


Tax Register

Tax Register allows user to view tax summary and details for applied tax on sales, purchase, and other entries. Below actions are available from **"Tax Register"**:

 Pay or claim tax, print tax summary reports, view and search for taxable entries and other entries

 (Malaysia only) GST Return File Export

Tax Register

Fiscal: Year 2016Period: Feb 01, 2016 - Feb 29, 2016Comptroller: Tax Comptroller

Tax SummaryTaxable EntriesOther EntriesPostings

Collected Tax Summary

Tax	Tax Rate	Currency	Taxable Amount	Tax Amount	Taxable Base Amt	Tax Base Amt
Sales Tax Account 7% SR	7% SGD		\$55,694.09	\$5398.59	\$55,694.09	\$5398.59
Sales Tax Account 7% SR	7% USD		\$22,305.14	\$1,561.36	\$31,852.80	\$52,229.71

Total Non-Taxable AmtTotal Taxable Amt\$537,546.89Total Tax Amt\$52,628.30

Paid Tax Summary

Tax	Tax Rate	Currency	Taxable Amount	Tax Amount	Taxable Base Amt	Tax Base Amt
Purchase Tax Account 7% ...	7% SGD		\$52,770.91	\$5193.98	\$52,770.91	\$5193.98

Total Non-Taxable AmtTotal Taxable Amt\$52,770.91Total Tax Amt\$5193.98

GST Return File ExportTax ReportTaxable Sales ReportPay Or ClaimNet Tax Amount to be Paid\$52,434.32

Tax Register

Fiscal: Year 2016Period: Feb 01, 2016 - Feb 29, 2016Comptroller: Tax Comptroller

Tax SummaryTaxable EntriesOther EntriesPostings

Tax: All TaxesCurrency: < Select All >

Balance DebitBalance Credit\$52,434.32

Sales Transactions

Date	Document #	Account	Taxable Amount	Tax Amount	Tax Rate	Taxable Base Amt	Tax Base Amt
Feb 3, 2016	SI-0075	4110.011/WA001-Watsons - HQ	\$54,604.69	\$5322.33	7%	\$54,604.69	\$5322.33
Feb 5, 2016	CN-0034	4110.011/ME001-Metro	(\$5273.35)	(\$519.13)	7%	(\$5273.35)	(\$519.13)
Feb 5, 2016	CN-0035	4110.011/ME001-Metro	(\$560.75)	(\$54.25)	7%	(\$560.75)	(\$54.25)
Feb 5, 2016	CN-0036	PR-BGD-Prime Stores Bangladesh	(\$577.10)	(\$40.40)	7%	(\$5824.43)	(\$557.71)
Feb 5, 2016	CN-0037	PR-BGD-Prime Stores Bangladesh	(\$115.42)	(\$8.08)	7%	(\$5164.89)	(\$511.54)
Feb 5, 2016	CN-0038	PR-BGD-Prime Stores Bangladesh	(\$841.12)	(\$58.88)	7%	(\$51,201.60)	(\$584.11)
Feb 5, 2016	CN-0039	PR-BGD-Prime Stores Bangladesh	(\$1,401.87)	(\$98.13)	7%	(\$52,002.67)	(\$5140.19)
Feb 5, 2016	SI-0076	4110.011/GU001-Guardian - HQ	\$548.99	\$53.43	7%	\$548.99	\$53.43
Feb 5, 2016	SI-0077	4110.011/GU001-Guardian - HQ	\$51.01	\$50.07	6.93%	\$51.01	\$50.07
Feb 5, 2016	SI-0080	4110.011/ME001-Metro	\$51,154.20	\$580.79	7%	\$51,154.20	\$580.79
Feb 5, 2016	SI-0081	PR-BGD-Prime Stores Bangladesh	\$3,196.26	\$223.74	7%	\$54,566.08	\$5319.63
Feb 5, 2016	SI-0083	PR-BGD-Prime Stores Bangladesh	\$3,463.63	\$243.26	7%	\$54,046.60	\$5346.36

Total Taxable Amt\$537,546.89Total Tax Amt\$52,628.30

Purchase Transactions

Date	Document #	Account	Taxable Amount	Tax Amount	Tax Rate	Taxable Base Amt	Tax Base Amt
Feb 4, 2016	DN-16-020001	Hifi-TFI trading	(\$53.15)	(\$50.22)	7%	(\$53.15)	(\$50.22)
Feb 11, 2016	PP116-020007	6002.001/LU001-L'Oreal Singapore	\$5394.68	\$527.63	7%	\$5394.68	\$527.63
Feb 12, 2016	DN-16-020006	6002.001/LU001-Luxasia	(\$535.00)	(\$52.45)	7%	(\$535.00)	(\$52.45)
Feb 12, 2016	PI-0045	6002.001/LU001-Luxasia	\$5140.00	\$59.80	7%	\$5140.00	\$59.80
Feb 12, 2016	PI-0046	6002.001/LU001-Luxasia	\$5280.00	\$519.60	7%	\$5280.00	\$519.60
Feb 25, 2016	4386339889	6004/C0001-Courts Singapore (SGD)	\$51,994.38	\$5139.62	7%	\$51,994.38	\$5139.62

Total Taxable Amt\$52,770.91Total Tax Amt\$5193.98

Total 17 records.

Total 6 records.

Tax Register

Fiscal: Year 2016 Period: Feb 01, 2016 - Feb 29, 2016 Comptroller: Tax Comptroller

Collected Tax Summary

Tax	Tax Rate	Currency	Taxable Amount	Tax Amount	Taxable Base Amt	Tax Base Amt
Sales Tax Account 7% SR	7%	SGD	\$55,694.09	\$5398.59	\$55,694.09	\$5398.59
Sales Tax Account 7% SR	7%	USD	\$22,305.14	\$1,561.36	\$531,852.80	\$52,229.71

Total Non-Taxable Amt: ***** Total Taxable Amt: \$537,546.89 Total Tax Amt: \$52,628.30

Paid Tax Summary

Tax	Tax Rate	Currency	Taxable Amount	Tax Amount	Taxable Base Amt	Tax Base Amt
Purchase Tax Account 7% ...	7%	SGD	\$52,770.91	\$5193.98	\$52,770.91	\$5193.98

Total Non-Taxable Amt: Total Taxable Amt: \$52,770.91 Total Tax Amt: \$5193.98

GST Return File Export Tax Report Taxable Sales Report Pay Or Claim Net Tax Amount to be Paid: \$52,434.32

3. Click **"Pay Or Claim"** button at the bottom right of the screen to pay or claim the tax, it will pop up a window to **"Post Journal Entry"** for posting of the tax payment / claim

Tax Register

Fiscal: Year 2016 Period: Feb 01, 2016 - Feb 29, 2016 Comptroller: Tax Comptroller

Collected Tax Summary

Tax	Tax Rate	Currency	Taxable Amount	Tax Amount	Taxable Base Amt	Tax Base Amt
Sales Tax Account 7% SR	7%	SGD	\$55,694.09	\$5398.59	\$55,694.09	\$5398.59
Sales Tax Account 7% SR				\$1,561.36	\$531,852.80	\$52,229.71

Total Taxable Amt: \$537,546.89 Total Tax Amt: \$52,628.30

Paid Tax Summary

Tax	Tax Rate	Tax Amount	Taxable Base Amt	Tax Base Amt
Purchase Tax Account 7% ...		\$5193.98	\$52,770.91	\$5193.98

Total Non-Taxable Amt: Total Taxable Amt: \$52,770.91 Total Tax Amt: \$5193.98

GST Return File Export Tax Report Taxable Sales Report **Pay Or Claim** Net Tax Amount to be Paid: \$52,434.32

Post Journal Entry

Post Entry to Journal

Post Journal Entry to the selected Journal, Fiscal period and Date.

To Journal: General Journal

Voucher Type:

Fiscal Period: Year 2016 Feb-16

Date: 29

Document #:

OK Cancel

Print Tax Summary Reports

1. On **"Tax Summary"** tab click **"Tax Report"** button at the bottom right of the screen to generate tax report for the selected fiscal year and period

2. On **"Tax Summary"** tab click **"Taxable Sales Report"** button at the bottom right of the screen to generate taxable sales report for the selected fiscal year and

period

Paid Tax Summary

Tax A	Tax Rate	Amount	Taxable Base Amt	Tax Base Amt
Purchase Tax Account 7% ...	7%	\$5193.98	\$52,770.91	\$5193.98

Report Options

Print/export/preview the generated report.

Print Export Preview Cancel

Total Non-Taxable Amt Total Taxable Amt \$52,770.91 Total Tax Amt \$5193.98

GST Return File Export Tax Report Taxable Sales Report Pay Or Claim Net Tax Amount to be Paid \$52,434.32

View and Search for Taxable Entries

1. On **"Taxable Entries"** tab enter search parameter to filter the result, i.e. type in the account name in the search textfield box at the bottom left of the **"Sales Transactions"** or **"Purchase Transactions"** table

Tax Register

Fiscal: Year 2016 Period: Feb 01, 2016 - Feb 29, 2016 Comptroller: Tax Comptroller

Tax Summary Taxable Entries Other Entries Postings

Tax: All Taxes Currency: Select All >

Balance Debit Balance Credit \$52,434.32

Total Taxable Amt \$537,546.89 Total Tax Amt \$52,628.30

Date	Document #	Account	Taxable Amount	Tax Amount	Tax Rate	Taxable Base Amt	Tax Base Amt
Feb 3, 2016	SI-0075	4110.011/WA001-Watsons - HQ	\$54,604.69	\$5322.33	7%	\$54,604.69	\$5322.33
Feb 5, 2016	CN-0034	4110.011/ME001-Metro	(\$5273.35)	(\$519.13)	7%	(\$5273.35)	(\$519.13)
Feb 5, 2016	CN-0035	4110.011/ME001-Metro	(\$560.75)	(\$54.25)	7%	(\$560.75)	(\$54.25)
Feb 5, 2016	CN-0036	PR-BGD-Prime Stores Bangladesh	(\$577.10)	(\$40.40)	7%	(\$5804.43)	(\$557.71)
Feb 5, 2016	CN-0037	PR-BGD-Prime Stores Bangladesh	(\$115.42)	(\$8.08)	7%	(\$5164.89)	(\$511.54)
Feb 5, 2016	CN-0038	PR-BGD-Prime Stores Bangladesh	(\$841.12)	(\$58.88)	7%	(\$51,201.60)	(\$584.11)
Feb 5, 2016	CN-0039	PR-BGD-Prime Stores Bangladesh	(\$1,401.87)	(\$98.13)	7%	(\$52,002.67)	(\$5140.19)
Feb 5, 2016	SI-0076	4110.011/GU001-Guardian - HQ	\$548.99	\$53.43	7%	\$548.99	\$53.43
Feb 5, 2016	SI-0077	4110.011/GU001-Guardian - HQ	\$51.01	\$50.07	6.93%	\$51.01	\$50.07
Feb 5, 2016	SI-0080	4110.011/ME001-Metro	\$51,154.20	\$580.79	7%	\$51,154.20	\$580.79
Feb 5, 2016	SI-0081	PR-BGD-Prime Stores Bangladesh	\$3,196.26	\$223.74	7%	\$54,566.08	\$5319.63
Feb 5, 2016	SI-0082	PR-BGD-Prime Stores Bangladesh	\$3,463.63	\$242.38	7%	\$54,066.60	\$5346.36

Total 17 records.

Purchase Transactions

Total Taxable Amt \$52,770.91 Total Tax Amt \$5193.98

Date	Document #	Account	Taxable Amount	Tax Amount	Tax Rate	Taxable Base Amt	Tax Base Amt
Feb 4, 2016	DN-16-020001	tft-TF trading	(\$53.15)	(\$50.22)	7%	(\$53.15)	(\$50.22)
Feb 11, 2016	PP116-020007	6002.001/LO001-L'Oreal Singapore	\$5394.68	\$527.63	7%	\$5394.68	\$527.63
Feb 12, 2016	DN-16-020006	6002.001/LU001-Luxasia	(\$535.00)	(\$52.45)	7%	(\$535.00)	(\$52.45)
Feb 12, 2016	PI-0045	6002.001/LU001-Luxasia	\$5140.00	\$59.80	7%	\$5140.00	\$59.80
Feb 12, 2016	PI-0046	6002.001/LU001-Luxasia	\$5280.00	\$519.60	7%	\$5280.00	\$519.60
Feb 25, 2016	4386339889	6004/CO001-Courts Singapore (SGD)	\$51,994.38	\$5139.62	7%	\$51,994.38	\$5139.62

Search Engine

Total 6 records.

View and Search for Other Entries

1. On **"Other Entries"** tab enter search parameter to filter the result, i.e. type in the account name in the search textfield box at the bottom left of the **"Sales Transactions"** or **"Purchase Transactions"** table

The screenshot shows the 'Tax Register' window. At the top, there are filters for 'Fiscal: Year 2015', 'Period: Jan 01, 2015 - Mar 31, 2015', and 'Comptroller: Comptroller of GST'. Below these are tabs for 'Tax Summary', 'Taxable Entries', and 'Other Entries', with 'Other Entries' being the active tab. A search bar with a magnifying glass icon is located at the bottom left. The main area displays a table with columns: 'Date', 'Document #', 'Account', 'Taxable Amount', and 'Taxable Base Amt'. The table is currently empty. A red circle highlights the 'Search Engine' icon in the bottom left corner.

(Malaysia only) GST Return File
Export

Tax Register

Fiscal Year 2015 Period Jan 01, 2015 - Mar 31, 2015 Company Controller

Tax Summary Taxable Entries Other Entries Postings

Collected Tax Summary

Tax #	Tax Rate	Currency	Taxable Amount	Tax Amount	Taxable Base Amt	Tax Base Amt
Sales Tax Account 6% SR-6	6%/MYR		RM40,437.89	RM636.28	RM40,437.89	RM40,437.89
			Total Non-Taxable Amt	Total Taxable Amt	RM40,437.89	RM40,437.89

Paid Tax Summary

Tax #	Tax Rate	Currency	Taxable Amount	Tax Amount	Taxable Base Amt	Tax Base Amt
Purchase Tax Account 6% TX-6	6%/MYR		RM427,522.67	RM4,651.36	RM427,522.67	RM4,651.36
			Total Non-Taxable Amt	Total Taxable Amt	RM427,522.67	RM4,651.36

GET Return File Export

1. On **"Tax Summary"** tab, click "GST Return File Export" button at bottom left screen
2. A window dialog will appear, select the folder location and click "Save" button to save the csv file
3. Format of tax return information in the csv file:
c1|c2|c3|c4|b5|c6|c7|c8|c9|c10|c11|c12|c13|i14|c15|i16|c17|i18|c19|i20|c21|i22|c23|c24

Note: See the tax return file format in accounting guide document from Royal Malaysian Customs for GST under “**APPENDIX 3 – Data Required for GST Filing**” page xviii-xix (page 18-19)

