: 78 , IRN's Cancelled: 35 , Entity: Shailbhadra Finance Limited , GSTIN:27AABCS4052Q1ZY , STATE:27-MAHARASHTRA [Change GSTIN](#)

Generate and Register IRN with or without E-Waybill (in bulk)

Entity * Select GSTIN * Select File (.xlsx) Invoice Ex...B Sales.xlsx

Doc No. & Date	Registered IRN & Acknowledgement	Buyer Details	Amounts	QrCode	Error
Doc No: 11012 Doc Date: 18/10/2020 Goods Invoice	IRN 9ad58a7895c090cba1ad71247402010b5ec910e700214eb293201e52a61c5a0 Ack No: 122010043442616 Ack Date: 2020-10-18 18:19:00 E-waybill No: E-waybill Date: Valid Till:	Name: Strata Geosystems Address1: A15/16 Sabnam House Address2: MIDC Location: Mumbai Pin: 400093 State:	Assessable Value: 40428.85 Total Invoice Value: 47706.04		

Please Note that the Excel file containing details of IRN Generation/Cancellation is being emailed to your ID at gkeswani_99@yahoo.com

The Document Number, Document Date, The IRN, Acknowledgement number, date and time will be displayed on screen. Besides we shall also display the Buyer details and the Invoice totals to give a ready reference of what document is being referred to.

The Signed QR Code will also be displayed.

In case the IRN is not generated due to any Error, it shall be displayed on screen.

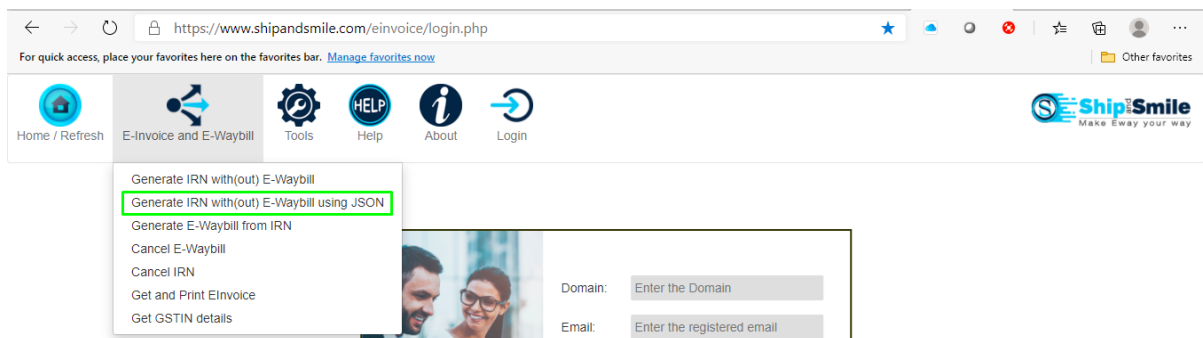
All the data that is received from NIC against every document shall be saved and can be downloaded either in an excel file (.xlsx) or (.csv). This file can be used to import the data into your accounting software / ERP.

The Json file that is generated and being passed to the NIC server can be viewed by selecting the “Show Json” Button.

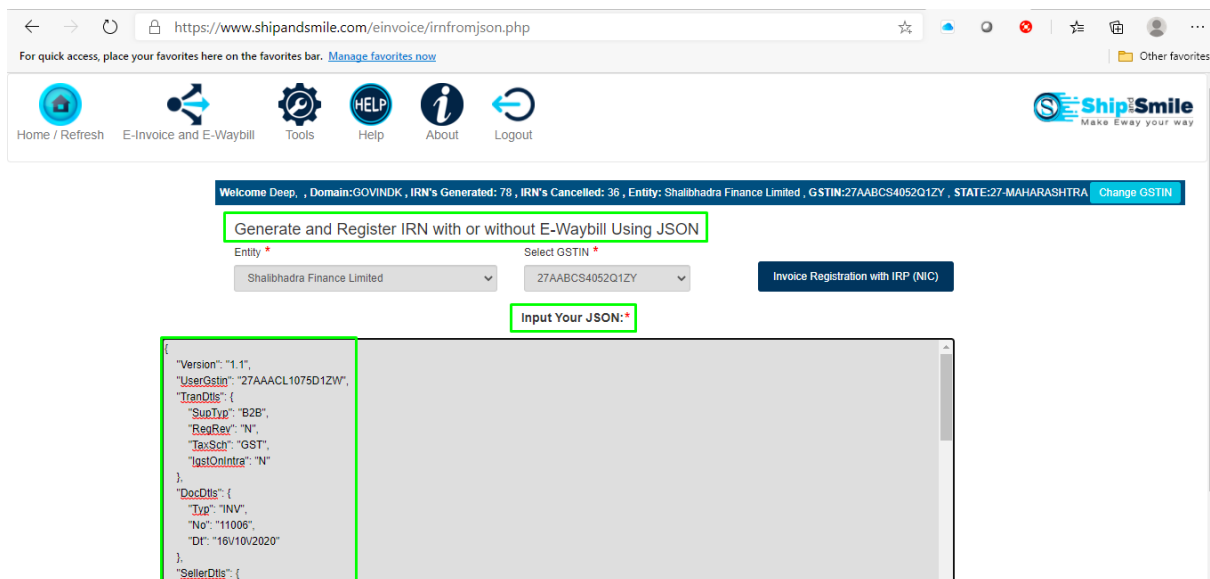
The response received from the NIC server along with the Signed Invoice and the Signed QR Code shall be emailed to you.

Once you have completed the generation and would like to generate more IRN’s you may press Refresh & select a new file and repeat the above process.

If your accounting software / ERP generates the Json instead of an excel file you may use the following option to generate the IRN



On selecting the option you will allowed to input the Json file as follows:

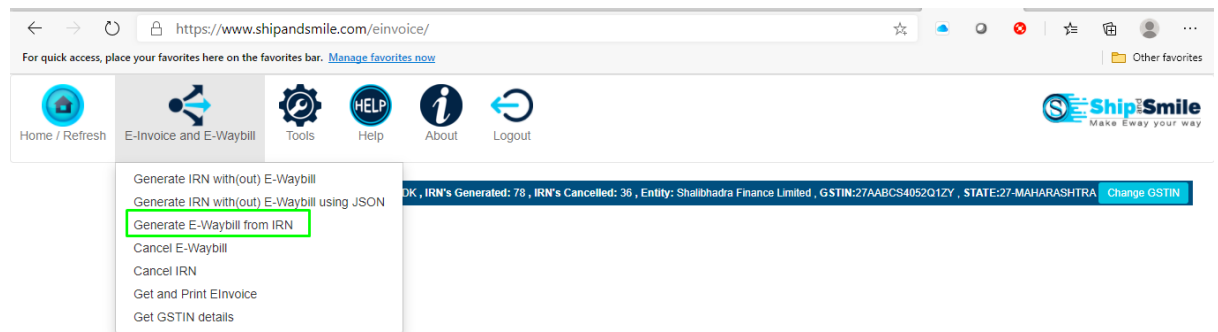


You may now press the Invoice registration with IRP(NIC) button to generate the IRN.

i) How to generate E-Waybill from IRN?

In case you have already generated the IRN without generating the E-waybill or while generating the IRN there was an error in generating the E-waybill due to any reason, you can generate the E-waybill separately too individually or in bulk.

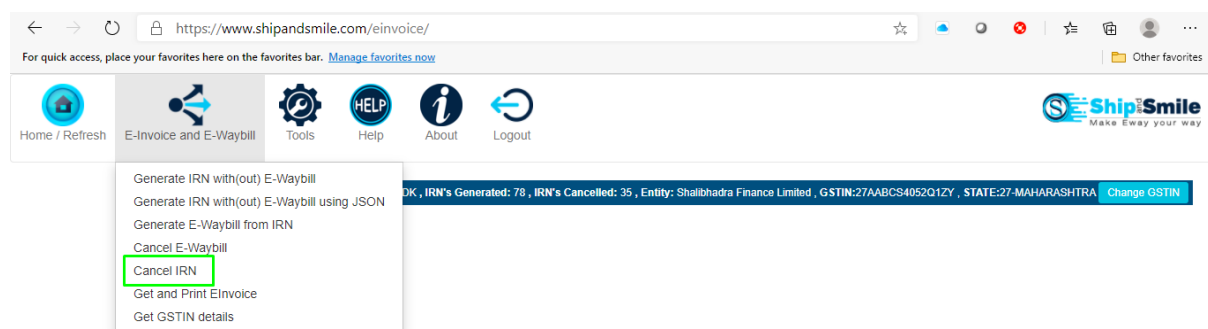
Select the below mentioned option and proceed to create the e-waybill in the same manner as we create the E-invoice IRN.



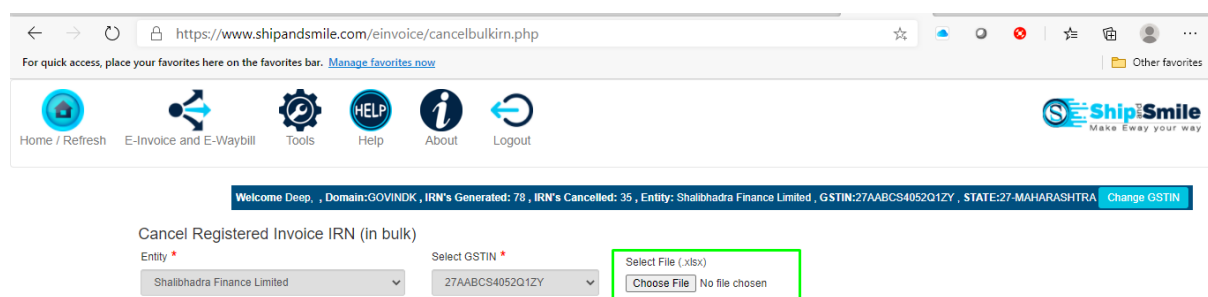
j) How to Cancel IRN in bulk?

The process is very similar to the generation and has been explained below:

Please go to E-Invoice and E-waybill → Cancel IRN as shown below:



The following screen will appear. The Entity and GSTIN selected are displayed with an option to import the file from your system. Please press “Choose File” and browse for the Excel file.



Once the file is selected, you will be able to see the contents on the screen. You can take a cursory glance of the rows and ascertain the file selected is correct.

← → ↻ <https://www.shipandsmile.com/einvoice/cancelbulkirn.php> ☆

For quick access, place your favorites here on the favorites bar. [Manage favorites now](#) Other favorites

Home / Refresh E-Invoice and E-Waybill Tools HELP About Logout

Welcome Deep, , Domain:GOVINDK , IRN's Generated: 78 , IRN's Cancelled: 35 , Entity: Shalibhadra Finance Limited , GSTIN:27AABCS4052Q1ZY , STATE:27-MAHARASHTRA [Change GSTIN](#)

Cancel Registered Invoice IRN (in bulk)

Entity * Select GSTIN *

Select File (.xlsx) Cancel EInvoice IRN.xlsx

Invoice Master Validation

Basic Information			Document Details			Seller details	
Version	Cancel_Reason	Cancel_Date_Time	IRN	Document_Type_Code	Document_Num	Document_Date	Supplier_Legal_Name
1.01	4-Others		9ad58a7895c090cba1ad71247402010b6ec910ef700214eb293201e52a61c5a0				

Now Press the “Invoice Cancellation with IRP (NIC)”. The application will now interact with the NIC Server and pass on the details (in Json format) as per the Schema released by NIC.

The response received from the NIC Server will be display accordingly as follows:

← → ↻ <https://www.shipandsmile.com/einvoice/cancelbulkirn.php> ☆

For quick access, place your favorites here on the favorites bar. [Manage favorites now](#) Other favorites

Home / Refresh E-Invoice and E-Waybill Tools HELP About Logout

Welcome Deep, , Domain:GOVINDK , IRN's Generated: 78 , IRN's Cancelled: 36 , Entity: Shalibhadra Finance Limited , GSTIN:27AABCS4052Q1ZY , STATE:27-MAHARASHTRA [Change GSTIN](#)

Cancel Registered Invoice IRN (in bulk)

Entity * Select GSTIN *

Select File (.xlsx) Cancel EInvoice IRN.xlsx

Doc No. & Date	Cancelled IRN	Buyer Details	Amounts	Error
Doc No: Doc Date:	IRN 9ad58a7895c090cba1ad71247402010b6ec910ef700214eb293201e52a61c5a0 Cancel Date: 18-10-2020 18:29:00	Name: Address1: Address2: Location: Pin: State:	Assessable Value: Total Invoice Value:	

Please Note that the Excel file containing details of IRN Generation/Cancellation is being emailed to your ID at skeswani_99@yahoo.com

The Document Number, Document Date, The Cancelled IRN and the Cancel date and time will be displayed on screen. Besides we shall also display the Buyer details and the Invoice totals to give a ready reference of what document is being referred to.

In case the IRN is not cancelled due to any Error, it shall be shown.

All the data that is received from NIC against every IRN shall be saved and can be downloaded either in an excel file (.xlsx) or (.csv). This file can be used to import the data into your accounting software / ERP.

The response received from the NIC server shall be emailed to you.

Once you have completed the cancellation and would like to cancel more IRN's you may press Refresh & select a new file and repeat the above process.

Similarly, you may cancel an E-waybill by selecting the correct option from the sub-menu and follow the process.

Overall, the order in which Generation and cancellation can be done as follows:

Step 1 – Create E-Invoice IRN with(out) E-waybill

Step 2 – If not created earlier, Create E-Way Bill

Step 3 – Cancel E-waybill

Step 4 – Cancel E-Invoice IRN