



User Manual

Print Seal and Signature in invoice

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Introduction:

Printing **seal and signature** in invoices is a useful feature for Everyone that helps to make documents legally valid, professional, and business-ready. Instead of signing every invoice manually, you can embed an **authorized signatory's digital signature** and the **company seal/stamp** directly in the print format. Let's see how this Add-On will work in Tally Prime.

Features:

- Signature can be added as an **image file (JPEG/PNG)** of the authorized person.
- Once configured, the seal and signature appear automatically in every printed invoice without manual effort.
- Eliminates the need for **manual stamping and signing** each invoice.

Important Alert!

Take Back up of your company Data before activating the Add-On.

Support Related Terms & Conditions

1. **One-Time Free Support:** Free support is provided **only once**, either during the trial period or after purchase add-on.
2. **Additional Support:** Any further support will be chargeable based on the duration of the support required.
3. Remote support will be provided during working hours on business days.
4. Support will be provided only after the Add-on is configured in TallyPrime. For configuration issues, please contact Tally Care.
5. For support, the customer must send an email with the purchase invoice copy and a brief description of the issue.

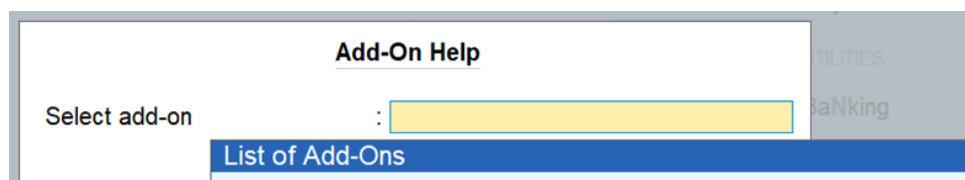
Once you try/purchase this add-on, follow this step below to configure the add-on and use it.

Setup Guide

1. Update your license by going **Gateway of tally → F1: help → Setting → License → Manage License → F5: Update**

(In Case you are using Multi-site Account, you will need to configure Tally Prime to Activate the Add-on for a particular site.)

2. Shut down and restart Tally Prime and open your company
3. Press **Ctrl + Alt + H** at any menu screen to open the user manual. In case of multiple Add-on, **Add-on help** screen will pop-up to select add-on manual.
4. Activate the Add-on



Activate the Add-on for Tally Prime

Go to **Gateway of Tally → F1: Help → TDL & Add-on**
Click on F4: Manage Local TDLs

Load Selected TDL files on Start Up – Yes
Selected the TDL from the list and make it yes

Click On F6: Add-on Features
Set “Yes” to the option **“Enable KGN Print Seal and Signature in Sales Invoice”**

Add-On Features

Enable KGN Printing Scanned Signature in Invoice

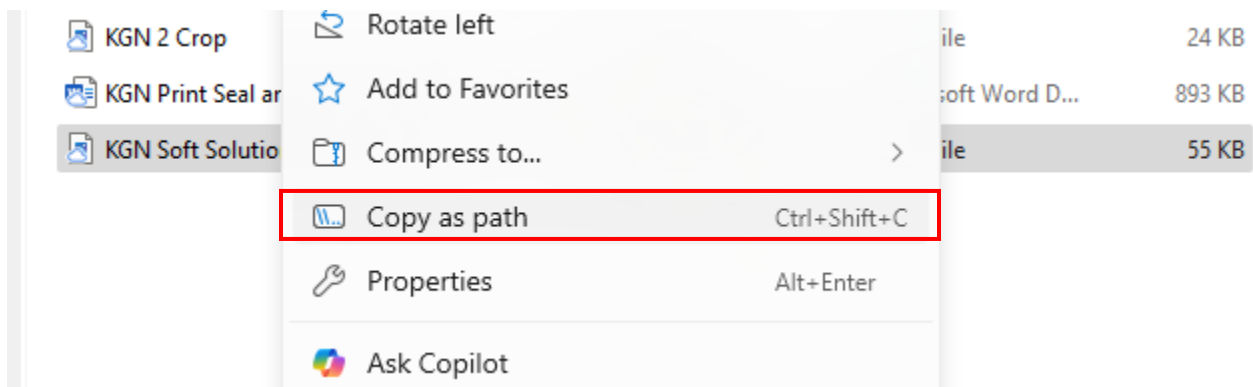
? Yes

Location of Scanned Signature file : C:\My Drive\TallyShop\2026\Uploded Completed in Shop\KGN Print Seal and Signatu...



Here you can **Past the Path of Seal and signature Picture** and Remove the **Double inverted Commas**

NOTE: You Must and Should Copy the Picture as **Copy as Path** as shown in the Below fig and the **Picture format** is Must and should **JPG**



After Enabling in the Company Level option, The Seal and Signature Visual started appears in the Sales Invoice Printing navigate

Now let's see the how this Add-On will work

Gateway of Tally → Vouchers → F8: Sales

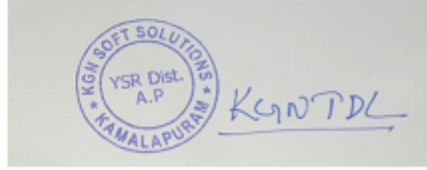
{ You can also see Seal and Signature Visual in the already recorded Sales Voucher }

Follow the same steps to Record the Sales Bill

After Completed the Recording of sales Bill let's see the Preview of the Sales Bill

Note: You should Compulsorily use Tally Classic Format only for print

Sales Bill → Alt + P → Current → Preview

Total				25 Nos		₹ 8,260.00	
Amount Chargeable (in words)							E. & O.E
INR Eight Thousand Two Hundred Sixty Only							Previous Balance:
							Current Balance: ₹ 8,260.00 Dr
HSN/SAC	Taxable Value	CGST		SGST/UTGST		Total	
		Rate	Amount	Rate	Amount	Tax Amount	
98745632	2,500.00	9%	225.00	9%	225.00	450.00	
852369	4,500.00	9%	405.00	9%	405.00	810.00	
Total	7,000.00		630.00		630.00	1,260.00	
Tax Amount (in words) : INR One Thous and Two Hundred Sixty Only							
<u>Declaration</u> We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct. for KGN Print Signature and Seal in Invoice  Authorised Signatory							

Now let's see in the Simple Invoice Format

Sales Voucher → Alt + P → Current → Configure

Set the **use simple invoice format** as **YES** and save the form

Resize of E-Invoice OR Code

Print Configuration

List of Configurations Show More

Voucher Details

Use Simple Invoice format	Yes
Show Customer's Seal and Signature	No
Show Serial No.	Yes
Show Quantity	Yes
Show Quantity with Alternate Unit	No
Show Alternate Unit in separate column	No
Show Actual Quantity	No
Show Rate	Yes
Show Discount %	Yes
Show Bill-wise details	No

Let's see the preview of the bill in simple invoice format

Total		25 Nos	₹ 8,260.00
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Amount Chargeable (in words) **INR Eight Thousand Two Hundred Sixty Only** E. & O.E

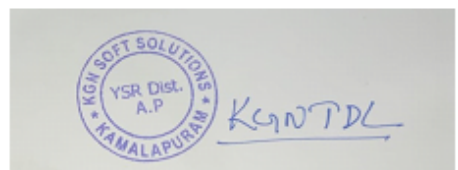
Previous Balance:
Current Balance: ₹ 8,260.00 Dr

HSN/SAC	Taxable Value	CGST		SGST/UTGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
98745632	2,500.00	9%	225.00	9%	225.00	450.00
852369	4,500.00	9%	405.00	9%	405.00	810.00
Total	7,000.00		630.00		630.00	1,260.00

Tax Amount (in words) : **INR One Thous and Two Hundred Sixty Only**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for KGN Print Signature and Seal in Invoice



Authorised Signatory

This is a Computer Generated Invoice

Like this with the help of this Add-On Business Man/Customer can make the Print of his Seal and Signature in the Sales Invoice

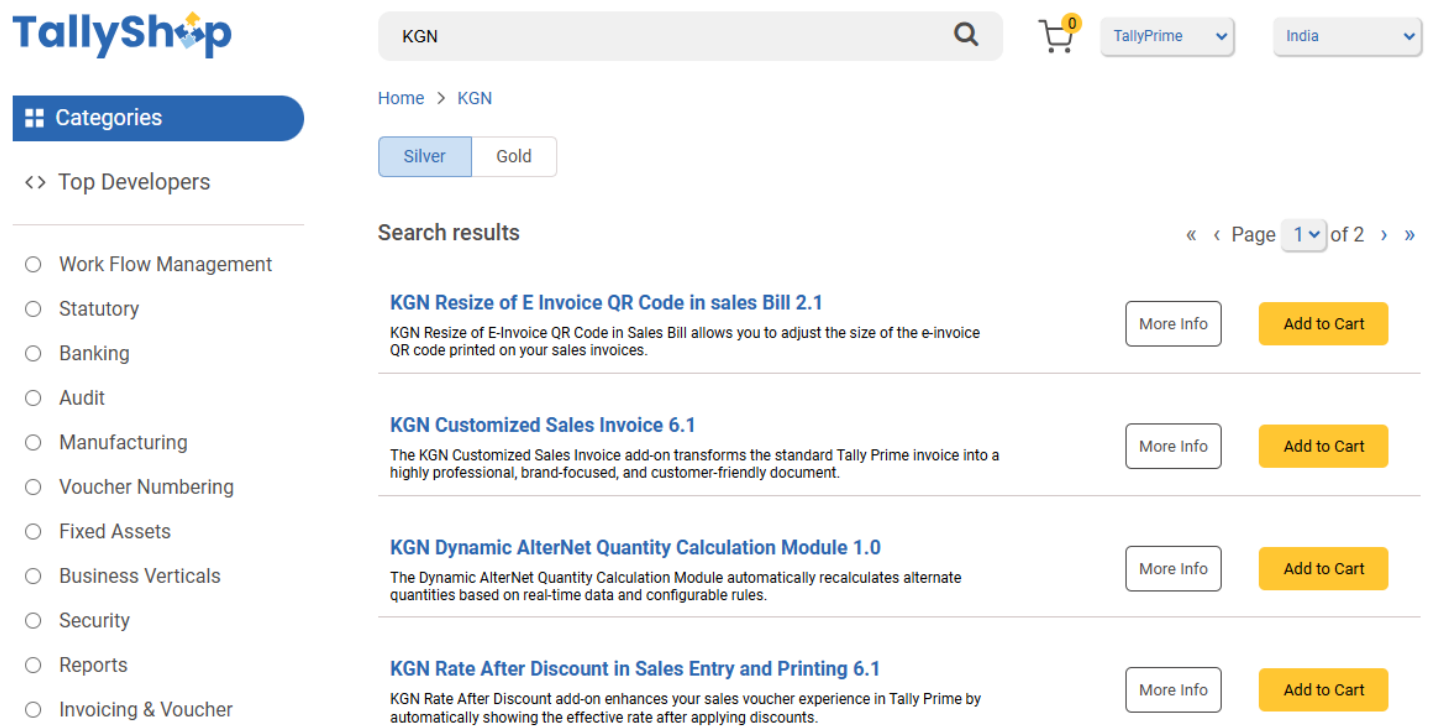
For Any Additional Customization Please Contact Our Senior Developer :

+91 9063604900/+91 7989604900

===== End of Add on =====

Find our **Other Solution** which is available at **Tally Shop** – (it may useful to your organization)

Open your **Tally Prime** > Click the **F1-Help** > then Click **Tally Shop** > then Type – (In Search Key word) > **KGN**



The screenshot shows the TallyShop website interface. At the top, there is a search bar with 'KGN' entered. Below the search bar, there are filters for 'Silver' and 'Gold'. The search results are displayed in a list format. Each result includes a title, a brief description, and two buttons: 'More Info' and 'Add to Cart'.

Search results	More Info	Add to Cart
KGN Resize of E Invoice QR Code in sales Bill 2.1 KGN Resize of E-Invoice QR Code in Sales Bill allows you to adjust the size of the e-invoice QR code printed on your sales invoices.	More Info	Add to Cart
KGN Customized Sales Invoice 6.1 The KGN Customized Sales Invoice add-on transforms the standard Tally Prime invoice into a highly professional, brand-focused, and customer-friendly document.	More Info	Add to Cart
KGN Dynamic AlterNet Quantity Calculation Module 1.0 The Dynamic AlterNet Quantity Calculation Module automatically recalculates alternate quantities based on real-time data and configurable rules.	More Info	Add to Cart
KGN Rate After Discount in Sales Entry and Printing 6.1 KGN Rate After Discount add-on enhances your sales voucher experience in Tally Prime by automatically showing the effective rate after applying discounts.	More Info	Add to Cart

Check your Requirement and try the Demo.

All the above our Listed Add-on as **Video Tutorial** also available in our **YouTube Channel**

KGN SOFT SOLUTIONS

Click on: www.youtube.com/@kgnsoftsolutions

Ready Add-on & Modules

AlterNet Qty Change in Voucher
Auto B2C Item wise Sales posting
Auto Backup
Auto Manufacturing after Sales
Auto Posting of Bulk Vouchers
Auto Posting of Payment Vouchers
Auto Receipt From Ledger (No Bill Wise)
Auto Receipt From Ledger Report
Auto Receipts From OS Report
Batch Details in Ledger Report
Batch Number Column in Columnar Sales Register
Bill Received Details in Sales Register
Central Bank of India RTGS NEFT Form
CEO Dash Board
CREDIT CONTROL ON DAYS
DAY BOOK TOTALS
Day wise Bill Wise Collection
Doctors OP Receipts Bulk Posting

DOUBLE DISCOUNT IN SALES
Expiry Stock Report
False Date Controlling
Fixed Assets Register
Grid Lines in Sales Invoice
Group Company Reports
Groupwise Outstanding Report
GST RATES WISE INPUT OUTPUT
INNER WEAR SIZE and PCS
Item wise Profit or Loss report
Letter Head in invoice
Letterhead Format Invoice
Loading Slip with CASE-PCS
Multi Voucher Printing with Voucher no Range
Party Previous Balance
Pickup List
POS Print from Normal Sales
Qty in Profit and Loss Account
Recycle Bin
Sales to Receipt Auto Posting (Only Cash)
Scanned Signature in Invoice
Size wise billing
Grade wise Rate Setup and Quotation
Stock Item Std Rate Report
STOCK SUMMARY WITH GST INFO
System Date wise daybook
TEXTILES PCS METERS
User's Activity Tracking Report
Voucher Alteration History

Voucher Date as System Date
Voucher Number as Voucher Reference
Auto E-Mailing Module
Bill to Ship to Instead of Buyer Consignee
Daybook Totals with Cash & Bank Closing balance
GSTR-4 Generation from Tally
Inactive Stock Items
Ledger Replace
Original Invoice Date Filter
Space BW Line
TCS Setup Simplified and Sales Control
Cash Sales Register
Date wise Item wise Negative Stock
Item Details in Multi Companies
Ledger Master Report
Minimum Order Report
Std Rate Auto pick in Incl Rate
Auto Backup TSS Validity
Brokerage Module
Common Godown for All Items
Customized Ledger Interest Report
Disable Delete cancel to users
Free Qty in Sales & purchase
GST as per Books in 3B
Item Name Column in Columnar report
Ledger Blocking in Sales
Negative Stock Control
Price List Rate in Inclusive Rate
Recycle Bin Without Confirmation
Resize Of eInvoice QR Code
Salesman report
Discount Amount Column in Invoice