

Tax walkthrough for India (AX 2012)

The new Tax Engine is an essential component that helps AX 2012 R3 and AX 2012 R2 comply with the India Goods and Services Tax (GST). This document walks you through the process of setting up tax configurations for AX 2012. It explains how to set up master data, such as tax rates and main accounts, how to work with and review the tax document on each transaction, and how to run a tax settlement for tax payment. You will also learn how to work with GST in the Retail solution.

White paper

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Send feedback.

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Tax walkthrough for India (AX 2012)

This document provides a walkthrough of the features that are related to Goods and Services Tax (GST) in Microsoft Dynamics AX 2012. Each documented scenario walks you through basic business transactions that typically occur across various business segments in industries of all types. This document also highlights the effect of GST on various type of business transactions, and shows the accounting and posting of transactions of various types.

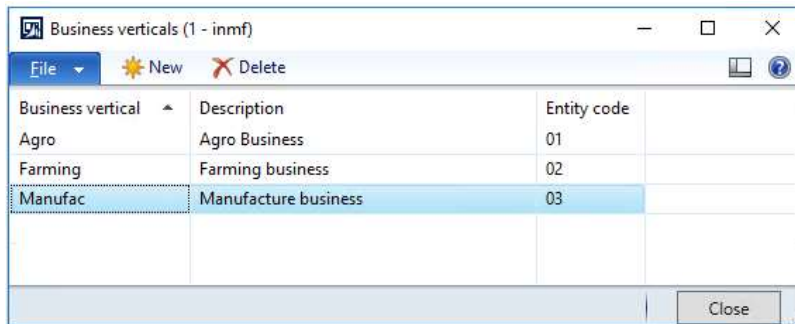
Prerequisites

- 1 The India GST hotfix has been installed.
- 2 You're in the **INMF** company context.

Master data setup

Create a business vertical

- 1 Click **General ledger** > **Setup** > **Sales tax** > **India** > **Business verticals**.
- 2 Click **New** to create a record.
- 3 Enter a name, description, and entity code for the new business vertical.



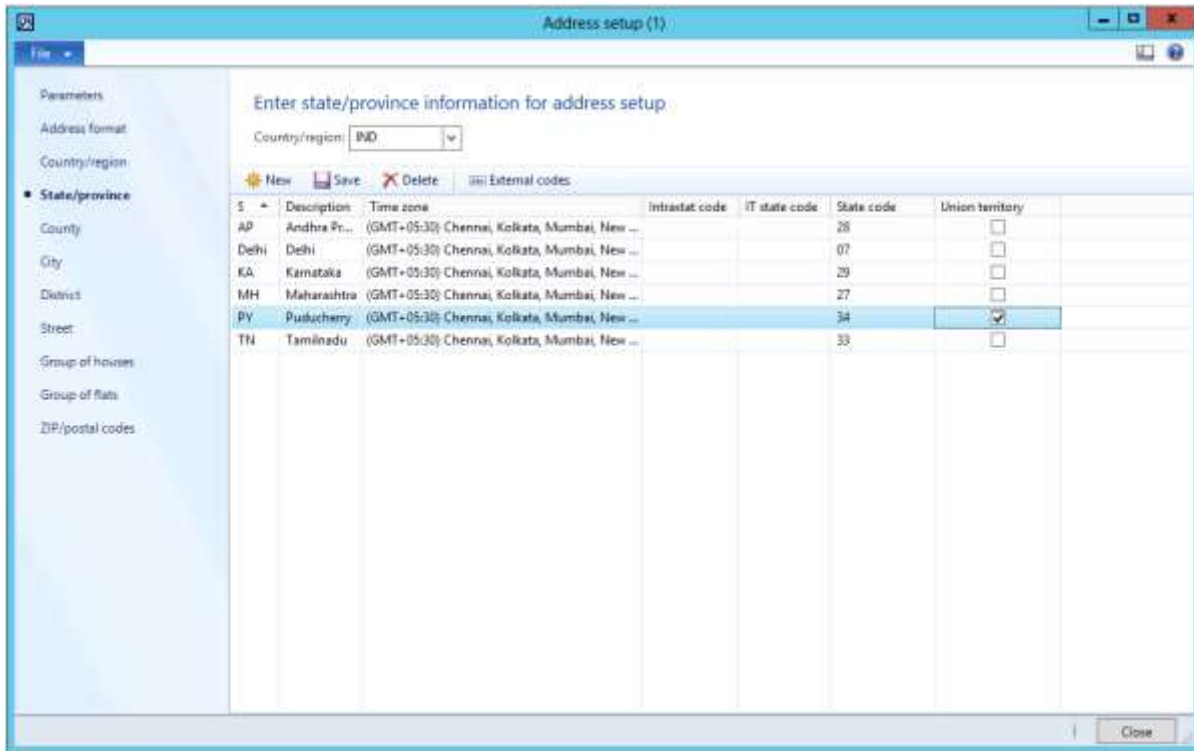
Business vertical	Description	Entity code
Agro	Agro Business	01
Farming	Farming business	02
Manufac	Manufacture business	03

- 4 Click **Close**.

Update the state code and union territory

- 1 Click **Organization administration** > **Setup** > **Addresses** > **Address setup**.
- 2 On the **State/province** tab, select a state.
- 3 In the **State code** field, enter a value.

- 4 Select the **Union territory** check box to identify the state as a union territory.



- 5 Click **Close**.

Create a GSTIN master

- 1 Click **General ledger > Setup > Enterprise tax registration numbers**.
- 2 Create a record.
- 3 In the **Tax type** field, select **GST**.
- 4 In the **Registration number type** field, select **Company** to create state-wide company registration numbers.
- 5 In the **Type** field, verify that **GSTIN**, **GDI**, and **UID** appear in the list. Select a value.
- 6 In the **Registration number** field, enter a value.
- 7 In the **Description** field, enter a value.

8 In the **Business vertical** field, select a value.

The screenshot shows the 'Enterprise tax registration numbers' window. The 'Business vertical' field is set to 'Manufactur'. The 'Registration number' is '29AGNPB4831B001' and the 'Description' is 'Registration of Manufacture(Bang)'. The 'Tax type' is 'GST' and the 'Registration number type' is 'Company'. The 'Turnover' is '0.00'. The 'Casual registration' and 'Number sequences' tabs are visible at the bottom.

9 On the **Casual registration** FastTab, click **Add**.

10 In the **From date** and **To date** fields, define the valid period for the casual registration number.

11 In the **Description** field, enter a value.

12 On the **Number sequences** FastTab, define number sequences for the **GST invoice** and **Bill of supply** references.

- The **GST invoice** number sequence will be used when customer sales that have GST transactions are posted
- The **Bill of supply** number sequence will be used when customer sales that have non-GST transactions are posted.

The screenshot shows the 'Enterprise tax registration numbers' window with the 'Casual registration' and 'Number sequences' tabs expanded. The 'Casual registration' tab shows a table with the following data:

From date	To date	Description
5/1/2017	6/30/2017	Bengaluru branch

The 'Number sequences' tab shows a table with the following data:

Reference	Number sequence code
GST invoice	Tax inv
Bill of supply	BOS

Define vendor registration numbers for the GST tax type

- 13 Create a record.
- 14 In the **Registration number type** field, select **Vendors** to create state-wide vendor registration numbers.
- 15 In the **Registration number** field, enter value.
- 16 In the **Description** field, enter a value.
- 17 In the **Business vertical** field, select a value.

The screenshot shows the 'Enterprise tax registration numbers (1 - inmf)' dialog box. The 'Registration number type' is set to 'Vendors'. The 'Tax type' is 'GST'. The 'Type' is 'GSTIN'. The 'Registration number' is '07AXLPB4831B00'. The 'Description' is 'Registration of Agro (Delhi)'. The 'Business vertical' is 'Agro'. The 'Name of the taxable person' is empty. The 'Turnover' is '0.00'. The 'Shared' checkbox is checked. The 'Close' button is visible at the bottom right.

Registration number	Description
07AXLPB4831B001	Registration of Agro (Delhi)
29AXLPB4831B001	Registration of Agro (Bangalore/Ka

Define customer registration numbers for the GST tax type

- 18 Create a record.
- 19 In the **Registration number type** field, select **Customers** to create state-wide customer registration numbers.
- 20 In the **Registration number** enter a value.
- 21 In the **Description** field, enter a value.
- 22 In the **Business vertical** select a value.

The screenshot shows the 'Enterprise tax registration numbers (1 - inmf)' dialog box. The 'Registration number type' is set to 'Customers'. The 'Tax type' is 'GST'. The 'Type' is 'GSTIN'. The 'Registration number' is '29AXLBH4571B00'. The 'Description' is 'Registration of Agro (Bangalore/Ka'. The 'Business vertical' is 'Agro'. The 'Name of the taxable person' is empty. The 'Turnover' is '0.00'. The 'Shared' checkbox is checked. The 'Close' button is visible at the bottom right.

Registration number	Description
29AXLBH4571B001	Registration of Agro (Bangalore/Ka
07AXLBH4571B001	Registration of Agro (Delhi)

Define GSTIN numbers for the legal entity, warehouse, vendor, or customer masters

Legal entity

- 1 Click **Organization administration > Setup > Organizations > Legal entities > Addresses > Edit > Tax information.**
- 2 Click **New.**
- 3 In the **Name or description** field, enter a value.
- 4 On the **GST** FastTab, in the **GSTIN/GDI/UID** field, select a value.
- 5 Select the **Primary** check box.
- 6 Click **Yes** to acknowledge the message.

Name or description	Primary
GST_KA	Yes
TaxInfo02	No
TaxInfo1	No

Name or description: GST_KA

Primary:

GST

GSTIN/GDI/UID: 29AGNPB4831B002

Excise

Customs

Service tax

Sales tax

VAT

Withholding tax

Close

- 7 Click **Close.**
- 8 Repeat steps 2 through 7, for all the other required legal entity addresses.

Warehouses

- 9 Click **Inventory management > Setup > Inventory > Inventory breakdown > Warehouse > Addresses > Edit > Tax information.**
- 10 Click **Add.**
- 11 In the **Name or description** field, enter a value.
- 12 On the **GST** FastTab, in the **GSTIN/GDI/UID** field, select a value.
- 13 Select the **Primary** check box.
- 14 Click **Yes** to acknowledge the message.
- 15 Save the record.
- 16 Click **Close.**

Vendors

- 17 Click **Accounts payable > Vendors > All vendors > Addresses > Edit > Tax information.**
- 18 Click **Add.**

- 19 In the **Name or description** field, enter a value.
- 20 On the **GST** FastTab, in the **GSTIN/GDI/UID** field, select a value.
- 21 Select the **Primary** check box.
- 22 Click **Yes** to acknowledge the message.
- 23 Save the record.
- 24 Click **Close**.
- 25 On the **Tax information** FastTab, select the **Composition scheme** check box if a composition scheme is used to purchase from the dealer.

Tax information		
VAT	General	PAN information
Composition scheme: <input type="checkbox"/>	Foreign vendor: <input type="checkbox"/>	Status: <input type="text" value="Received"/>
GST	Preferential vendor: <input type="checkbox"/>	Number: <input type="text" value="AAAAA1234"/>
Composition scheme: <input checked="" type="checkbox"/>	GTA – commercial vendor: <input type="checkbox"/>	Reference number: <input type="text"/>
	SSI vendor: <input type="checkbox"/>	Nature of assessee: <input type="text" value="Company"/>
	SSI validity date: <input type="text"/>	Tax ID number: <input type="text"/>
	Excise vendor type: <input type="text" value="None"/>	

Customers

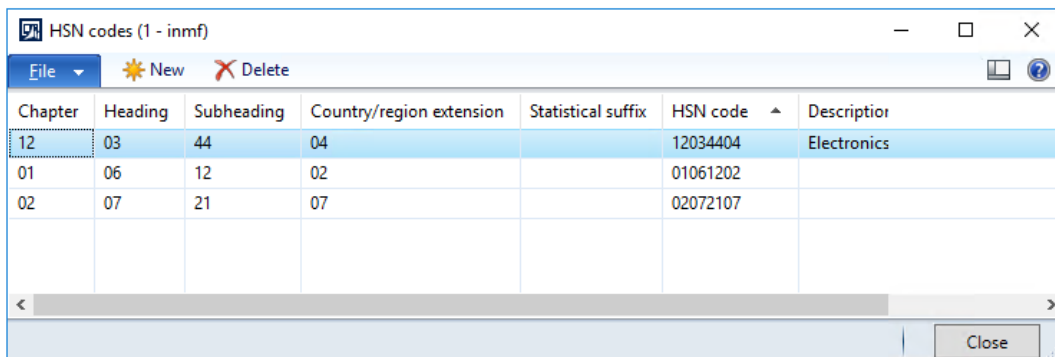
- 26 Click **Accounts receivable > Customers > All customers > Addresses > Edit > Tax information**.
- 27 Click **Add**.
- 28 In the **Name or description** field, enter a value.
- 29 On the **GST** FastTab, in the **GSTIN/GDI/UID** field, select a value.
- 30 Select the **Primary** check box.
- 31 Click **Yes** to acknowledge the message.
- 32 Save the record.
- 33 Click **Close**.
- 34 On the **Tax information** FastTab, select the **Consumer** check box to identify the customer as a consumer.
- 35 For customer sales through an e-commerce operator, enter a value in the **Merchant ID** field, and select a value in the **Default E-Commerce operator** field.
- 36 In the **Customer type** field, select **Govt company or other agencies** for sales with government companies or other agencies.

Tax information	
PAN information	General
Status: <input type="text" value="Received"/>	Foreign customer: <input type="checkbox"/>
Number: <input type="text" value="AAAA1234A"/>	Preferential customer: <input type="checkbox"/>
Reference number: <input type="text"/>	Consumer: <input type="checkbox"/>
Nature of assessee: <input type="text" value="Company"/>	Customer type: <input type="text" value="None"/>
E-Commerce	
Merchant ID: <input type="text" value="452751435"/>	
Default E-Commerce operator: <input type="text" value="INMF-000009"/>	

HSN codes and Service accounting codes

HSN codes

- 1 Click **General ledger** > **Setup** > **Sales tax** > **India** > **HSN code**.
- 2 Create a record.
- 3 In the **Chapter** field, enter a value.
- 4 In the **Heading** field, enter a value.
- 5 In the **Subheading** field, enter a value.
- 6 In the **Country/region extension** field, enter a value.
- 7 In the **Statistical suffix** field, enter a value.
- 8 Save the record.
- 9 Verify that the **HSN code** field is updated.
- 10 In the **Description** field, enter a value.

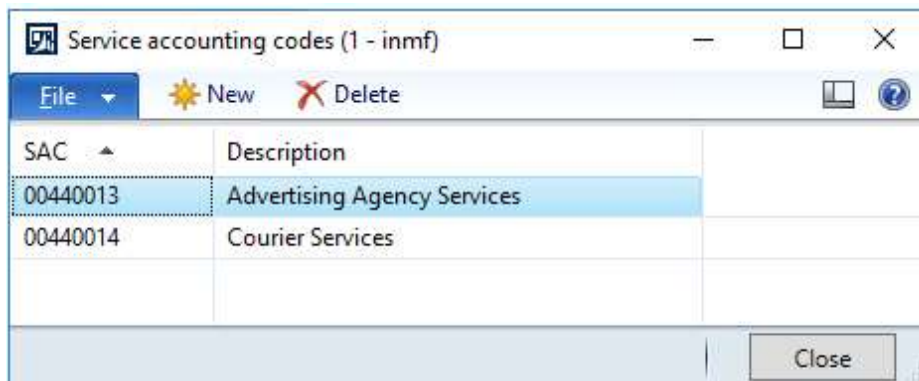


Chapter	Heading	Subheading	Country/region extension	Statistical suffix	HSN code	Descriptor
12	03	44	04		12034404	Electronics
01	06	12	02		01061202	
02	07	21	07		02072107	

- 11 Click **Close**.

Service accounting codes

- 1 Click **General ledger** > **Setup** > **Sales tax** > **India** > **Service accounting codes**.
- 2 Create a record.
- 3 In the **SAC** field, enter a value.
- 4 In the **Description** field, enter a value.



SAC	Description
00440013	Advertising Agency Services
00440014	Courier Services

5 Click **Close**.

Assign HSN codes and Service accounting codes to products

- 1 Click **Product information management > Common > Released products**.
- 2 Select an item.
- 3 On the Action Pane, on the **Product** tab, in the **Maintain** group, click **Edit**.
- 4 In the **HSN code** field, select a value.

The screenshot shows the SAP PIM 'Released product details' window for item M0001. The 'General' tab is selected, and the 'HSN code' field is populated with '12034404'. Other visible fields include 'Item number' (M0001), 'Product' (M0001), 'Product name' (Wiring Harness), and 'Service accounting code'. The 'Administration' section includes fields for 'Excise tariff code' (None) and 'Excise record type' (None). The 'GST' section shows the 'HSN code' (12034404) and 'Service accounting code'.

Note: The following setup is required for the calculation of GST:

- A Harmonized System of Nomenclature (HSN) code should be defined for the **Item** item type, or a Service accounting code (SAC) should be defined for the **Service** item type.
- Item sales tax group should be removed.

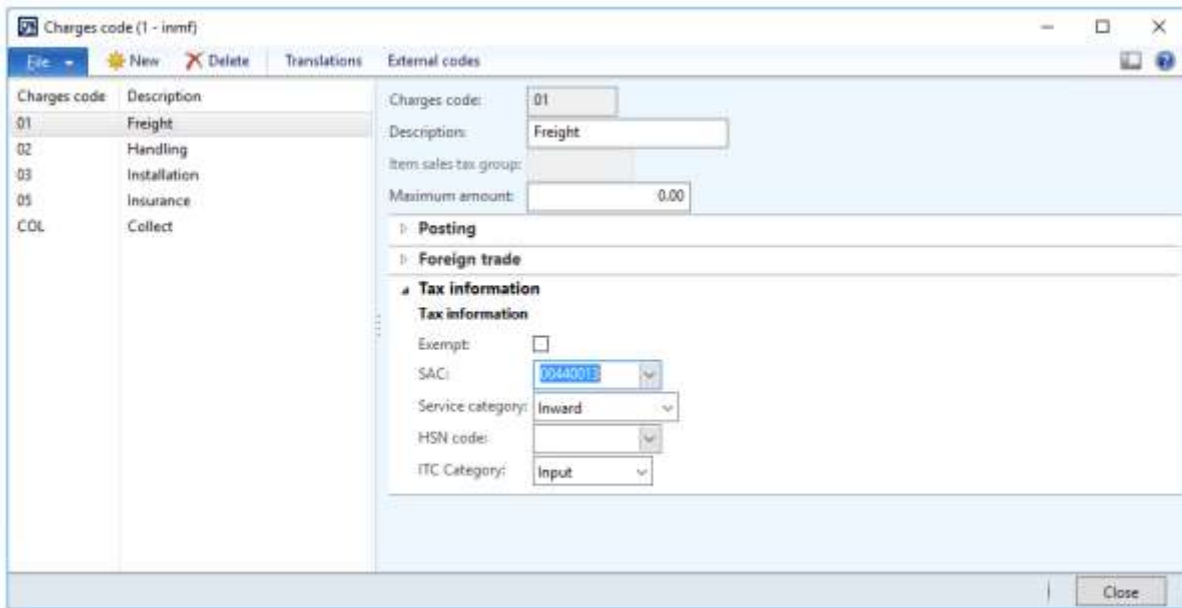
Assign a Service accounting code to miscellaneous charges

Accounts payable

- 1 Click **Accounts payable > Setup > Charges > Charges code**.
- 2 Select a charges code.
- 3 On the **Tax information** FastTab, enter a value in the **SAC** or **HSN code** field.
- 4 Enter a value in the **Service category** or **ITC Category** field.
- 5 Select the **Exempt** check box to exempt these charges from the calculation of GST.

6 Save the record.

When this charges code is selected for a transaction, the defined tax information automatically entered, and GST is calculated accordingly.



Accounts receivable

- 7** Click **Accounts receivable > Setup > Charges > Charges code**.
- 8** Select a charges code.
- 9** On the **Tax information** FastTab, enter a value in the **SAC** or **HSN code** field.
- 10** Select the **Exempt** check box to exempt this charges from the calculation of GST.
- 11** Save the record.

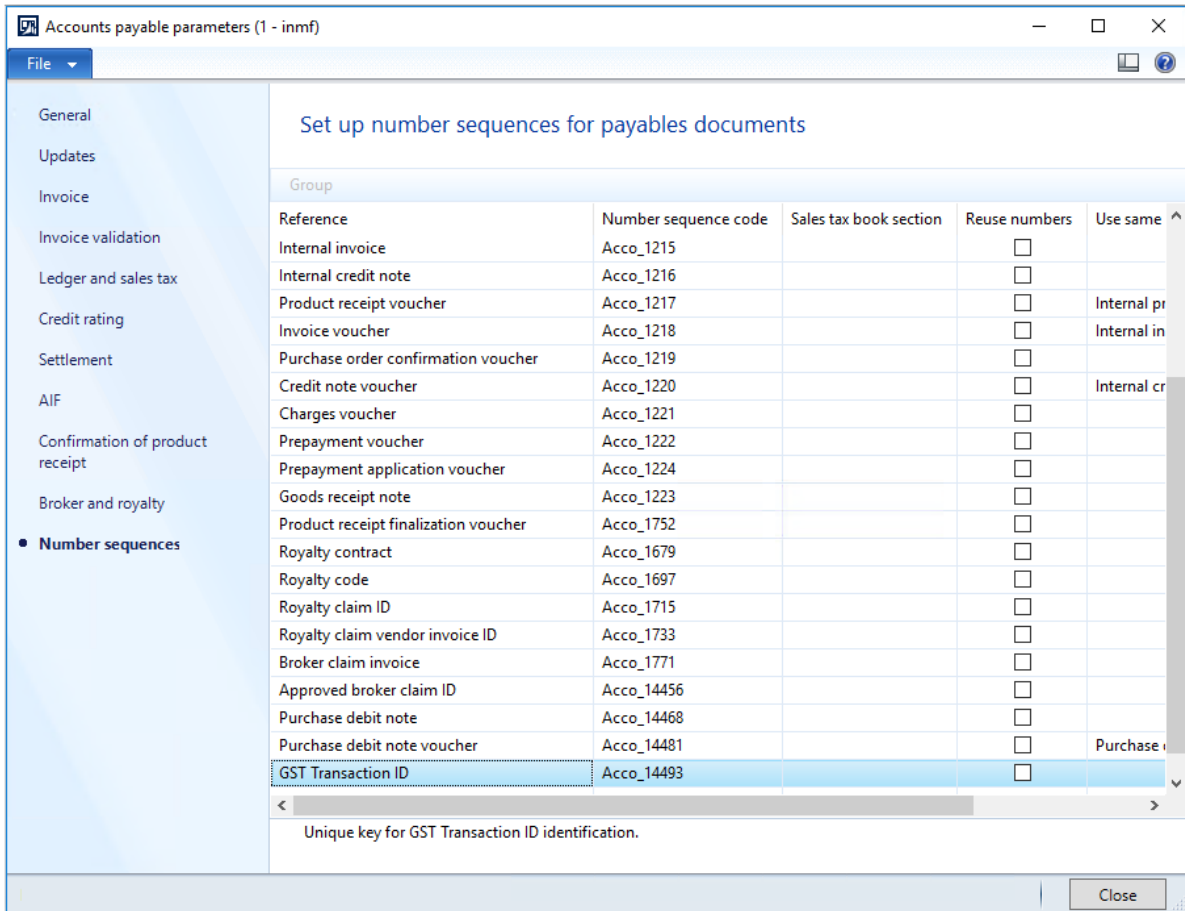
When this charges code is selected for a transaction, the defined tax information is automatically entered, and GST is calculated accordingly.

Update number sequences

Accounts payable parameters

- 1** Click **Accounts payable > Setup > Accounts payable parameters**.
- 2** On the **Number sequences** tab, define a number sequence for **Debit note** references. This number sequence will be used for purchase debit note transactions.

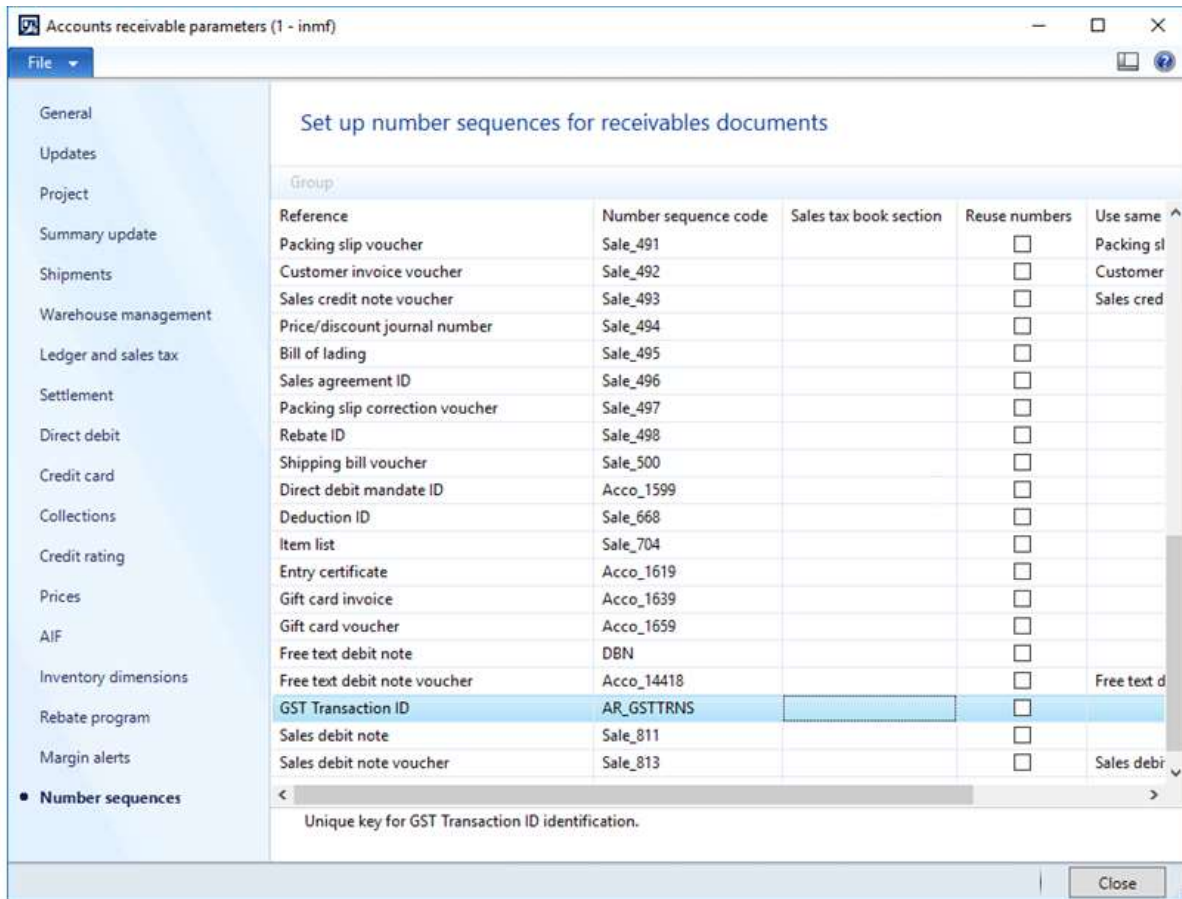
- 3 Define a number sequence for **GST transaction ID** references. This number sequence will be used for vendor advance payment transactions.



Accounts receivable parameters

- 1 Click **Accounts receivable** > **Setup** > **Accounts receivable parameters**.
- 2 On the **Number sequences** tab, define a number sequence for **Debit note** references. This number sequence will be used for sales debit note transactions.

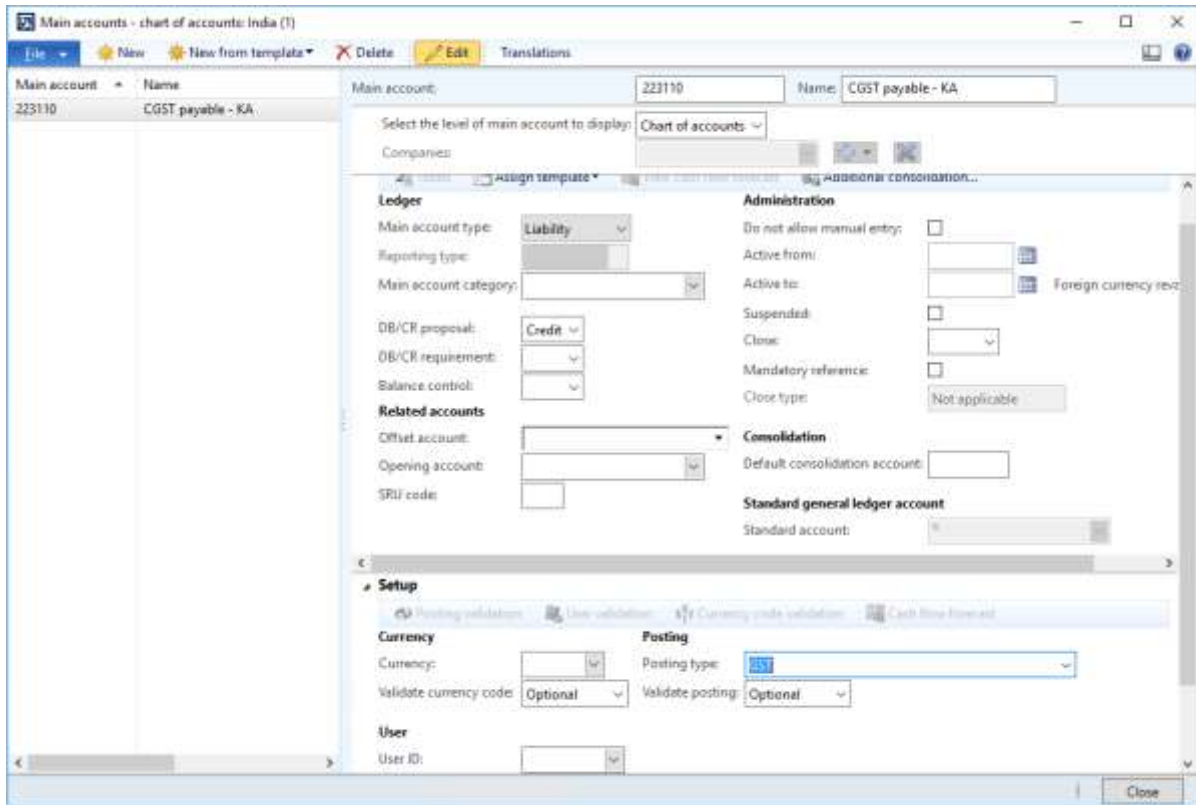
- 3 Define a number sequence for **GST transaction ID** references. This number sequence will be used for customer advance payment transactions.



Create main accounts for the GST posting type

- 1 Click **General ledger** > **Common** > **Main accounts**.
- 2 Create a record.
- 3 In the **Main account** field, enter a value.
- 4 In the **Name** field, enter a value.
- 5 On the **General** FastTab, in the **Main account type** field, select a value.

6 On the **Setup** FastTab, in the **Posting type** field, select **GST**.

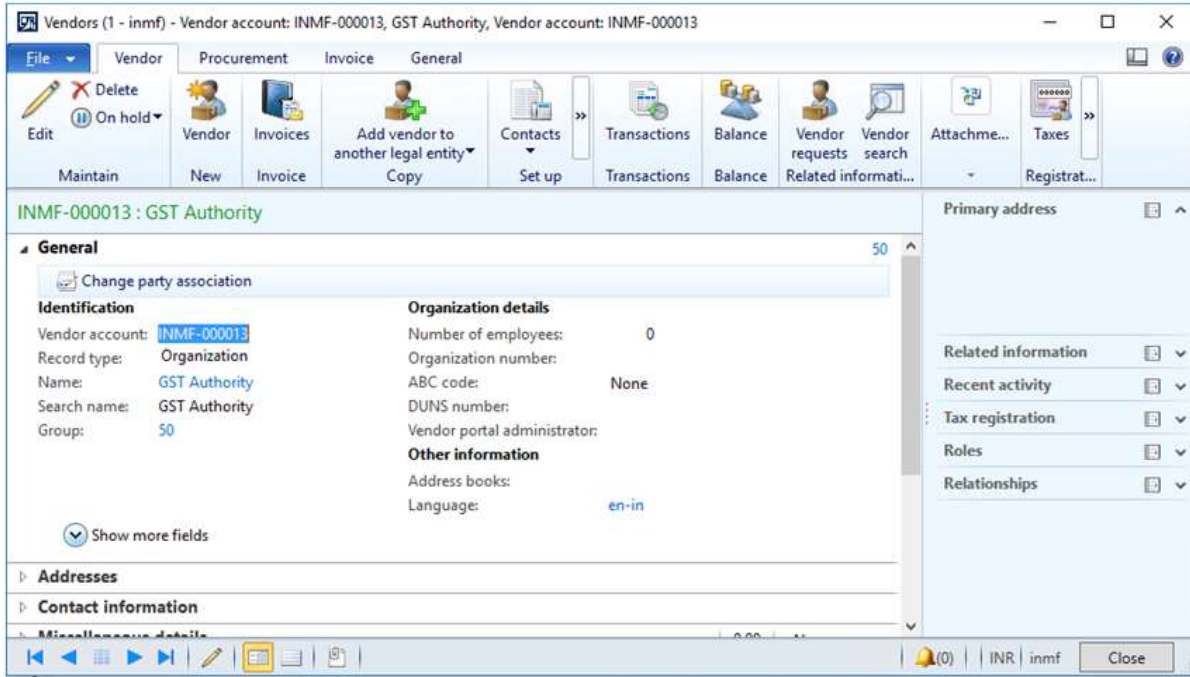


7 Repeat steps 2 through 6 to create all the other required state-wide ledger accounts.

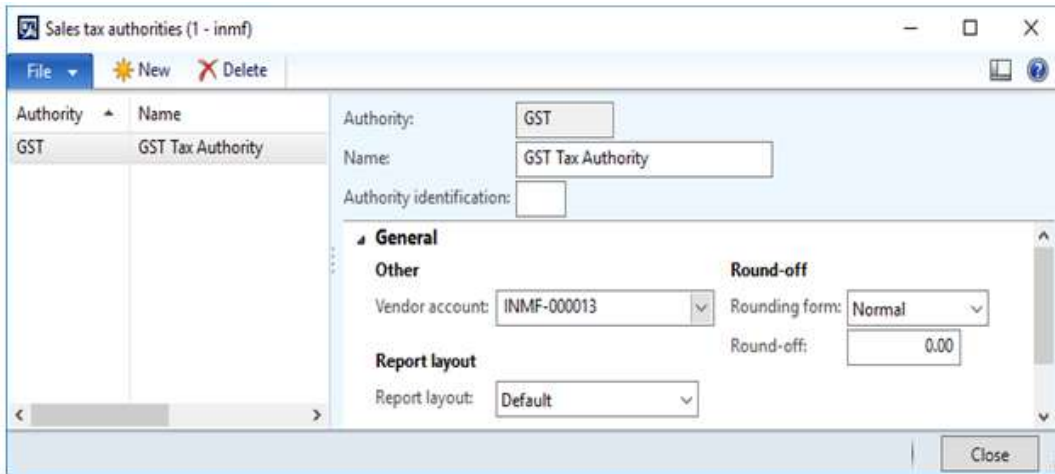
8 Click **Close**.

Create a tax settlement period

1 Click **Accounts payable > Vendors > All vendors**, and create a GST authority.



2 Click **General ledger > Setup > Sales tax > Sales tax authorities**.



- 3 Click **General ledger** > **Setup** > **Sales tax** > **Sales tax settlement periods**, and create a tax period for GST.

Settlement period	Description
GST	GST Settlement

Settlement period: GST
Description: GST Settlement

General
Special report
Terms of payment:
Authority: GST
Period
Period interval: Months
Number of units: 1

In use

Attach the GSTIN to a tax registration group

- Click **General ledger** > **Setup** > **Sales tax** > **India** > **Tax registration group**, create a group, and define the required GSTIN.

Tax registration group	Description
GST	Goods and Services tax

Tax registration group: GST
Description: Goods and Services tax
 In use

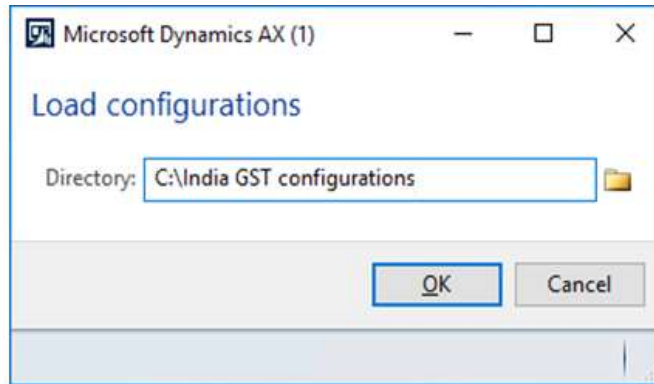
Setup

Tax type	Tax registration number	Description	
<input type="checkbox"/>	GST	07AGNPB4831B001	Registration of Agro (Delhi)
<input type="checkbox"/>	GST	07AGNPB4831B002	Registration of Manufacture (Delhi)
<input type="checkbox"/>	GST	29AGNPB4831B002	Registration of Manufacture (Bangalore)

Import the configuration and deploy it to a specific company

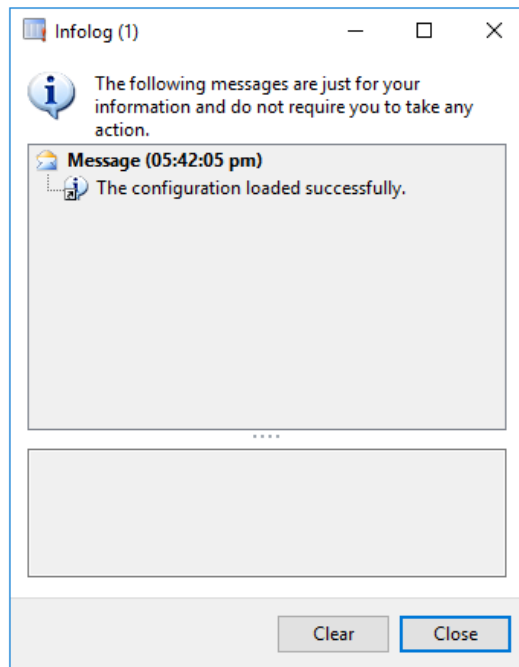
Save all the configuration files in one folder that the instance of Microsoft Dynamics AX Application Object Server (AOS) can access.

- 1 Click **General ledger > Setup > Sales tax > India > Load configuration**.
- 2 In the **Directory** field, enter a value.



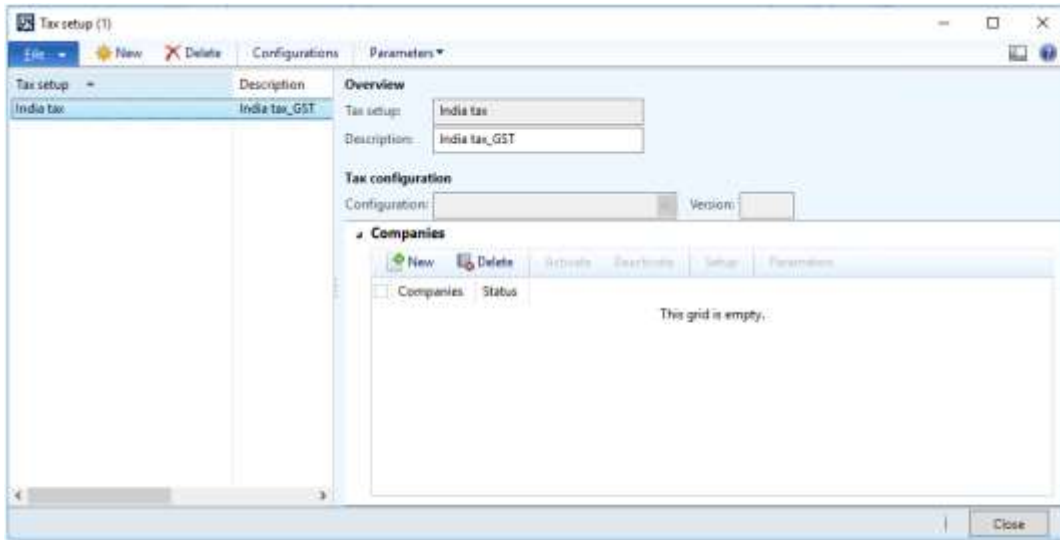
Note: Both the tax configuration and the report configuration are saved in the same folder.

- 3 Click **OK**.



- 4 Click **Close**.
- 5 Click **General ledger > Setup > Sales tax > India > Tax setup**.
- 6 Create a record.
- 7 In the **Tax setup** field, enter a value.

8 In the **Description** field, enter a value.

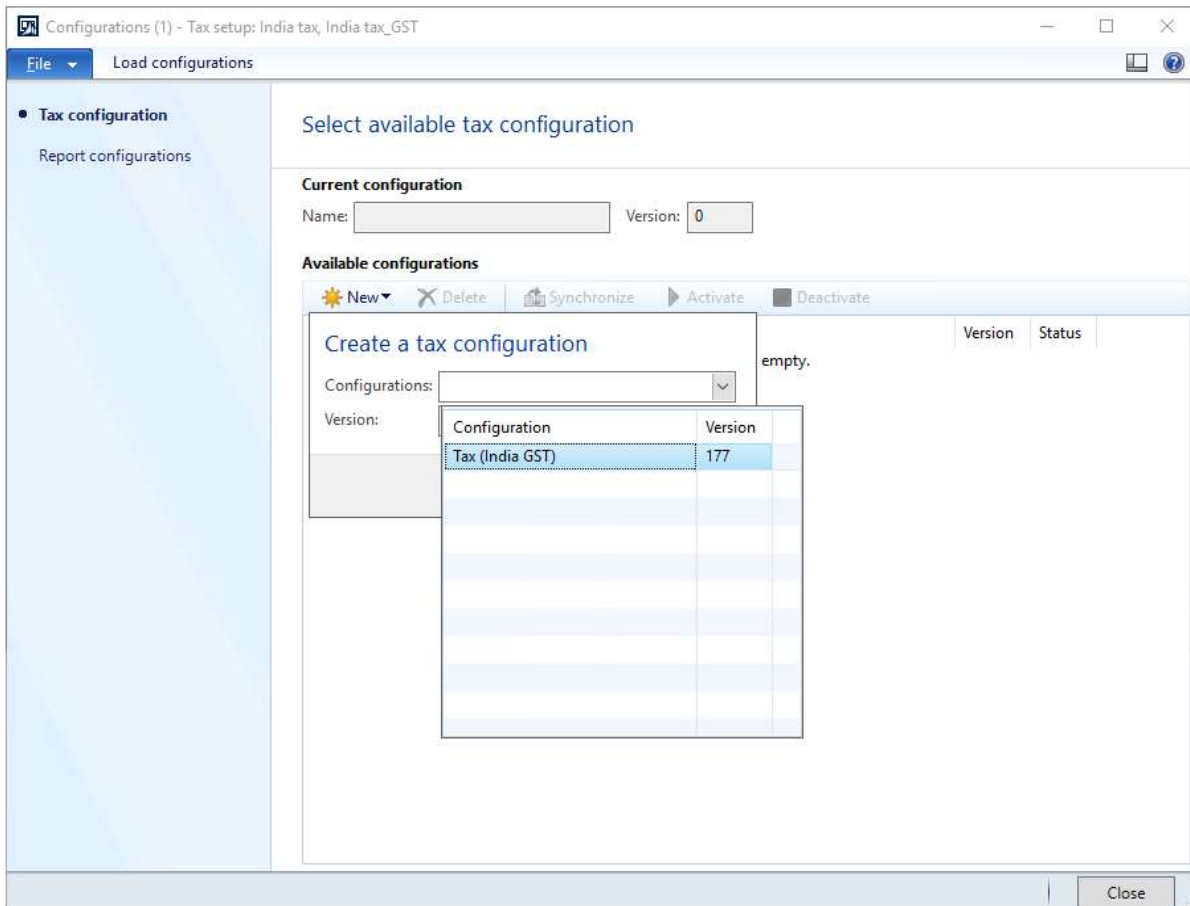


9 Click **Configurations**.

10 On the **Tax configuration** tab, under **Available configurations**, click **New**.

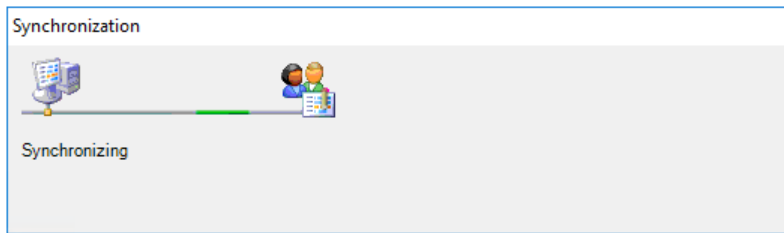
11 In the **Configurations** field, select a value.

The new tax configuration is listed in the **Available configurations** grid.

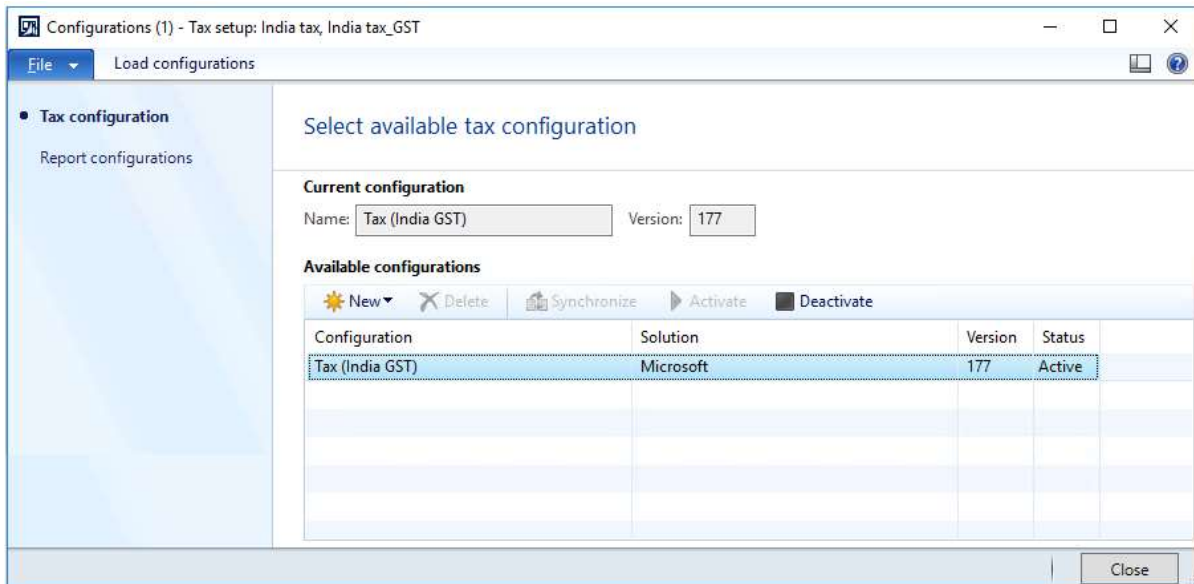


12 Click **OK**.

13 Click **Synchronize**.



14 Click **Activate**.



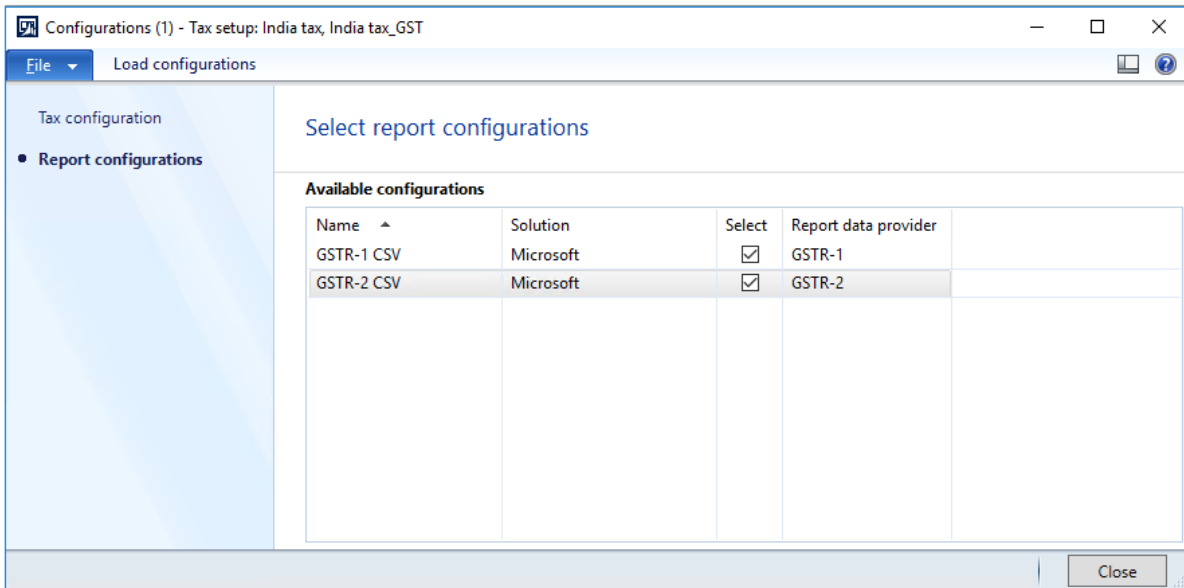
Note: The activated configuration is updated as the current configuration.

15 Click the **Report configurations** tab.

The **Available configurations** grid lists the configurations that are related to the report.

16 Select the **Select** check box.

17 In the **Report data provider** field, select a value.

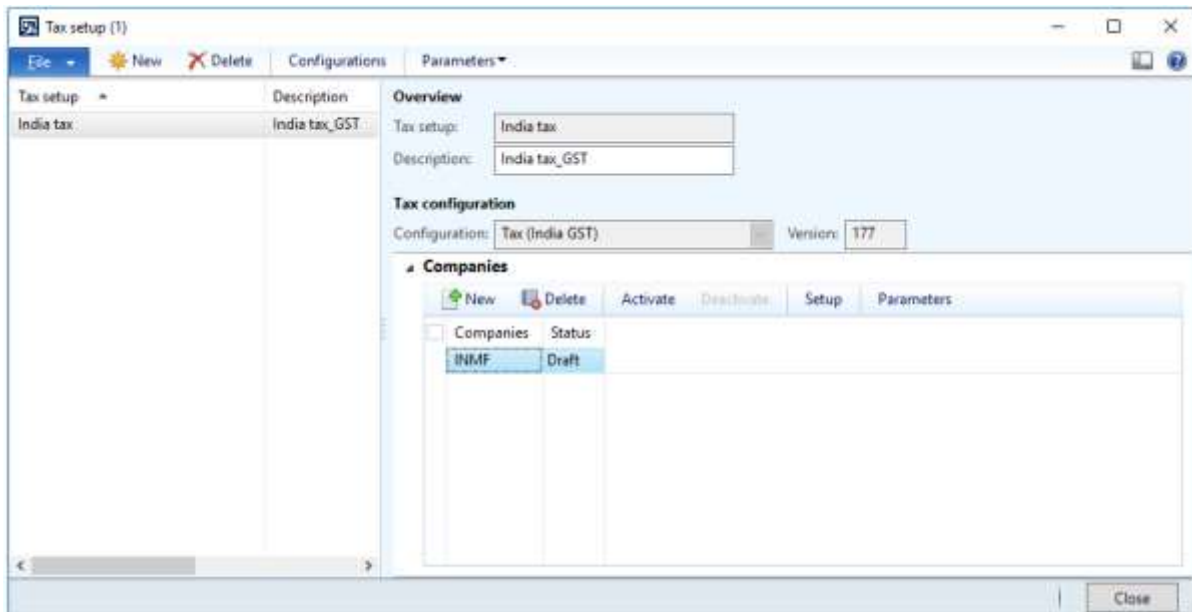


18 Click **Close**.

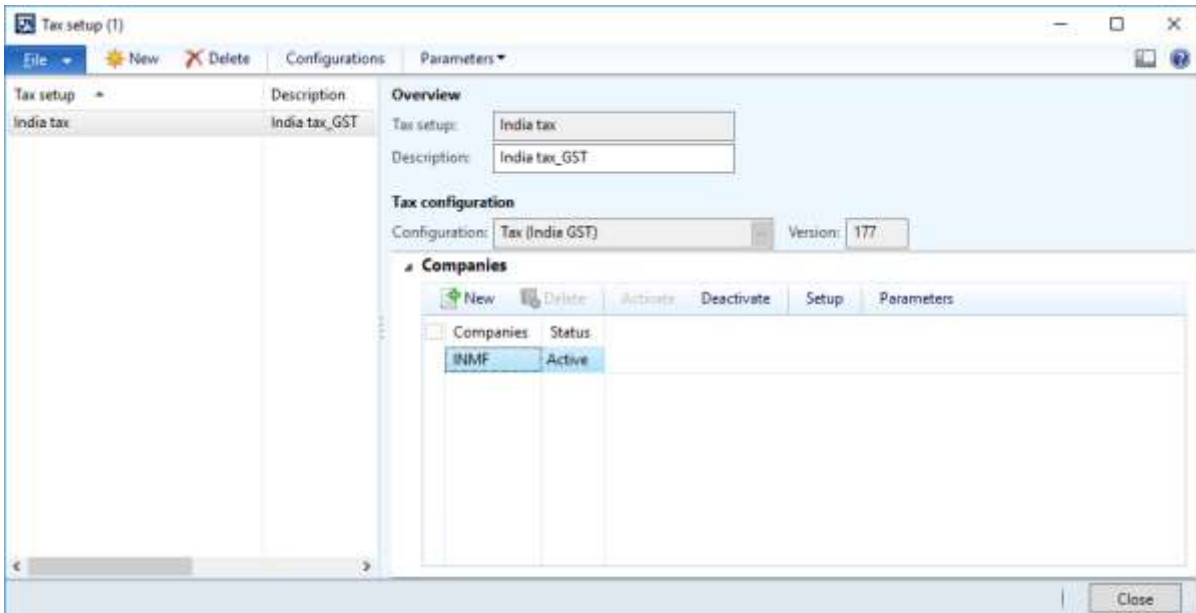
19 On the **Companies** FastTab, create a record.

20 In the **Companies** field, select a value.

21 Save the record.



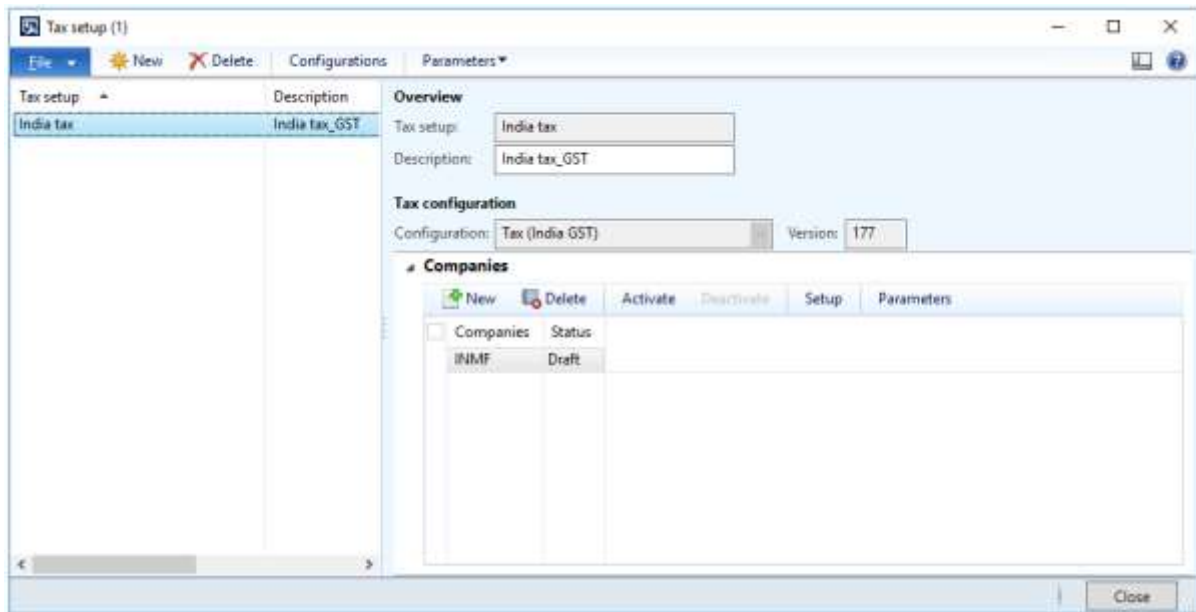
22 Click **Activate** to activate the configuration for the company.



Update the configuration version

23 Click **Deactivate**.

24 Repeat steps 2 through 5 to load the latest configuration.

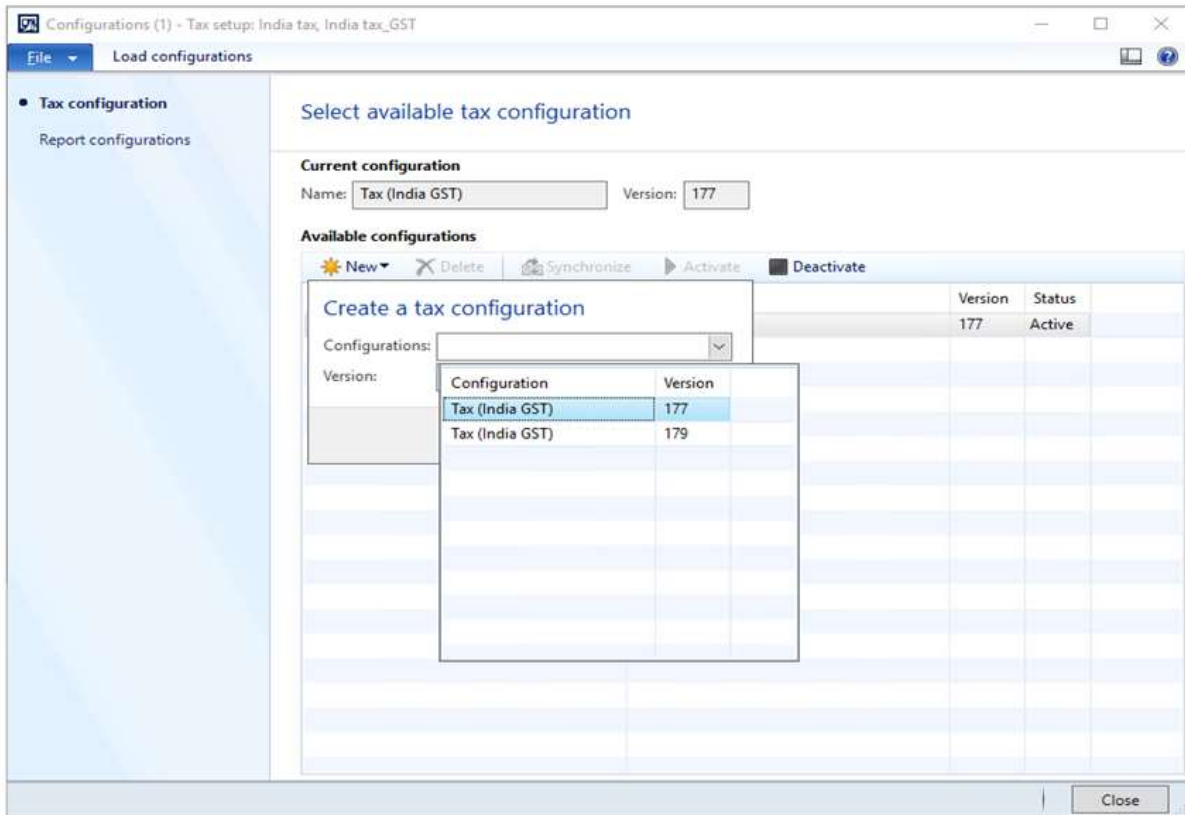


25 Click **Configurations**.

26 On the **Tax configuration** tab, under **Available configurations**, click **New**.

27 In the **Configurations** field, select a value.

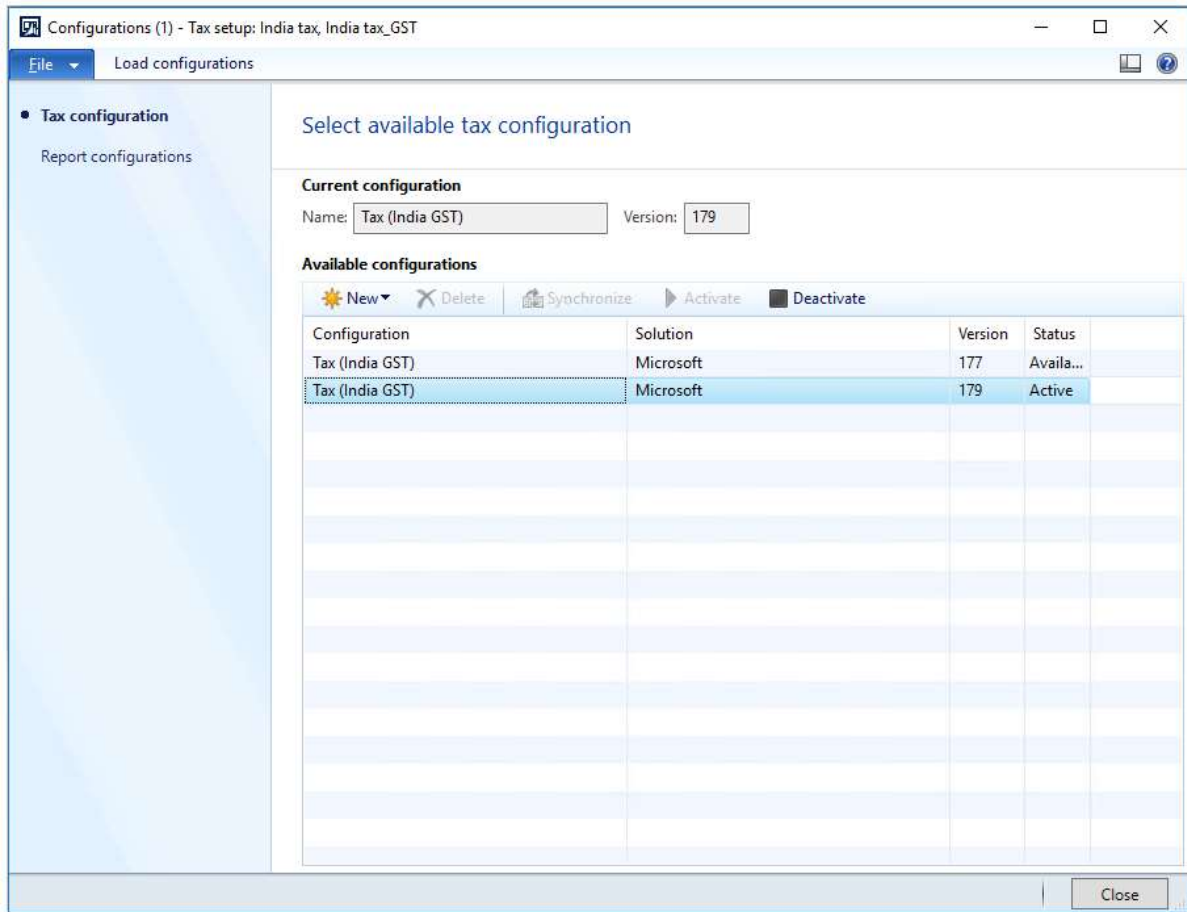
The new tax configuration is listed in the **Available configurations** grid.



28 Click **OK**.

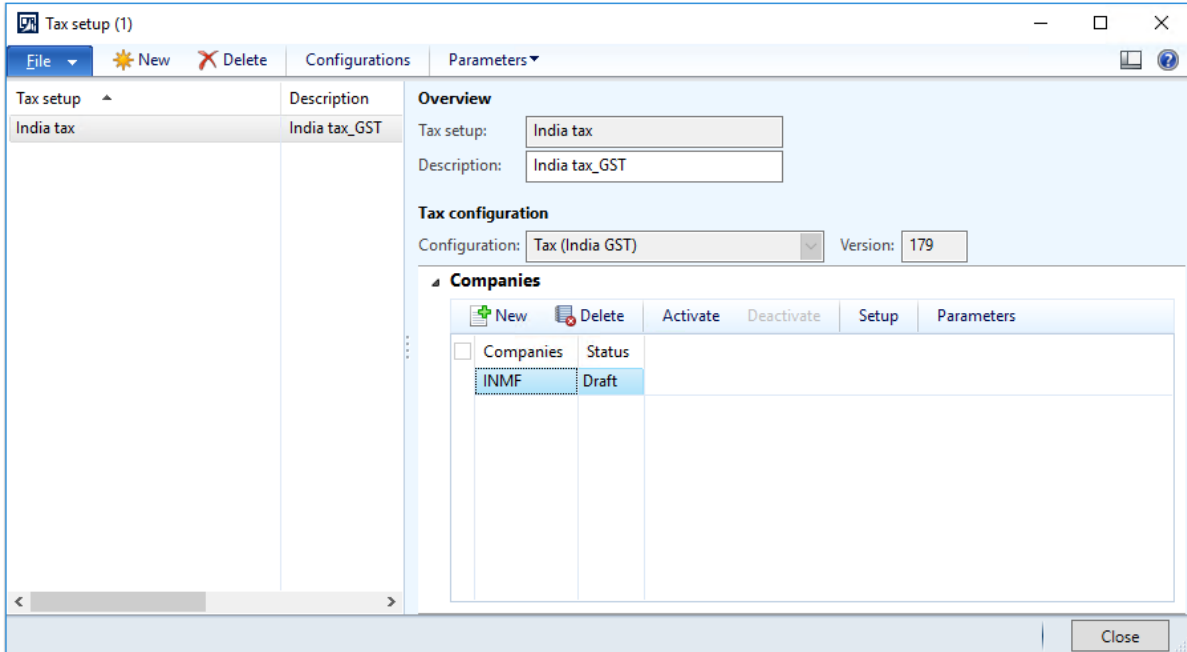
29 Select the record, and then click **Synchronize**.

30 Click Activate.

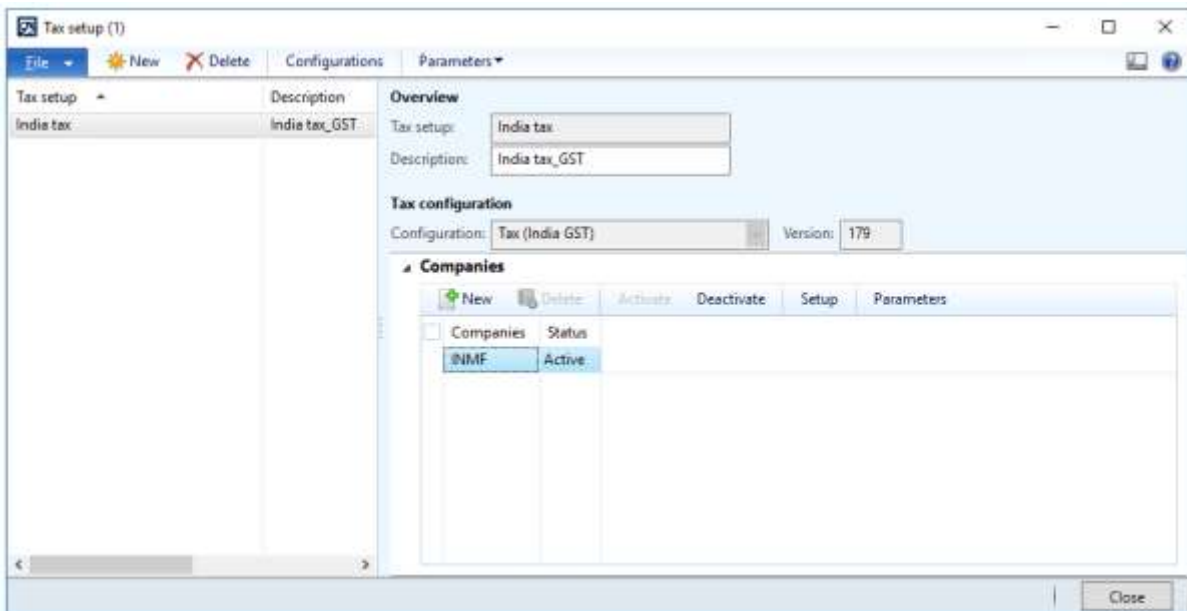


Note: The activated configuration is updated as the current configuration.

31 Click **Close**.



32 Click **Activate**.

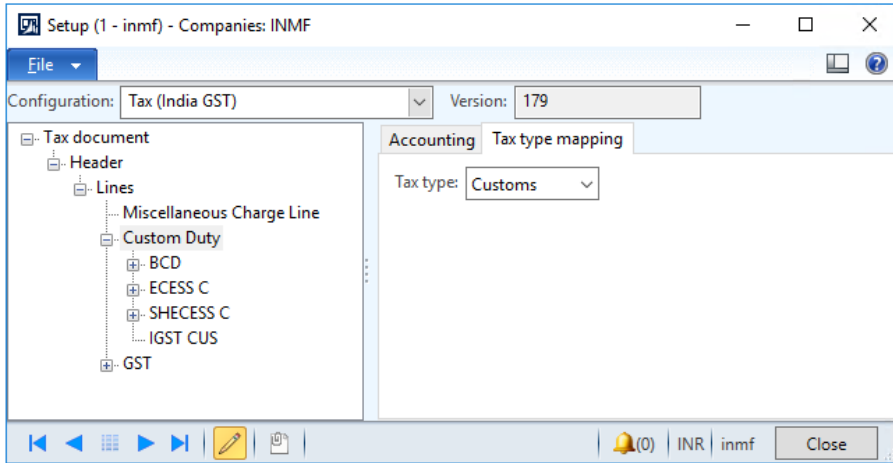


Tax setup

Map configuration tax types to ERP tax types

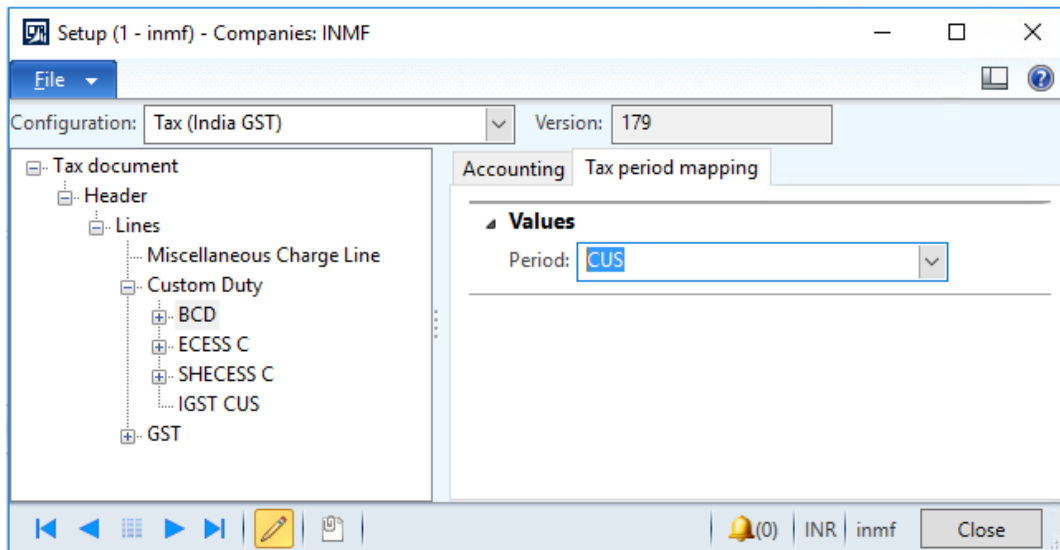
Tax type - Customs

- 1 Click **General ledger** > **Setup** > **Sales tax** > **India** > **Tax setup**.
- 2 Select a company.
- 3 Click **Setup**.
- 4 Select the **Customs** node.
- 5 On the **Tax type mapping** tab, in the **Tax type** field, select **Customs**.



Define a tax period

- 1 Select the node for the tax component.
- On the **Tax period mapping** tab, in the **Period** field, select a value

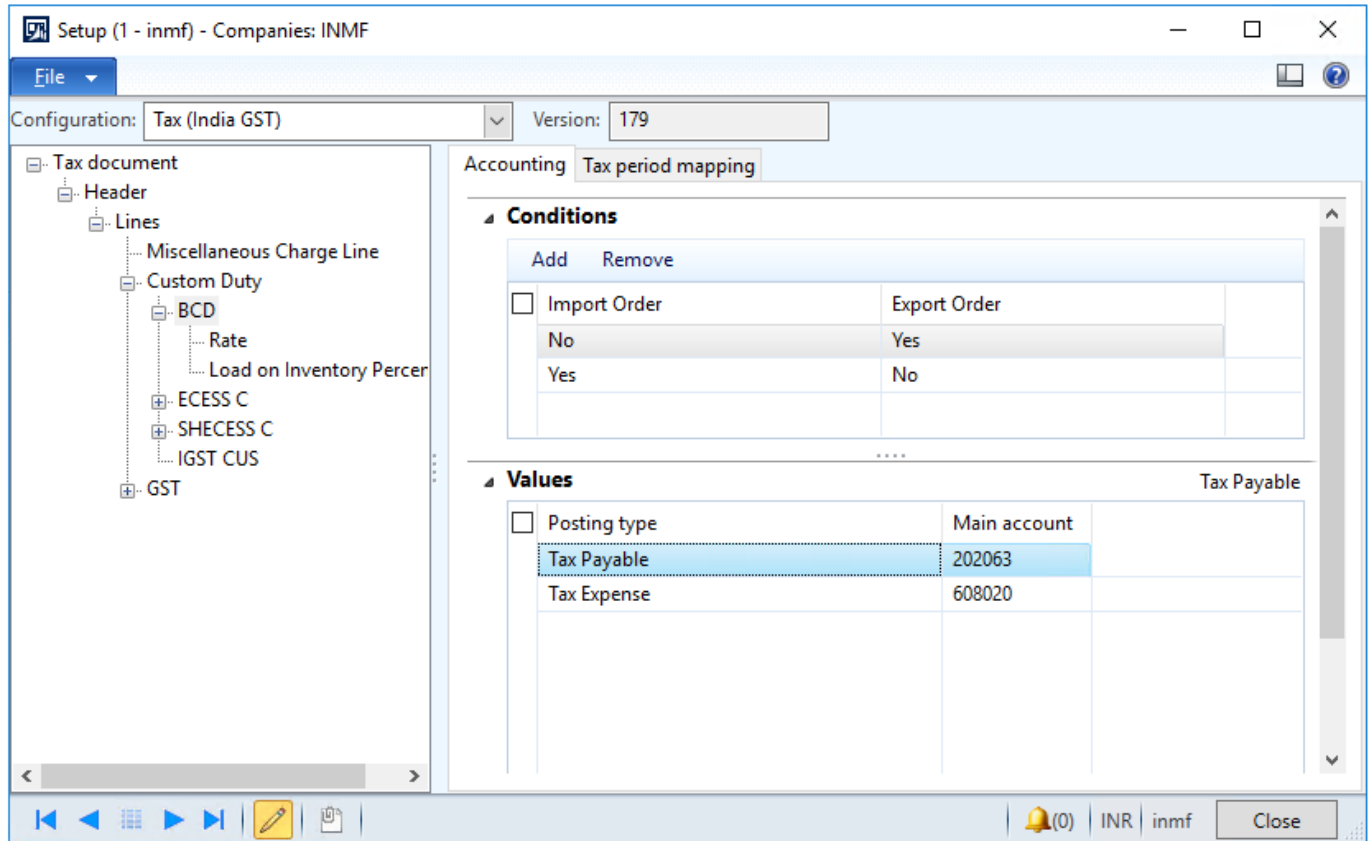


Define main accounts

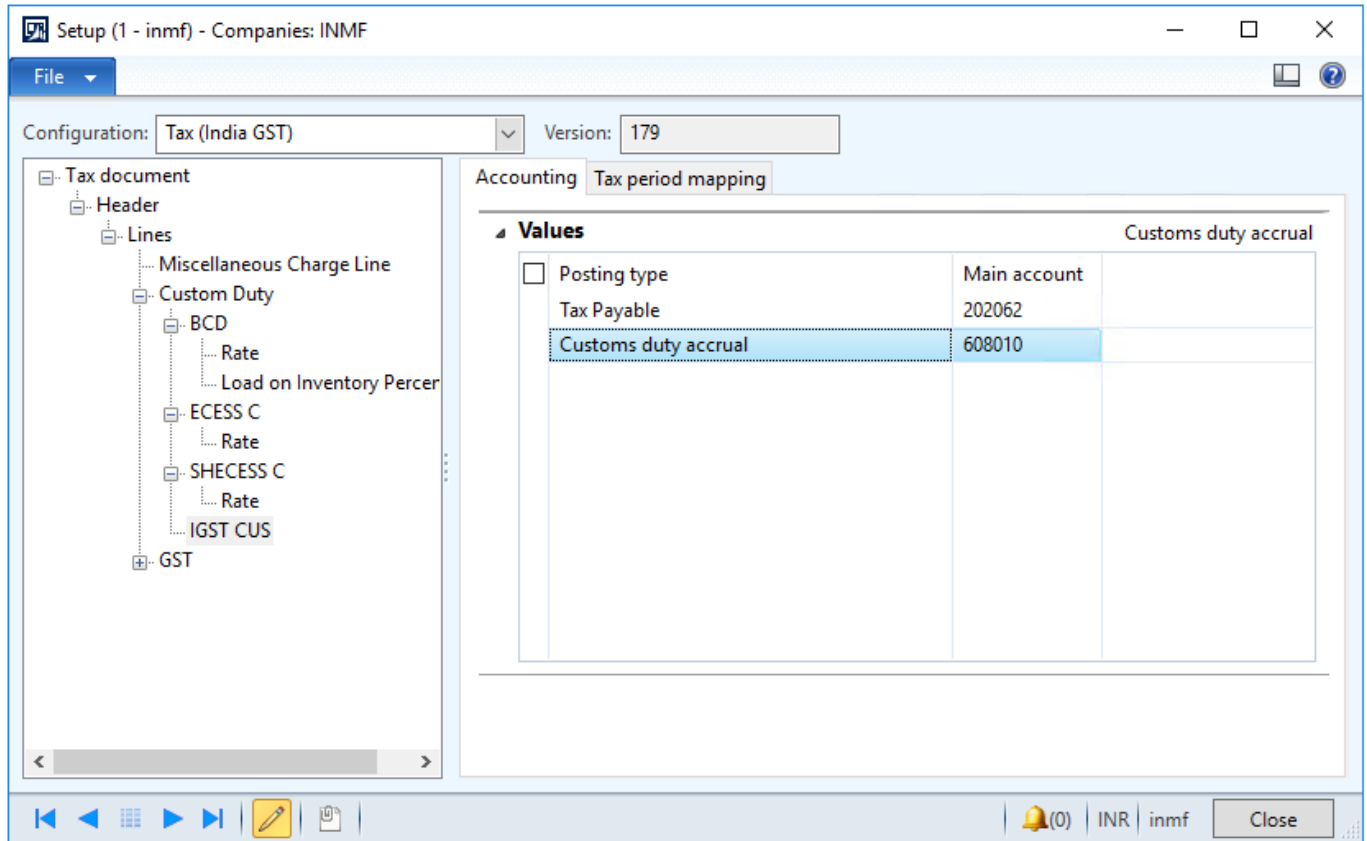
- 1 On the **Accounting** tab, on the **Conditions** FastTab, click **Add**.
- 2 In the **Import Order** field, select a value.

- 3 In the **Export order** field, select a value
- 4 Save the record.
- 5 On the **Values** FastTab, in the **Main account** field, select a value.

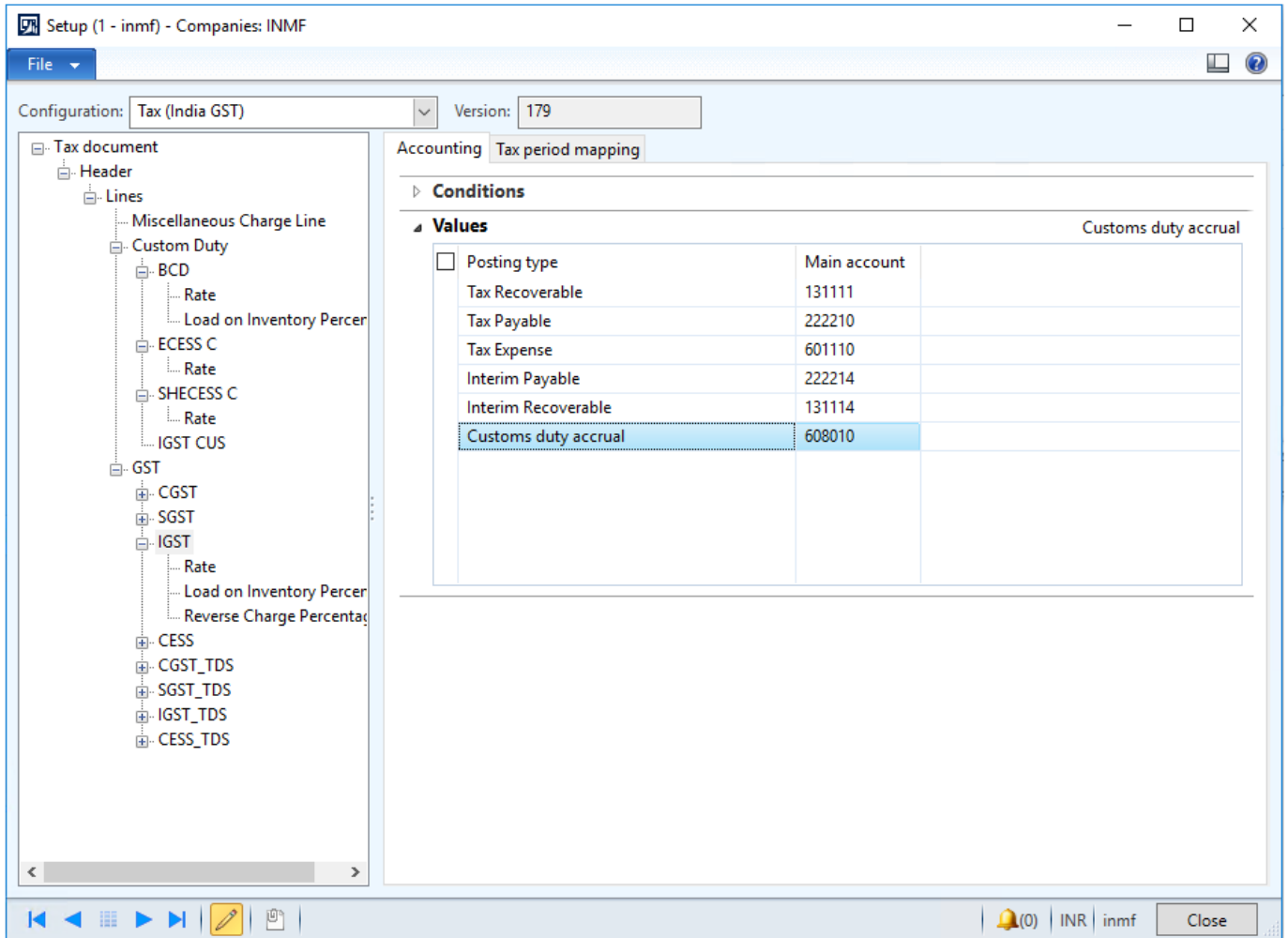
Note: The list of accounts is generated dynamically, based on the posting profile from the configuration. Selected Main account should be of posting type '**Customs**'.



- 6 Select **IGST CUS** node
- 7 On the **Values** FastTab, in the **Main account** field, select a value.



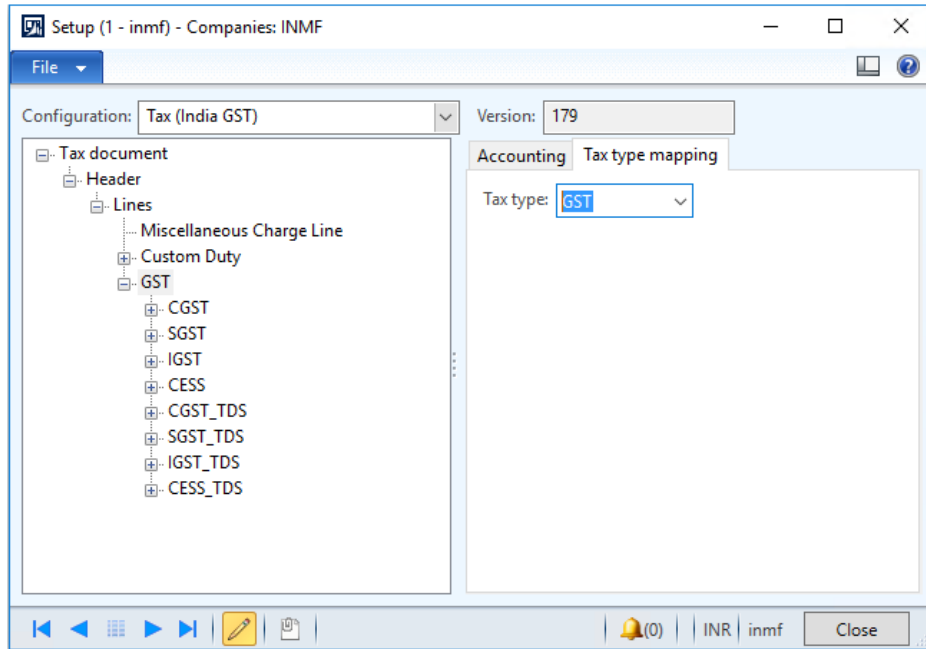
Note: **Main account** selected for **Customs duty accrual** should be the same account selected for the **Customs duty accrual account** of the **GST > IGST node**



Tax type - GST

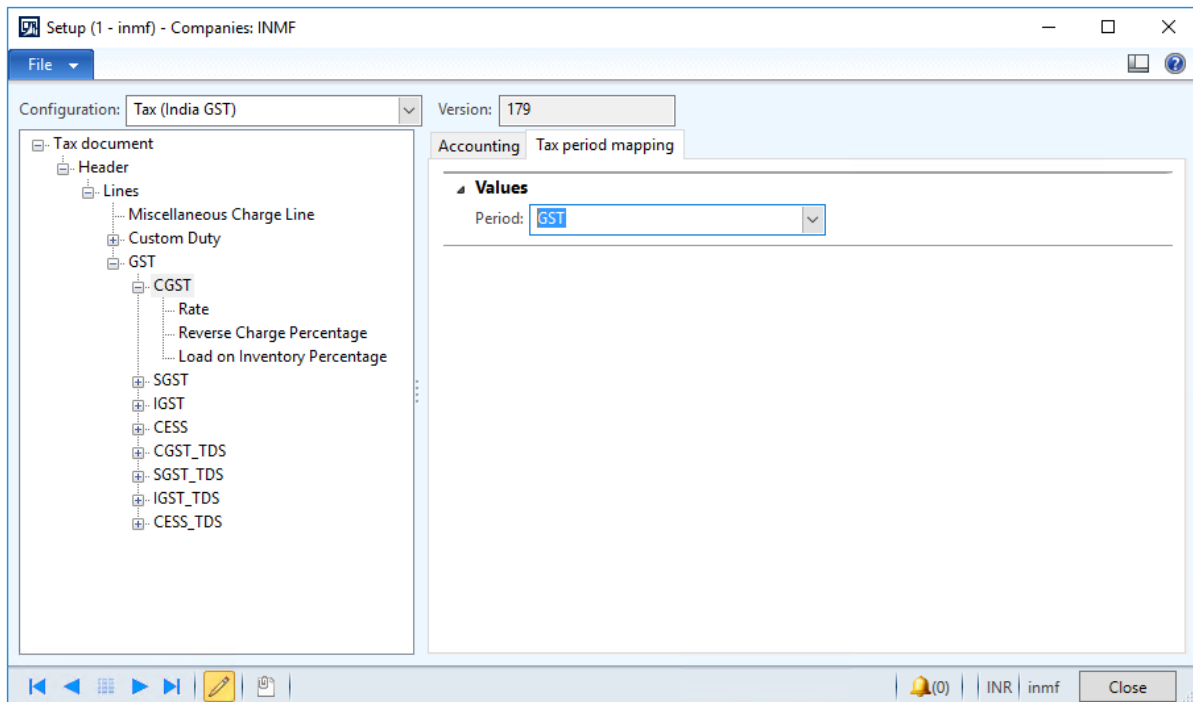
- 6 Click **General ledger** > **Setup** > **Sales tax** > **India** > **Tax setup**.
- 7 Select a company.
- 8 Click **Setup**.
- 9 Select the **GST** node.

10 On the **Tax type mapping** tab, in the **Tax type** field, select **GST**.



Define a tax period

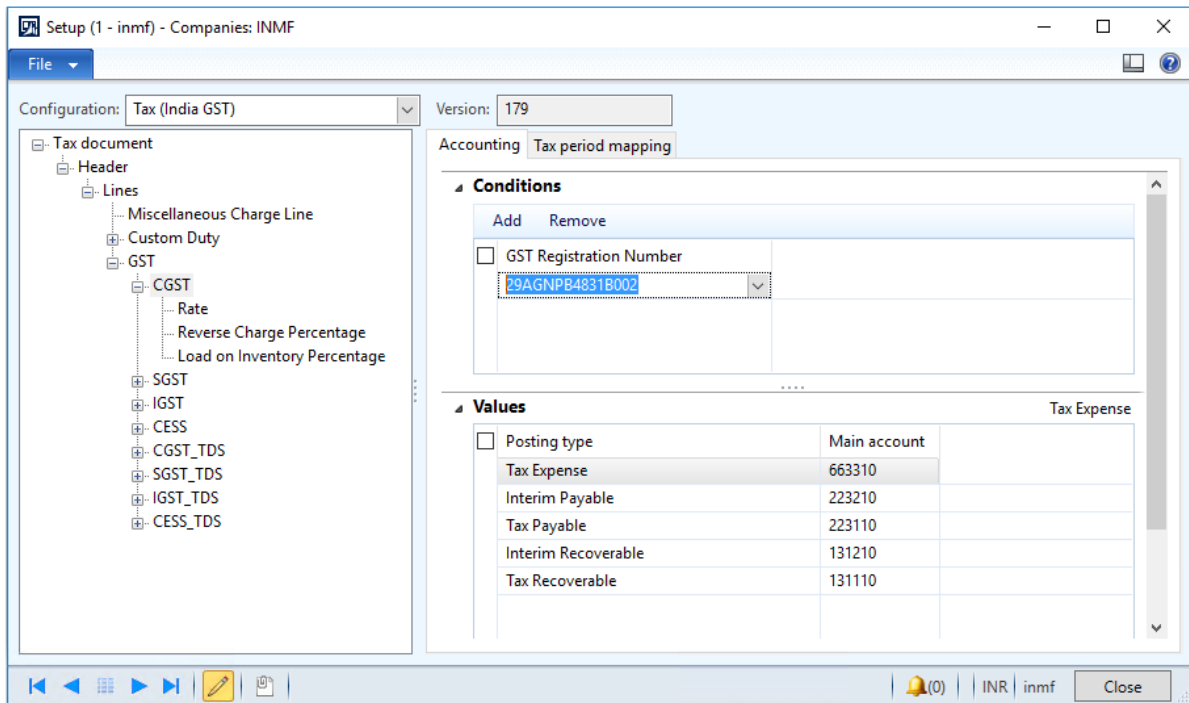
- 2 Select the node for the tax component.
- 3 On the **Tax period mapping** tab, in the **Period** field, select a value.



Define main accounts

- 8 On the **Accounting** tab, on the **Conditions** FastTab, click **Add**.
- 9 In the **GST Registration Number** field, select a value.
- 10 Save the record.
- 11 On the **Values** FastTab, in the **Main account** field, select a value.

Note: The list of accounts is generated dynamically, based on the posting profile from the configuration.

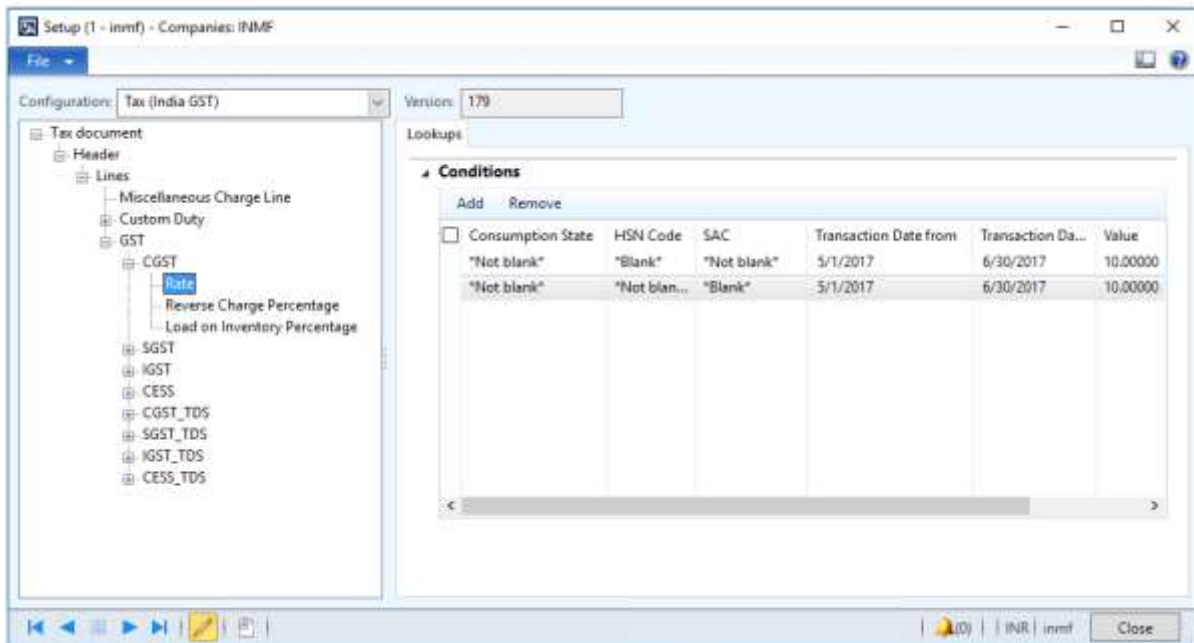


Note: Tax main accounts can be defined at level of the tax type or the tax component. The value at the tax component level will override the value at the tax type level. If the field is left blank for a posting type at the tax component level, the corresponding value from the tax type level will be used for posting. We recommend that you set up the tax accounts at the tax component level per registration.

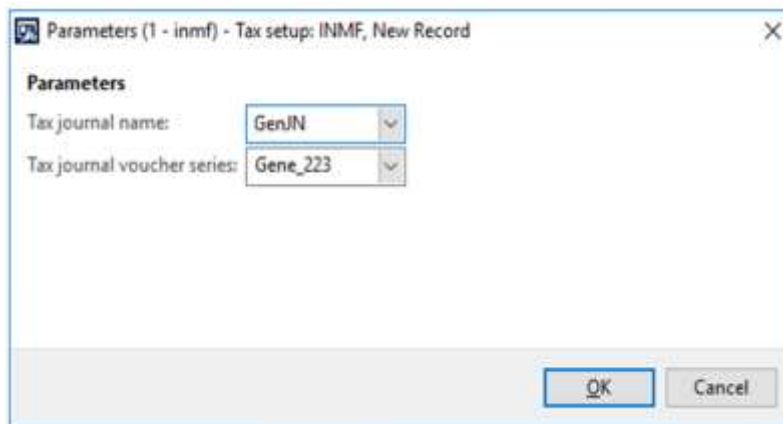
Set up rate and percentage tables

- 1 Expand the node for the tax Component.
- 2 Select the **Rate** node, and then, in the **Value** field, define the tax rates.
- 3 Select the **Reverse Charge Percentage** node, and then, in the **Value** field, define the reverse charge percentage.

- 4 Select the **Load on Inventory Percentage** node, and then, in the **Value** field, define the load on inventory percentage.



- 5 Click **Close**.
6 Click **Parameters**.



- 7 Click **OK**.

Set up and activate a tax hierarchy tree

Set up the General ledger parameter

- 1 Click **General ledger** > **Setup** > **General ledger parameters**.
- 2 On the **Sales tax** tab, select the **Use the sales tax hierarchy framework** check box.

General ledger parameters (1 - inmf)

File

Ledger

- Sales tax
- Direct taxes
- Inventory dimensions
- Number sequences
- Batch transfer rules

Set up sales tax and sales tax group information

Service tax:

Customs:

Excise

Vendor calculation date type: Delivery date

Customer calculation date type: Delivery date

Tax journal name: [dropdown]

Avail CENVAT on product receipt:

Interim account: [dropdown]

Service tax

Tax recoverable on full payment:

Accounting basis: Both

VAT

Enable input reversal on stock transfer:

Post inventory:

EXIM

Activate incentive schemes:

Sales tax payment

Use the sales tax hierarchy framework:

▸ Tax options

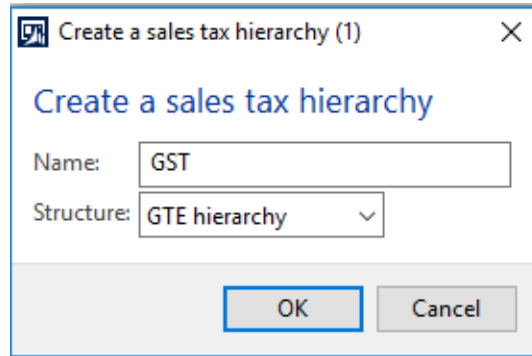
INR | inmf Close

- 3 Click **Close**.

Set up a sales tax hierarchy and setoff rules

- 1 Click **General ledger** > **Setup** > **Sales tax** > **India** > **Sales tax hierarchies**.
- 2 Click **New**.
- 3 In the **Name** field, enter a value.

4 In the **Structure** field, select **GTE hierarchy**.

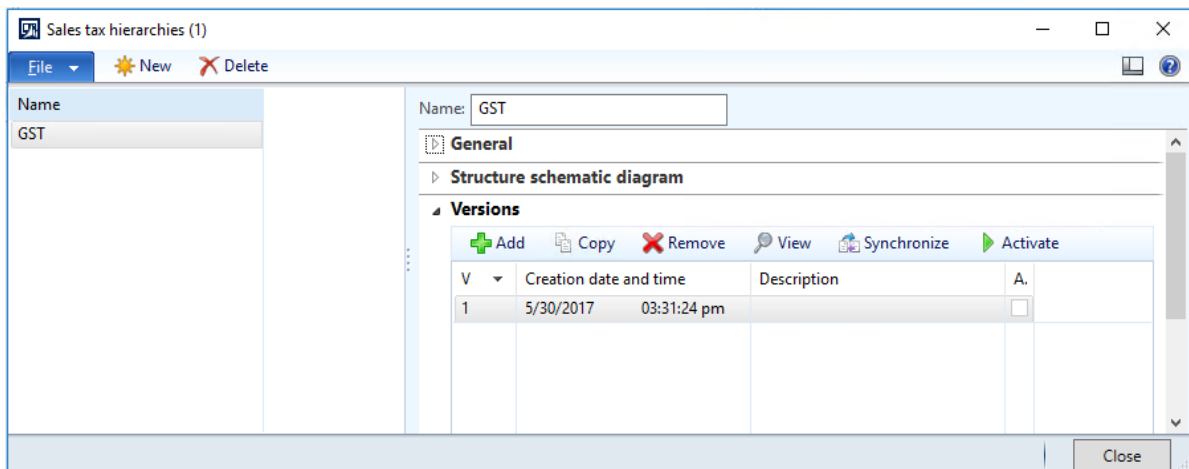


5 Click **OK**.

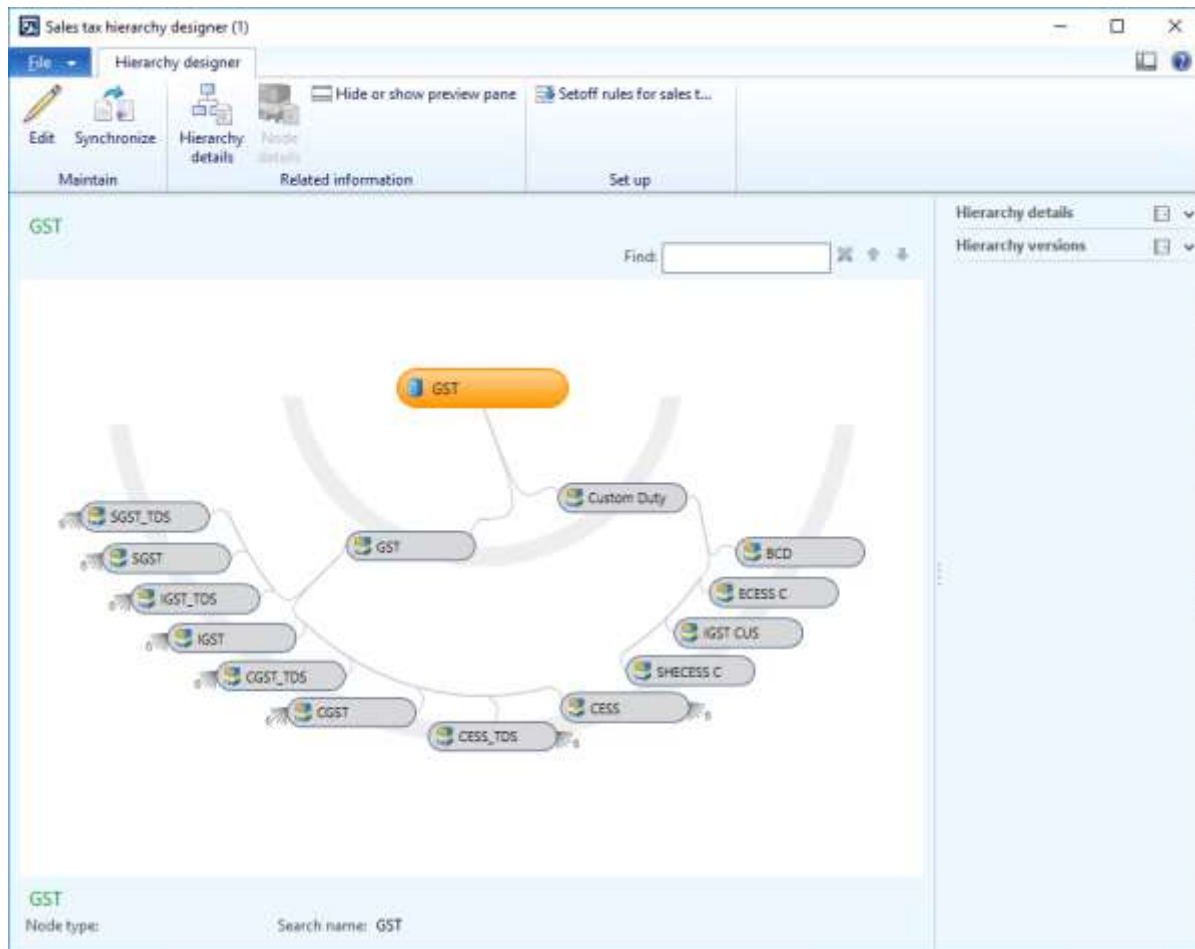
6 On the **Versions** FastTab, click **Synchronize**.

7 Close the message.

8 Click **View**.

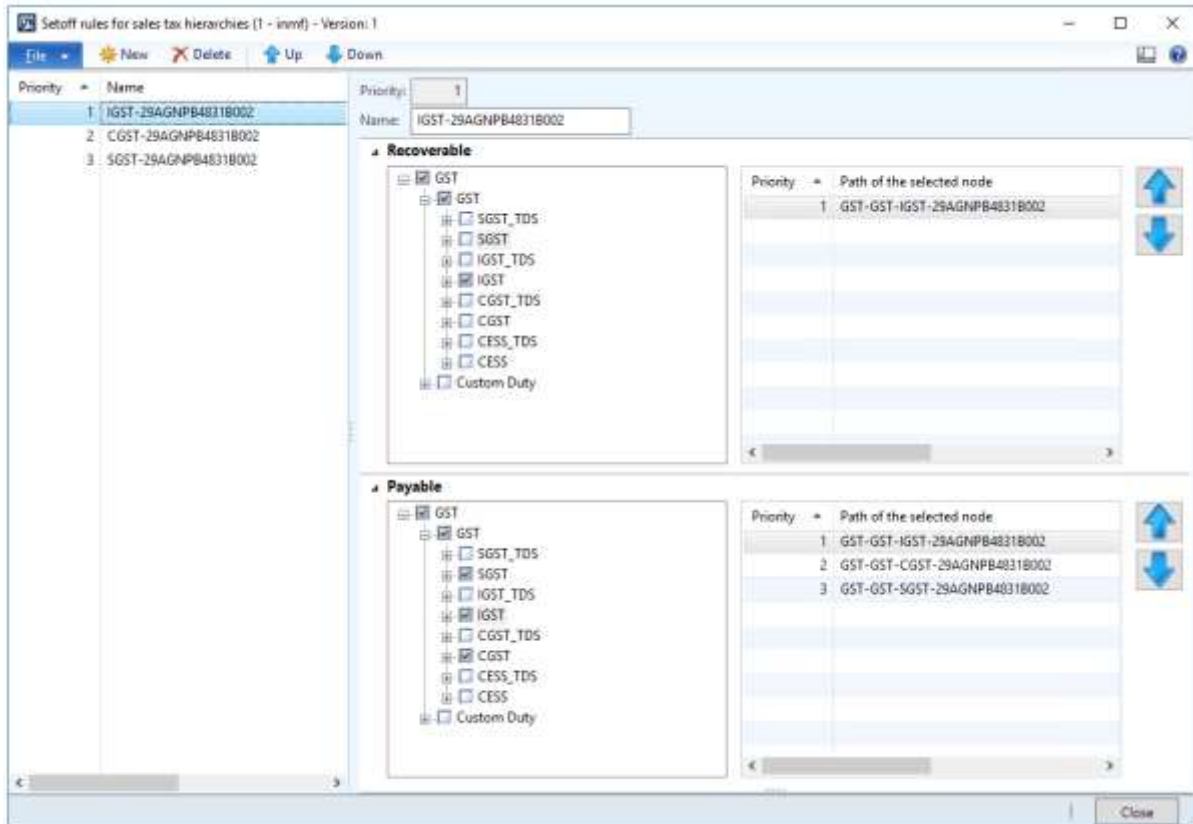


The **Sales tax hierarchy designer** form shows the tax type and tax components per the configuration.



- 9 Click **Setoff rules for sales tax hierarchy**.
- 10 Click **New**.
- 11 In the **Name** field, enter a value.
- 12 Save the record.
- 13 On the **Recoverable** FastTab, select the tax components, and adjust the **Priority** values.
- 14 On the **Payable** FastTab, select the tax components, and adjust the **Priority** values.

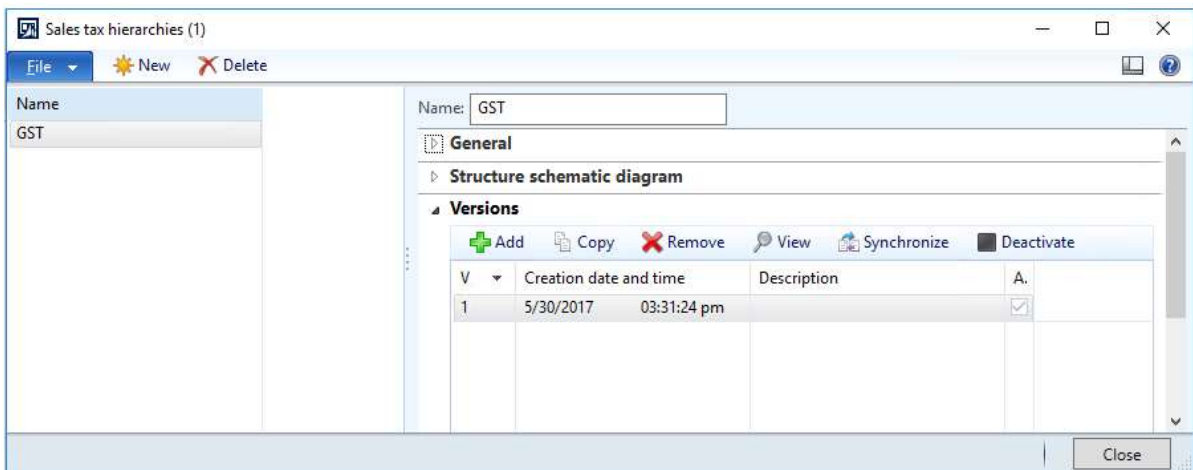
15 Define the setoff rules per the legal requirement.



16 Click **Close**.

17 Close the **Sales tax hierarchy designer** form.

18 Click **Activate**.



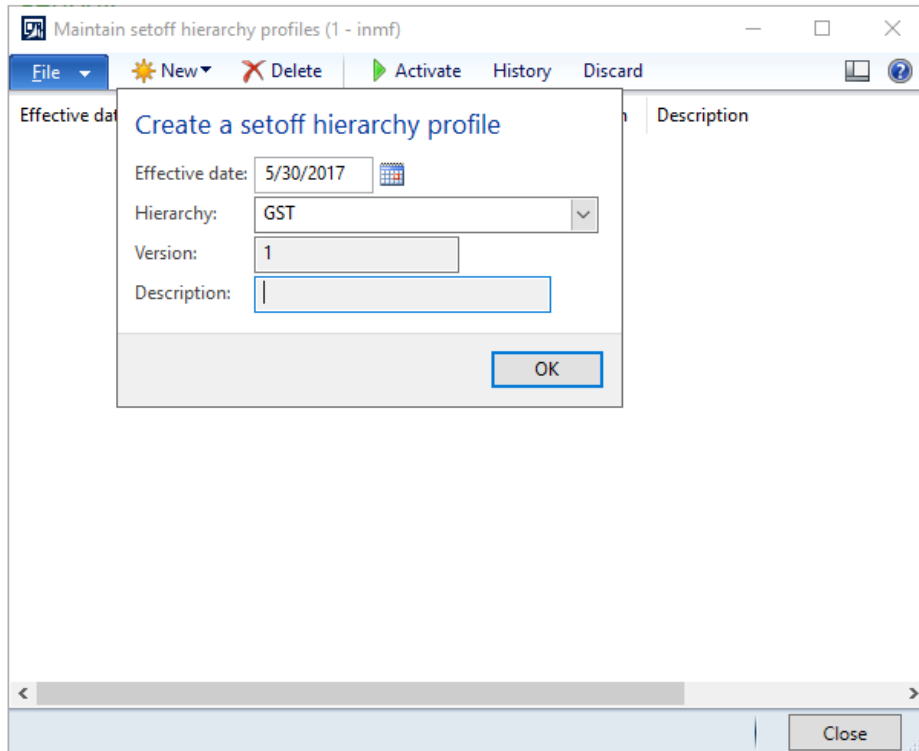
19 Click **Close**.

20 Click **General ledger > Setup > Maintain setoff hierarchy profiles**.

21 Click **New**.

22 In the **Effective date** field, enter a value.

23 In the **Hierarchy** field, select a value.

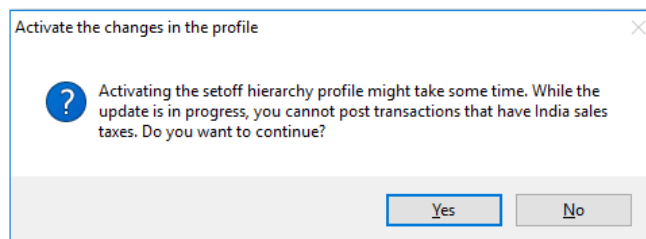


The screenshot shows a software window titled "Maintain setoff hierarchy profiles (1 - inmf)". The window has a menu bar with "File", "New", "Delete", "Activate", "History", and "Discard". A dialog box titled "Create a setoff hierarchy profile" is open in the foreground. The dialog box contains the following fields: "Effective date" with the value "5/30/2017" and a calendar icon; "Hierarchy" with a dropdown menu showing "GST"; "Version" with the value "1"; and "Description" with an empty text box. An "OK" button is located at the bottom right of the dialog box. The background window shows a table with columns for "Effective date" and "Description".

24 Click **OK**.

25 Click **Activate**.

26 Click **Yes**.



The screenshot shows a confirmation dialog box titled "Activate the changes in the profile". The dialog box contains a question mark icon and the following text: "Activating the setoff hierarchy profile might take some time. While the update is in progress, you cannot post transactions that have India sales taxes. Do you want to continue?". There are two buttons at the bottom: "Yes" and "No".

27 Close the message.

28 Close the form.

GST minor codes

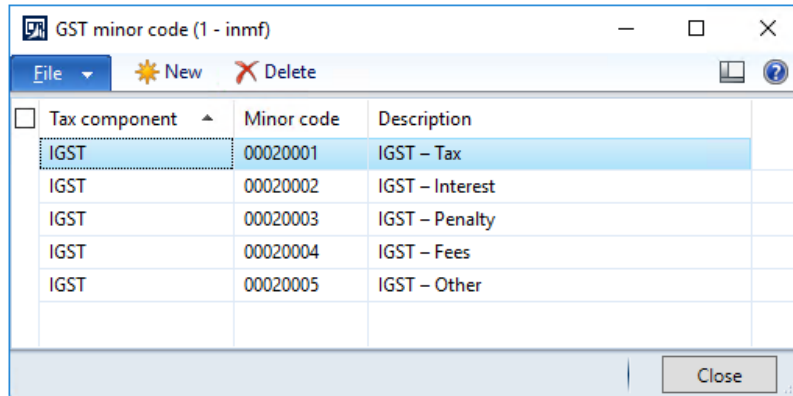
1 Click **General ledger** > **Setup** > **Sales tax** > **India** > **GST minor codes**.

2 Create a record.

3 In the **Tax component** field, select a value.

4 In the **Minor code** field, enter a value.

5 In the **Description** field, enter a value.



<input type="checkbox"/> Tax component	Minor code	Description
IGST	00020001	IGST - Tax
IGST	00020002	IGST - Interest
IGST	00020003	IGST - Penalty
IGST	00020004	IGST - Fees
IGST	00020005	IGST - Other

6 Click **Close**.

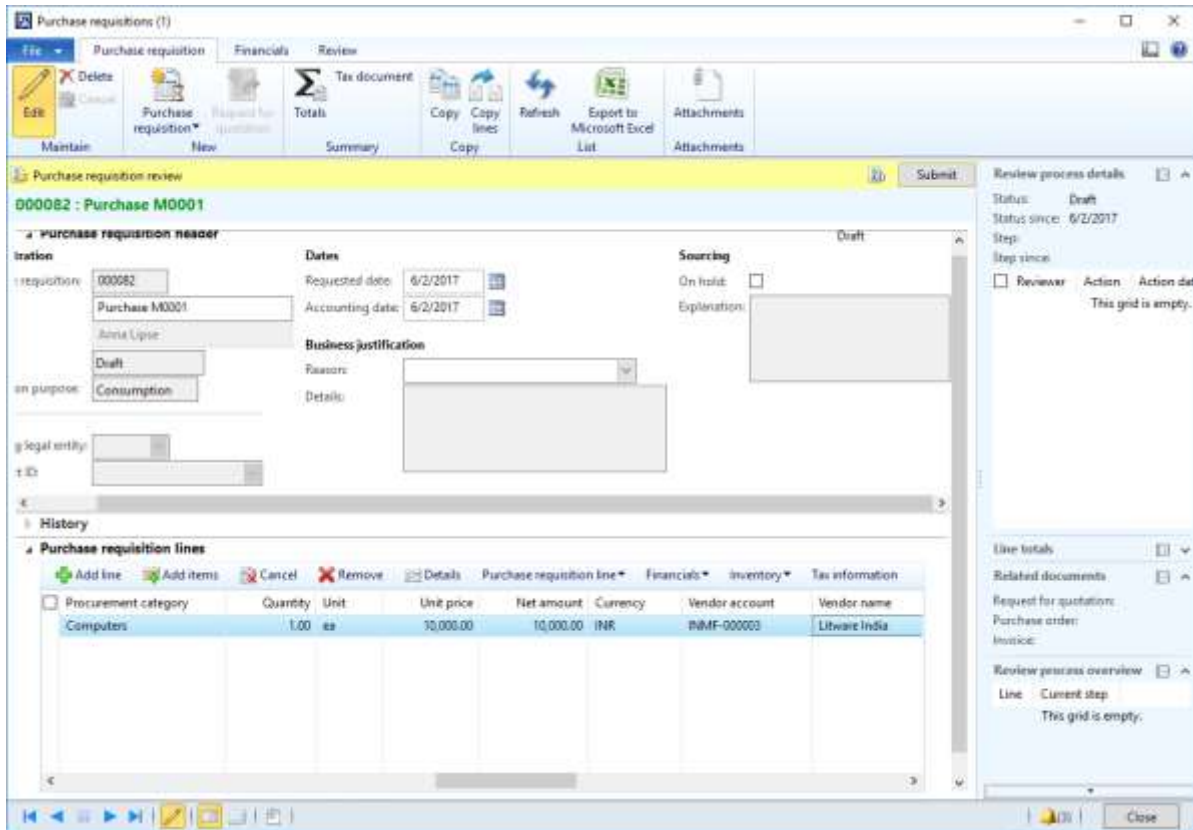
Purchase transactions

Purchases from an unregistered vendor

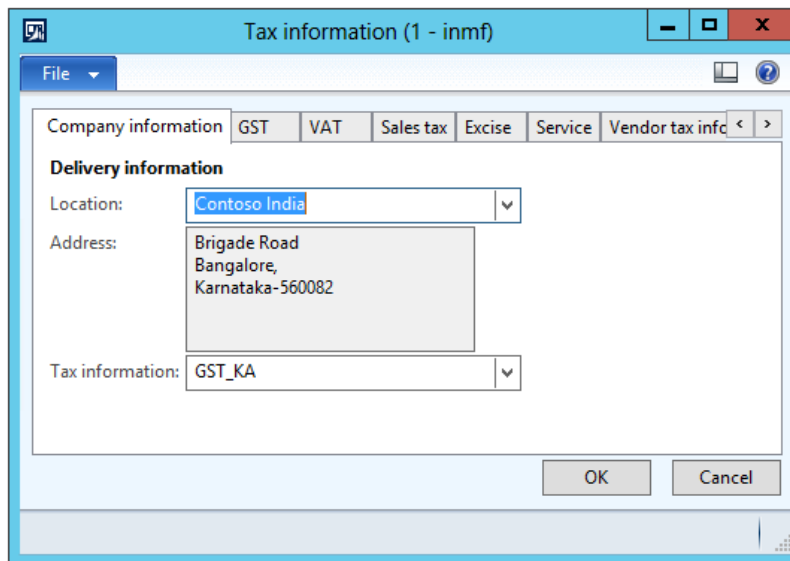
Purchase requisition

- 1 Click **Procurement and sourcing** > **Common** > **Purchase requisitions** > **All purchase requisitions**.
- 2 Create a purchase requisition for a taxable item.

3 Save the record. The **Tax information** button becomes available.

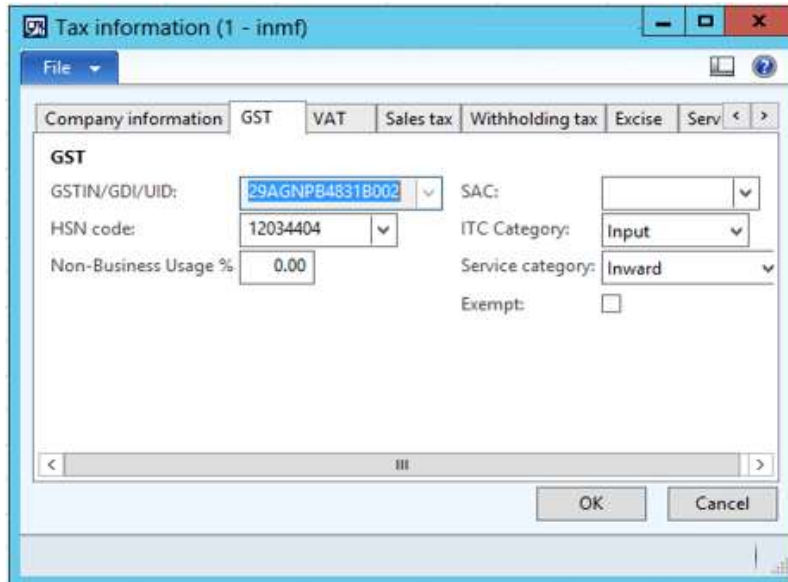


4 Click **Tax information**.



5 On the **GST** tab, validate the default values for the following fields.

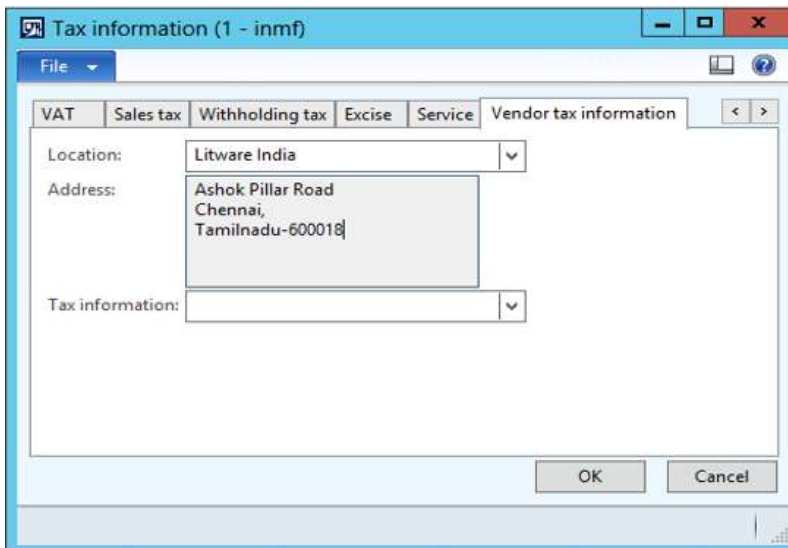
- **GSTIN/GDI/UID**
- **HSN code**
- **ITC category:** Input
- **Service category:** Inward



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The fields are as follows:

Field	Value
GSTIN/GDI/UID	29AGNPB4831B002
HSN code	12034404
Non-Business Usage %	0.00
SAC	
ITC Category	Input
Service category	Inward
Exempt	<input type="checkbox"/>

6 Click the **Vendor tax information** tab.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Vendor tax information' tab selected. The fields are as follows:

Field	Value
Location	Litware India
Address	Ashok Pillar Road Chennai, Tamilnadu-600018
Tax information	

Notes:

- The company address and the vendor address are in different states. Therefore, this transaction is an interstate transaction.
- The **Tax information** field is blank for the vendor. Therefore, the dealer is an unregistered dealer.

7 Click **OK**.

8 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document** to review the calculated taxes.

Example:

- **Taxable value:** 10,000.00
- **IGST:** 20 percent

The screenshot shows a software window titled "Tax document (1 - inrf)". The window is divided into several sections. The top section is "Purchase requisition" and contains a grid of fields for various details. The "Lines" section is expanded, showing a table with columns for "Tax comp.", "Base Amount (transaction)", "Base Amount (accounting)", "Rate", "Tax Amount (transaction)", and "Tax Amount (accounting currency)". The table contains one row for "IGST" with values: 10,000.00, 10,000.00, 20.0000, 2,000.00, and 2,000.00. Below the table, there are buttons for "Bill", "Inrf", and "Close".

Tax comp.	Base Amount (transaction)	Base Amount (accounting)	Rate	Tax Amount (transaction)	Tax Amount (accounting currency)
IGST	10,000.00	10,000.00	20.0000	2,000.00	2,000.00

9 Click **Close**.

10 Click **Submit**.

11 Update the comment, and then click **Submit** to process the purchase requisition through a workflow.

Approve the purchase requisition

12 Click **Procurement and sourcing** > **Common** > **Purchase requisitions** > **Purchase requisitions prepared by me**.

13 Select the purchase requisition.

14 Click **Actions** > **Approve**.

15 Update the comment, and then click **Approve**.

Release the approved purchase requisition

16 Click **Procurement and sourcing** > **Common** > **Purchase requisitions** > **Release approved purchase requisition**.

17 Select the purchase requisition.

18 Click **New Purchase order**.

19 Close the message.

Purchase order form

20 Click **Accounts payable** > **Common** > **Purchase orders** > **All purchase orders**.

21 Select the purchase order.

22 On the Action Pane, on the **Purchase order** tab, in the **Maintain** group, click **Edit**.

23 Click **Tax information**.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Delivery information' tab selected. The 'Company information' tab is also visible. The 'Delivery information' section includes a 'Location' dropdown menu set to 'Contoso India', an 'Address' text box containing 'Brigade Road, Bangalore, Karnataka-560082', and a 'Tax information' dropdown menu set to 'GST_KA'. The 'OK' and 'Cancel' buttons are at the bottom right.

24 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GST' section includes a 'GSTIN/GDI/UID' dropdown menu set to '29AGNPB4831B002', an 'HSN code' dropdown menu set to '12034404', and a 'Non-Business Usage %' text box set to '0.00'. The 'SAC' dropdown menu is empty, the 'ITC Category' dropdown menu is set to 'Input', the 'Service category' dropdown menu is set to 'Inward', and the 'Exempt' checkbox is unchecked. The 'OK' and 'Cancel' buttons are at the bottom right.

25 Click the **Vendor tax information** tab.

Location: Litware India

Address: Ashok Pillar Road
Chennai,
Tamilnadu-600018

Tax information:

OK Cancel

26 Click **OK**.

Validate the tax details

27 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document** to review the calculated taxes.

Example:

- **Taxable value:** 10,000.00
- **IGST:** 20 percent

Headers - PurchTable PurchMtl: INMF-000257: Purc

Lines - PurchLine LineNumber: 1, ItemId: M00

GST

IGST

Purchase order

Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency): 2,000.00

Total of Tax Amount (accounting currency): 2,000.00

Tax comp...	Base Amount (transaction ...	Base Amount (accountb...	Rate	Tax Amount (transaction c...	Tax Amount (accounting currency)
IGST	10,000.00	10,000.00	20.00000	2,000.00	2,000.00

€

Base Amount: 10,000.00 Expense Amount: 0.00 Recoverable Amount:

Rate: 20.00000 Reverse Charge Percentage: 0.00 Interim Recoverable Amount:

Tax Amount: 2,000.00 Interim Payable Amount: 0.00 Payable Amount:

Load on Inventory Percentage: 0.00 Load on Inventory Reverse Charge Amount: 0.00 Reverse Charge Amount:

Load on Inventory Amount: 0.00 Load on Inventory Remaining Amount: 0.00 Expense Reverse Charge Amount:

If you change any tax attributes after the order line is created, click **Recalculate** to recalculate tax.

28 Click **Close**.

29 Click **Confirm**.

Post the purchase invoice

30 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

31 In the **Default quantity for lines** field, select **Ordered quantity**.

32 Enter the invoice number.

33 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post > Post**.

34 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

- **Financial entry for the purchase of goods**

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST interim recoverable account	1,000.00		IGST interim recoverable account	2,000.00	
SGST interim recoverable account	1,000.00		IGST payable account		2,000.00
CGST payable account		1,000.00	Vendor account		10,000.00
SGST payable account		1,000.00			
Vendor account		10,000.00			

Note: After the authority payment, the credit should be claimed.

- **Financial entry for the purchase of services**

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST interim recoverable account	1,000.00		IGST interim recoverable account	2,000.00	
SGST interim recoverable account	1,000.00		IGST interim payable account		2,000.00
CGST interim payable account		1,000.00	Vendor account		10,000.00
SGST interim payable account		1,000.00			
Vendor account		10,000.00			

Tax liability arises on invoice payment.

Financial entry on invoice payment

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Vendor account	10,000.00		Vendor account	10,000.00	
CGST interim payable account	1,000.00		IGST interim payable account	2,000.00	
SGST interim payable account	1,000.00		IGST payable account		2,000.00
CGST payable account		1,000.00	Bank account		10,000.00
SGST payable account		1,000.00			
Bank account		10,000.00			

Note: An appropriate Service accounting code must be selected.

- Financial entry for the purchase of goods where the ITC category is set to Others

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST expense account	1,000.00		IGST expense account	2,000.00	
SGST expense account	1,000.00		IGST payable account		2,000.00
CGST payable account		1,000.00	Vendor account		10,000.00
SGST payable account		1,000.00			
Vendor account		10,000.00			

- Financial entry for the purchase of services where the service category is set to Others

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST expense account	1,000.00		IGST expense account	2,000.00	
SGST expense account	1,000.00		IGST interim payable account		2,000.00
CGST interim payable account		1,000.00	Vendor account		10,000.00
SGST interim payable account		1,000.00			
Vendor account		10,000.00			

Tax liability arises on invoice payment.

Financial entry on invoice payment

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Vendor account	10,000.00		Vendor account	10,000.00	
CGST interim payable account	1,000.00		IGST interim payable account	2,000.00	
SGST interim payable account	1,000.00		IGST payable account		2,000.00
CGST payable account		1,000.00	Bank account		10,000.00
SGST payable account		1,000.00			
Bank account		10,000.00			

- Financial entry for purchases where the load on inventory is set to 100 percent

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	12,000.00		Purchases account	12,000.00	
CGST payable account		1,000.00	IGST payable account		2,000.00
SGST payable account		1,000.00	Vendor account		10,000.00
Vendor account		10,000.00			

- Financial entry for purchases where the non-business usage is set to 40 percent

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST expense account	400.00		IGST expense account	800.00	
SGST expense account	400.00		IGST interim recoverable account	1,200.00	
CGST interim recoverable account	600.00		IGST payable account		2,000.00
SGST interim recoverable account	600.00		Vendor account		10,000.00
CGST payable account		1,000.00			
SGST payable account		1,000.00			
Vendor account		10,000.00			

Note: Based on the business requirements, the non-business usage value can be used to load on inventory. Configure the account in the tax configuration file.

Purchases from a registered vendor

Purchase of goods and services

Request for quotation

- 1 Click **Procurement and sourcing** > **Common** > **Requests for quotations** > **All requests for quotations**.
- 2 Create a request for quotation (RFQ) for a taxable item.

The screenshot displays the 'Request for quotation details' form for product 'Wiring Harness'. The 'Request for quotation lines' table contains one line with the following data:

Procurement category	Item number	Product name	Expiration	Lowest status	Highest status	Quantity	Unit	Unit price	Discor
Computers	140031	Wiring Harness	6/27...	Created	Created	1.00	ea	10,000.00	E

The 'Vendor' section shows the following details:

Vendor account	Name	Lowest status	Highest status	Rank	Total score	Contact	Telephone	E-mail
INMF-000001	Alpine ski House India Ltd.	Created	Created					

- 3 On the Action Pane, on the **Quotation** tab, in the **Process** group, click **Send and publish to Vendor portal**.
- 4 Click **OK**.
- 5 Close the message.
- 6 Close the **Request for quotation details** form.

Request for quotation replies

- 7 Click **Procurement and sourcing** > **Common** > **Requests for quotations** > **Request for quotation replies**.
- 8 Select the record.
- 9 On the Action Pane, on the **Reply** tab, in the **Maintain** group, click **Edit**.
- 10 On the Action Pane, on the **Reply** tab, in the **Process** group, click **Copy data to reply**.

11 On the **Purchase quotation lines** FastTab, click **Tax information**.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". At the top, there is a "File" menu and a set of tabs: "Company information", "GST", "VAT", "Sales tax", "Excise", "Service", and "Vendor tax info". The "Delivery information" section is active. It contains the following fields:

- Location: A dropdown menu with "Contoso India" selected.
- Address: A text box containing "Brigade Road", "Bangalore,", and "Karnataka-560082".
- Tax information: A dropdown menu with "GST_KA" selected.

At the bottom right, there are "OK" and "Cancel" buttons.

12 Click the **GST** tab.

The screenshot shows the same dialog box "Tax information (1 - inmf)", but now the "GST" tab is selected. The "Company information" tab is also visible. The "GST" section contains the following fields:

- GSTIN/GDI/UID: A dropdown menu with "29AGNPB4831B002" selected.
- HSN code: A dropdown menu with "12034404" selected.
- Non-Business Usage %: A text box with "0.00".
- SAC: A dropdown menu.
- ITC Category: A dropdown menu with "Input" selected.
- Service category: A dropdown menu with "Inward" selected.
- Exempt: An unchecked checkbox.

At the bottom right, there are "OK" and "Cancel" buttons.

13 Click the **Vendor tax information** tab.

The screenshot shows a software dialog box titled "Tax information (1 - inmf)". It has a menu bar with "File" and a toolbar with a help icon. Below the menu bar are several tabs: "GST", "VAT", "Sales tax", "Excise", "Service", and "Vendor tax information". The "Vendor tax information" tab is active. The dialog contains three main input areas: "Location:" with a dropdown menu showing "Alpine ski House India Ltd."; "Address:" with a text area containing "Ramiah Street", "Karnataka", "Bangalore 560086", and "IND"; and "Tax information:" with a dropdown menu showing "GST_KA". At the bottom right, there are "OK" and "Cancel" buttons.

14 Click **OK**.

Validate the tax details

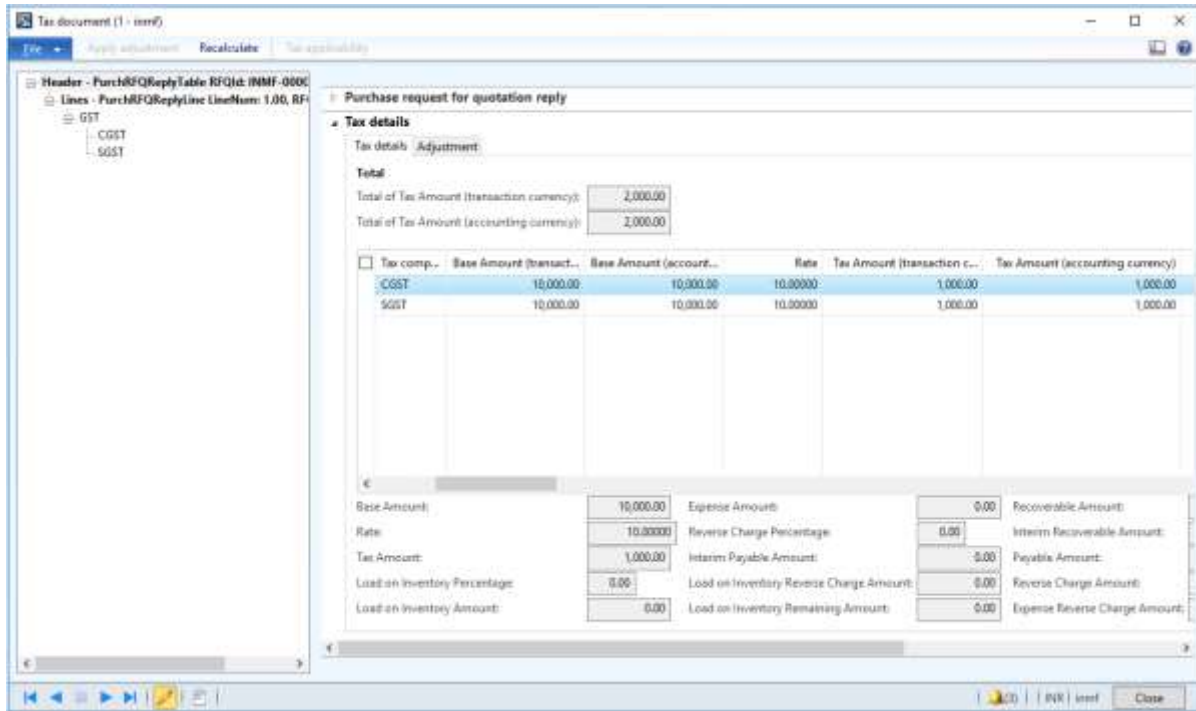
15 On the Action Pane, on the **Reply** tab, in the **Financials** group, click **Tax document**.

16 Select the **GST** node.

17 On the **Purchase request for quotation reply** and **Tax details** FastTabs, review the tax applicability, tax attributes, and tax calculation.

Example:

- **Taxable value:** 10,000.00
- **CGST:** 10 percent
- **SGST:** 10 percent



18 Click **Close**.

19 On the Action Pane, on the **Reply** tab, in the **Process** group, click **Accept**.

20 Click **OK**.

21 Close the message.

22 Close the **Request for quotation reply** form.

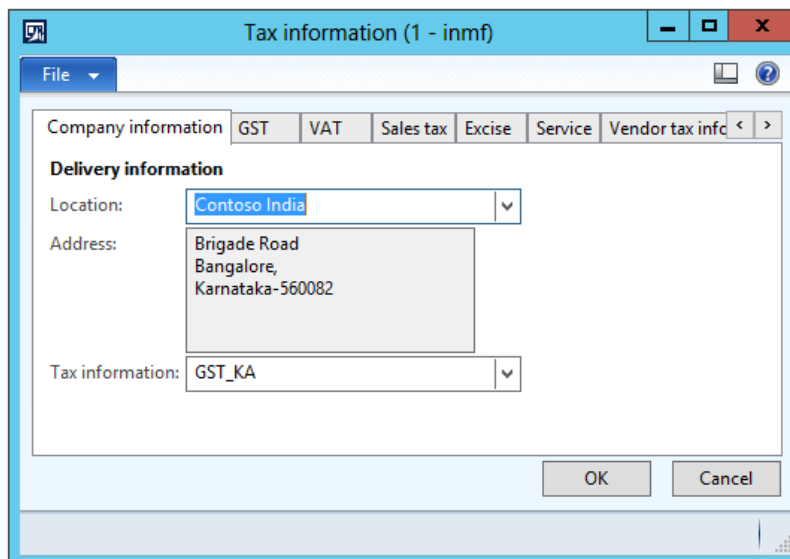
Purchase order form

23 Click **Accounts payable** > **Common** > **Purchase orders** > **All purchase orders**.

24 Select the purchase order that was created through the RFQ.

25 On the Action Pane, on the **Purchase order** tab, in the **Maintain** group, click **Edit**.

26 On the **Purchase order lines** FastTab, click **Tax information**.



27 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'Company information' tab is also visible. The 'GST' section contains the following fields:

GSTIN/GDI/UID:	29AGNPB4831B002	SAC:	
HSN code:	12034404	ITC Category:	Input
Non-Business Usage %:	0.00	Service category:	Inward
		Exempt:	<input type="checkbox"/>

Buttons: OK, Cancel

28 Click the **Vendor tax information** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Vendor tax information' tab selected. The 'Sales tax' tab is also visible. The 'Vendor tax information' section contains the following fields:

Location:	Alpine ski House India Ltd.
Address:	Ramiah Street Karnataka Bangalore 560086 IND
Tax information:	GST_KA

Buttons: OK, Cancel

29 Click **OK**.

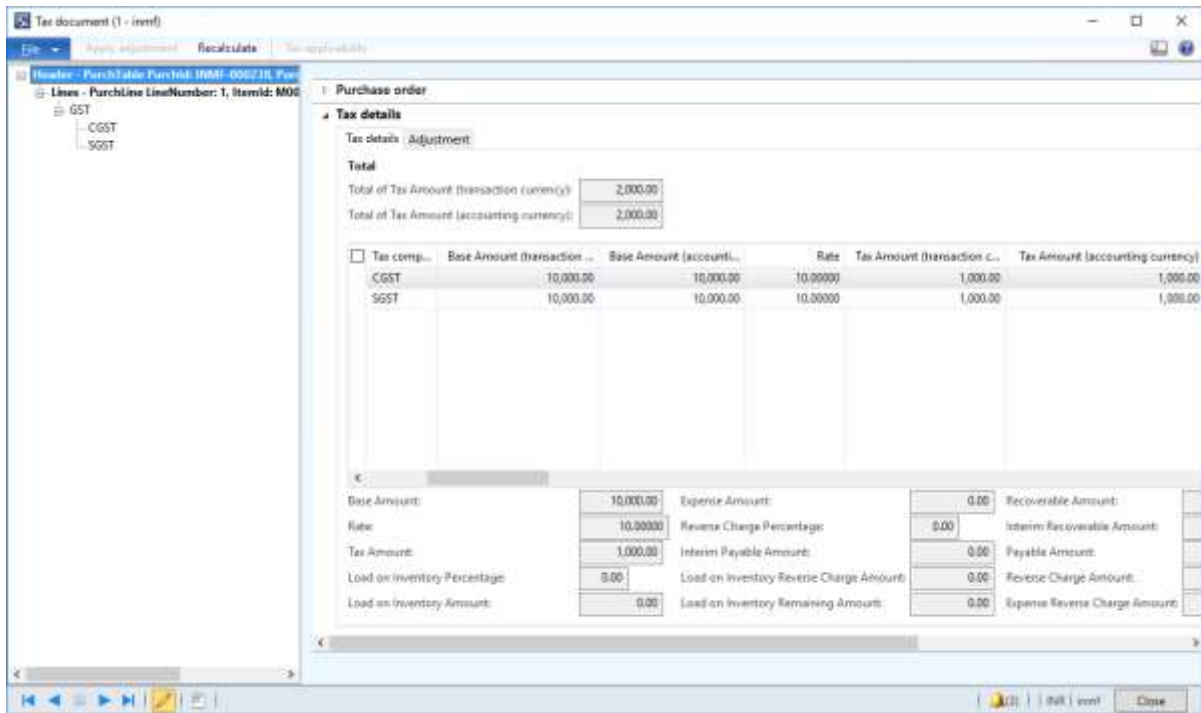
Validate the tax details

30 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.

31 On the **Purchase order** and **Tax details** FastTabs, review the tax applicability, tax attributes, and tax calculation.

Example:

- **Taxable value:** 10,000.00
- **CGST:** 10 percent
- **SGST:** 10 percent



32 Click **Close**.

33 Click **Confirm**.

Post the purchase invoice

34 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

35 In the **Default quantity for lines** field, select **Ordered quantity**.

36 Enter the invoice number.

37 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post > Post**.

38 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview**, tab, click **Voucher**.

- **Financial entry for the purchase of goods**

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST recoverable account	1,000.00		IGST recoverable account	2,000.00	
SGST recoverable account	1,000.00		Vendor account		12,000.00
Vendor account		12,000.00			

- **Financial entry for the purchase of services**

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST recoverable account	1,000.00		IGST recoverable account	2,000.00	
SGST recoverable account	1,000.00		Vendor account		12,000.00
Vendor account		12,000.00			

- Financial entry for the purchase of goods where the ITC category is set to Others

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST expense account	1,000.00		IGST expense account	2,000.00	
SGST expense account	1,000.00		Vendor account		12,000.00
Vendor account		12,000.00			

- Financial entry for the purchase of services where the service category is set to Others

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST expense account	1,000.00		IGST expense account	2,000.00	
SGST expense account	1,000.00		Vendor account		12,000.00
Vendor account		12,000.00			

- Financial entry for the purchase of goods where the load on inventory is set to 100 percent

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	12,000.00		Purchases account	12,000.00	
Vendor account		12,000.00	Vendor account		12,000.00

- Financial entry for the purchase of goods where the reverse charge is set to 100 percent

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST interim recoverable account	1,000.00		IGST interim recoverable account	2,000.00	
SGST interim recoverable account	1,000.00		IGST payable account		2,000.00
CGST payable account		1,000.00	Vendor account		10,000.00
SGST payable account		1,000.00			
Vendor account		10,000.00			

- Financial entry for the purchase of goods where the reverse charge is set to 70 percent and the ITC category is set to Others

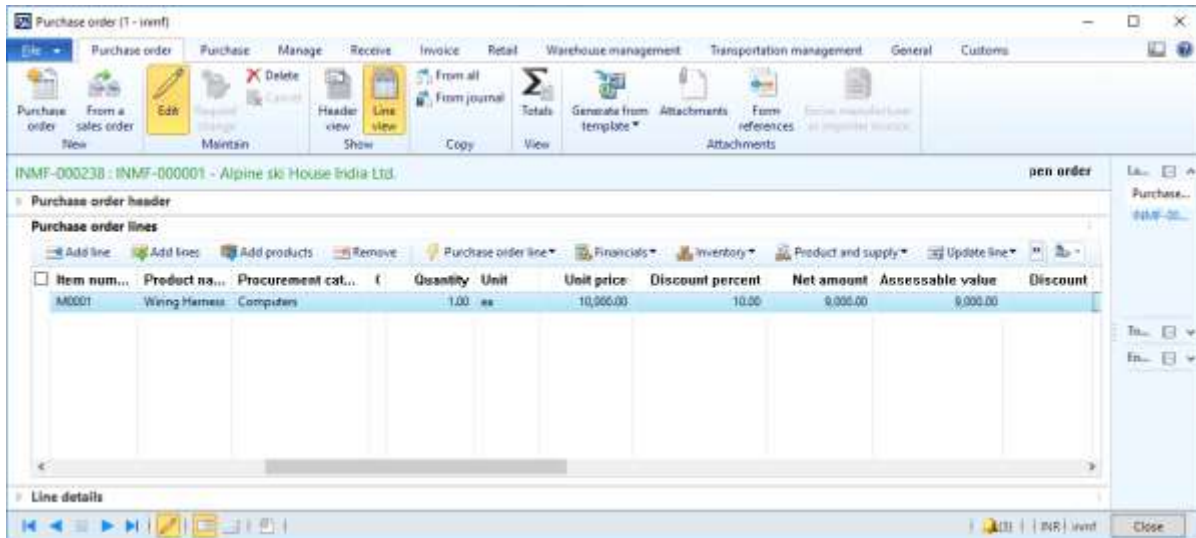
Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST expense account	1,000.00		IGST expense account	2,000.00	
SGST expense account	1,000.00		IGST payable account		1,400.00
CGST payable account		700.00	Vendor account		10,600.00
SGST payable account		700.00			
Vendor account		10,600.00			

- Financial entry for purchases where the non-business usage is set to 40 percent

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00		Purchases account	10,000.00	
CGST expense account	400.00		IGST expense account	800.00	
SGST expense account	400.00		IGST recoverable account	1,200.00	
CGST recoverable account	600.00		Vendor account		12,000.00
SGST recoverable account	600.00				
Vendor account		12,000.00			

Purchase of goods where there is a discount

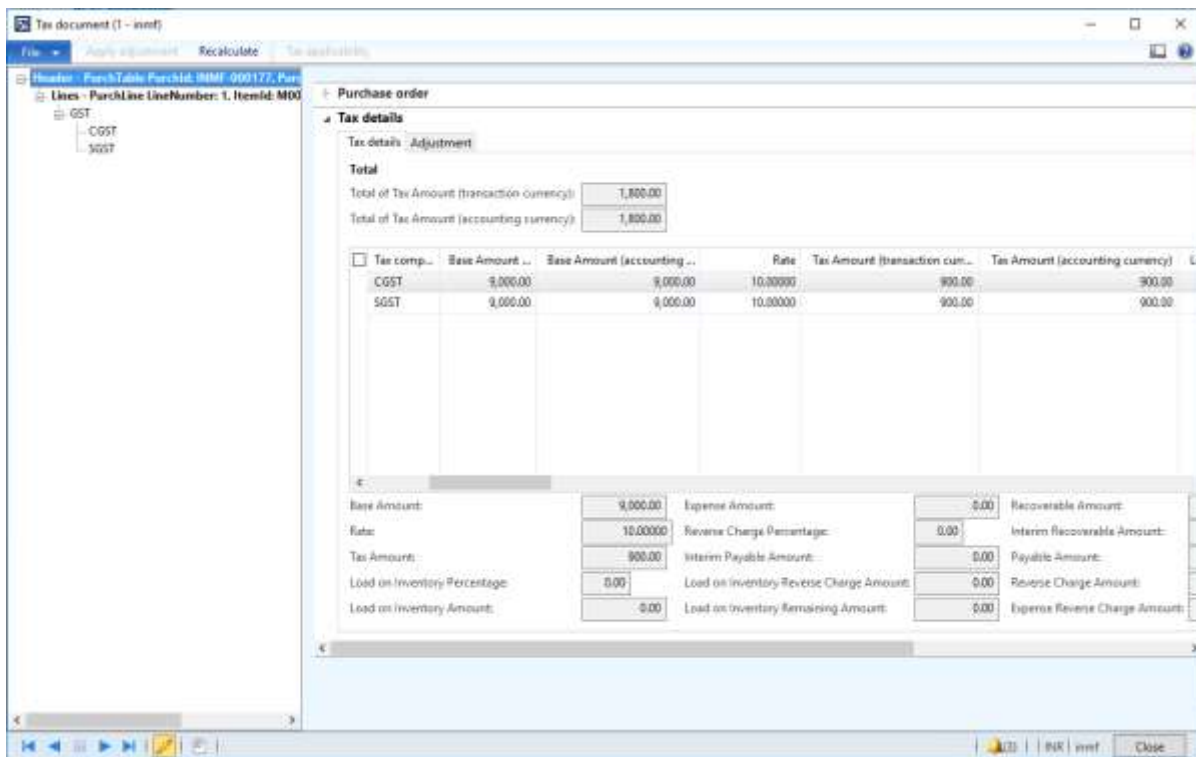
- 1 Click **Accounts payable > Common > Purchase orders > All purchase orders**.
- 2 Create a purchase order for a taxable item.
- 3 In the **Discount percent** field, enter a value.



- 4 Save the record.

Validate the tax details

- 5 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.
- 6 Verify that the tax that is calculated considers the discount.



- 7 Click **Close**.
- 8 Click **Confirm**.

Post the purchase invoice

- 9 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.
- 10 In the **Default quantity for lines** field, select **Ordered quantity**.
- 11 Enter the invoice number.
- 12 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post** > **Post**.
- 13 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00	
CGST recoverable account	900.00	
SGST recoverable account	900.00	
Vendor discounts account		1,000.00
Vendor account		10,800.00

Purchase of exempted goods

- 1 Click **Accounts payable** > **Common** > **Purchase orders** > **All purchase orders**.
- 2 Create a purchase order for an exempted item.
- 3 Save the record.
- 4 Click **Tax information**.
- 5 On the **GST** tab, verify that the **Exempted** check box is selected by default.

The screenshot shows a window titled "Tax information (1 - inmf)" with a "File" menu. The "GST" tab is selected. The "GST" section contains the following fields:

- GSTIN/GDI/UID: 29AGNPB4831B002
- HSN code: 12034404
- Non-Business Usage %: 0.00
- SAC: [Empty]
- ITC Category: Input
- Service category: Inward
- Exempt:

Buttons for "OK" and "Cancel" are located at the bottom right of the dialog.

- 6 Click **OK**.

Validate the tax details

- 7 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.
- 8 Verify that the **Exempt** field is set to **Yes** and the **Tax computed** field is set to **0.00**.

The screenshot displays the 'Tax document (1 - rvmf)' window. The 'Purchase order' section includes fields for Accessible Value (10,000.00), Consumption State Code (KA), Delivery Date (4/26/2017), Disposition Action (Cont), Exempt (Yes), Export Custom Tariff Code, GST Registration Number (ZWGNP9431800), HSN Code (1203400), IEC Number, Import Custom Tariff Code, Inter-State (No), ITC Category (Input), Maximum Retail Price (0.00), and Net Amount (10,000.00). The 'Tax details' section is expanded, showing a table with columns for Tax component, Base Amount (transaction currency), Base Amount (accounting currency), Rate, Tax Amount (transaction currency), and Tax. The table shows CGST and SGST with a rate of 10.00000 and a tax amount of 0.00.

- 9 Click **Close**.
- 10 Click **Confirm**.

Post the purchase invoice

- 11 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.
- 12 In the **Default quantity for lines** field, select **Ordered quantity**.
- 13 Enter the invoice number.
- 14 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post** > **Post**.
- 15 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00	
Vendor account		10,000.00

Purchase of zero-rated goods

- 1 Click **Accounts payable** > **Common** > **Purchase orders** > **All purchase orders**.
- 2 Create a purchase order for a zero-rated item.
- 3 Save the record.
- 4 Click **Tax information**.

5 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'Company information' sub-tab is active. The fields are as follows:

GSTIN/GDI/UID:	2AGNPB4831B002	SAC:	
HSN code:	01061202	ITC Category:	Input
Non-Business Usage %:	0.00	Service category:	Inward
		Exempt:	<input type="checkbox"/>

Buttons: OK, Cancel

6 Click **OK**.

Validate the tax details

7 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.

8 Verify that the **Tax computed** field is set to **0.00**.

The screenshot shows the 'Tax document (1 - inmf)' window. The 'Tax details' section is expanded, showing a table of tax components and summary fields.

Tax comp...	Base Amount (trana...	Base Amount (accou...	Rate	Tax Amount (tra...	Tax Amount (account...
CGST	10,000.00	10,000.00	0.00000	0.00	0.00
SGST	10,000.00	10,000.00	0.00000	0.00	0.00

Summary fields:

Base Amount:	10,000.00	Expense Amount:	0.00	Recoverable Amount:	
Rate:	0.00000	Reverse Charge Percentage:	0.00	Interim Recoverable Amount:	
Tax Amount:	0.00	Interim Payable Amount:	0.00	Payable Amount:	
Lead on Inventory Percentage:	0.00	Lead on Inventory Reverse Charge Amount:	0.00	Reverse Charge Amount:	
Lead on Inventory Amount:	0.00	Lead on Inventory Remaining Amount:	0.00	Expense Reverse Charge Amount:	

9 Click **Close**.

10 Click **Confirm**.

Post the purchase invoice

- 11 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.
- 12 In the **Default quantity for lines** field, select **Ordered quantity**.
- 13 Enter the invoice number.
- 14 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post > Post**.
- 15 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

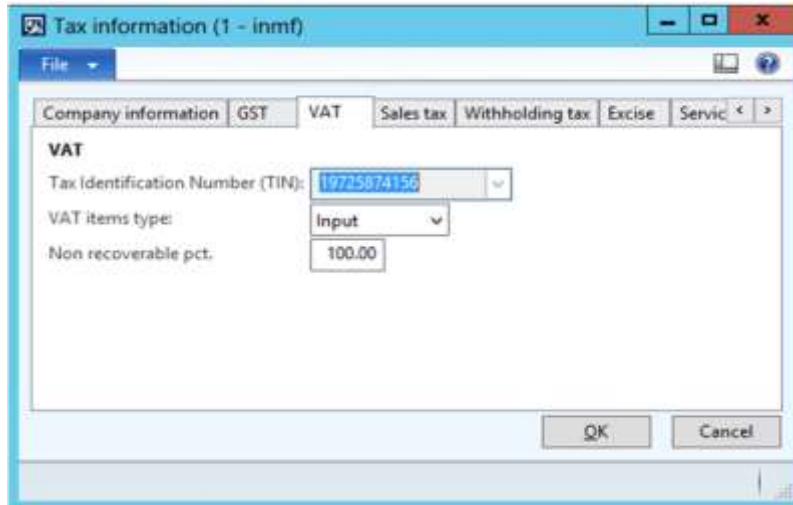
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00	
Vendor account		10,000.00

Purchase of non-GST goods

- 1 Click **Accounts payable > Common > Purchase orders > All purchase orders**.
- 2 Create a purchase order, and define value-added tax (VAT) tax groups.
- 3 Save the record.
- 4 Click **Tax information**.
- 5 In the **Tax Information** field, select the Tax Identification Number (TIN).

The screenshot shows a dialog box titled "Tax information (1 - inmf)". It has a "File" menu and several tabs: "Company information", "GST", "VAT", "Sales tax", "Withholding tax", "Excise", and "Serv". The "VAT" tab is selected. Under "Delivery information", the "Location" dropdown is set to "Contoso India". The "Address" field contains the text "Brigade Road, Bangalore, Karnataka-560082". The "Tax information" dropdown is set to "Taxinfo1". At the bottom right, there are "OK" and "Cancel" buttons.

- 6 On the **VAT** tab, in the **Non recoverable pct.** field, enter **100.00**.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'VAT' tab selected. The 'Tax Identification Number (TIN)' is 19725874156, 'VAT items type' is 'Input', and 'Non recoverable pct.' is 100.00. The 'OK' and 'Cancel' buttons are visible at the bottom.

- 7 Click **OK**.

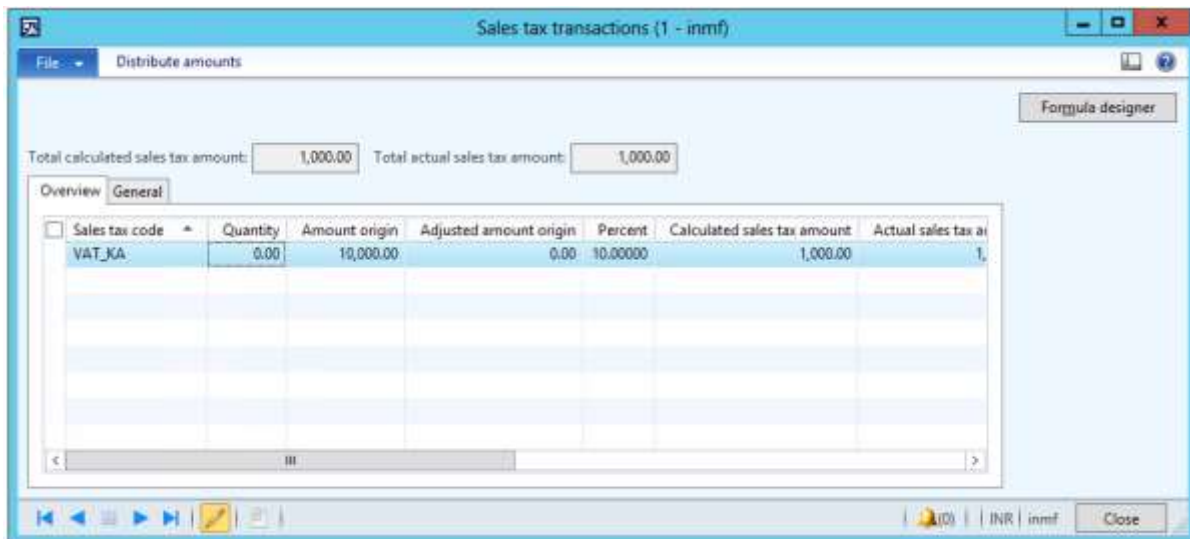
- 8 On the **Line details** FastTab, on the **Setup** tab, select values in the **Item sales tax group** and **Sales tax groups** fields.

Validate the tax details

- 9 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Sales tax**.

Note: The **Tax document** button isn't available.

- 10 Verify that VAT is calculated.



The screenshot shows the 'Sales tax transactions (1 - inmf)' dialog box with the 'Distribute amounts' tab selected. The 'Total calculated sales tax amount' and 'Total actual sales tax amount' are both 1,000.00. The table below shows the distribution of sales tax amounts.

Sales tax code	Quantity	Amount origin	Adjusted amount origin	Percent	Calculated sales tax amount	Actual sales tax amount
VAT_KA	0.00	10,000.00	0.00	10.00000	1,000.00	1,000.00

- 11 Click **Close**.

- 12 Click **Confirm**.

Post the purchase invoice

- 13 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

- 14 In the **Default quantity for lines** field, select **Ordered quantity**.

15 Enter the invoice number.

16 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post** > **Post**.

17 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	11,000.00	
Vendor account		11,000.00

Purchase from a composite dealer

1 Click **Accounts payable** > **Journals** > **Invoice** > **Invoice journals**.

2 Create a journal.

3 Click **Lines**.

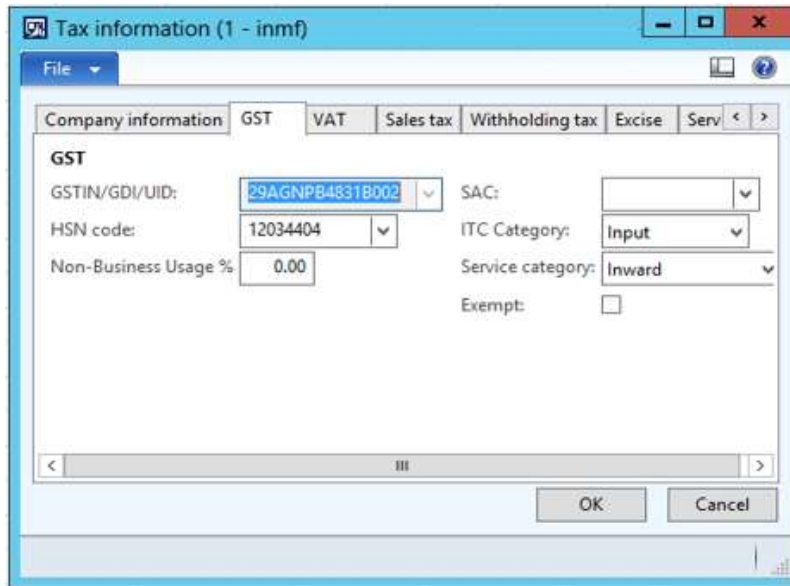
4 Create a purchase transaction for a composite vendor.

5 Save the record.

6 Click **Tax information**.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". It has a "File" menu and a "Company information" tab selected. The "Delivery information" section is visible, containing a "Location" dropdown set to "Contoso India", an "Address" text box with the text "Brigade Road, Bangalore, Karnataka-560082", and a "Tax information" dropdown set to "GST_KA". "OK" and "Cancel" buttons are located at the bottom right of the dialog.

7 On the **GST** tab, in the **HSN code** field, select a value.

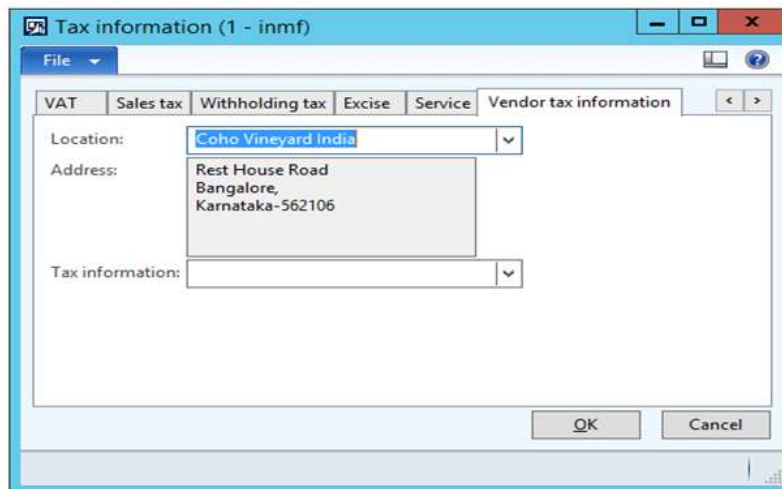


The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'Company information' tab is also visible. The 'GST' section contains the following fields:

GSTIN/GDI/UID:	29AGNPB4831B002	SAC:	
HSN code:	12034404	ITC Category:	Input
Non-Business Usage %:	0.00	Service category:	Inward
		Exempt:	<input type="checkbox"/>

Buttons for 'OK' and 'Cancel' are located at the bottom right of the dialog box.

8 Click the **Vendor tax information** tab.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Vendor tax information' tab selected. The 'VAT', 'Sales tax', 'Withholding tax', 'Excise', and 'Service' tabs are also visible. The 'Vendor tax information' section contains the following fields:

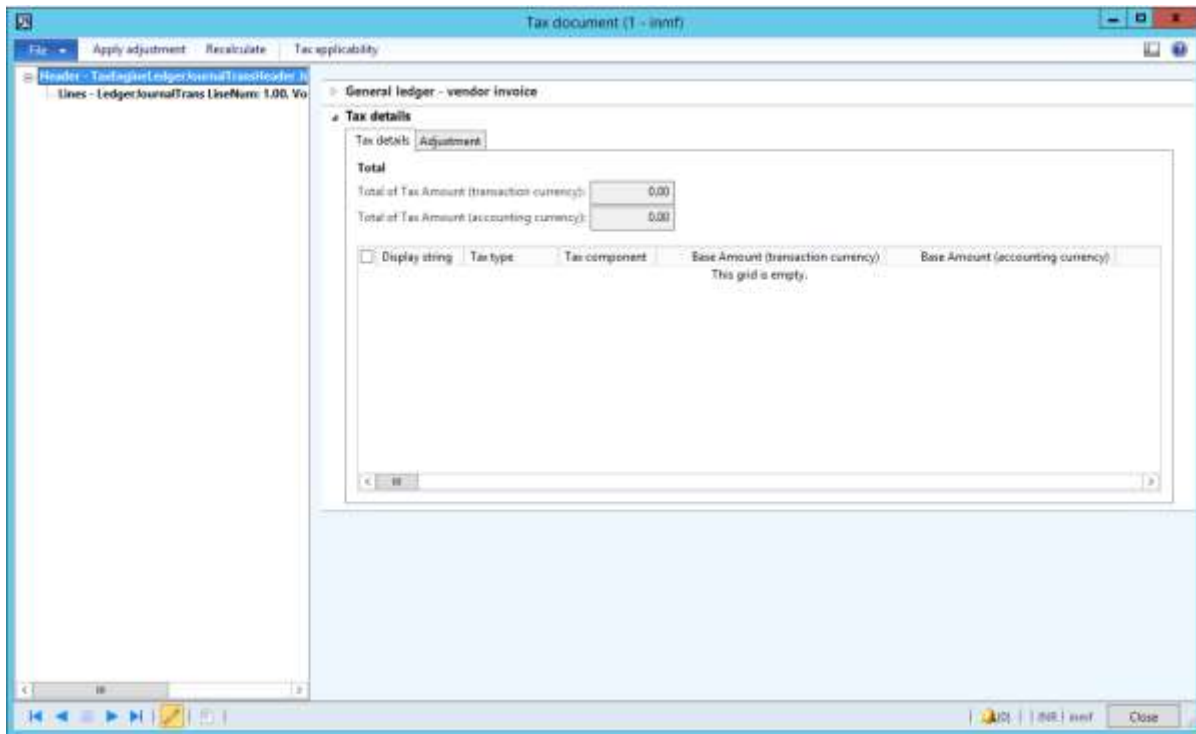
Location:	Coho Vineyard India
Address:	Rest House Road Bangalore, Karnataka-562106
Tax information:	

Buttons for 'OK' and 'Cancel' are located at the bottom right of the dialog box.

9 Click **OK**.

Validate the tax details

10 Click **Tax document**.



11 Click **Close**.

12 Click **Post** > **Post** to post the journal.

13 Close the message.

Validate a voucher

14 Click **Inquiries** > **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00	
Vendor account		10,000.00

Purchase of taxable goods where there are shipping charges

1 Click **Accounts payable** > **Common** > **Purchase orders** > **All purchase orders**.

2 Create a purchase order for a taxable item.

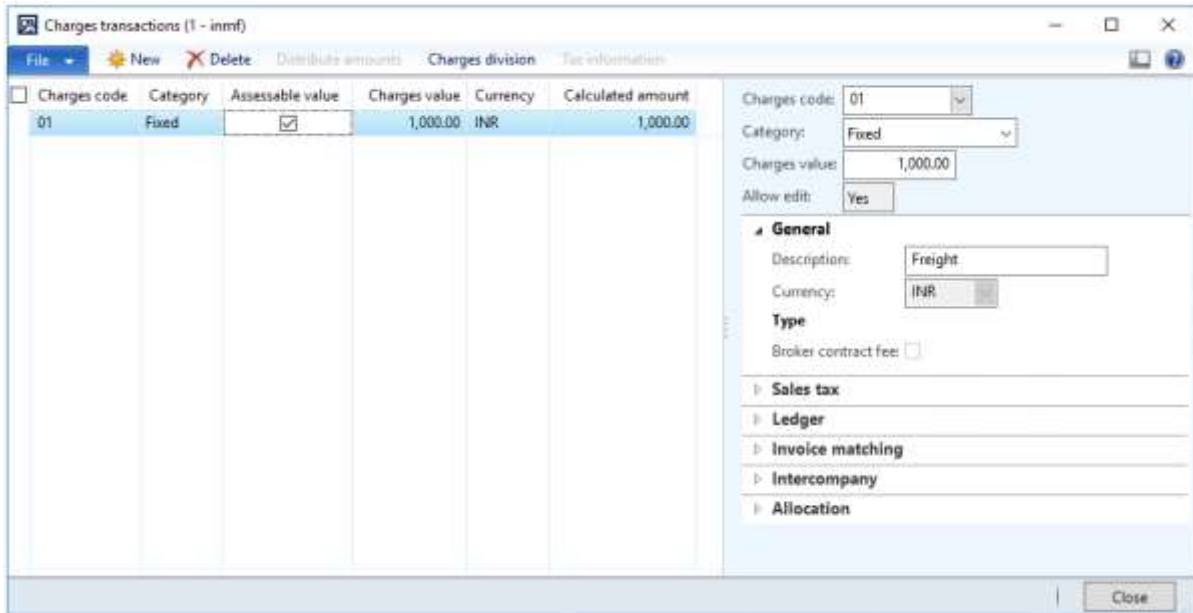
3 On **Purchase order lines** FastTab, click **Financials** > **Maintain charges**.

4 Select the charges code.

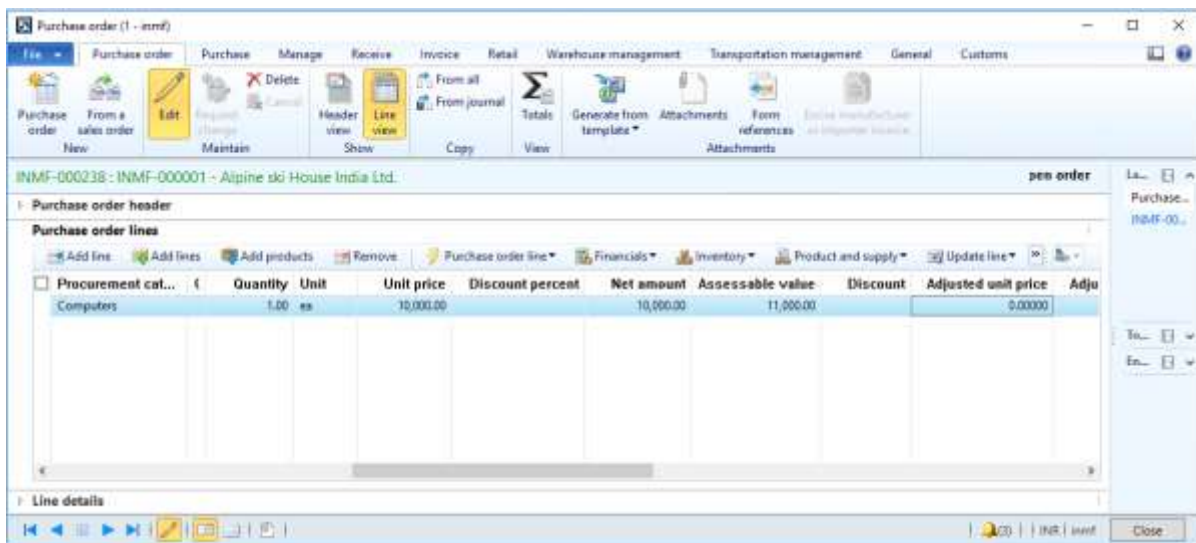
5 In the **Charges value** field, enter a value.

6 Select the **Assessable value** check box.

7 Save the record.



8 Click **Close**.



Note: Freight charges are added to the assessable value.

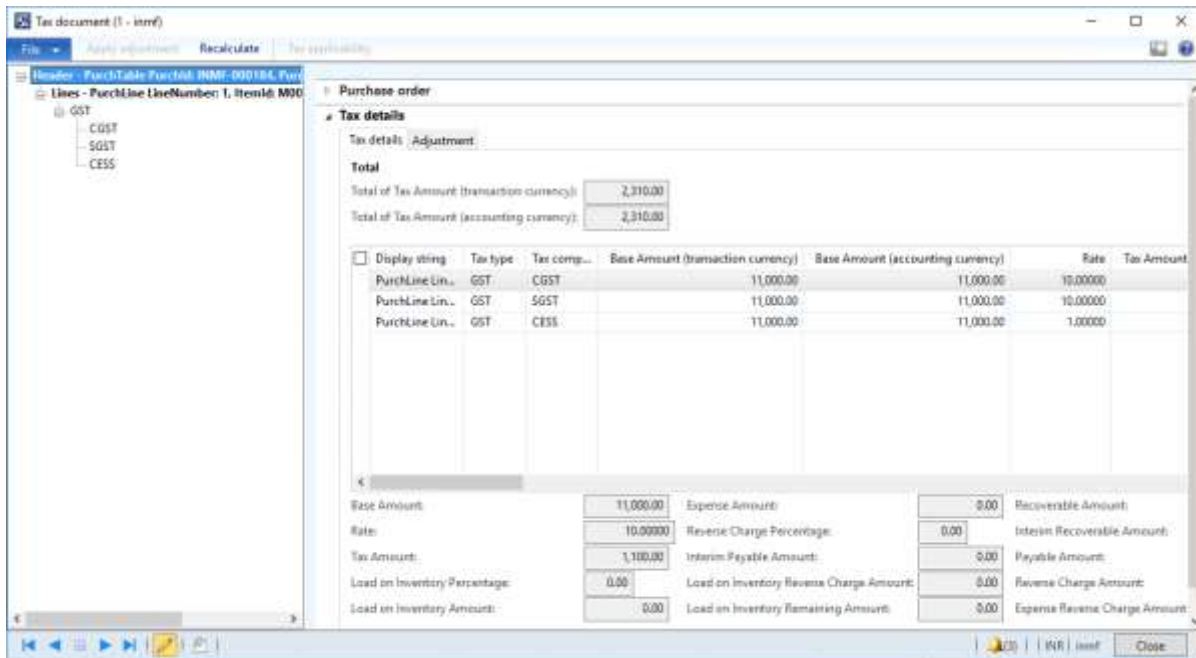
Validate the tax details

9 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.

10 On the **Tax details** FastTab, review the tax calculation.

Example:

- **Line amount:** 10,000.00
- **CGST:** 10 percent
- **SGST:** 10 percent
- **CESS:** 1 percent



11 Click **Close**.

12 Click **Confirm**.

Post the purchase invoice

13 On the Action Pane, on the **Invoice** tab, in the > **Generate** group, click **Invoice**.

14 In the **Default quantity for lines** field, select **Ordered quantity**.

15 Enter the invoice number.

16 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post** > **Post**.

17 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00	
CGST recoverable account	1,100.00	
SGST recoverable account	1,100.00	
CESS recoverable account	110.00	
Freight charges account	1,000.00	
Vendor account		13,310.00

Revised purchase invoice that has taxable goods

1 Click **Accounts payable** > **Common** > **Purchase orders** > **All purchase orders**.

2 Create a purchase order for a taxable item.

Validate the tax details

- 3 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.
- 4 On the **Tax details** FastTab, review the tax calculation.

Example:

- **Line amount:** 10,000.00
- **CGST:** 10 percent
- **SGST:** 10 percent
- **CESS:** 1 percent

The screenshot displays the 'Tax document' window for a purchase order. The 'Tax details' section is expanded, showing a table of tax components. The table has columns for 'Tax compon...', 'Base Amount (transaction currency)', 'Base Amount (accounting currency)', 'Rate', and 'Tax Amount (transaction currency)'. The rows are CGST, SGST, and CESS. The total tax amount is 2,100.00. Below the table, there are various tax-related fields such as Base Amount, Rate, Tax Amount, and Load on Inventory.

Tax compon...	Base Amount (transaction currency)	Base Amount (accounting currency)	Rate	Tax Amount (transaction currency)
CGST	10,000.00	10,000.00	10.00000	1,000.00
SGST	10,000.00	10,000.00	10.00000	1,000.00
CESS	10,000.00	10,000.00	1.00000	100.00

Below the table, there are various tax-related fields:

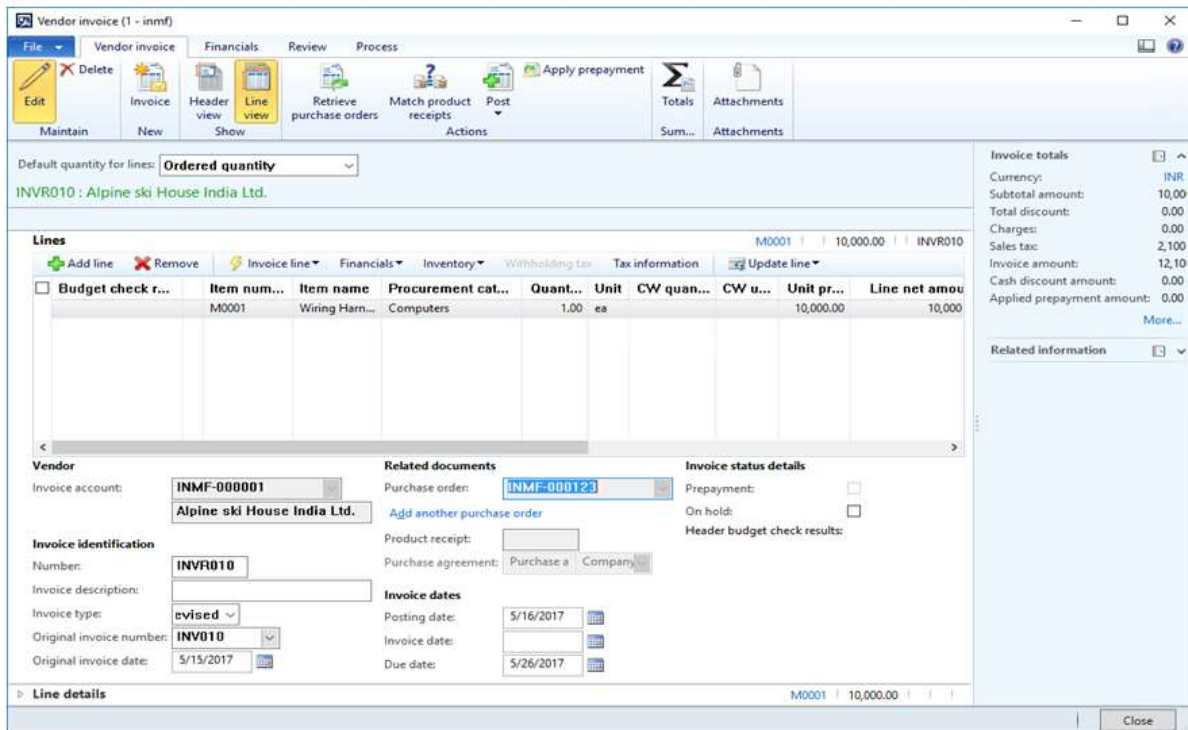
Base Amount:	10,000.00	Expense Amount:	0.00	Receivable Amount:
Rate:	10.00000	Reverse Charge Percentage:	0.00	Interim Receivable Amount:
Tax Amount:	1,000.00	Interim Payable Amount:	0.00	Payable Amount:
Load on Inventory Percentage:	0.00	Load on Inventory Reverse Charge Amount:	0.00	Reverse Charge Amount:
Load on Inventory Amount:	0.00	Load on Inventory Remaining Amount:	0.00	Expense Reverse Charge Amount:

- 5 Click **Close**.
- 6 Click **Confirm**.

Post the purchase invoice

- 7 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.
- 8 In the **Default quantity for lines** field, select **Ordered quantity**.
- 9 On the **Lines** FastTab, enter the invoice number.
- 10 In the **Invoice type** field, select **Revised**.
- 11 In the **Original invoice number** field, select a value.

- 12 Verify that the **Original invoice date** field is automatically set, based on the original invoice number that you selected.



- 13 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post** > **Post**.

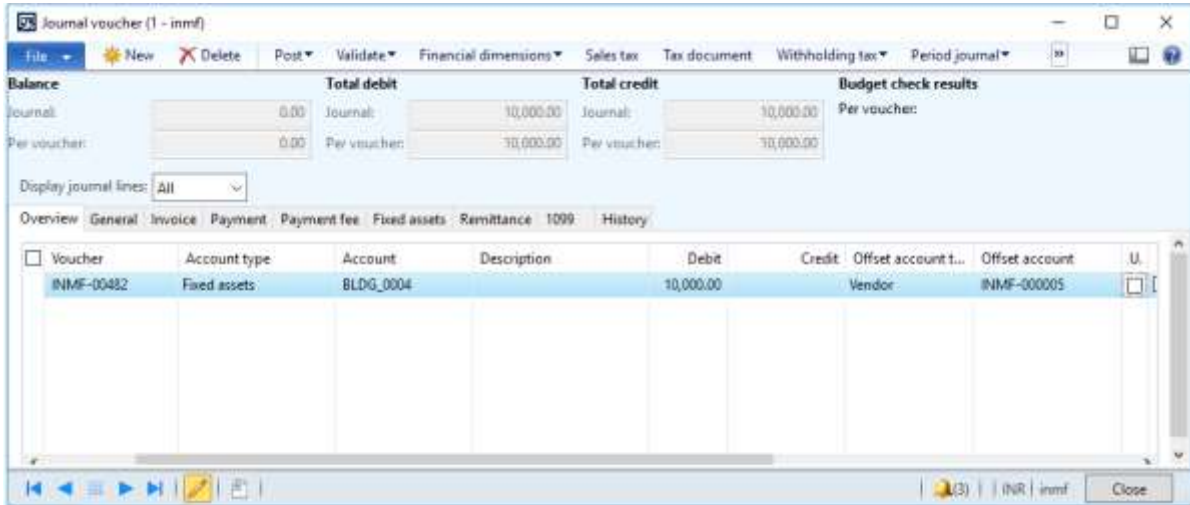
- 14 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00	
CGST recoverable account	1,000.00	
SGST recoverable account	1,000.00	
CESS recoverable account	100.00	
Vendor account		12,100.00

Purchase of a fixed asset

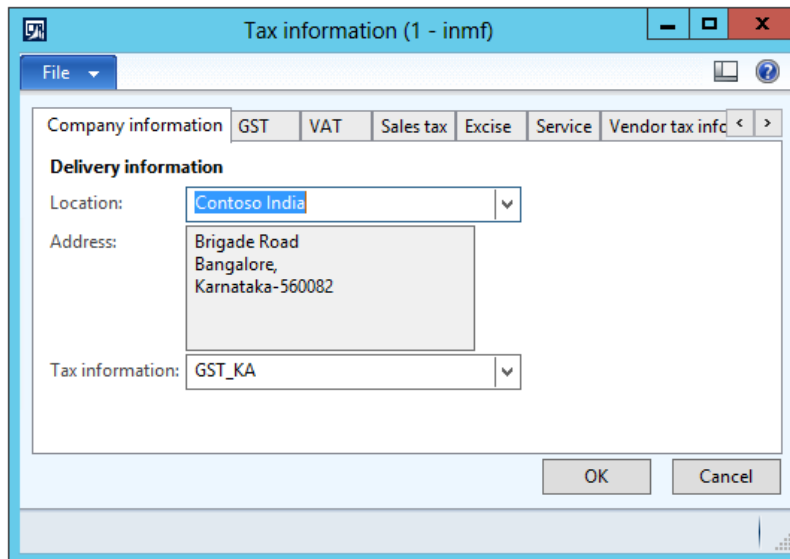
- 1 Click **General ledger** > **Journals** > **General journal**.
- 2 Create a journal, and define a journal name.
- 3 Click **Lines**.
- 4 In the **Account type** field, select **Fixed assets**.
- 5 In the **Account** field, select a value.
- 6 In the **Debit** field, enter a value.
- 7 In the **Offset account type** field, select **Vendor**.

8 In the **Offset account** field, select a value.

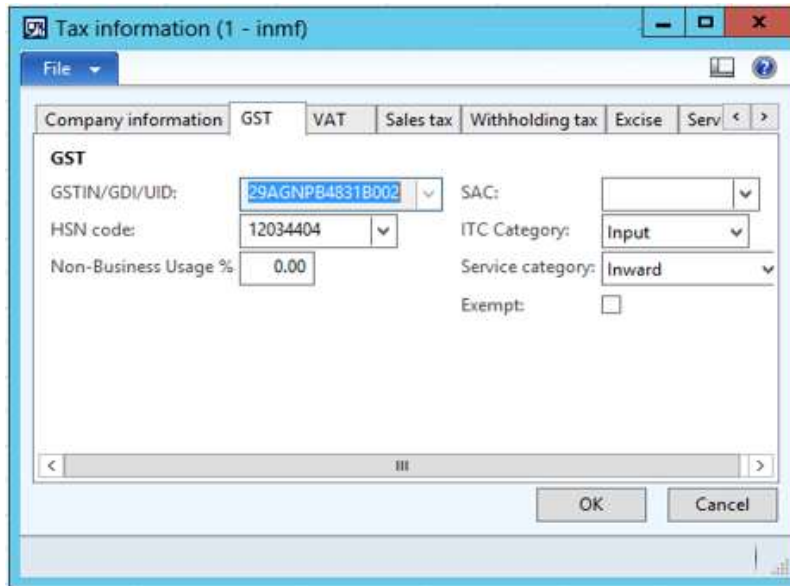


9 Save the record.

10 Click **Tax information**.

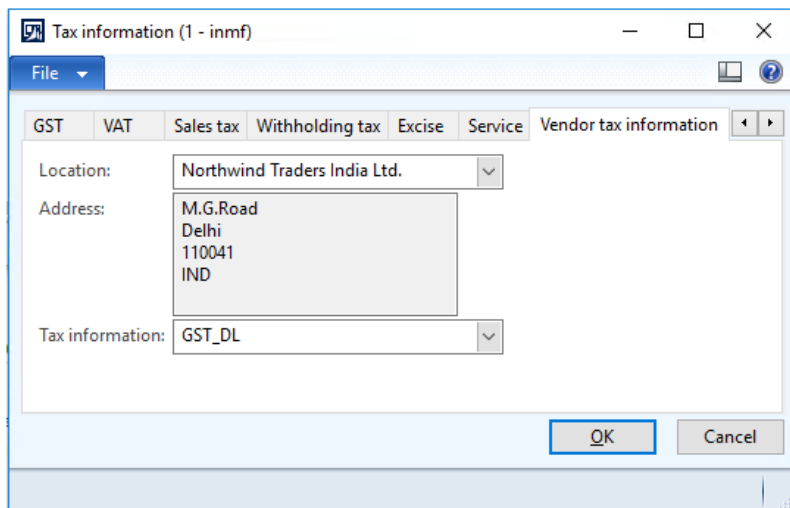


11 On the **GST** tab, in the **HSN code** field, select a value.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'Company information' sub-tab is also active. The 'GSTIN/GDI/UID' field contains '29AGNPB4831B002'. The 'HSN code' field is highlighted, showing a dropdown menu with '12034404' selected. Other fields include 'SAC' (empty), 'ITC Category' (Input), 'Service category' (Inward), and 'Non-Business Usage %' (0.00). The 'Exempt' checkbox is unchecked. 'OK' and 'Cancel' buttons are at the bottom right.

12 Click the **Vendor tax information** tab.

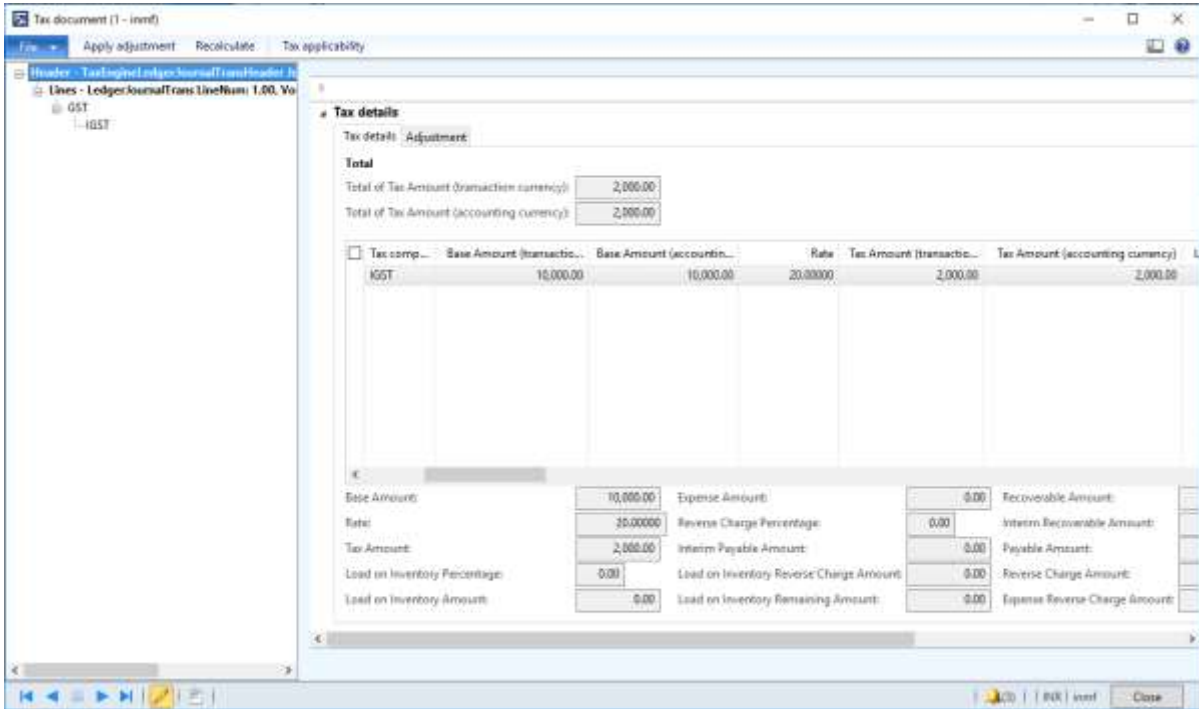


The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Vendor tax information' tab selected. The 'Location' dropdown is set to 'Northwind Traders India Ltd.'. The 'Address' field contains 'M.G.Road', 'Delhi', '110041', and 'IND'. The 'Tax information' dropdown is set to 'GST_DL'. 'OK' and 'Cancel' buttons are at the bottom right.

13 Click **OK**.

Validate the tax details

14 Click **Tax document**.



15 Click **Close**.

16 Click **Post** > **Post**.

17 Close the message.

Validate the financial entries

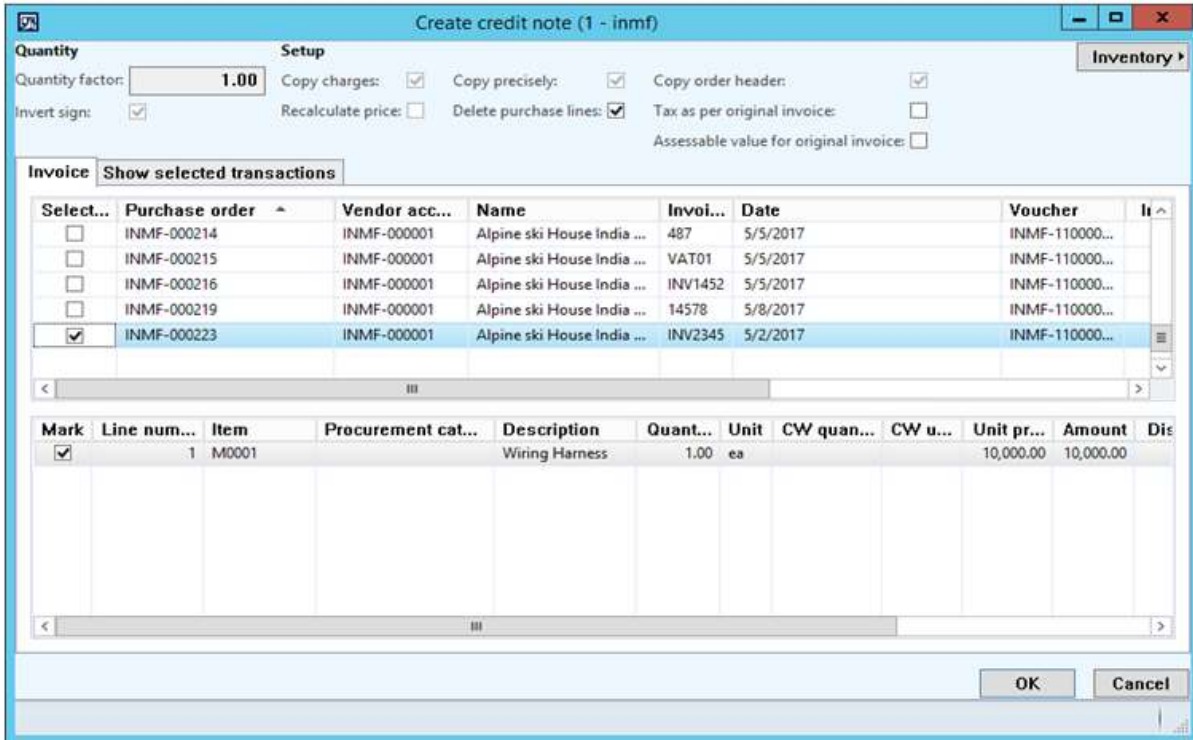
18 Click **Inquiries** > **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Fixed asset account	10,000.00	
IGST recoverable account	2,000.00	
Vendor account		12,000.00

Credit note against the purchase invoice

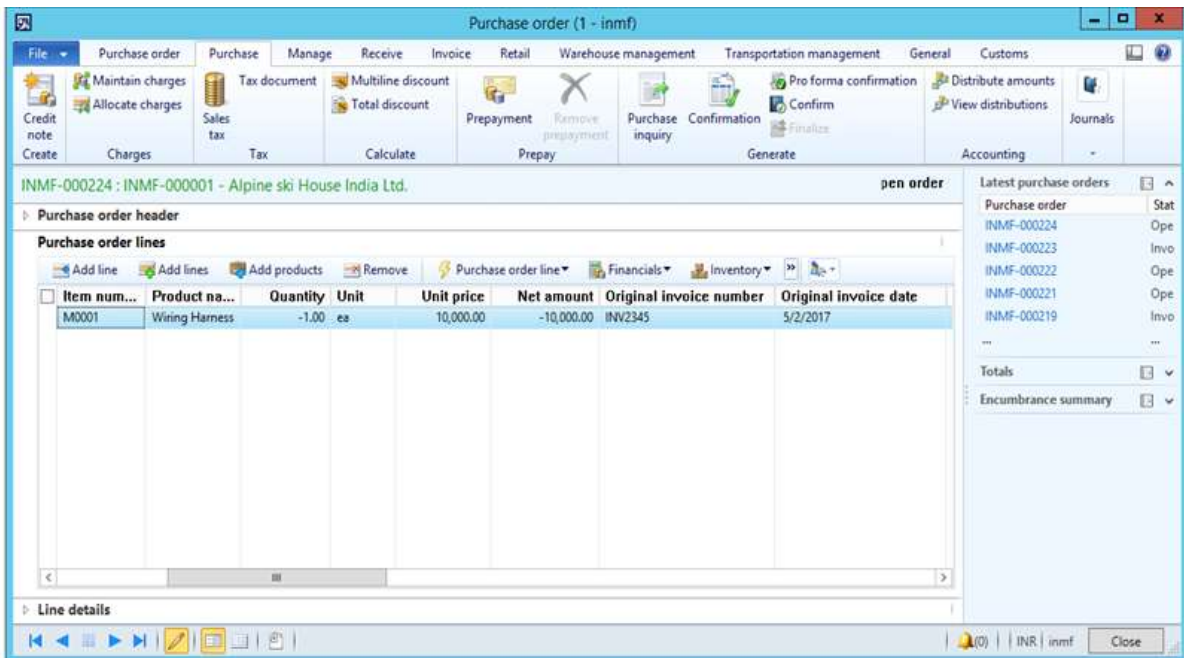
- 1 Click **Accounts payable** > **Common** > **Purchase orders** > **All purchase orders**.
- 2 Create a purchase order.
- 3 On the Action Pane, on the **Purchase** tab, click **Create credit note**.

4 Select the invoice to issue a credit note against.



5 Click **OK**.

6 Verify that the **Original invoice number** and **Original invoice date** fields are automatically set on the order line.



7 Click **Tax information**.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Delivery information' tab selected. The 'Company information' tab is also visible. The 'Delivery information' section includes a 'Location' dropdown menu set to 'Contoso India', an 'Address' text box containing 'Brigade Road, Bangalore, Karnataka-560082', and a 'Tax information' dropdown menu set to 'GST_KA'. 'OK' and 'Cancel' buttons are at the bottom right.

8 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GST' section includes a 'GSTIN/GDI/UID' dropdown menu set to '29AGNPB4831B002', an 'HSN code' dropdown menu set to '12034404', and a 'Non-Business Usage %' text box set to '0.00'. Other fields include 'SAC', 'ITC Category' (set to 'Input'), 'Service category' (set to 'Inward'), and an 'Exempt' checkbox. 'OK' and 'Cancel' buttons are at the bottom right.

9 Click the **Vendor tax information** tab.

File

VAT Sales tax Withholding tax Excise Service Vendor tax information < >

Location: Alpine ski House India Ltd. ▾

Address: Ramaiah Street
Bangalore,
Karnataka-560086

Tax information: GST_KA ▾

OK Cancel

10 Click **OK**.

Validate the tax details

11 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.

File Apply adjustments Recalculate Tax applicability

Header - PurchTable PurchId: INMF-000240, Pur...
Lines - PurchLine LineNumber: 1, ItemId: M00

Purchase order

4 Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency): -2,000.00
Total of Tax Amount (accounting currency): -2,000.00

Tax comp.	Base Amount (transaction c...	Base Amount (account...	Rate	Tax Amount (transaction c...	Tax Amount (accounting cunen...
CGST	-10,000.00	-10,000.00	10.00000	-1,000.00	-1,000.00
SGST	-10,000.00	-10,000.00	10.00000	-1,000.00	-1,000.00

Base Amount: -10,000.00 Expense Amount: 0.00 Recoverable Amount:
Rate: 10.00000 Reverse Charge Percentage: 0.00 Interim Recoverable Amount:
Tax Amount: -1,000.00 Interim Payable Amount: 0.00 Payable Amount:
Load on Inventory Percentage: 0.00 Load on Inventory Reverse Charge Amount: 0.00 Reverse Charge Amount:
Load on Inventory Amount: 0.00 Load on Inventory Remaining Amount: 0.00 Expense Reverse Charge Amount:

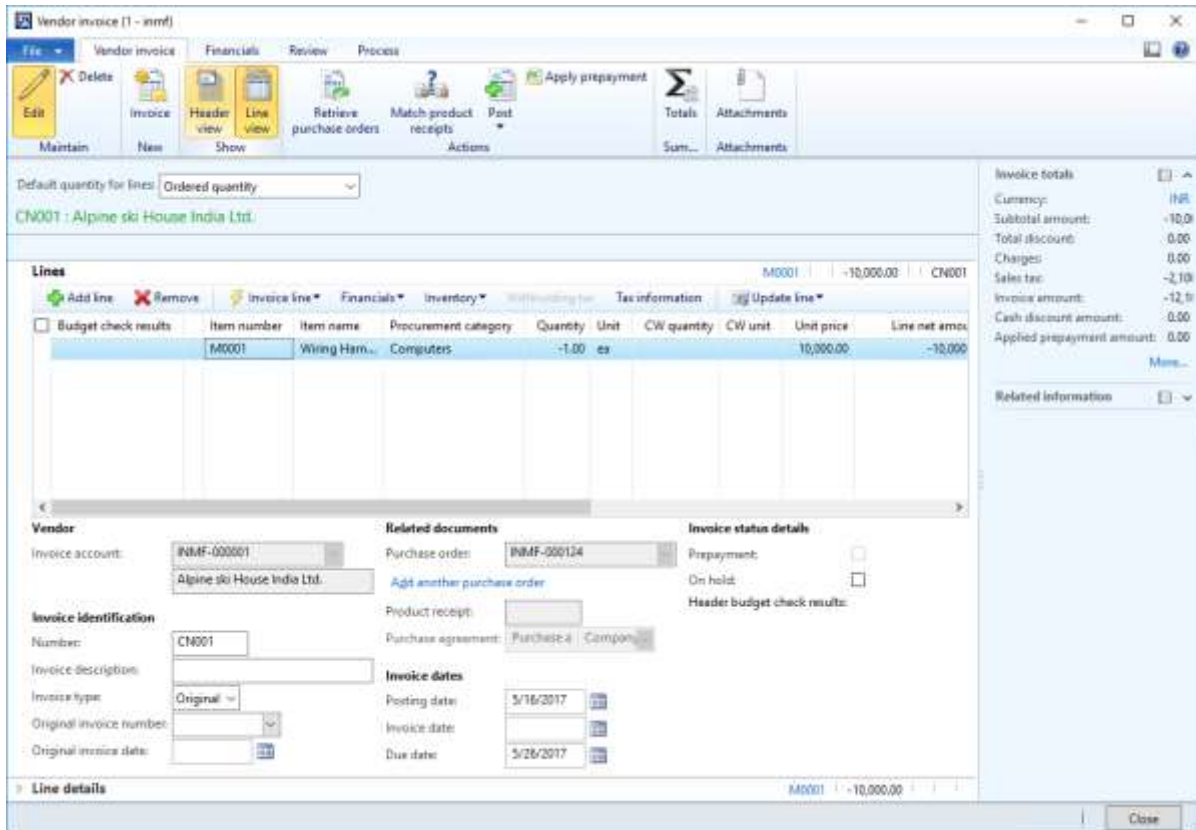
Close

12 Click **Close**.

13 Click **Confirm**.

Post the purchase invoice

- 14 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.
- 15 In the **Default quantity for lines** field, select **Ordered quantity**.
- 16 Enter the invoice number.
- 17 On the **Lines** FastTab, verify that the **Invoice type** field is set to **Original**.



Note: You can post a revised credit note by selecting **Revised** in the **Invoice type** field and adding a reference to the original credit note.

- 18 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post** > **Post**.
- 19 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchase account		10,000.00
CGST recoverable account		1,000.00
SGST recoverable account		1,000.00
Vendor account	12,000.00	

Note: The general journal also lets you create a purchase credit note that has details of the original invoice.

Debit note against the purchase invoice

- 1 Click **General ledger** > **Journals** > **General journal**.
- 2 Create a journal, and define a journal name.
- 3 Click **Lines**.
- 4 In the **Account type** field, select **Vendor**.
- 5 In the **Account** field, select a value.
- 6 In the **Credit** field, enter a value.
- 7 In the **Offset account type** field, select **Ledger**.
- 8 In the **Offset account** field, select a value.
- 9 On the **General** tab, in the **Original purchase invoice** field group, in the **Original invoice number** field, select a value.
- 10 Verify that the **Original invoice date** field is automatically set, based on the original invoice.

Note: You can post a revised debit note by selecting **Revised** in the **Invoice type** field and adding a reference to the original debit note.

11 Click **Tax information**.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Delivery information' tab selected. The 'Company information' tab is also visible. The 'Delivery information' section includes a 'Location' dropdown menu set to 'Contoso India', an 'Address' text box containing 'Brigade Road, Bangalore, Karnataka-560082', and a 'Tax information' dropdown menu set to 'GST_KA'. 'OK' and 'Cancel' buttons are at the bottom right.

12 On the **GST** tab, in the **HSN code** field, select a value.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GST' section includes a 'GSTIN/GDI/UID' dropdown menu set to '29AGNPB4831B002', an 'HSN code' dropdown menu set to '12034404', and a 'Non-Business Usage %' text box set to '0.00'. Other fields include 'SAC', 'ITC Category' (set to 'Input'), 'Service category' (set to 'Inward'), and an 'Exempt' checkbox. 'OK' and 'Cancel' buttons are at the bottom right.

13 Click the **Vendor tax information** tab.

File

VAT Sales tax Withholding tax Excise Service Vendor tax information < >

Location: Alpine ski House India Ltd. ▾

Address: Ramaiah Street
Bangalore,
Karnataka-560086

Tax information: GST_KA ▾

OK Cancel

14 Click **OK**.

Validate the tax details

15 Click **Tax document**.

Apply adjustment Recalculate Tax applicability

Header - TaxEngineLedgerJournalTransHeader J
Lines - LedgerJournalTrans LineNum: 1,00, Vo

General ledger - vendor invoice

Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency) 1,000.00

Total of Tax Amount (accounting currency) 1,000.00

Tax type	Tax component	Base Amount (transaction cur...	Base Amount (accounti...	Rate	Tax Amount (transaction cur...
GST	CGST	5,000.00	5,000.00	10.00000	500.00
GST	SGST	5,000.00	5,000.00	10.00000	500.00

Base Amount: 5,000.00 Expense Amount: 0.00 Recoverable Amount:

Rate: 10.00000 Reverse Charge Percentage: 0.00 Interim Recoverable Amount:

Tax Amount: 500.00 Interim Payable Amount: 0.00 Payable Amount:

Load on Inventory Percentage: 0.00 Load on Inventory Reverse Charge Amount: 0.00 Reverse Charge Amount:

Load on Inventory Amount: 0.00 Load on Inventory Remaining Amount: 0.00 Expense Reverse Charge Amount:

Close

16 Click **Close**.

17 Click **Post** > **Post**.

18 Close the message.

Validate the financial entries

19 Click **Inquiries > Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchase account	5,000.00	
CGST recoverable account	500.00	
SGST recoverable account	500.00	
Vendor account		6,000.00

Note: The purchase order also lets you create a debit note that has details of the original invoice.

Quality order that involves destruction of the sampling item

Purchase order form

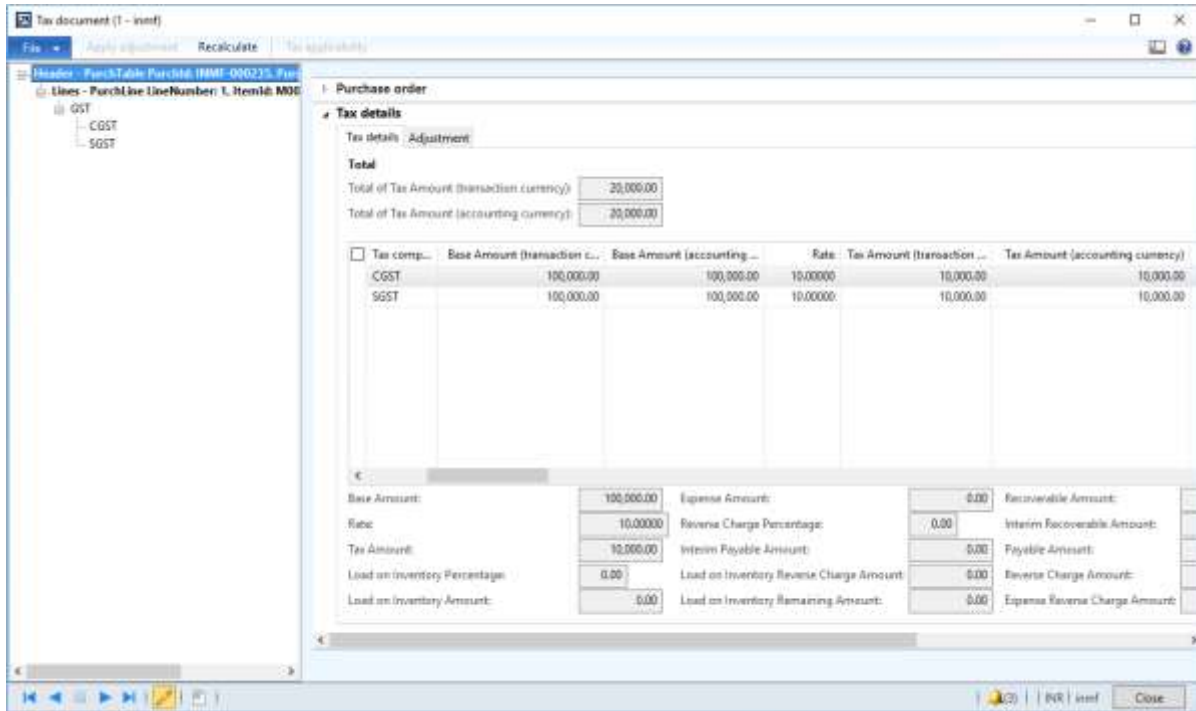
- 1 Click **Accounts payable > Common > Purchase orders > All purchase orders**.
- 2 Create a purchase order.

Validate the tax details

- 3 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.

Example:

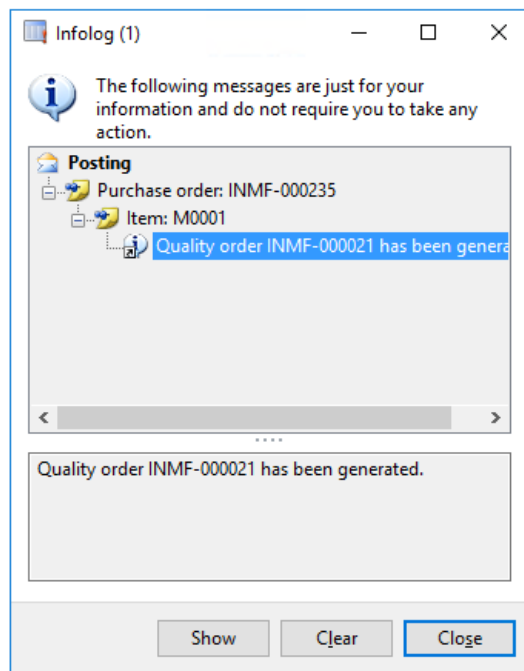
- **Taxable value:** 10,000.00
- **CGST:** 10 percent
- **SGST:** 10 percent



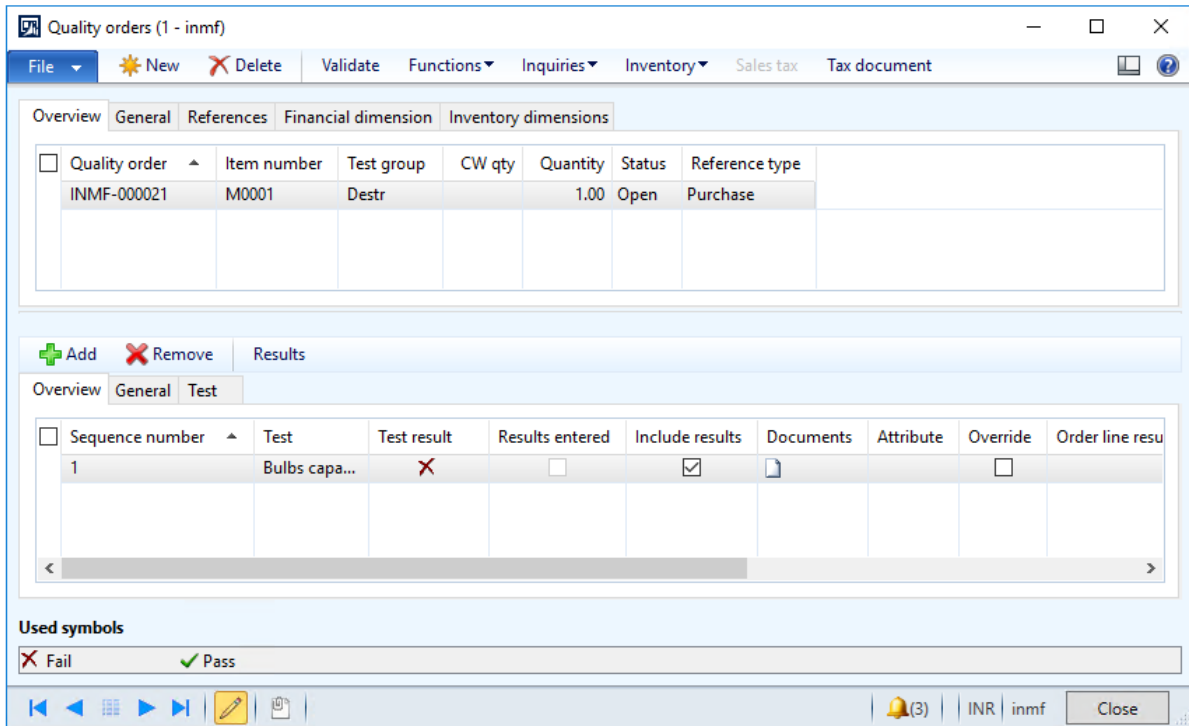
- 4 Click **Close**.
- 5 Click **Confirm**.

Post the packing slip

- 6 On the Action Pane, on the **Receive** tab, in the **Generate** group, click **Product receipt**.
- 7 In the **Quantity** field, select **Ordered quantity**.
- 8 In the **Product receipt** field, enter a value.
- 9 Click **OK**.



10 Click **Show**.

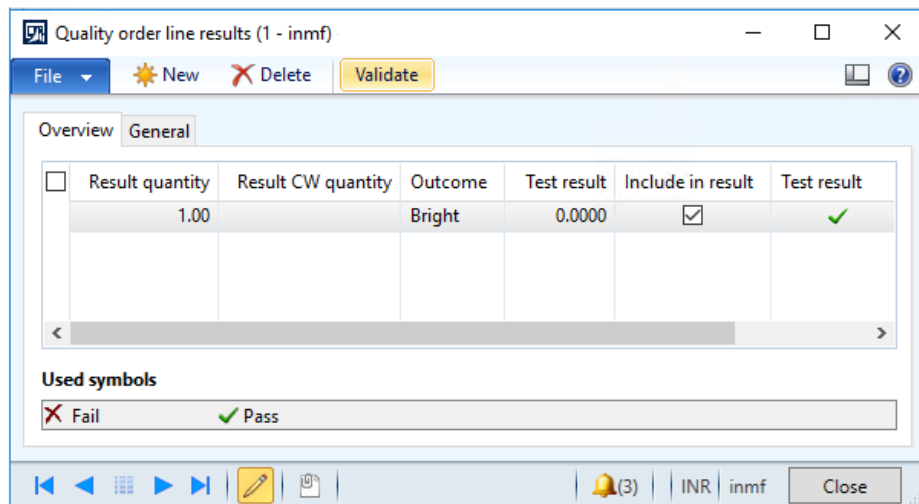


Quality order form

11 Click **Results**.

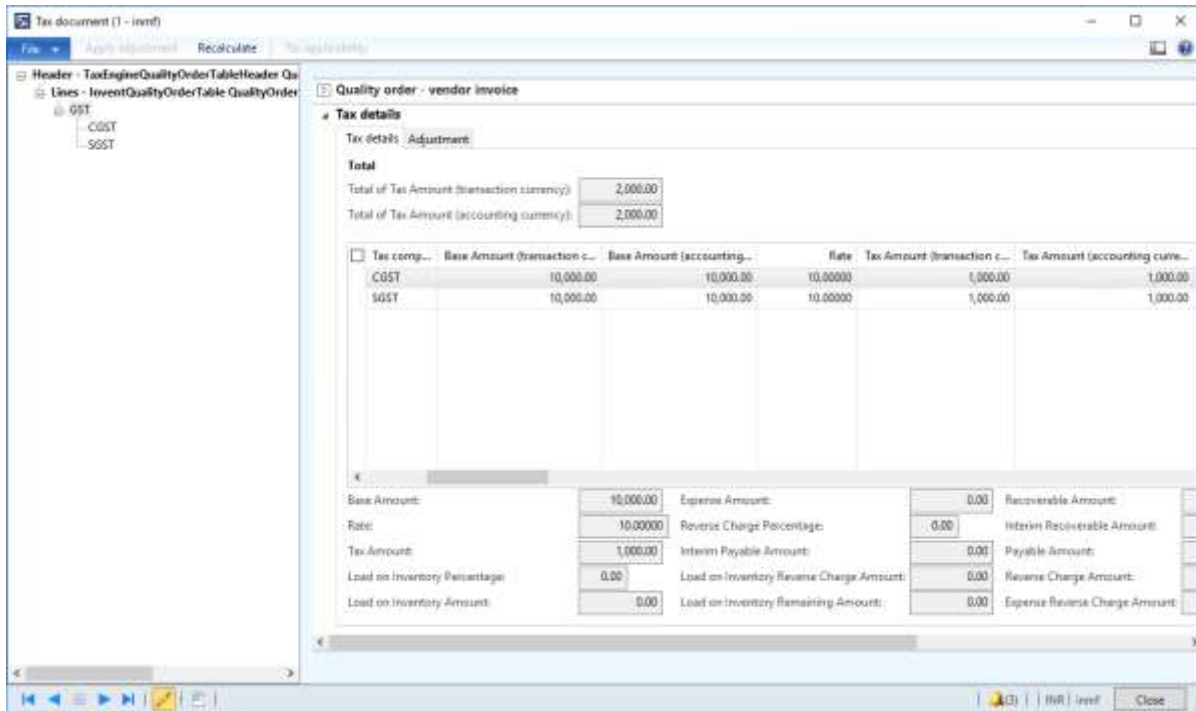
12 Update the **Result quantity** field.

13 Click **Validate**.



14 Click **Close**.

15 Click **Tax document**.

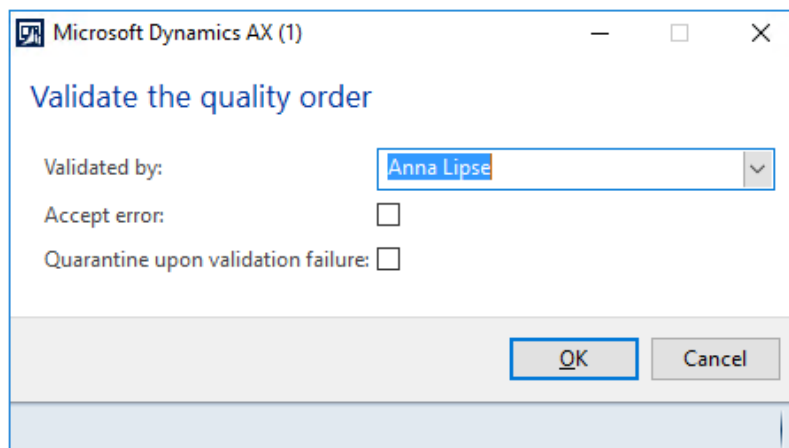


Note: Tax is calculated for the quantity that was used for the quality check and destroyed.

16 Click **Close**.

17 Click **Validate**.

18 In the **Validate by** field, select a value.



19 Click **OK**.

20 Close the **Quality orders** form.

Post the purchase invoice

21 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

22 Enter the invoice number.

23 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post** > **Post**.

24 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	1,00,000.00	
CGST recoverable account	10,000.00	
SGST recoverable account	10,000.00	
Vendor account		1,20,000.00
Related voucher		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Inventory Adjustment account	2,000.00	
CGST recoverable account		1,000.00
SGST recoverable account		1,000.00

Purchase return order

- 1 Click **Accounts payable** > **Common** > **Purchase orders** > **All purchase orders**.
- 2 Create a purchase order where the **Purchase type** field is set to **Returned order**.
- 3 In the **RMA number**, enter a value.
- 4 Click **OK**.
- 5 Create purchase order lines that have a negative quantity.
- 6 Save the record.
- 7 Click **Tax information**.

The screenshot shows a window titled "Tax information (1 - inmf)". It has a menu bar with "File" and a toolbar with window control icons. Below the menu bar are tabs for "Company information", "GST", "VAT", "Sales tax", "Excise", "Service", and "Vendor tax info". The "Delivery information" section is expanded, containing three fields: "Location" (a dropdown menu showing "Contoso India"), "Address" (a text area containing "Brigade Road, Bangalore, Karnataka-560082"), and "Tax information" (a dropdown menu showing "GST_KA"). At the bottom right of the dialog are "OK" and "Cancel" buttons.

8 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'Company information' tab is also visible. The 'GST' section contains the following fields:

GSTIN/GDI/UID:	29AGNPB4831B002	SAC:	
HSN code:	12034404	ITC Category:	Input
Non-Business Usage %:	0.00	Service category:	Inward
		Exempt:	<input type="checkbox"/>

Buttons: OK, Cancel

9 Click the **Vendor tax information** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Vendor tax information' tab selected. The 'VAT', 'Sales tax', 'Withholding tax', 'Excise', and 'Service' tabs are also visible. The 'Vendor tax information' section contains the following fields:

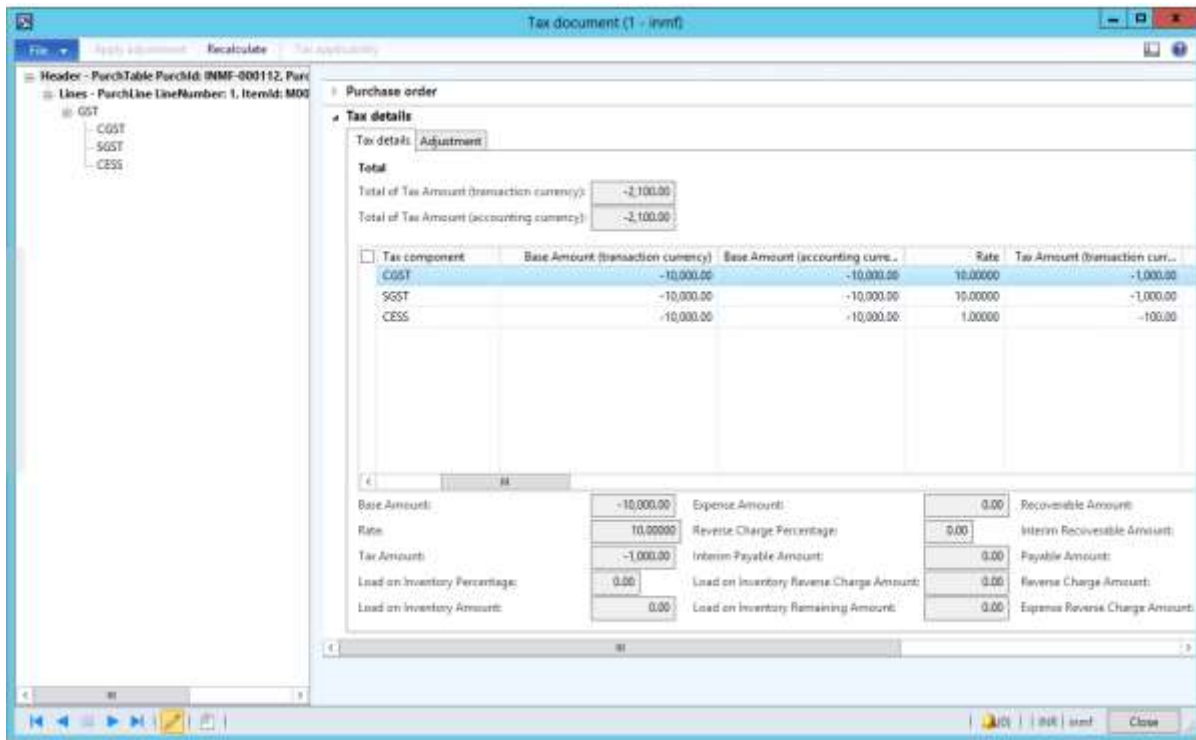
Location:	Alpine ski House India Ltd.
Address:	Ramaiah Street Bangalore, Karnataka-560086
Tax information:	GST_KA

Buttons: OK, Cancel

10 Click **OK**.

Validate the tax details

11 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.



12 Click **Close**.

13 Click **Confirm**.

Post the purchase invoice

14 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

15 In the **Default quantity for lines** field, select **Ordered quantity**.

16 Enter the invoice number.

17 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post** > **Post**.

18 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account		10,000.00
CGST recoverable account		1,000.00
SGST recoverable account		1,000.00
CESS recoverable account		100.00
Vendor account	12,100.00	

Vendor advance payment where there are reverse charges

- 1 Click **Accounts payable** > **Journals** > **Payments** > **Payment journal**.
- 2 Create a record.
- 3 In the **Name** field, select a value.
- 4 Click **Lines**.
- 5 Create a vendor advance payment journal.
- 6 Save the record.

The screenshot displays the SAP Journal Voucher (1 - inmf) interface. The window title is "Journal voucher (1 - inmf) - Journal: VendPay, journal batch number: INMF-00397, Posted: NoJournal type: Vendor di...". The interface includes a menu bar with options like File, New, Delete, Post, Validate, Financial dimensions, Sales tax, Tax document, and Tax information. Below the menu bar, there are summary fields for Balance, Total debit, and Total credit. The Balance section shows Journal: 0.00 and Per voucher: 0.00. The Total debit section shows Journal: 10,000.00 and Per voucher: 10,000.00. The Total credit section shows Journal: 10,000.00 and Per voucher: 10,000.00. The main table has columns for Date, Company accounts, Account, Description, Debit, Credit, Offset account type, Offset account, and Payment status. A single entry is visible for the date 2017, with Company accounts 'inmf', Account 'INMF-0000...', Description, Debit '10,000.00', Credit, Offset account type 'Bank', Offset account 'IND OPER', and Payment status 'None'. Below the table, there are various fields for Voucher (INMF-0127), Currency (INR), Account name (Alpine ski House India), Offset account name (Bank of India), Method of payment, Payment specification, Payment ID, Settlement type (None), Check number, Document, Document date, Withholding tax group, TCS group, and TDS group. The bottom status bar shows navigation icons, a posting date field, a notification bell (0), and the text 'INR inmf Close'.

Date	Company accounts	Account	Description	Debit	Credit	Offset account type	Offset account	Payment status
2017	inmf	INMF-0000...		10,000.00		Bank	IND OPER	None

7 Click **Tax information**.

The screenshot shows a dialog box titled "Tax information (1 - inmf)" with a "File" menu. The "Delivery information" tab is active. It contains the following fields:

- Company information: GST, VAT, Sales tax, Excise, Service, Vendor tax info
- Delivery information:
 - Location: Contoso India
 - Address: Brigade Road, Bangalore, Karnataka-560082
 - Tax information: GST_KA

Buttons: OK, Cancel

8 On the **GST** tab, in the **HSN code** field, select a value.

The screenshot shows the same dialog box, but with the "GST" tab selected. The "HSN code" field is highlighted, and the value "12034404" is selected. Other fields include:

- GSTIN/GDI/UID: 29AGNPB4831B002
- SAC: (empty)
- ITC Category: Input
- Service category: Inward
- Non-Business Usage %: 0.00
- Exempt:

Buttons: OK, Cancel

9 Click the **Vendor tax information** tab.

The screenshot shows a software window titled "Tax information (1 - inmf)". It has a menu bar with "File" and a toolbar with window control icons. Below the toolbar is a tabbed interface with tabs for "VAT", "Sales tax", "Withholding tax", "Excise", "Service", and "Vendor tax information". The "Vendor tax information" tab is active. The form contains three main sections: "Location:" with a dropdown menu showing "Alpine ski House India Ltd."; "Address:" with a text box containing "Ramaiah Street, Bangalore, Karnataka-560086"; and "Tax information:" with a dropdown menu showing "GST_KA". At the bottom right, there are "OK" and "Cancel" buttons.

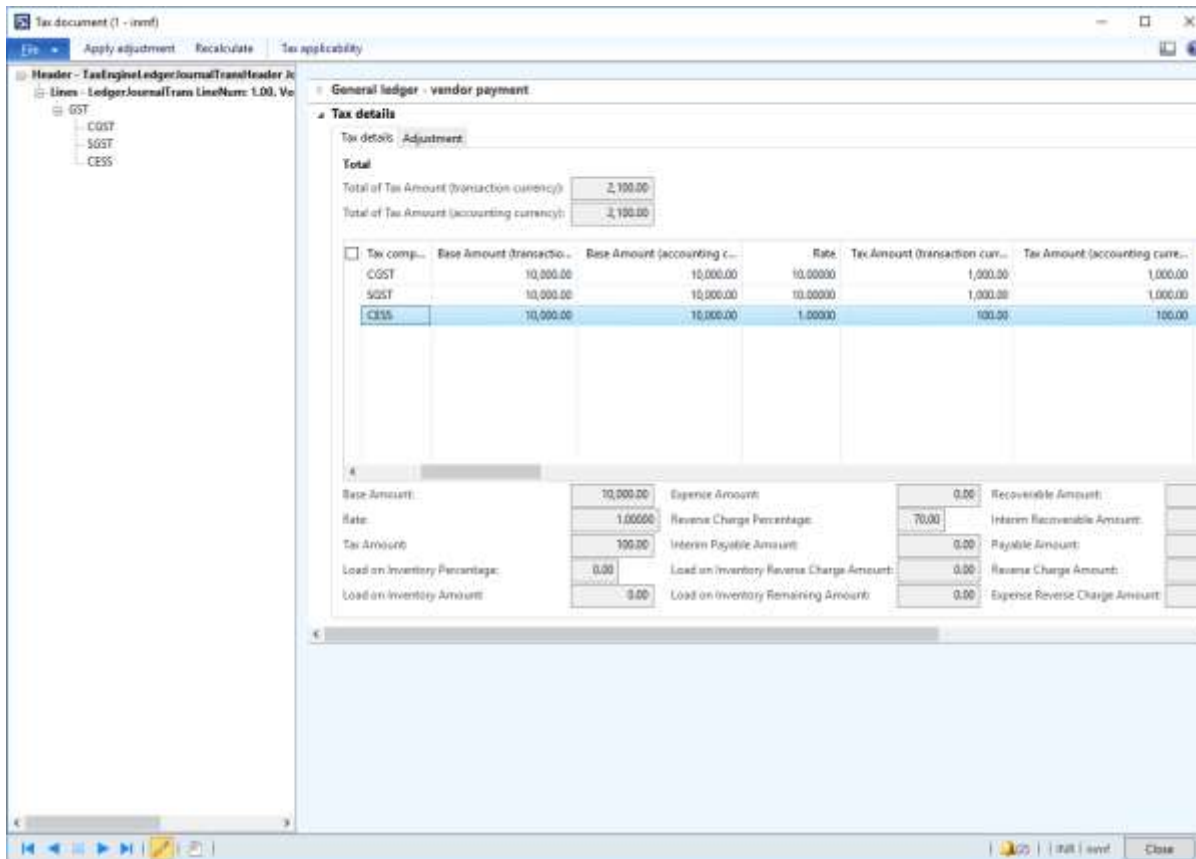
10 Click **OK**.

Validate the tax details

11 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.

Example:

- **CGST:** 10 percent
- **SGST:** 10 percent
- **CESS:** 1 percent
- **Reverse charge percentage:** 70 percent for all the three components



12 Click **Close**.

13 Click **Post** > **Post**.

14 Close the message.

Update the transaction ID

15 Click **Functions** > **GST transaction Id**.

16 In the **Date** field, enter a value.

17 In the **Text** field, enter a value.



18 Click **Close**.

Validate the financial entries

19 Click **Inquiries > Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Vendor account	10,000.00	
CGST Interim recoverable account	700.00	
SGST Interim recoverable account	700.00	
Cess Interim recoverable account	70.00	
CGST payable account		700.00
SGST payable account		700.00
Cess payable account		70.00
Bank account		10,000.00

Sales transactions

Sale of taxable goods to a consumer

- 1 Click **Accounts receivable > Common > Sales orders > All sales orders**.
- 2 Create a sales order for a taxable item.
- 3 Save the record.
- 4 Click **Tax information**.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". It has a "File" menu and several tabs: "Company information", "GST", "VAT", "Sales tax", "Excise", "Service", and "Vendor tax info". The "Delivery information" section is expanded, showing a "Location" dropdown set to "Contoso India", an "Address" text box containing "Brigade Road, Bangalore, Karnataka-560082", and a "Tax information" dropdown set to "GST_KA". At the bottom right, there are "OK" and "Cancel" buttons.

5 Click the **GST** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". The "GST" tab is selected. The fields are as follows:

GSTIN/GDI/UID:	29AGNPB4831B002	SAC:	
HSN code:	12034404	ITC Category:	Input
Is scrap:	<input type="checkbox"/>	Exempt:	<input type="checkbox"/>

Buttons: OK, Cancel

6 Click the **Customer tax information** tab.

The screenshot shows the same dialog box, but the "Customer tax information" tab is selected. The fields are as follows:

Location:	Tailspin Toys India Ltd.
Address:	Mahara Mumbai 400058 IND
Tax information:	

Buttons: OK, Cancel

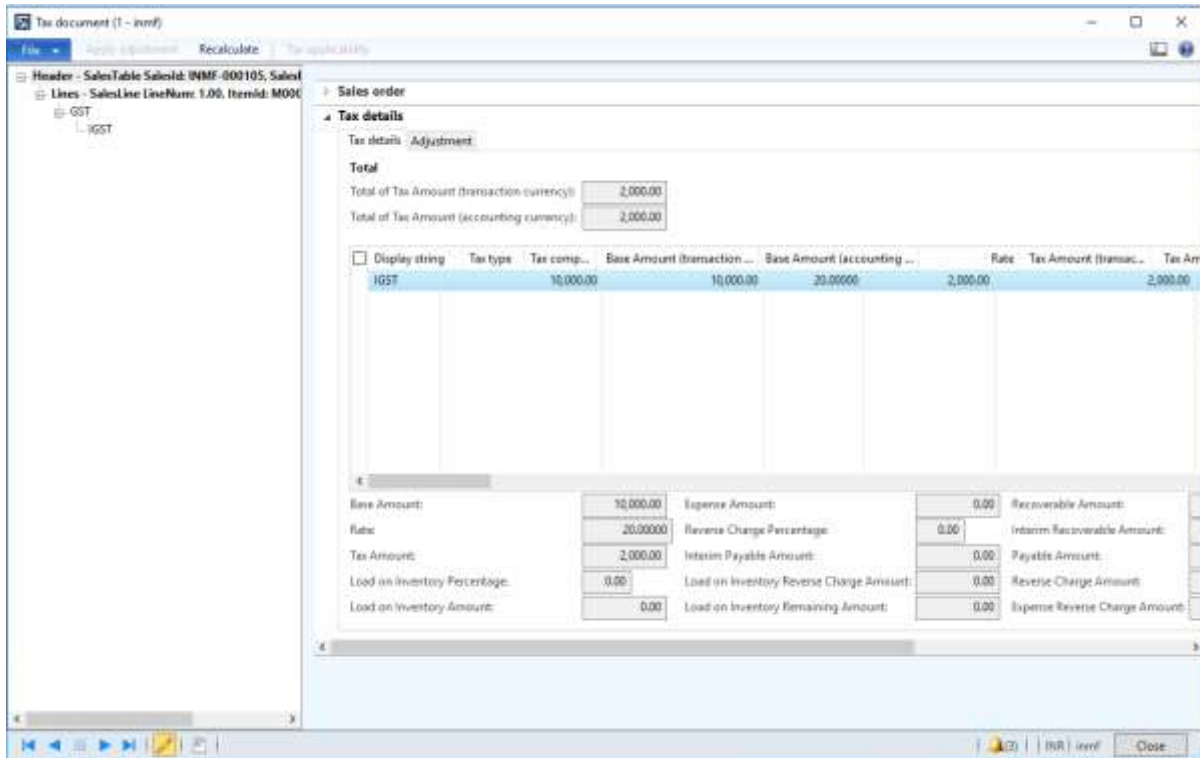
Note: The **Tax information** field is blank. Therefore, the dealer is an unregistered dealer.

7 Click **OK**.

8 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document** to review the calculated taxes.

Example:

- **Taxable value:** 10,000.00
- **IGST:** 20 percent



9 Click **Close**.

Post the invoice

10 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

11 In the **Quantity** field, select **Packing slip**.

12 Select the **Print invoice** check box.

13 Click **OK**.

14 Click **Yes** to acknowledge the warning message.

Validate the report

Tax invoice											
GSTIN	29AGNPB4831B002										
Name	Contoso India										
Address	Brigade Road BangaloreKarnataka 560082 IND										
Invoice serial number	INMF-TAXINV000001										
Invoice date	6/7/2017										
Details of receiver (Billed to)						Details of consignee (Shipped to)					
Name	Tailspin Toys India Ltd.					Name	Tailspin Toys India Ltd.				
Address	MumbaiMahara 400058 IND					Address	MumbaiMahara 400058 IND				
State	Mahara					State	Mahara				
State code	27					State code	27				
GSTIN/Unique ID						GSTIN/Unique ID					
Sr. No.	Description of the goods	HSN code/SAC code	Qty	Unit	Rate (per item)	Total	Discount	Taxable value	Tax component	Rate	Tax amount
1	Wiring Harness	12034404	1.00	ea	10,000.00	10,000.00	0.00	10,000.00			
									IGST	20.00%	2,000.00
Total						10,000.00	0.00	10,000.00			2,000.00
Grand total										12,000.00	
Total invoice value (figures)										12,000.00	
Total invoice value (words)										Twelve Thousand and Zero paise	
Amount of tax subjected to reverse charges										0.00	
Declaration:											
Signatory						Signature					
						Designation					
Electronic reference number						Date					

Note: The invoice serial number is selected per the **Tax invoice** number sequence that is defined for the registration number.

Validate the voucher

15 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

16 Click **Voucher**.

Financial entries for both the intrastate and interstate transactions

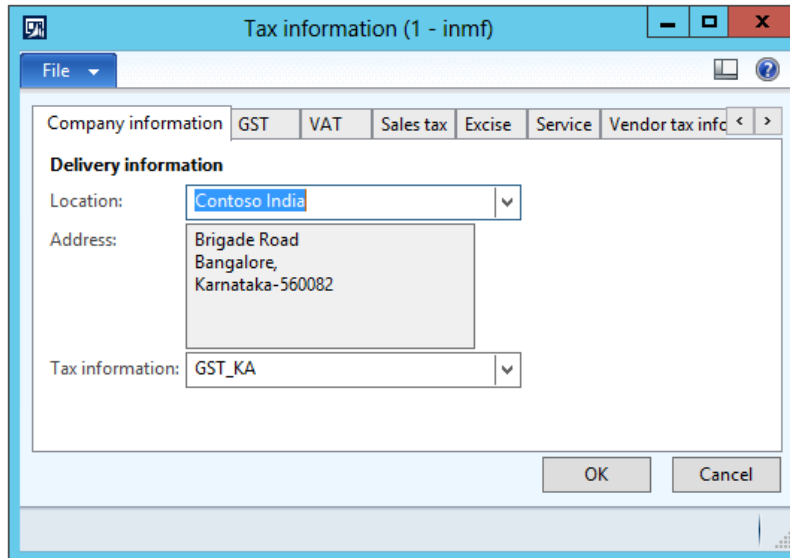
Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	12,000.00		Customer account	12,000.00	
CGST payable account		1,000.00	IGST payable account		2,000.00
SGST payable account		1,000.00	Sales revenue		10,000.00
Sales revenue		10,000.00			

Sales to a registered customer

Sale of taxable goods

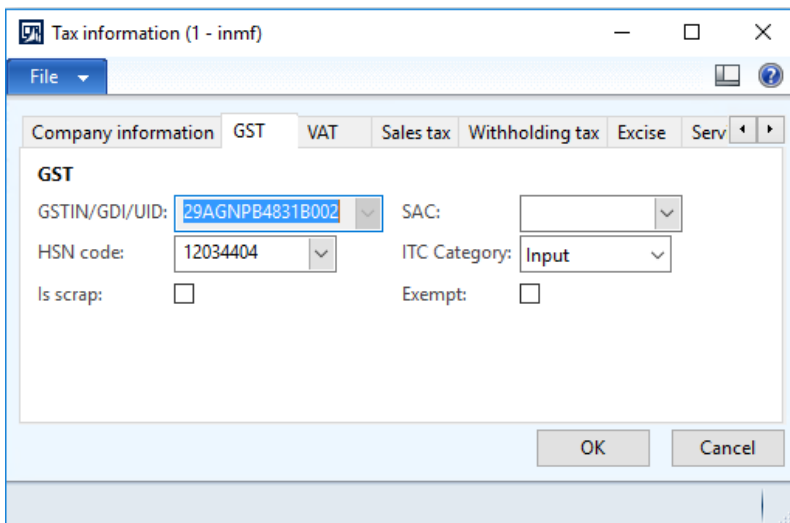
Sales quotation

- 1 Click **Sales and marketing > Common > Sales quotation > All quotations**.
- 2 Create a quotation for a taxable item for the registered customer.
- 3 Save the record.
- 4 Click **Tax information**.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Delivery information' tab selected. The 'Location' dropdown is set to 'Contoso India'. The 'Address' field contains 'Brigade Road, Bangalore, Karnataka-560082'. The 'Tax information' dropdown is set to 'GST_KA'. The 'Company information' tab is also visible at the top, with sub-tabs for GST, VAT, Sales tax, Excise, Service, and Vendor tax info.

- 5 On the **GST** tab, validate the default values.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GSTIN/GDI/UID' dropdown is set to '29AGNPB4831B002'. The 'HSN code' dropdown is set to '12034404'. The 'ITC Category' dropdown is set to 'Input'. The 'SAC' dropdown is empty. The 'Is scrap' and 'Exempt' checkboxes are unchecked. The 'Company information' tab is also visible at the top, with sub-tabs for GST, VAT, Sales tax, Withholding tax, Excise, and Serv.

6 Click the **Customer tax information** tab.

The screenshot shows a software dialog box titled "Tax information (1 - inmf)". It has a menu bar with "File" and a toolbar with a help icon. Below the menu bar are several tabs: "VAT", "Sales tax", "Withholding tax", "Excise", "Service", and "Customer tax information". The "Customer tax information" tab is active. Inside the dialog, there are three main input areas: "Location:" with a dropdown menu showing "Wingtip Toys India Ltd."; "Address:" with a text area containing "Ashoka Pillar road", "BangaloreKarnataka", "560030", and "IND"; and "Tax information:" with a dropdown menu showing "GST_KA". At the bottom right, there are "OK" and "Cancel" buttons.

Notes:

- The company address and the customer address are in the same state. Therefore, this transaction is an intrastate transaction.
 - Customer tax information is defined. Therefore, the dealer is a registered dealer.
- 7 On the Action Pane, on the **Quotation** tab, in the **Financials** group, click **Tax document**.
- 8 Select the **GST** node.
- 9 On the **Sales quotation** and **Tax details** FastTabs, review the tax applicability, tax attributes, and tax calculation.

Example:

- **Taxable value:** 10,000.00
- **CGST:** 10 percent
- **SGST:** 10 percent

The screenshot shows the SAP Tax document (1 - Intra) window. The main area is divided into two sections: Sales quotation and Tax details.

Sales quotation

Lines

Adjustable Value:	10,000.00	HQ# Code:	12334455	Net Amount:	
Consumption State:	Karnataka	IC Number:	0100000029	Party GST Registration Number:	
Delivery Date:	5/23/2017	Import Custom Tariff Code:		Post To Ledger:	
Disposition Action:	Credit	Inter-State:	No	Prices include sales tax:	
Enable Accounting:	Yes	Is Scrap:	No	Product Type:	
Exempt:	No	ITC Category:	Input	Purpose:	
Export Custom Tariff Code:		Line Type:	Line	Quantity:	
GST Registration Number:	ZNAGRFB4E18002	Maximum Retail Price:	0.00	Return:	

Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency):	2,000.00
Total of Tax Amount (accounting currency):	2,000.00

Tax comp...	Base Amount (transaction currency)	Base Amount (accounting currency)	Rate	Tax Amount (transaction currency)	Tax A
CGST	10,000.00	10,000.00	10.00000	1,000.00	
SGST	10,000.00	10,000.00	10.00000	1,000.00	

10 Click **Close**.

11 On the Action Pane, on the **Quotation** tab, in the **Generate** group, click **Send quotation**.

12 Click **OK**.

13 Close the message.

14 On the Action Pane, on the **Follow up** tab, in the **Generate** group, click **Confirm**.

15 Click **OK**.

16 Close the message.

17 Close the forms.

Sales order form

18 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.

19 Select a record.

20 On the Action Pane, on the **Sales order** tab, in the **Maintain** group, click **Edit**.

21 Click **Tax information**.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Delivery information' tab selected. The 'Company information' tab is also visible. The 'Delivery information' section contains the following fields:

- Location: Contoso India (dropdown menu)
- Address: Brigade Road, Bangalore, Karnataka-560082 (text area)
- Tax information: GST_KA (dropdown menu)

Buttons for 'OK' and 'Cancel' are located at the bottom right of the dialog box.

22 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'Company information' tab is also visible. The 'GST' section contains the following fields:

- GSTIN/GDI/UID: 29AGNPB4831B002 (dropdown menu)
- SAC: (dropdown menu)
- HSN code: 12034404 (dropdown menu)
- ITC Category: Input (dropdown menu)
- Is scrap:
- Exempt:

Buttons for 'OK' and 'Cancel' are located at the bottom right of the dialog box.

23 Click the **Customer tax information** tab.

File

VAT Sales tax Withholding tax Excise Service Customer tax information

Location: Wingtip Toys India Ltd.

Address: Ashoka Pillar road
BangaloreKarnataka
560030
IND

Tax information: GST_KA

OK Cancel

24 Click **OK**.

25 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document** to review the calculated taxes.

File Apply adjustment Recalculate Tax applicability

Header - SalesTable SalesID: INMF-000074, SalesLine - SalesLine LineNum: 1.00, ItemID: M000

1 Sales order

▲ Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency): 2,000.00

Total of Tax Amount (accounting currency): 2,000.00

Tax comp...	Base Amount (transac...	Base Amount (accounting c...	Rate	Tax Amount (transaction c...	Tax Amount (accounting currency)	Load on In...
CGST	10,000.00	10,000.00	10.000000	1,000.00	1,000.00	1,000.00
SGST	10,000.00	10,000.00	10.000000	1,000.00	1,000.00	1,000.00

Base Amount: 10,000.00 Expense Amount: 0.00 Recoverable Amount: 0.00

Rate: 10.000000 Reverse Charge Percentage: 0.00 Interim Recoverable Amount: 0.00

Tax Amount: 1,000.00 Interim Payable Amount: 0.00 Payable Amount: 1,000.00

Load on Inventory Percentage: 0.00 Load on Inventory Reverse Charge Amount: 0.00 Reverse Charge Amount: 0.00

Load on Inventory Amount: 0.00 Load on Inventory Remaining Amount: 0.00 Expense Reverse Charge Amount: 0.00

Close

26 Click **Close**.

Post the invoice

27 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

28 In the **Quantity** field, select **All**.

29 Select the **Print invoice** check box.

30 Click **OK**.

31 Click **Yes** to acknowledge the warning message.

Validate the report

Tax invoice

GSTIN	29AGNFB4831B002
Name	Contoso India
Address	Brigade Road BangaloreKarnataka 560082 IND
Invoice serial number	INMF-TAXIN/000004
Invoice date	5/23/2017

Details of receiver (Billed to)	Details of consignee (Shipped to)
Name	Wingtip Toys India Ltd.
Address	Ashoka Pillar road BangaloreKarnataka 560030 IND
State	Karnataka
State code	29
GSTIN/Unique ID	29AXLBH4571B001

Sr. No.	Description of the goods	HSN code/SAC code	Qty	Unit	Rate (per item)	Total	Discount	Taxable value	Tax component	Rate	Tax amount
1	Wiring Harness	12034404	1.00	ea	10,000.00	10,000.00	0.00	10,000.00			
									CGST	10.00%	1,000.00
									SGST	10.00%	1,000.00
	Total					10,000.00	0.00	10,000.00			2,000.00

Grand total 12,000.00

Total invoice value (figures) 12,000.00

Total invoice value (words) Twelve Thousand and Zero paise

Amount of tax subjected to reverse charges 0.00

Declaration

Signatory	Signature
	Designation
Electronic reference number	Date

Validate the voucher

32 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

33 Click **Voucher**.

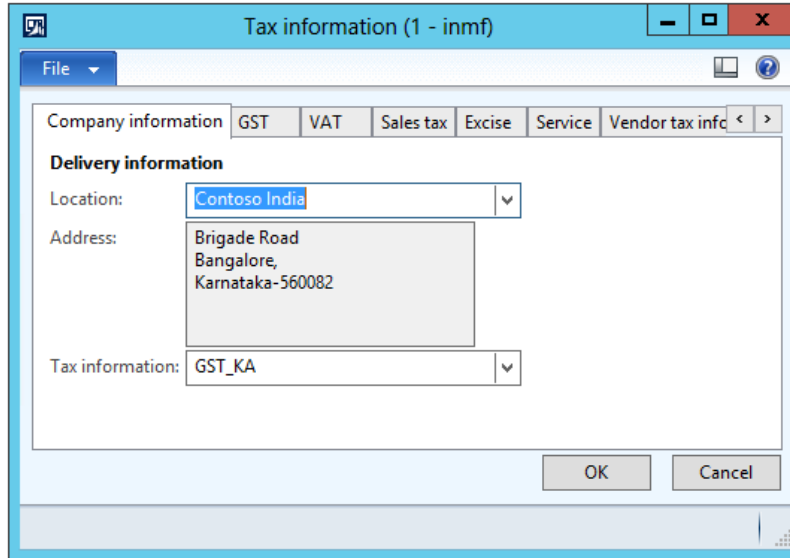
Financial entries for both the intrastate and interstate transactions

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	12,000.00		Customer account	12,000.00	
CGST payable account		1,000.00	IGST payable account		2,000.00
SGST payable account		1,000.00	Sales revenue		10,000.00
Sales revenue		10,000.00			

Sale of taxable services

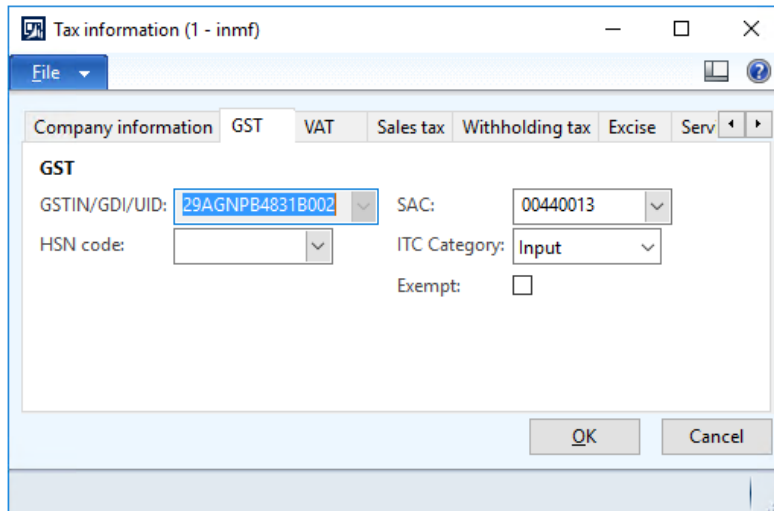
Free text invoices

- 1 Click **Accounts receivable** > **Common** > **Free text invoices** > **All free text invoices**.
- 2 Create a free text invoice for taxable services.
- 3 Save the record.
- 4 Click **Tax information**.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Delivery information' tab selected. The 'Company information' tab is also visible. The 'Delivery information' section includes a 'Location' dropdown menu set to 'Contoso India', an 'Address' text box containing 'Brigade Road, Bangalore, Karnataka-560082', and a 'Tax information' dropdown menu set to 'GST_KA'. The 'OK' and 'Cancel' buttons are at the bottom right.

- 5 On the **GST** tab, in the **SAC** field, select a value.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GST' section includes a 'GSTIN/GDI/UID' dropdown menu set to '29AGNPB4831B002', an 'SAC' dropdown menu set to '00440013', an 'HSN code' dropdown menu, an 'ITC Category' dropdown menu set to 'Input', and an 'Exempt' checkbox. The 'OK' and 'Cancel' buttons are at the bottom right.

6 Click the **Customer tax information** tab.

File

VAT Sales tax Withholding tax Excise Service Customer tax information

Location: Fabrikam India Ltd.

Address: Rao Tula Marg
Delhi
110064
IND

Tax information: GST_DL

OK Cancel

Note: The company address and the customer address are in different states. Therefore, this transaction is an interstate transaction.

7 Click **OK**.

8 On the Action Pane, on the **Invoice** tab, in the **Details** group, click **Tax document**.

Example:

- **Taxable value:** 10,000.00
- **IGST:** 20 percent

File Apply adjustment Recalculate Tax applicability

Header - CustInvoiceTable InvoiceId, InvoiceAc
Lines - CustInvoiceLine LineNum: 1.00, Descr

Free text invoice

Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency): 2,000.00

Total of Tax Amount (accounting currency): 2,000.00

Tax comp.	Base Amount (trans.)	Base Amount (accounting c.)	Rate	Tax Amount (transaction c.)	Tax Amount (accounting currency)
IGST	10,000.00	10,000.00	20.0000	2,000.00	2,000.00

Base Amount: 10,000.00 Expense Amount: 0.00 Recoverable Amount:

Rate: 20.0000 Reverse Charge Percentage: 0.00 Interim Recoverable Amount:

Tax Amount: 2,000.00 Interim Payable Amount: 0.00 Payable Amount:

Load on Inventory Percentage: 0.00 Load on Inventory Reverse Charge Amount: 0.00 Reverse Charge Amount:

Load on Inventory Amount: 0.00 Load on Inventory Remaining Amount: 0.00 Expense Reverse Charge Amount:

OK | inmf Close

9 Click **Close**.

Post the invoice

10 On the Action Pane, on the **Invoice** tab, click **Post** > **Post**.

11 Click **OK**.

12 Close the message.

Validate the voucher

13 On the Action Pane, on the **Invoice** tab, in the **Related information** group, click **Invoice journal**.

14 Click **Voucher**.

Financial entries for both the intrastate and interstate transactions

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	12,000.00		Customer account	12,000.00	
CGST payable account		1,000.00	IGST payable account		2,000.00
SGST payable account		1,000.00	Sales revenue		10,000.00
Sales revenue		10,000.00			

Sale of taxable goods where there is a reverse charge

1 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.

2 Create a sales order for a taxable item.

3 Save the record.

4 Click **Tax information**.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". At the top, there are tabs for "Company information", "GST", "VAT", "Sales tax", "Excise", "Service", and "Vendor tax info". The "Company information" tab is selected. Below the tabs, the "Delivery information" section is visible. It contains three fields: "Location:" with a dropdown menu showing "Contoso India", "Address:" with a text box containing "Brigade Road, Bangalore, Karnataka-560082", and "Tax information:" with a dropdown menu showing "GST_KA". At the bottom right of the dialog box, there are "OK" and "Cancel" buttons.

5 Click the **GST** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf)" with a "File" menu. The "GST" tab is selected, and the following fields are visible:

- GSTIN/GDI/UID: 29AGNPB4831B002
- SAC: [Empty dropdown]
- HSN code: 12034404
- ITC Category: Input
- Is scrap:
- Exempt:

Buttons for "OK" and "Cancel" are at the bottom right.

6 Click the **Customer tax information** tab.

The screenshot shows the same dialog box with the "Customer tax information" tab selected. The following fields are visible:

- Location: Wingtip Toys India Ltd.
- Address: Ashoka Pillar road, BangaloreKarnataka, 560030, IND
- Tax information: GST_KA

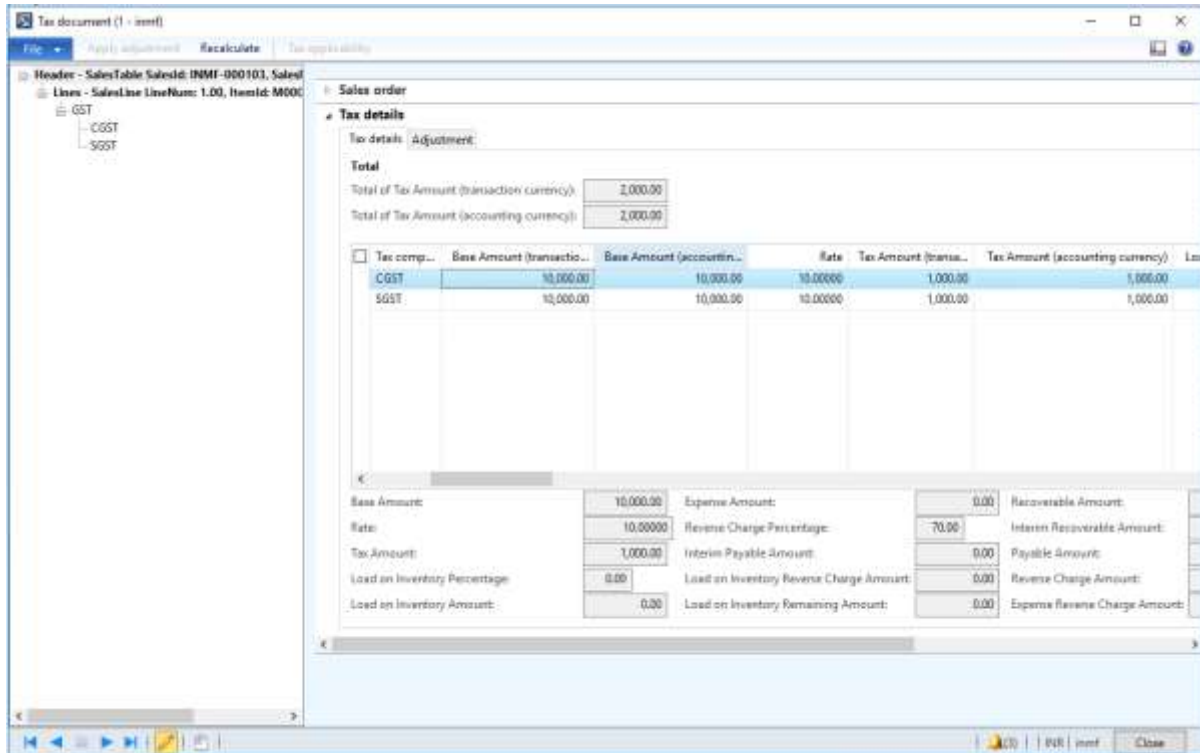
Buttons for "OK" and "Cancel" are at the bottom right.

7 Click **OK**.

8 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document** to review the calculated taxes.

Example:

- **Taxable value:** 10,000.00
- **CGST:** 10 percent
- **SGST:** 10 percent
- **Reverse charge percentage:** 70 percent



9 Click **Close**.

Post the invoice

10 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

11 In the **Quantity** field, select **All**.

12 Select the **Print invoice** check box.

13 Click **OK**.

14 Click **Yes** to acknowledge the warning message.

Validate the report

Tax invoice											
GSTIN	29AGNPB4831B002										
Name	Contoso India										
Address	Brigade Road BangaloreKarnataka 560082 IND										
Invoice serial number	INMF-TAXINV000005										
Invoice date	6/7/2017										
Details of receiver (Billed to)						Details of consignee (Shipped to)					
Name	Wingtip Toys India Ltd.					Name	Wingtip Toys India Ltd.				
Address	Ashoka Pillar road BangaloreKarnataka 560030 IND					Address	Ashoka Pillar road BangaloreKarnataka 560030 IND				
State	Karnataka					State	Karnataka				
State code	29					State code	29				
GSTIN/Unique ID	29AXLBH4571B001					GSTIN/Unique ID	29AXLBH4571B001				
Sr. No.	Description of the goods	HSN code/SAC code	Qty	Unit	Rate (per item)	Total	Discount	Taxable value	Tax component	Rate	Tax amount
1	Wiring Harness	12034404	1.00	ea	10,000.00	10,000.00	0.00	10,000.00			
									CGST	10.00%	1,000.00
									SGST	10.00%	1,000.00
	Total					10,000.00	0.00	10,000.00			2,000.00
Grand total						12,000.00					
Total invoice value (figures)						10,600.00					
Total invoice value (words)						Ten Thousand Six Hundred and Zero paise					
Amount of tax subjected to reverse charges						1,400.00					
Declaration:											
Signatory						Signature					
						Designation					
Electronic reference number						Date					

Validate the voucher

15 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

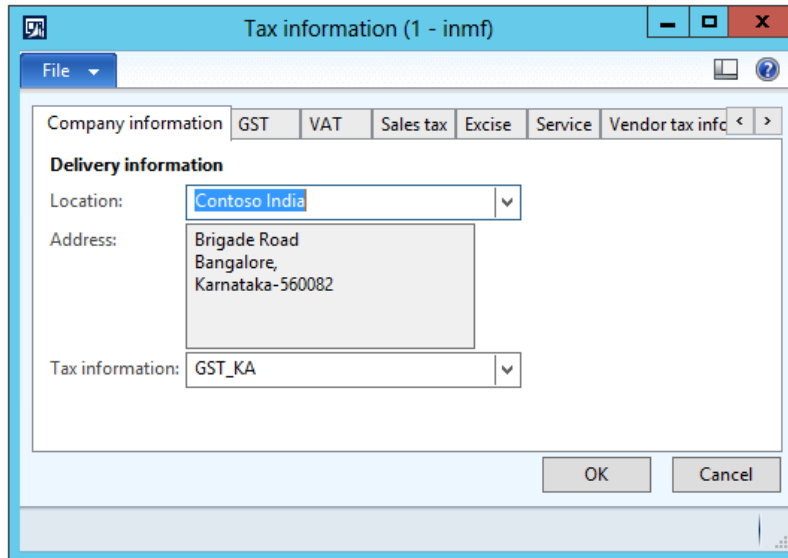
16 Click **Voucher**.

Financial entries for both the intrastate and interstate transactions

Intrastate transaction			Interstate transaction		
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)	Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	10,600.00		Customer account	10,600.00	
CGST payable account		300.00	IGST payable account		600.00
SGST payable account		300.00	Sales revenue		10,000.00
Sales revenue		10,000.00			

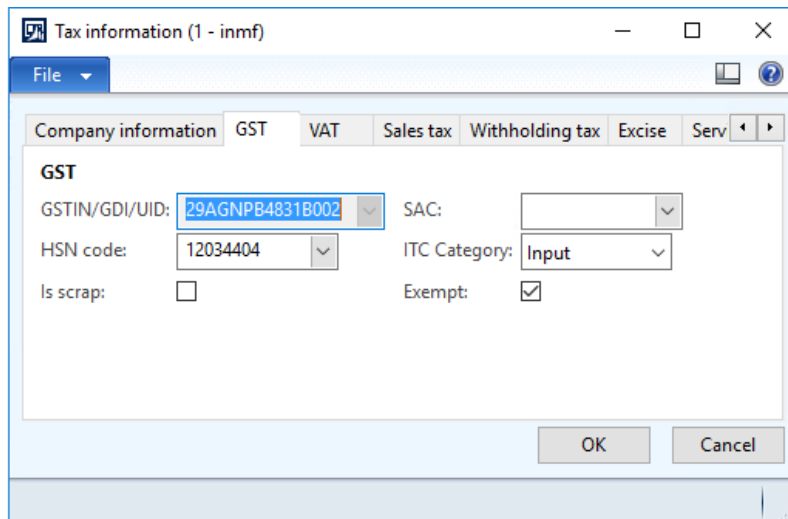
Sales of exempted item

- 1 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.
- 2 Create a sales order for an exempted item.
- 3 Select the record.
- 4 Click **Tax information**.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Delivery information' tab selected. The 'Location' dropdown is set to 'Contoso India'. The 'Address' field contains 'Brigade Road, Bangalore, Karnataka-560082'. The 'Tax information' dropdown is set to 'GST_KA'. The 'OK' and 'Cancel' buttons are visible at the bottom right.

- 5 On the **GST** tab, verify that the **Exempted** check box is selected by default.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GSTIN/GDI/UID' dropdown is set to '29AGNPB4831B002'. The 'HSN code' dropdown is set to '12034404'. The 'Exempt' checkbox is checked. The 'OK' and 'Cancel' buttons are visible at the bottom right.

6 Click the **Customer tax information** tab.

File

VAT Sales tax Withholding tax Excise Service Customer tax information

Location: Wingtip Toys India Ltd.

Address: Ashoka Pillar road
BangaloreKarnataka
560030
IND

Tax information: GST_KA

OK Cancel

7 Click **OK**.

8 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document**.

File Apply adjustment Recalculate Tax applicability

Header - SalesTable SalesId: INMF-000106 Sales

Lines - SalesLine LineNum: 1.00, ItemId: M000

Sales order

Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency) 0.00

Total of Tax Amount (accounting currency) 0.00

Display string	Tax type	Tax comp.	Base Amount (transaction currency)	Base Amount (accounting currency)	Rate	Tax Amount (base)
SalesLine Line...	GST	CGST	0.00	0.00	10.00000	
SalesLine Line...	GST	SGST	0.00	0.00	10.00000	

Base Amount: 0.00 Expense Amount: 0.00 Recoverable Amount:

Rate: 10.00000 Reverse Charge Percentage: 0.00 Interim Recoverable Amount:

Tax Amount: 0.00 Interim Payable Amount: 0.00 Payable Amount:

Load on Inventory Percentage: 0.00 Load on Inventory Reverse Charge Amount: 0.00 Reverse Charge Amount:

Load on Inventory Amount: 0.00 Load on Inventory Remaining Amount: 0.00 Expense Reverse Charge Amount:

Close

9 Click **Close**.

Post the invoice

10 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

11 In the **Quantity** field, select **All**.

12 Click **OK**.

13 Click **Yes** to acknowledge the warning message.

Validate the voucher

14 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

15 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	10,000.00	
Sales revenue account		10,000.00

Sale of zero-rated goods

1 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.

2 Create a sales order for a zero-rated item.

3 Select the record.

4 Click **Tax information**.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". It features a "File" menu and several tabs: "Company information", "GST", "VAT", "Sales tax", "Excise", "Service", and "Vendor tax info". The "Delivery information" section is currently selected and displays the following details:

- Location: Contoso India
- Address: Brigade Road, Bangalore, Karnataka-560082
- Tax information: GST_KA

At the bottom right of the dialog, there are "OK" and "Cancel" buttons.

5 Click the **GST** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". The "GST" tab is selected. The form contains the following fields:

- GSTIN/GDI/UID: 29AGNPB4831B00
- SAC: (empty)
- HSN code: 01061202
- ITC Category: Input
- Is scrap:
- Exempt:

Buttons for "OK" and "Cancel" are visible at the bottom right.

6 Click the **Customer tax information** tab.

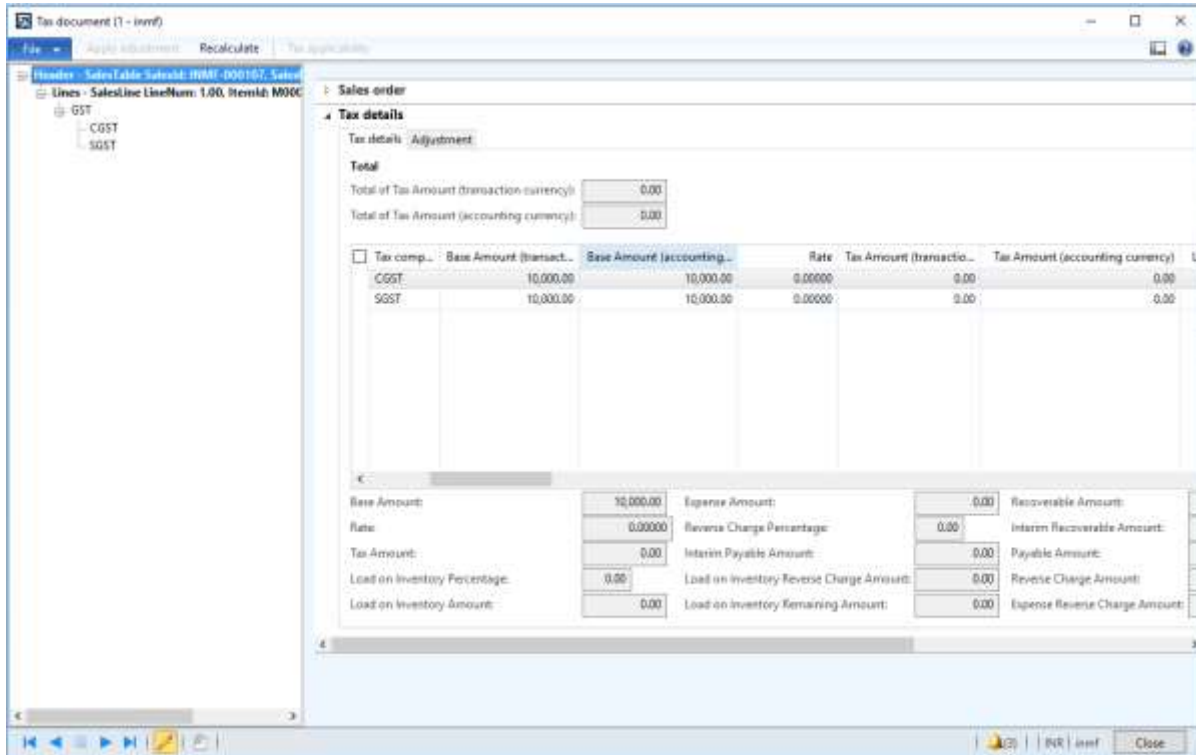
The screenshot shows the same dialog box, but with the "Customer tax information" tab selected. The form contains the following fields:

- Location: Wingtip Toys India Ltd.
- Address: Ashoka Pillar road, BangaloreKarnataka, 560030, IND
- Tax information: GST_KA

Buttons for "OK" and "Cancel" are visible at the bottom right.

7 Click **OK**.

8 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document**.



9 Click **Close**.

Post the invoice

10 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

11 In the **Quantity** field, select **All**.

12 Click **OK**.

13 Click **Yes** to acknowledge the warning message.

Validate the voucher

14 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

15 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	10,000.00	
Sales revenue account		10,000.00

Sale of non-GST goods

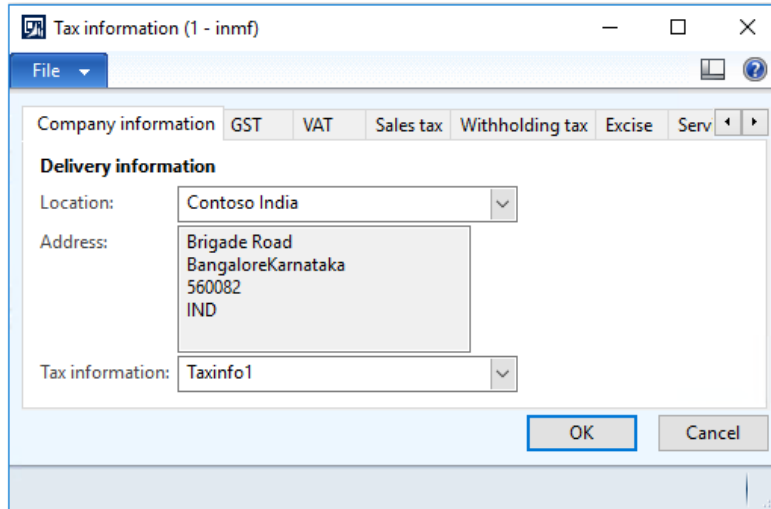
1 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.

2 Create a sales order, and define VAT tax groups.

3 Select the record.

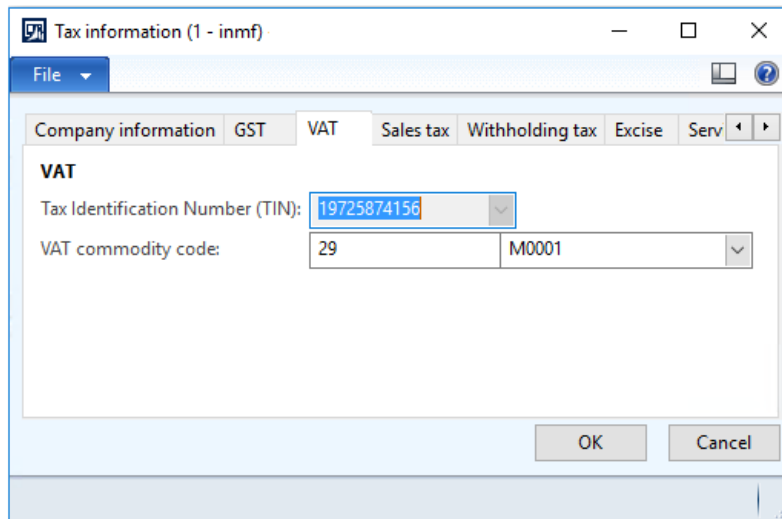
4 Click **Tax information**.

5 In the **Tax information** field, select a value that has a Tax Identification Number (TIN) associated with it.



The screenshot shows a dialog box titled "Tax information (1 - inmf)". It has a menu bar with "File" and a toolbar with a printer icon and a help icon. Below the menu bar are tabs for "Company information", "GST", "VAT", "Sales tax", "Withholding tax", "Excise", and "Serv". The "Delivery information" section is active, showing a "Location" dropdown set to "Contoso India", an "Address" field containing "Brigade Road", "BangaloreKarnataka", "560082", and "IND", and a "Tax information" dropdown set to "Taxinfo1". "OK" and "Cancel" buttons are at the bottom right.

6 Click the **GST** tab.



The screenshot shows the same dialog box, but the "VAT" tab is selected. The "VAT" section is active, showing a "Tax Identification Number (TIN)" dropdown set to "19725874156" and a "VAT commodity code" field with "29" and "M0001" dropdown. "OK" and "Cancel" buttons are at the bottom right.

7 Click the **Customer tax information** tab.

File

VAT Sales tax Withholding tax Excise Service Customer tax information

Location: Wingtip Toys India Ltd.

Address: Ashoka Pillar road
BangaloreKarnataka
560030
IND

Tax information: GST_KA

OK Cancel

8 Click **OK**.

9 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Sales tax**.

Temporary sales tax transactions (1 - inmf)

File

Formule designer

Total calculated sales tax amount: 1,000.00 Total actual sales tax amount: 1,000.00

Overview General Adjustment

Sales tax code	Quantity	Amount origin	Adju...	Percent	Calculated sales tax amount	Actual sales tax amount	Override calculated
VAT_KA	0.00	10,000.00	0.00	10.000000	1,000.00	1,000.00	

Close

10 Click **Close**.

Post the invoice

11 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

12 In the **Quantity** field, select **All**.

13 Click **OK**.

14 Click **Yes** to acknowledge the warning message.

Validate the voucher

15 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

16 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	11,000.00	
VAT payable account		1,000.00
Sales revenue account		10,000.00

Sale of taxable goods where there is a discount and a provisional assessment

Sales order form

- 1 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.
- 2 Create a sales order for a taxable item.
- 3 On the Action Pane, on the **Sales order** tab, in the **Show** group, click **Header view**.
- 4 On the **Price and discount** FastTab, in the **Total discount %** field, enter **10.00**.
- 5 On the Action Pane, on the **Sales order** tab, in the **Show** group, click **Line view**.
- 6 On the **Lines details** FastTab, on the **Address** tab, in the **Delivery address** field, select a value.

7 Save the record.

8 Click **Tax information**.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". It has a menu bar with "File" and a toolbar with window control icons. Below the menu bar are tabs: "Company information", "GST", "VAT", "Sales tax", "Excise", "Service", and "Vendor tax info". The "Delivery information" section is active and contains the following fields:

- Location: A dropdown menu with "Contoso India" selected.
- Address: A text box containing "Brigade Road", "Bangalore,", and "Karnataka-560082".
- Tax information: A dropdown menu with "GST_KA" selected.

At the bottom right, there are "OK" and "Cancel" buttons.

9 Click the **GST** tab.

The screenshot shows the same dialog box, but with the "GST" tab selected. The "GST" section contains the following fields:

- GSTIN/GDI/UID: A dropdown menu with "29AGNPB4831B002" selected.
- SAC: A dropdown menu.
- HSN code: A dropdown menu with "12034404" selected.
- ITC Category: A dropdown menu with "Input" selected.
- Is scrap: A checkbox, currently unchecked.
- Exempt: A checkbox, currently unchecked.

At the bottom right, there are "OK" and "Cancel" buttons.

10 Click the **Customer tax information** tab.

File

VAT Sales tax Withholding tax Excise Service Customer tax information

Location: Fabrikam India Ltd.

Address: Rao Tula Marg
Delhi
110064
IND

Tax information: GST_DL

OK Cancel

11 Click **OK**.

12 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document**.

13 Verify that the tax that is calculated considers the discount.

File Apply adjustment Recalculate Tax calculation

Header - SalesTable SalesId: INMF-000104, Sales

Lines - SalesLine UseNum: 1.00, Item: M500

GST

GST

Sales order

Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency): 1,800.00

Total of Tax Amount (accounting currency): 1,800.00

Tax comp...	Base Amount (transaction...	Base Amount (accountin...	Rate	Tax Amount (transaction...	Tax Amount (accounting currency)
GST	9,000.00	9,000.00	20.00000	1,800.00	1,800.00

Base Amount: 9,000.00 Expense Amount: 0.00 Recoverable Amount:

Rate: 20.00000 Reverse Charge Percentage: 0.00 Interm Recoverable Amount:

Tax Amount: 1,800.00 Interm Payable Amount: 0.00 Payable Amount:

Load on Inventory Percentage: 0.00 Load on Inventory Reverse Charge Amount: 0.00 Reverse Charge Amount:

Load on Inventory Amount: 0.00 Load on Inventory Remaining Amount: 0.00 Expense Reverse Charge Amount:

Close

14 Click **Close**.

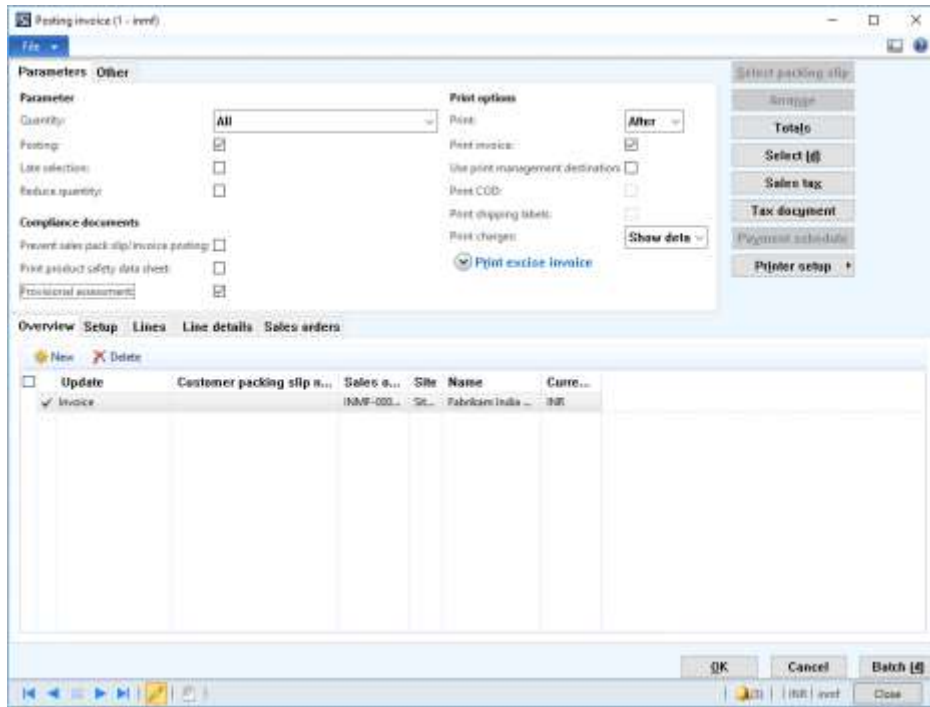
Post the invoice

15 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

16 In the **Quantity** field, select **All**.

17 Select the **Print invoice** check box.

18 Select the **Provisional assessment** check box.



19 Click **OK**.

20 Click **Yes** to acknowledge the warning message.

Validate the report

Tax invoice												
GSTIN	29AGNPB4831B002											
Name	Contoso India											
Address	Brigade Road BangaloreKarnataka 560082 IND											
Invoice serial number	INMF-TAXINV000009											
Invoice date	6/8/2017											
Details of receiver (Billed to)						Details of consignee (Shipped to)						
Name	Fabrikam India Ltd.					Name	Fabrikam_KA					
Address	Rao Tula Marg Delhi 110064 IND					Address	Ramiah Street BangaloreKarnataka 560086 IND					
State	Delhi					State	Karnataka					
State code	07					State code	29					
GSTIN/Unique ID	07AXLBH4571B001					GSTIN/Unique ID	29AXLBH4571B001					
Sr. No.	Description of the goods	HSN code/SAC code	Qty	Unit	Rate (per item)	Total	Discount	Taxable value	Tax component	Rate	Tax amount	
1	Wiring Harness	12034404	1.00	ea	10,000.00	10,000.00	1,000.00	9,000.00				
									IGST	20.00%	1,800.00	
	Total					10,000.00	1,000.00	9,000.00			1,800.00	
	Grand total							10,800.00				
	Total invoice value (figures)							10,800.00				
	Total invoice value (words)							Ten Thousand Eight Hundred and Zero paise				
	Amount of tax subjected to reverse charges							0.00				
Declaration:												
Signatory									Signature			
									Designation			
Electronic reference number									Date			

Validate the voucher

21 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

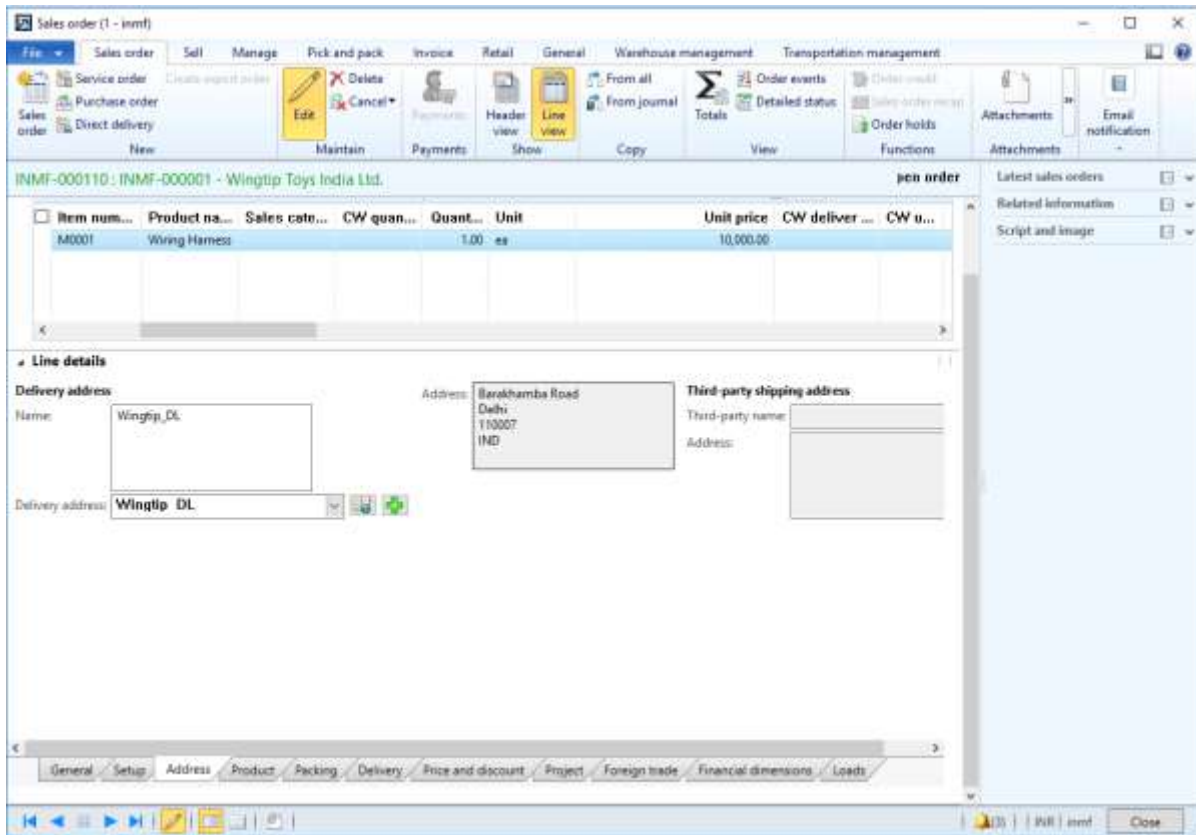
22 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	10,800.00	
Customer invoice discount	1,000.00	
IGST payable account		1,800.00
Sales revenue account		10,000.00

Sale of taxable goods where there is tax on shipping charges

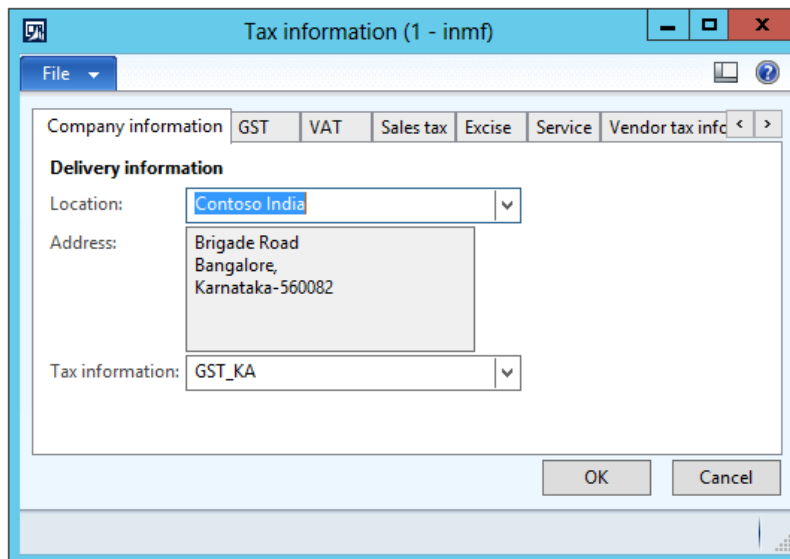
- 1 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.
- 2 Create a sales order for a taxable item.

3 On the **Lines details** FastTab, on the **Address** tab, in the **Delivery address** field, select a value.



4 Save the records.

5 Click **Tax information**.



6 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'Company information' tab is also visible. The 'GST' section contains the following fields:

- GSTIN/GDI/UID: 29AGNPB4831B002
- SAC: (empty dropdown)
- HSN code: 12034404
- ITC Category: Input
- Is scrap:
- Exempt:

Buttons for 'OK' and 'Cancel' are at the bottom right.

7 Click the **Customer tax information** tab.

8 In the **Location** field, select the value that you selected for the delivery address in step 3.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Customer tax information' tab selected. The 'VAT', 'Sales tax', 'Withholding tax', 'Excise', and 'Service' tabs are also visible. The 'Customer tax information' section contains the following fields:

- Location: Wingtip_DL
- Address: Barakhamba Road, Delhi, 110007, IND
- Tax information: GST_DL

Buttons for 'OK' and 'Cancel' are at the bottom right.

9 Click **OK**.

10 On the **Sales order lines** FastTab, click **Financials > Maintain charges**.

11 Select a charges code.

12 In the **Charges value** field, enter a value.

13 Save the record.

14 Click **Tax information**.

The screenshot shows a dialog box titled "Tax information (1 - inmf) - Charges code: 02, Deleted: N...". It has a "File" menu and three tabs: "Company information", "GST", and "Vendor tax information". The "Vendor tax information" tab is active. Under the heading "Delivery information", there are three fields: "Location:" with a dropdown menu showing "Contoso India", "Address:" with a text box containing "Brigade Road, Bangalore, Karnataka-560082", and "Tax information:" with a dropdown menu showing "GST_KA". At the bottom right, there are "OK" and "Cancel" buttons.

15 Click the **GST** tab.

The screenshot shows the same dialog box, but with the "GST" tab selected. The "GST" section contains four fields: "GSTIN/GDI/UID:" with a dropdown menu showing "29AGNPB4831B002", "SAC:" with a dropdown menu showing "00440013", "HSN code:" with an empty dropdown menu, and "ITC Category:" with a dropdown menu showing "Input". There is also an "Exempt:" checkbox which is unchecked. At the bottom right, there are "OK" and "Cancel" buttons.

Note: The **SAC** field is automatically set, based on the charges code that you selected. The default setting is defined in the charges code master.

16 Click the **Customer tax information** tab.

17 Click **OK**.

18 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document** to review the calculated taxes.

Example:

- **Line amount:** 10,000.00
- **IGST:** 20 percent
- **CESS:** 1 percent
- **Miscellaneous charges:** 1,000.00
- **IGST:** 25 percent
- **CESS:** 1 percent

Tax comp...	Base Amount (transactio...	Base Amount (accounting currency)	Rate	Tax Amount (transaction currency)	Tax Amount
IGST	1,000.00	1,000.00	25.00000	250.00	
CESS	1,000.00	1,000.00	1.00000	10.00	
IGST	10,000.00	10,000.00	20.00000	2,000.00	
CESS	10,000.00	10,000.00	1.00000	100.00	

19 Click **Close**.

Post the invoice

- 20** On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.
- 21** In the **Quantity** field, select **All**.
- 22** Select the **Print invoice** check box.
- 23** Click **OK**.
- 24** Click **Yes** to acknowledge the warning message.

Validate the report

Tax invoice											
GSTIN	29AGN954831B002										
Name	Contoso India										
Address	Brigade Road Bangalore/Karnataka 560092 IND										
Invoice serial number	INWF-TAXINV000010										
Invoice date	6/8/2017										
Details of receiver (Billed to)					Details of consignee (Shipped to)						
Name	Wingtip_OI				Name	Wingtip_OI					
Address	Barakhamba Road Delhi 110007 IND				Address	Barakhamba Road Delhi 110007 IND					
State	Delhi				State	Delhi					
State code	07				State code	07					
GSTIN/Unique ID	07AXLBH4571B001				GSTIN/Unique ID	07AXLBH4571B001					
Sr. No.	Description of the goods	HSN code/SAC code	Qty	Unit	Rate (per item)	Total	Discount	Taxable value	Tax component	Rate	Tax amount
1	Wiring Harness	12034404	1.00	ea	10,000.00	10,000.00	0.00	10,000.00	CESS	1.00%	100.00
									IGST	20.00%	2,000.00
Total						10,000.00	0.00	10,000.00			2,100.00
Misc. charges											
Description		Value									
Freight		1,000.00									
Total						1,000.00			CESS	1.00%	10.00
									IGST	25.00%	250.00
Grand total								13,360.00			
Total invoice value (figures)								13,360.00			
Total invoice value (words)								Thirteen Thousand Three Hundred Sixty and Zero paise			
Amount of tax subjected to reverse charges								0.00			
Declaration:											
Signatory						Signature					
						Designation					
Electronic reference number						Date					

Validate the voucher

25 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

26 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	13,360.00	
IGST payable account		2,250.00
CESS payable account		110.00
Freight charges account		1,000.00
Sales revenue account		10,000.00

Sales where prices include and exclude tax

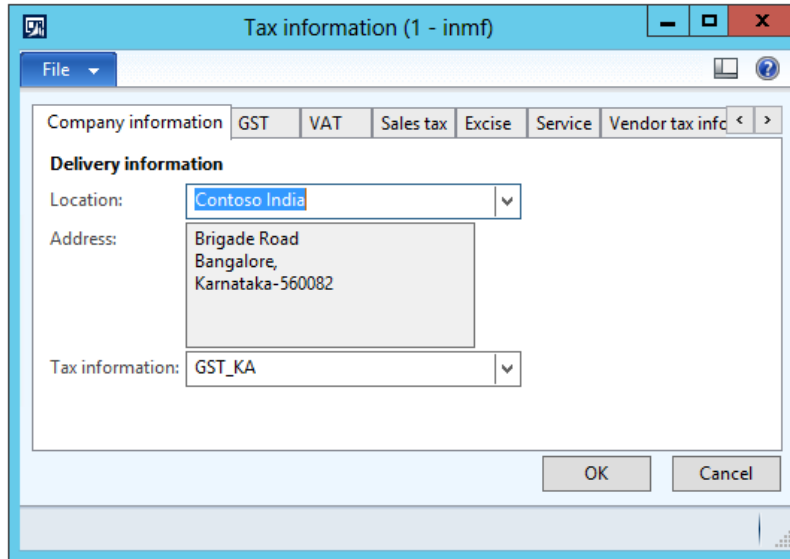
Sales order form

- 1 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.
- 2 Create a sales order for taxable goods.
- 3 Add two sales order lines:
 - For order line 1, clear the **Prices include sales tax** check box.
 - For order line 2, select the **Prices include sales tax** check box.

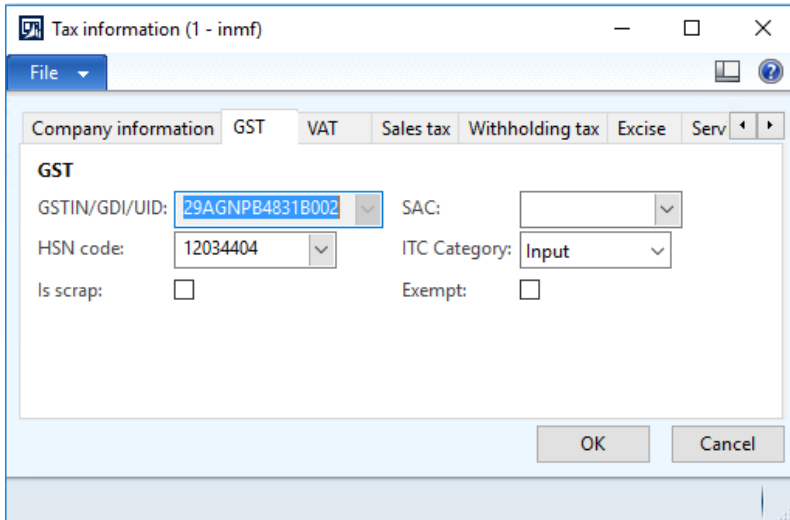
4 Save the records.

5 Select order line 1.

6 Click **Tax information**.



7 Click the **GST** tab.



8 Click the **Customer tax information** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". It has a menu bar with "File" and a toolbar with a help icon. Below the menu bar are several tabs: "VAT", "Sales tax", "Withholding tax", "Excise", "Service", and "Customer tax information". The "Customer tax information" tab is active. Inside the dialog, there are three main fields: "Location:" with a dropdown menu showing "Wingtip Toys India Ltd."; "Address:" with a text area containing "Ashoka Pillar road", "BangaloreKarnataka", "560030", and "IND"; and "Tax information:" with a dropdown menu showing "GST_KA". At the bottom right, there are "OK" and "Cancel" buttons.

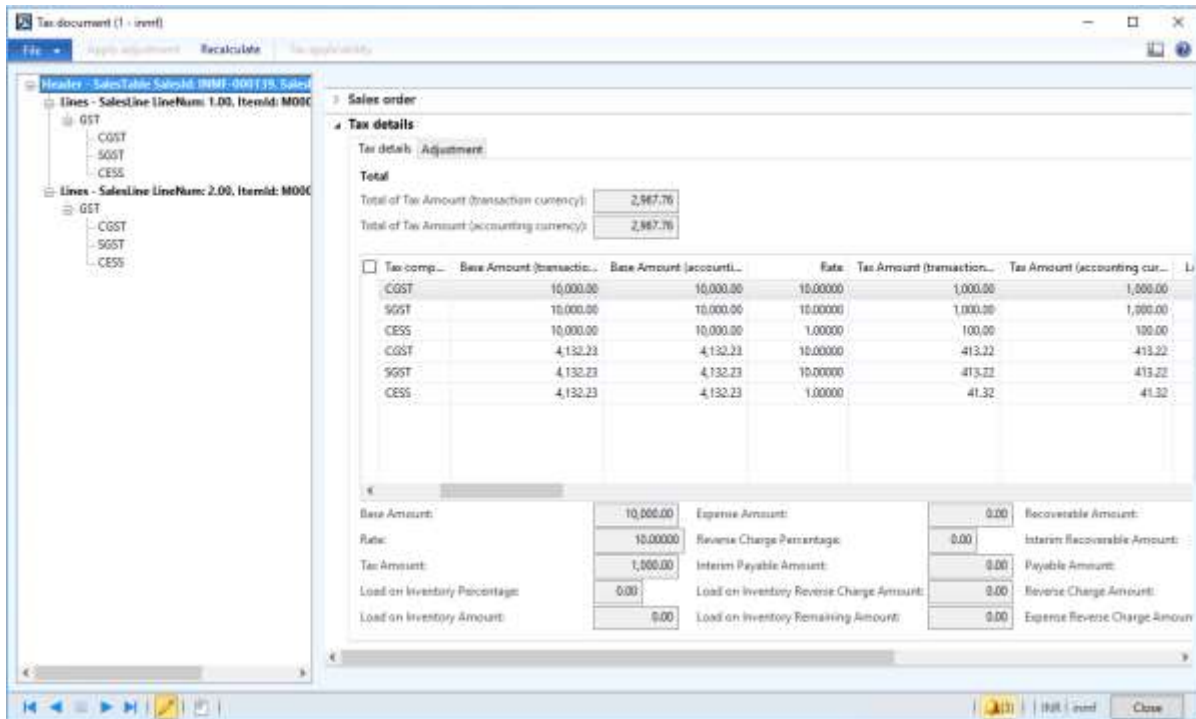
9 Click **OK**.

10 Repeat steps 5 through 9 for order line 2.

11 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document**.

Example:

- Order line 1:
 - **Taxable amount:** 10,000
 - **CGST:** 10 percent
 - **SGST:** 10 percent
 - **CESS:** 1 percent
- Order line 2:
 - **Taxable amount:** 5,000
 - **CGST:** 10 percent
 - **SGST:** 10 percent
 - **CESS:** 1 percent
 - Price inclusive



12 Click **Close**.

Post the invoice

13 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

14 In the **Quantity** field, select **All**.

15 Click **OK**.

16 Click **Yes** to acknowledge the warning message.

Validate the voucher

17 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

18 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	17,100.00	
CGST payable account		1,413.22
SGST payable account		1,413.22
CESS payable account		141.32
Sales revenue account		14,132.24

Debit note against the sales invoice

1 Click **General ledger** > **Journals** > **General journal**.

2 Create a journal, and define a journal name.

3 Click **Lines**.

- 4 In the **Account type** field, select **Customer**.
- 5 In the **Account** field, select a value.
- 6 In the **Debit** field, enter a value.
- 7 In the **Offset account type** field, select **Ledger**.
- 8 In the **Offset account** field, select a value.
- 9 On the **General** tab, in the **Original sales invoice** field group, in the **Original invoice number** field, select a value.
- 10 Verify that the **Original invoice date** is automatically set, based on the original invoice number that you selected.

Note: You can post a revised debit note by selecting **Revised** in the **Invoice type** field and adding a reference to the original debit note.

11 Click **Tax information**.

The screenshot shows a window titled "Tax information (1 - inmf) - Purchase order: INMF-00086,..." with a "File" menu. The "Delivery information" tab is active. It contains the following fields:

- Location: Contoso India
- Address: Brigade Road, Bangalore, Karnataka-560082
- Tax information: GST_KA

Buttons for "OK" and "Cancel" are at the bottom right.

12 On the **GST** tab, in the **HSN code** field, select a value.

The screenshot shows the same window, but with the "GST" tab selected. The "HSN code" field is highlighted with a blue selection box. The fields are:

- GSTIN/GDI/UID: 29AGNPB4831B002
- HSN code: 12034404
- Non-Business Usage %: 0.00
- SAC: (empty)
- ITC Category: Input
- Service category: Inward
- Exempt:

Buttons for "OK" and "Cancel" are at the bottom right.

13 Click the **Customer tax information** tab.

File

VAT Sales tax Withholding tax Excise Service Customer tax information

Location: Wingtip Toys India Ltd.

Address: Ashoka Pillar road
BangaloreKarnataka
560030
IND

Tax information: GST_KA

OK Cancel

14 Click **OK**.

Validate the tax details

15 Click **Tax document**.

File Apply adjustment Recalculate Tax applicability

General ledger - customer invoice

Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency): 1,050.00

Total of Tax Amount (accounting currency): 1,050.00

Tax comp...	Base Amount (transac...	Base Amount (account...	Rate	Tax Amount (transac...	Tax Amount (accounting currency)
CGST	5,000.00	5,000.00	10.00000	500.00	500.00
SGST	3,000.00	3,000.00	10.00000	300.00	300.00
CESS	5,000.00	5,000.00	1.00000	50.00	50.00

Base Amount: 3,000.00 Expense Amount: 0.00 Recoverable Amount:

Rate: 10.00000 Reverse Charge Percentage: 0.00 Interim Recoverable Amount:

Tax Amount: 500.00 Interim Payable Amount: 0.00 Payable Amount:

Load on Inventory Percentage: 0.00 Load on Inventory Reverse Charge Amount: 0.00 Reverse Charge Amount:

Load on Inventory Amount: 0.00 Load on Inventory Remaining Amount: 0.00 Expense Reverse Charge Amount:

Close

16 Click **Close**.

17 Click **Post > Post**.

18 Close the message.

Validate the financial entries

19 Click **Inquiries > Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	6,050.00	
CGST payable account		500.00
SGST payable account		500.00
CESS payable account		50.00
Sales revenue account		5,000.00

Note: You can also create a sales debit note through a sales order and a free text invoice.

Credit note against the sales invoice

Sales order form

- 1 Click **Accounts receivable > Common > Sales orders > All sales orders**.
- 2 Create a sales credit note for a taxable item.
- 3 In the **Original invoice number** field, select a value.
- 4 Verify that the **Original invoice date** field is automatically set, based on the original invoice number that you selected.
- 5 Save the record.
- 6 Click **Tax information**.

The screenshot shows a software window titled "Tax information (1 - inmf)". It features a menu bar with "File" and a set of tabs: "Company information", "GST", "VAT", "Sales tax", "Excise", "Service", and "Vendor tax info". The "Delivery information" section is expanded, containing three fields: "Location" with a dropdown menu showing "Contoso India", "Address" with a text box containing "Brigade Road, Bangalore, Karnataka-560082", and "Tax information" with a dropdown menu showing "GST_KA". At the bottom right of the window are "OK" and "Cancel" buttons.

7 Click the **GST** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf)" with a "File" menu. The "GST" tab is selected, and the following fields are visible:

- GSTIN/GDI/UID: 29AGNPB4831B002
- SAC: [Empty]
- HSN code: 12034404
- ITC Category: Input
- Is scrap:
- Exempt:

Buttons for "OK" and "Cancel" are at the bottom right.

8 Click the **Customer tax information** tab.

The screenshot shows the same dialog box with the "Customer tax information" tab selected. The fields are:

- Location: Wingtip_DL
- Address: Barakhamba Road, Delhi, 110007, IND
- Tax information: GST_DL

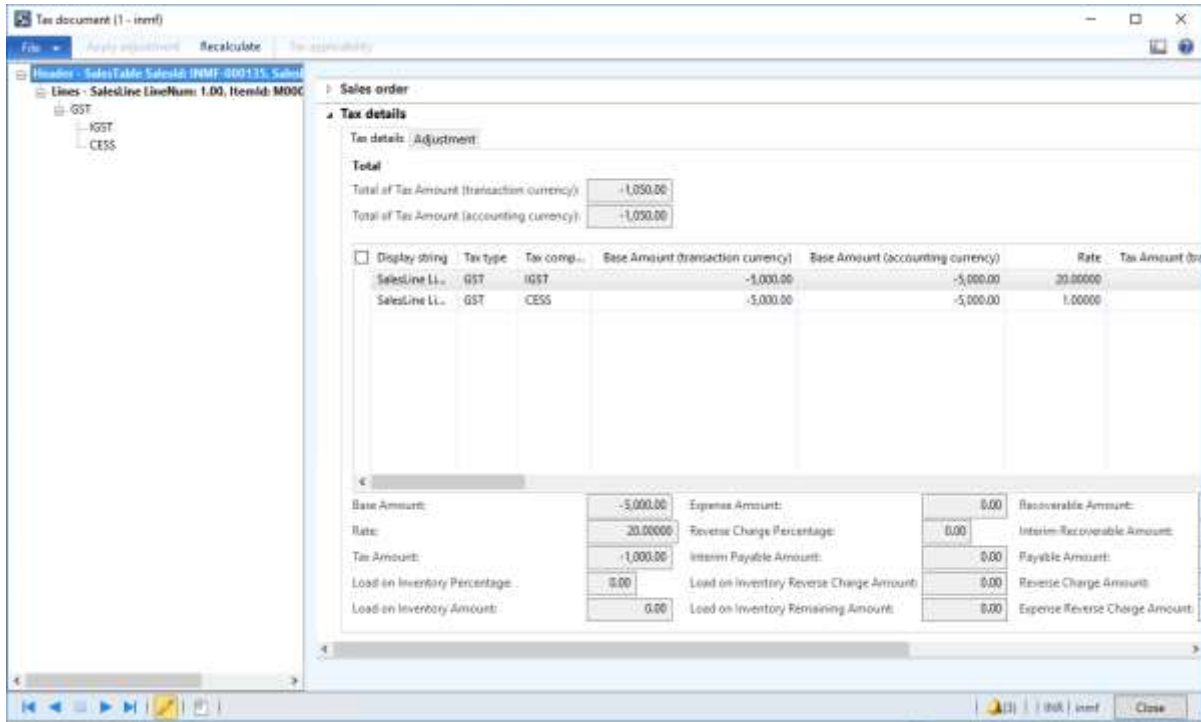
The "OK" button is highlighted with a blue border.

9 Click **OK**.

10 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document**.

Example:

- **Taxable amount:** -5,000
- **IGST:** 20 percent
- **CESS:** 1 percent



11 Click **Close**.

Post the invoice

12 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

13 In the **Quantity** field, select **All**.

14 On the **Others** tab, verify that the **Invoice type** field is set to **Original**.

Note: You can post a revised credit note by selecting **Revised** in the **Invoice type** field and adding a reference to the original credit note.

15 Click **OK**.

16 Click **Yes** to acknowledge the warning message.

Validate the voucher

17 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

18 Click **Voucher**.

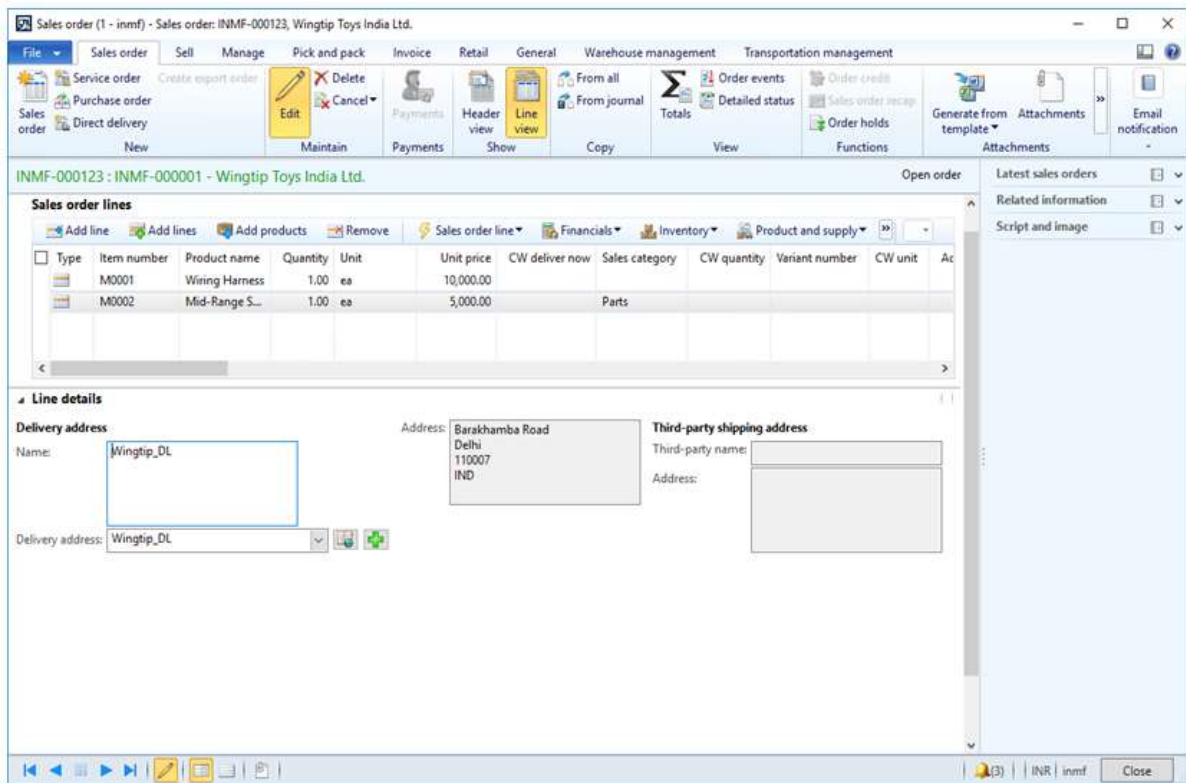
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account		6,050.00
IGST payable account	1,000.00	
CESS payable account	50.00	
Sales revenue account	5,000.00	

Note: You can also create a sales credit note through the general ledger and a free text invoice.

Sales invoice that is split based on delivery addresses

- 1 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.
- 2 Create a sales order for taxable items.
- 3 On the **Lines details** FastTab, click the **Address** tab.

Order line	Taxable value	Delivery location
1	10,000	Ashoka Pillar road Bangalore Karnataka 560030 IND
2	5,000	Barakhamba Road Delhi 110007 IND



- 4 Save the records.
- 5 Select order line 1.

6 Click **Tax information**.

The screenshot shows a window titled "Tax information (1 - inmf)" with a "File" menu. The "Delivery information" tab is active. It contains the following fields:

- Location: Contoso India (dropdown)
- Address: Brigade Road, Bangalore, Karnataka-560082 (text area)
- Tax information: GST_KA (dropdown)

Buttons for "OK" and "Cancel" are at the bottom right.

7 Click the **GST** tab.

The screenshot shows the same window with the "GST" tab active. It contains the following fields:

- GSTIN/GDI/UID: 29AGNPB4831B002 (dropdown)
- SAC: (dropdown)
- HSN code: 12034404 (dropdown)
- ITC Category: Input (dropdown)
- Is scrap:
- Exempt:

Buttons for "OK" and "Cancel" are at the bottom right.

8 Click the **Customer tax information** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf) - Sales order: INMF-000123, M0001, S...". The "Customer tax information" tab is selected. The form contains the following fields:

- Location: Wingtip Toys India Ltd.
- Address: Ashoka Pillar road, BangaloreKarnataka, 560030, IND
- Tax information: GST_KA

Buttons for "OK" and "Cancel" are at the bottom right. A status bar at the bottom reads "Accept changes, and exit the window".

9 Click **OK**.

10 Select order line 2.

11 Click **Tax information**.

The screenshot shows the same dialog box, but now the "Delivery information" tab is selected. The form contains the following fields:

- Location: Contoso India
- Address: Brigade Road, Bangalore, Karnataka-560082
- Tax information: GST_KA

Buttons for "OK" and "Cancel" are at the bottom right.

12 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GST' section contains the following fields:

- GSTIN/GDI/UID: 29AGNPB4831B002
- SAC: (empty dropdown)
- HSN code: 12034404
- ITC Category: Input
- Is scrap:
- Exempt:

Buttons for 'OK' and 'Cancel' are visible at the bottom right.

13 Click the **Customer tax information** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Customer tax information' tab selected. The 'Customer tax information' section contains the following fields:

- Location: Wingtip_DL
- Address: Barakhamba Road, Delhi, 110007, IND
- Tax information: GST_DL

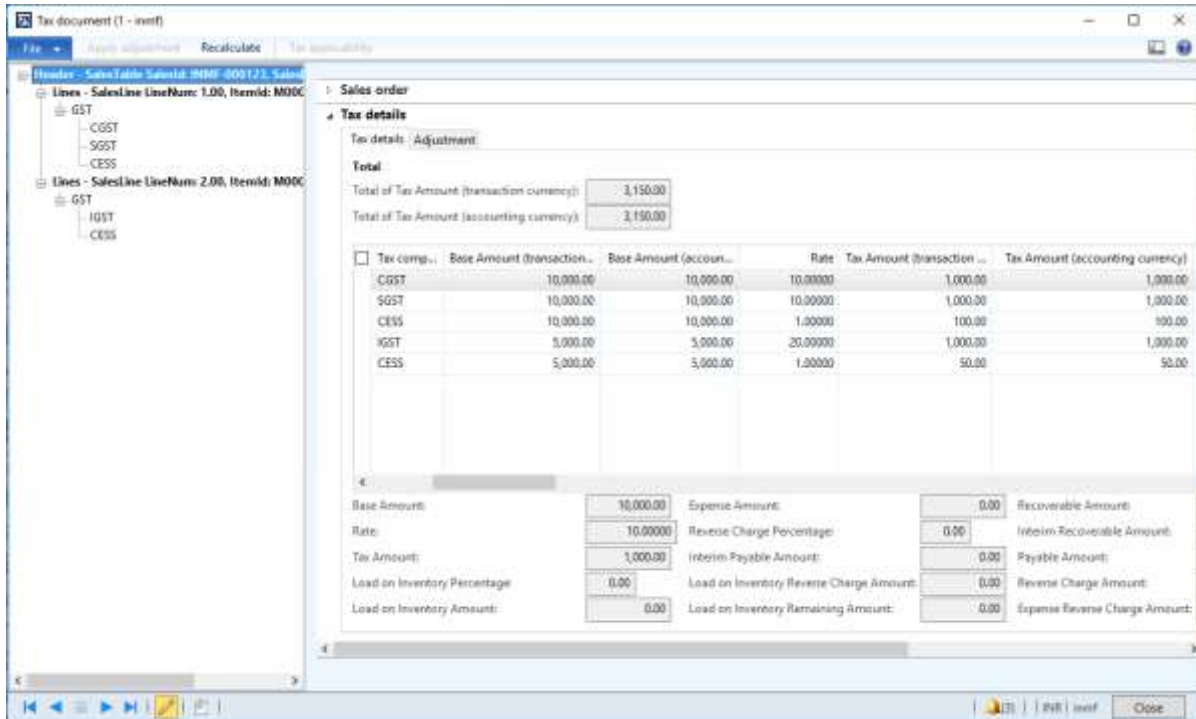
Buttons for 'OK' and 'Cancel' are visible at the bottom right.

14 Click **OK**.

15 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document** to review the calculated taxes.

Example:

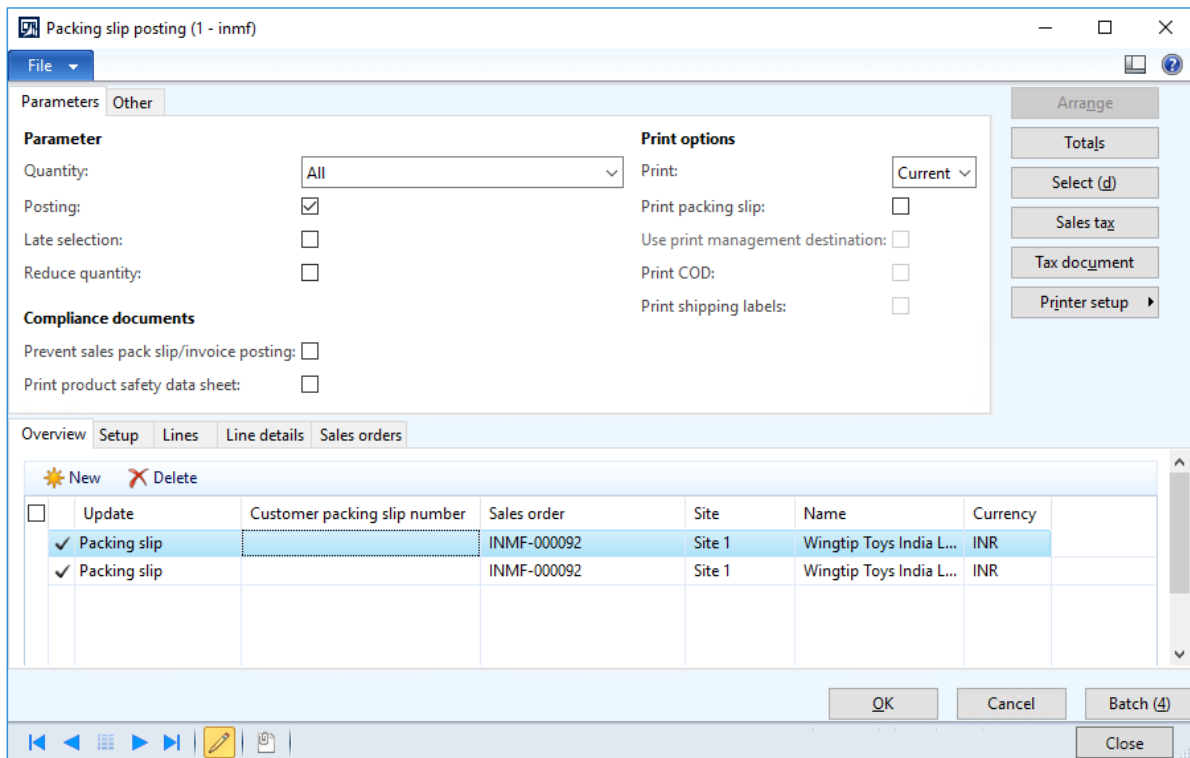
- Order line 1
 - **Taxable amount:** 10,000.00
 - **CGST:** 10 percent
 - **SGST:** 10 percent
 - **CESS:** 1 percent
- Order line 2
 - **Taxable amount:** 5,000.00
 - **IGST:** 20 percent
 - **CESS:** 1 percent



16 Click **Close**.

Post the packing slip

17 Click the Action Pane, on the **Pick and pack** tab, in the **Generate** group, click **Packing slip**.



18 Click **OK**.

Post the invoice

19 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

20 In the **Quantity** field, select **All**.

Posting invoice (1 - inmf)

File

Parameters Other

Parameter

Quantity: All

Posting:

Late selection:

Reduce quantity:

Compliance documents

Prevent sales pack slip/invoice posting:

Print product safety data sheet:

Provisional assessment:

Print options

Print: After

Print invoice:

Use print management destination:

Print COD:

Print shipping labels:

Print charges: Show details

Print excise invoice

Select packing slip

Arrange

Totals

Select (d)

Sales tax

Tax document

Payment schedule

Printer setup

Overview Setup Lines Line details Sales orders

New Delete

Update	Customer packing slip number	Sales order	Site	Name	Currency
<input checked="" type="checkbox"/> Invoice		INMF-000123	Sit...	Wingtip Toys India L...	INR
<input checked="" type="checkbox"/> Invoice		INMF-000123	Sit...	Wingtip Toys India L...	INR

OK Cancel Batch (4)

Update quantity

INR | inmf | Close

Note: The invoice is split based on the delivery addresses.

21 Click **OK**.

22 Click **Yes** to acknowledge the warning message.

Validate the voucher

23 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

24 Select record with Invoice amount '12100.00'



25 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	12,100.00	
CGST payable account		1,000.00
SGST payable account		1,000.00
CESS payable account		100.00
Sales revenue		10000

26 Click **Close**.

27 Select record with Invoice amount '6050.00'

28 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	6,050.00	
IGST payable account		1,000.00
CESS payable account		50.00
Sales revenue		5,000.00

Sales return transaction

Return order form

- 1 Click **Sales and marketing** > **Common** > **Return orders** > **All return orders**.
- 2 Create a return order for a taxable item.
- 3 On the **Line details** FastTab, in the **Disposition code** field, select **Credit only**.
- 4 On the Action Pane, on the **Return order** tab, in the **Send** group, click **Return order**.
- 5 Click **OK**.
- 6 Close the form.

Sales order form

- 7 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.
- 8 Select the record where the **Order type** field is set to **Returned order**.
- 9 On the Action Pane, on the **Sales order** tab, in the **Maintain** group, click **Edit**.
- 10 Click **Tax information**.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". It features a "File" menu and several tabs: "Company information", "GST", "VAT", "Sales tax", "Excise", "Service", and "Vendor tax info". The "Delivery information" section is currently selected and contains the following fields:

- Location:** A dropdown menu with "Contoso India" selected.
- Address:** A text box containing "Brigade Road", "Bangalore,", and "Karnataka-560082".
- Tax information:** A dropdown menu with "GST_KA" selected.

At the bottom right of the dialog, there are "OK" and "Cancel" buttons.

11 Click the **GST** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf)" with a "File" menu. The "GST" tab is selected, and the following fields are visible:

- GSTIN/GDI/UID: 29AGNPB4831B002
- SAC: [Empty dropdown]
- HSN code: 12034404
- ITC Category: Input
- Is scrap:
- Exempt:

Buttons for "OK" and "Cancel" are at the bottom right.

12 Click the **Customer tax information** tab.

The screenshot shows the same dialog box with the "Customer tax information" tab selected. The following fields are visible:

- Location: Wingtip Toys India Ltd.
- Address: Ashoka Pillar road, BangaloreKarnataka, 560030, IND
- Tax information: GST_KA

Buttons for "OK" and "Cancel" are at the bottom right.

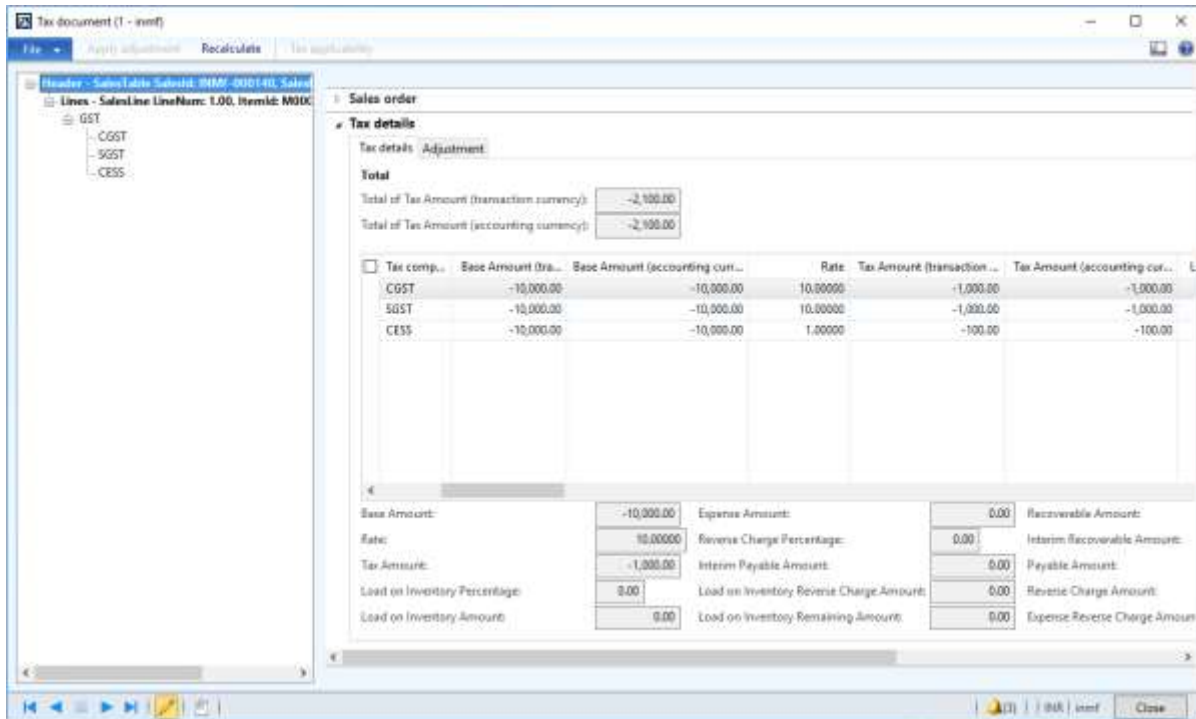
Note: The **Tax information** value is automatically set, based on the original sales order that the return order is created against.

13 Click **OK**.

14 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document**.

Example:

- **Taxable amount:** 10,000
- **CGST:** 10 percent
- **SGST:** 10 percent
- **CESS:** 1 percent



15 Click **Close**.

Post the invoice

16 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

17 In the **Quantity** field, select **All**.

18 Click **OK**.

19 Click **Yes** to acknowledge the warning message.

Validate the report

Validate the voucher

20 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

21 Click **Voucher**.

- **Financial entry for the Credit only/Replace and scrap/Scrap disposition code**

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Sales revenue account	10,000.00	
CGST expense account	1,000.00	
SGST expense account	1,000.00	
CESS expense account	100.00	
Customer account		12,100.00

- Financial entry for the Credit/Replace and credit disposition code

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Sales revenue account	10,000.00	
CGST payable account	1,000.00	
SGST payable account	1,000.00	
CESS payable account	100.00	
Customer account		12,100.00

Foreign transactions

Import of goods where there is GST

- 1 Click **Accounts payable** > **Common** > **Purchase orders** > **All purchase orders**.
- 2 Create a purchase order for a foreign vendor account.
- 3 Save the record.
- 4 Click **Tax information**.

The screenshot shows the 'Tax information (1 - inmf)' dialog box. The 'GST' tab is selected. The 'Delivery information' section includes a 'Location' dropdown menu with 'Contoso India' selected, an 'Address' text box containing 'Brigade Road, Bangalore, Karnataka-560082', and a 'Tax information' dropdown menu with 'GST_KA' selected. 'OK' and 'Cancel' buttons are located at the bottom right of the dialog.

5 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'Company information' sub-tab is also active. The 'GST' section contains the following fields:

GSTIN/GDI/UID:	29AGNPB4831B002	SAC:	
HSN code:	12034404	ITC Category:	Input
Non-Business Usage %:	0.00	Service category:	Inward
		Exempt:	<input type="checkbox"/>

Buttons for 'OK' and 'Cancel' are located at the bottom right of the dialog.

6 Click the **Customs** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Customs' tab selected. The 'Customs' section contains the following fields:

IEC number:	0100000029
Customs tariff code:	4409 10 20
Direction:	Import

Buttons for 'OK' and 'Cancel' are located at the bottom right of the dialog.

7 Click the **Vendor tax information** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". It has a menu bar with "File" and a toolbar with "Withholding tax", "Excise", "Customs", "Service", "EXIM", and "Vendor tax information". The "Vendor tax information" tab is active. Below the tabs, there are three fields: "Location:" with a dropdown menu showing "Blue Younger USA", "Address:" with a text box containing "Garland, TX 75047 USA", and "Tax information:" with an empty dropdown menu. At the bottom right, there are "OK" and "Cancel" buttons.

8 Click **OK**.

9 Click **Functions > Maintain charges**.

10 Select a charges code.

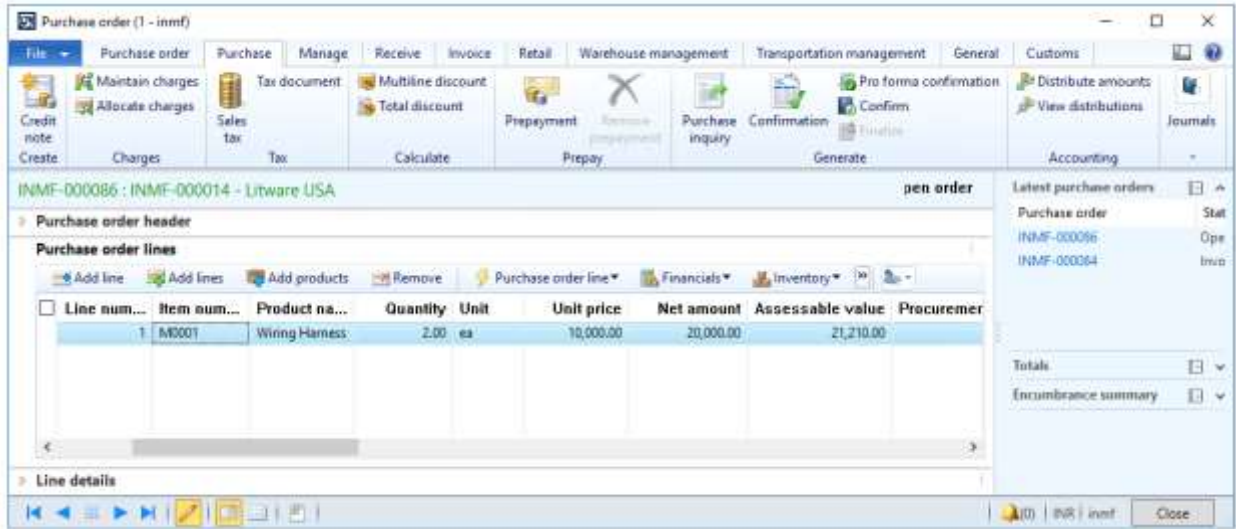
11 Select the **Assessable value** check box.

12 In the **Charges value** field, enter a value.

13 Save the record.

The screenshot shows a window titled "Charges transactions (1 - inmf)". It has a menu bar with "File", "New", "Delete", "Distribute amounts", "Charges division", and "Tax information". Below the menu bar is a table with columns: "Charges c...", "Categ...", "Assessable ...", "Assessable val...", "Charges v...", "Curre...", and "Calculated am...". The table contains one row with values: "01", "Fixed", , "0.00000", "1,000.00", "USD", and "1,000.00". To the right of the table is a form with fields for "Charges code:" (01), "Category:" (Fixed), "Charges value:" (1,000.00), and "Allow edit:" (es). Below these is a "General" section with "Description:" (Freight), "Currency:" (USD), and "Type" (Broker contract fees). At the bottom right, there is a "Close" button.

14 Click **Close**.



Note: The assessable value is calculated as Net amount + Misc. charges + 1% of Landing charges that are defined in Accounts payable parameters.

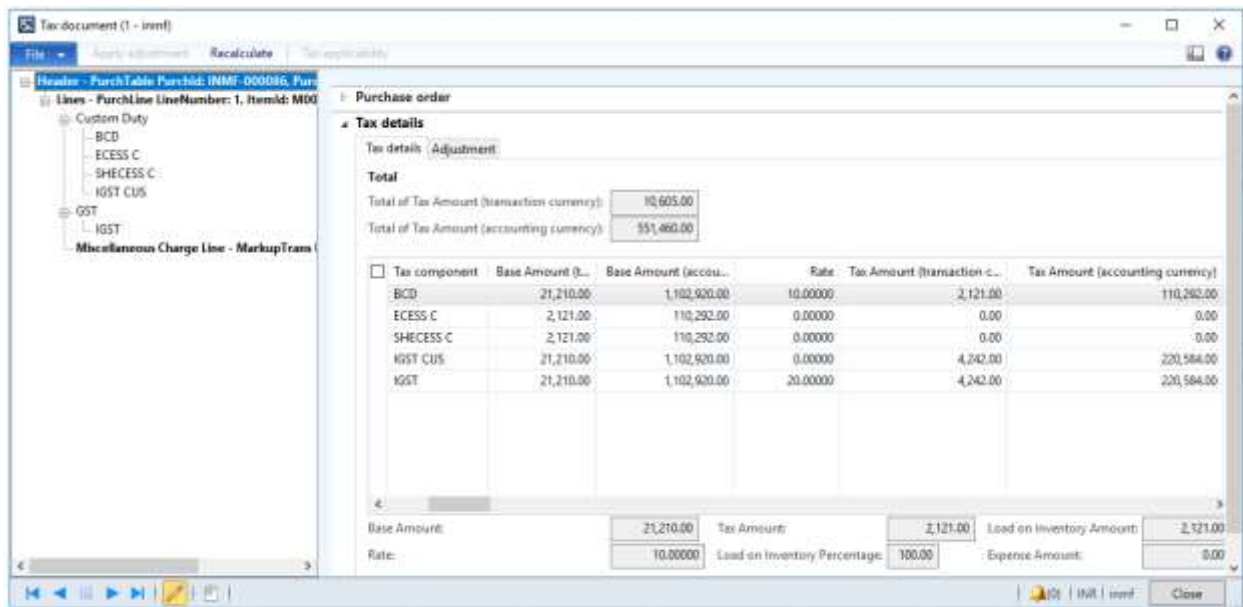
Validate the tax details

15 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.

16 On the **Tax details** FastTab, review the tax calculation.

Example:

- **BCD:** 10 percent
- **LOI:** 100 percent
- **IGST:** 20 percent
- **Import exchange rate:** 1 USD = 52 INR



Note: IGST can be calculated on Assessable value + BCD tax amount, by extending the configuration.

17 Click **Close**.

18 Click **Confirm**.

Update the invoice registration

19 On the Action Pane, on the **Customs** tab, in the **Maintain** group, click **Invoice registration**.

20 In the **Import invoice number** field, select a value.

21 Click **Update**.

Post the bill of entry

22 On the Action Pane, on the **Customs** tab, in the **Generate** group, click **Bill of entry**.

23 In the **Import invoice number** field, select a value.

24 In the **Bill of entry number** field, select a value.

25 Click **Tax document**.

The screenshot displays the 'Tax document (1 - inmf)' window. The left pane shows a tree view of tax components under 'Customs Duty', including BCD, ECESS C, SHECESS C, IGST CUS, GST, and IGST. The main pane is titled 'Import order bill of entry' and shows 'Tax details' with an 'Adjustment' tab. It lists the total tax amounts in both transaction and accounting currencies, and a table of tax components with their respective base amounts, rates, and tax amounts.

Tax component	Base Amount (transacti...	Base Amount (accounti...	Rate	Tax Amount (trans...	Tax Amount (accounting c...
BCD	21,210.00	1,102,920.00	10.00000	2,121.00	110,292.00
ECESS C	2,121.00	110,292.00	0.00000	0.00	0.00
SHECESS C	2,121.00	110,292.00	0.00000	0.00	0.00
IGST CUS	21,210.00	1,102,920.00	0.00000	4,242.00	220,584.00
IGST	21,210.00	1,102,920.00	20.00000	4,242.00	220,584.00

Summary values at the bottom of the window:

- Base Amount: 21,210.00
- Tax Amount: 2,121.00
- Load on Inventory Amount: 2,121.00
- Rate: 10.00000
- Load on Inventory Percentage: 100.00
- Expense Amount: 0.00

26 Click **Close**.

27 Click **OK**.

Verify the Bill of entry journal

28 On the Action Pane, on the **Customs** tab, in the **Journal** group, click **Bill of entry**.

29 Click **Tax document**.

The screenshot shows the 'Tax document (1 - inmf)' window. The 'Tax details' section is expanded, showing a table of tax components. The table has columns for 'Tax component', 'Base Amount (transacti...', 'Base Amount (accounti...', 'Rate', 'Tax Amount (trans...', and 'Tax Amount (accounting c...'. The data rows are:

Tax component	Base Amount (transacti...	Base Amount (accounti...	Rate	Tax Amount (trans...	Tax Amount (accounting c...
BCD	21,210.00	1,102,920.00	10.00000	2,121.00	110,292.00
ECESS C	2,121.00	110,292.00	0.00000	0.00	0.00
SHECESS C	2,121.00	110,292.00	0.00000	0.00	0.00
IGST CUS	21,210.00	1,102,920.00	0.00000	4,242.00	220,584.00
IGST	21,210.00	1,102,920.00	20.00000	4,242.00	220,584.00

Below the table, there are summary fields: Base Amount: 21,210.00, Tax Amount: 2,121.00, Load on Inventory Amount: 2,121.00, Rate: 10.00000, Load on Inventory Percentage: 100.00, Expense Amount: 0.00. The window title bar shows 'Tax document (1 - inmf)' and the 'Close' button is visible at the bottom right.

30 Click **Close**.

Correction of Bill of entry

31 Click **Cancel**.

32 Click **Close**.

Post the bill of entry

33 On the Action Pane, on the **Customs** tab, in the **Generate** group, click **Bill of entry**.

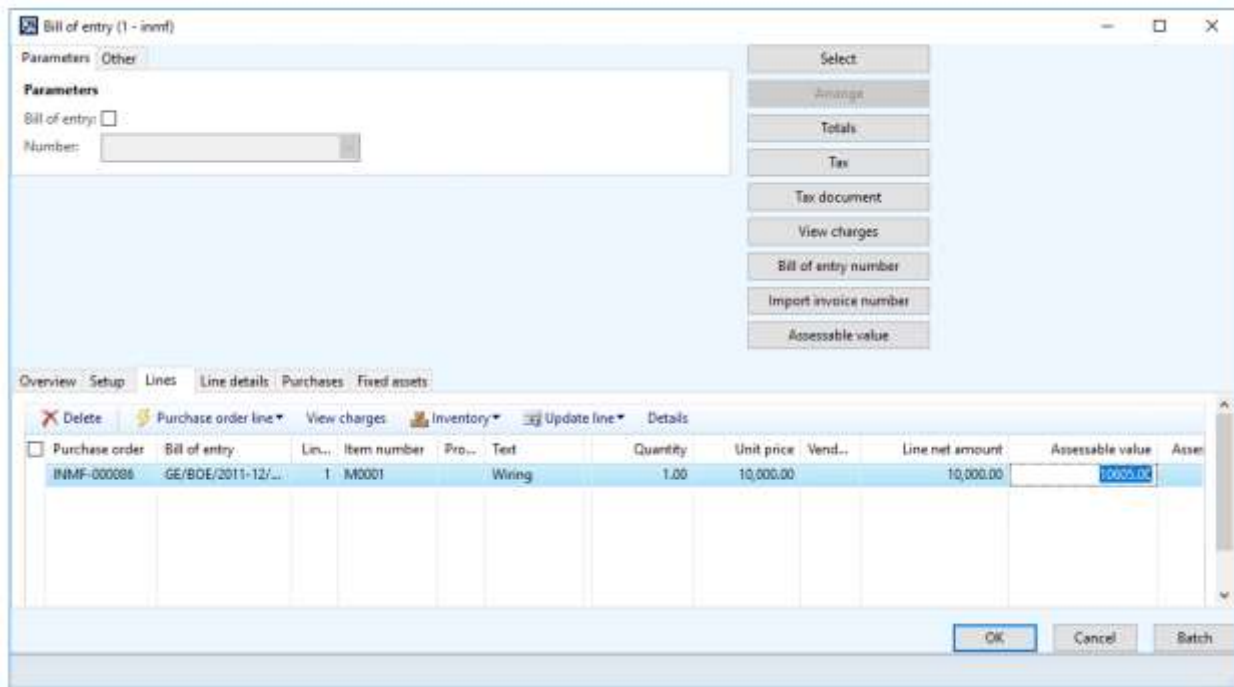
34 In the **Import invoice number** field, select a value.

35 In the **Bill of entry number** field, select a value.

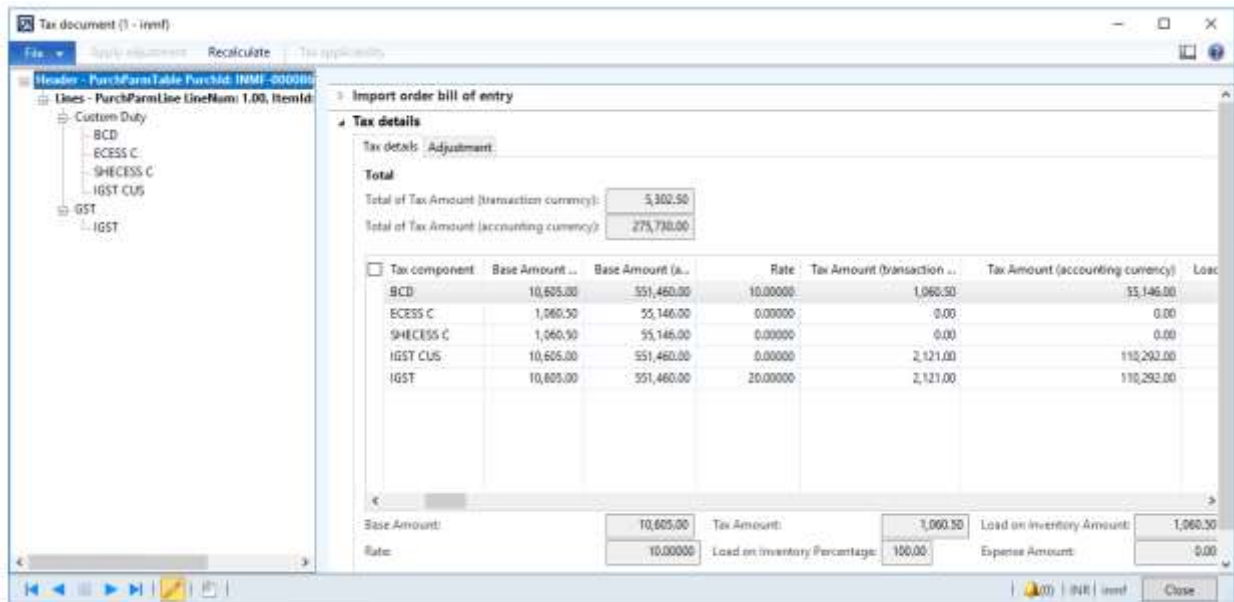
36 Click the **Lines** tab.

37 In the **Quantity** field, enter a value.

38 Close the message.



39 Click **Tax document**.



40 Click **Close**.

41 Click **OK**.

Verify the Bill of entry journal

42 On the Action Pane, on the **Customs** tab, in the **Journal** group, click **Bill of entry**.

Purcha...	Import invoice number	Import invoice date	Bill of entry	Bill of entry date	Bill of entry status
INMF-0...	XYZ-001	03-07-2017	GE/BOE/2011-12/...	03-07-2017	Posted
INMF-0...	XYZ-001	03-07-2017	GE/BOE/2011-12/...	03-07-2017	Canceled

43 Click **Tax document**.

Tax component	Base Amount ..	Base Amount (A..)	Rate	Tax Amount (transaction ..)	Tax Amount (accounting currency)
BCD	10,605.00	551,460.00	10.00000	1,060.50	55,146.00
ECESS C	1,060.50	55,146.00	0.00000	0.00	0.00
SHECESS C	1,060.50	55,146.00	0.00000	0.00	0.00
IGST CUS	10,605.00	551,460.00	0.00000	2,121.00	110,292.00
IGST	10,605.00	551,460.00	20.00000	2,121.00	110,292.00

44 Click **Close**.

Post the product receipt

45 On the Action Pane, on the **Receive** tab, in the **Generate** group, click **Product receipt**.

46 In the **Quantity** field, select **Bill of entry quantity**.

47 Enter the Product receipt.

48 Click **OK**.

Post the purchase invoice

49 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

50 In the **Default quantity for lines** field, select **Bill of entry quantity**.

51 Enter the invoice number.

52 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post > Post**.

53 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	5,83,728.00	
Customs duty accrual account	1,10,292.00	
IGST recoverable account	1,10,292.00	
Freight charges account	52,858.20	
Import duty payable account		1,65,438.00
Customs duty accrual account		1,10,292.00
Vendor account		5,81,440.20

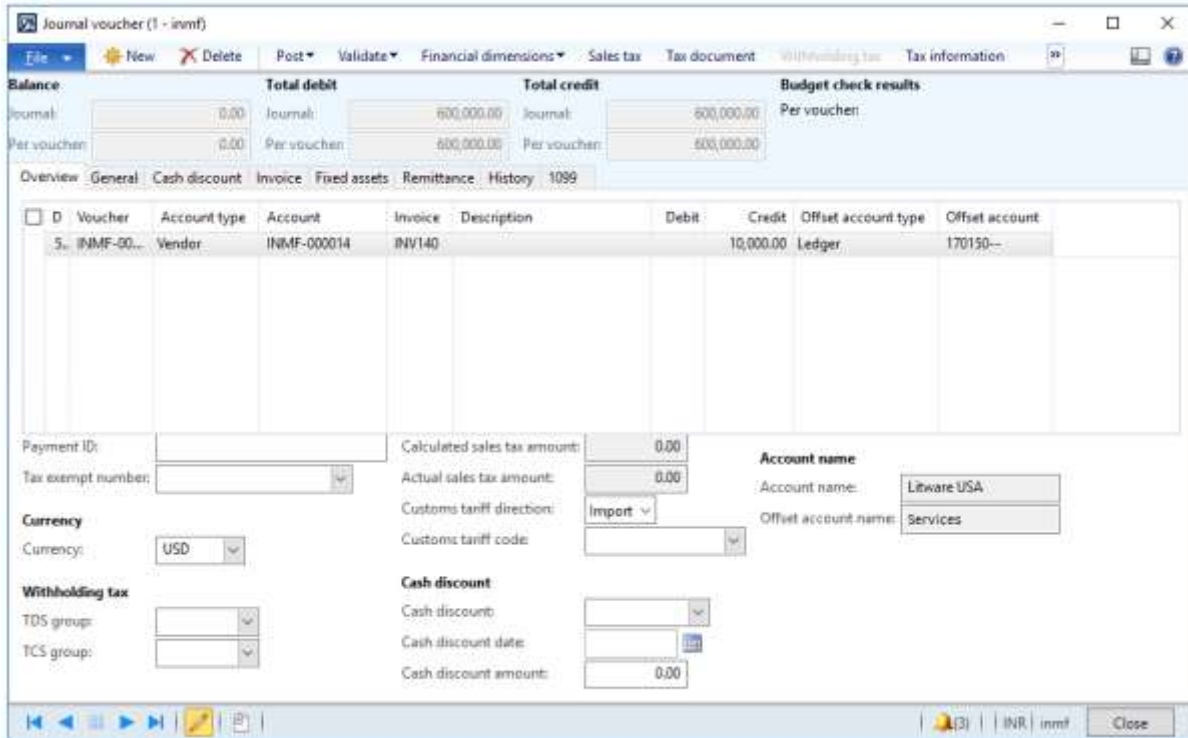
Import of services where there is GST

1 Click **Accounts payable > Journals > Invoices > Invoice journal**.

2 Create a journal.

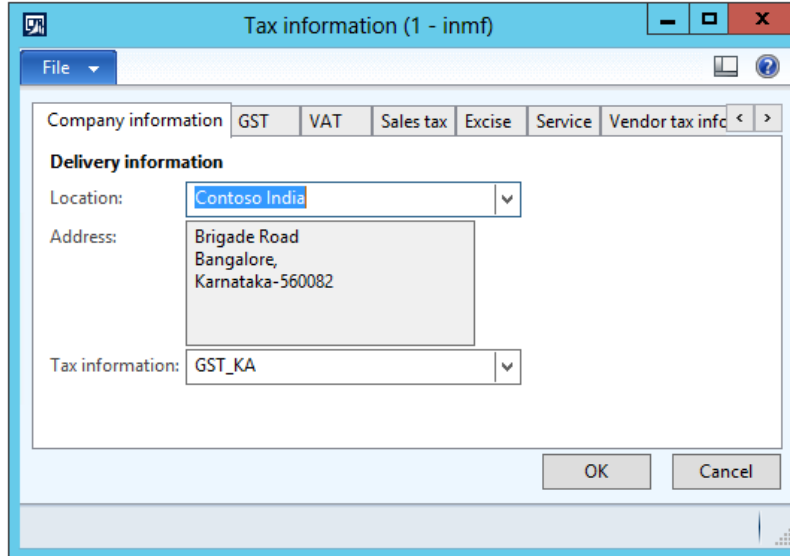
3 Click **Lines**.

4 Create a purchase of services for a foreign vendor.

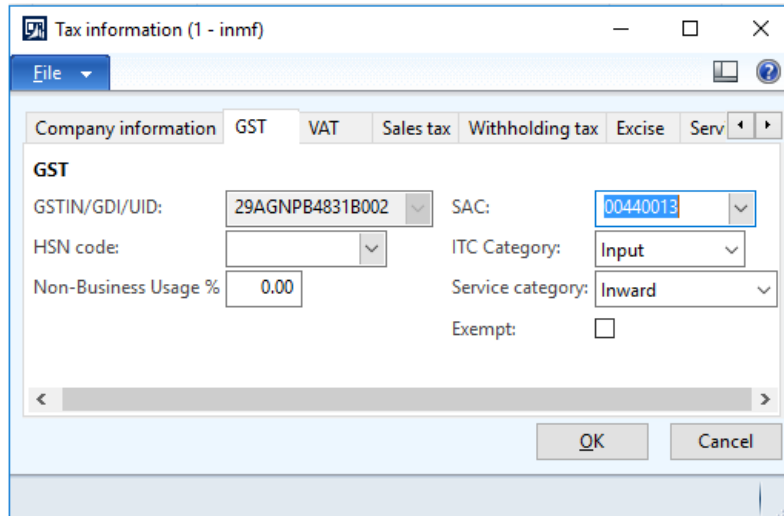


5 Save the record.

6 Click **Tax information**.

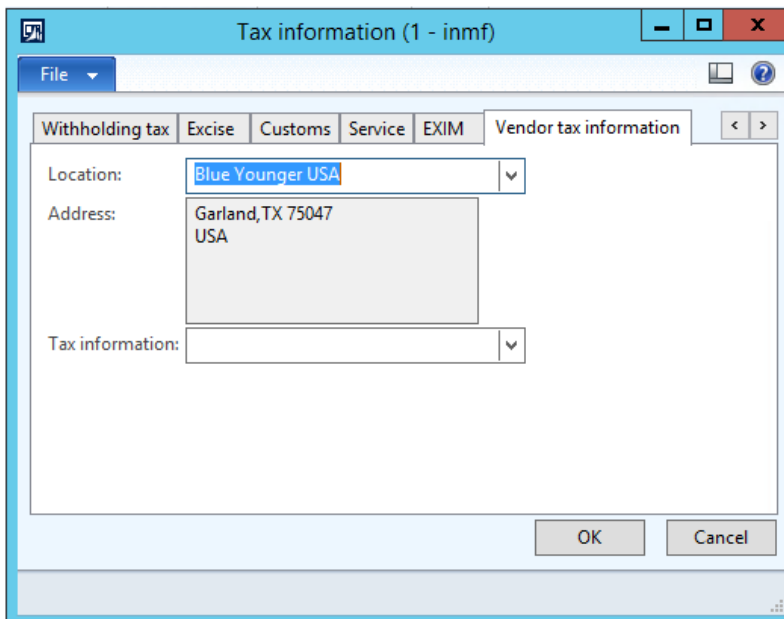


7 On the **GST** tab, in the **SAC** field, select a value.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'SAC' field is highlighted with a blue selection box and contains the value '00440013'. Other fields include 'GSTIN/GDI/UID' (29AGNPB4831B002), 'HSN code', 'Non-Business Usage %' (0.00), 'ITC Category' (Input), and 'Service category' (Inward). The 'Exempt' checkbox is unchecked. The 'OK' and 'Cancel' buttons are visible at the bottom.

8 Click the **Vendor tax information** tab.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Vendor tax information' tab selected. The 'Location' field is highlighted with a blue selection box and contains the value 'Blue Younger USA'. The 'Address' field contains 'Garland, TX 75047 USA'. The 'Tax information' field is empty. The 'OK' and 'Cancel' buttons are visible at the bottom.

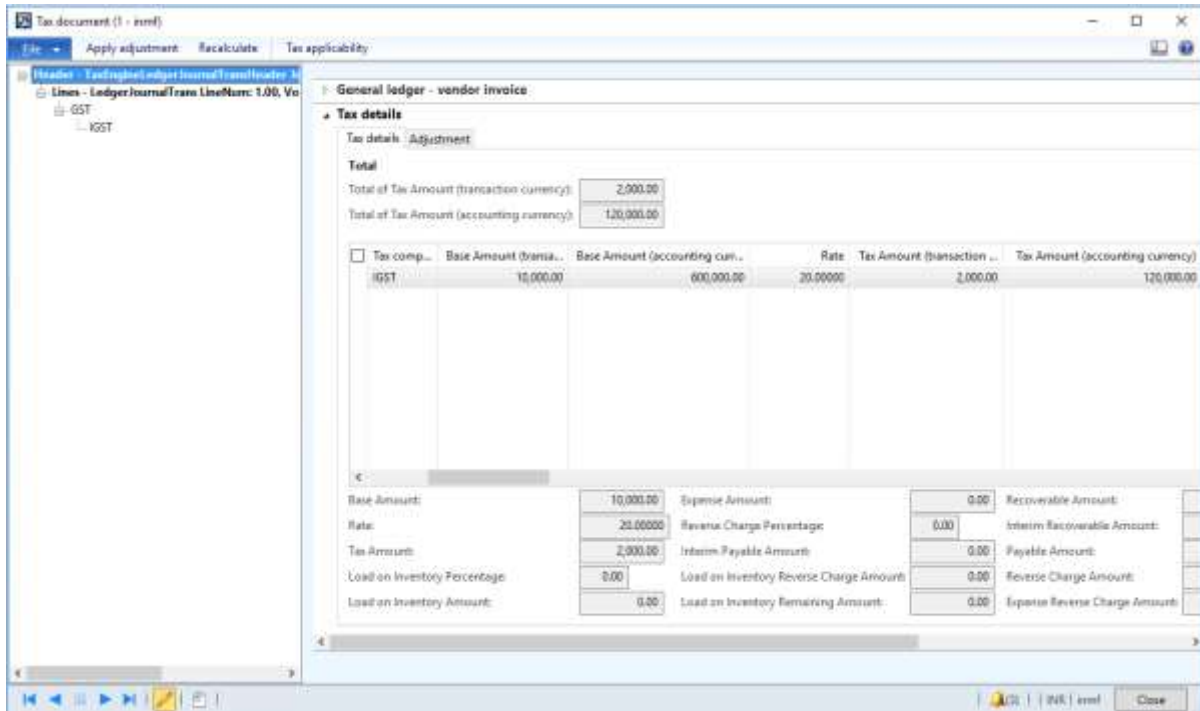
9 Click **OK**.

Validate the tax details

10 Click **Tax document**.

Example:

- **Taxable value:** 20,000.00
- **IGST:** 20 percent
- **Normal exchange rate:** 1 USD = 60 INR



- 11 Click **Close**.
- 12 Click **Post** > **Post**.
- 13 Close the message.
- 14 Click **Inquiries** > **Voucher**.

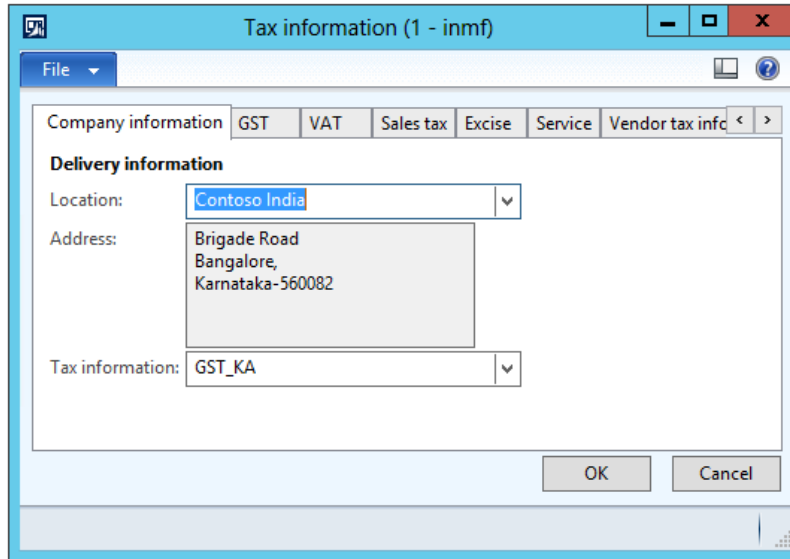
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Service account	6,00,000.00	
IGST interim recoverable account	1,20,000.00	
IGST interim payable account		1,20,000.00
Vendor account		6,00,000.00

Export of goods that has zero-rated tax

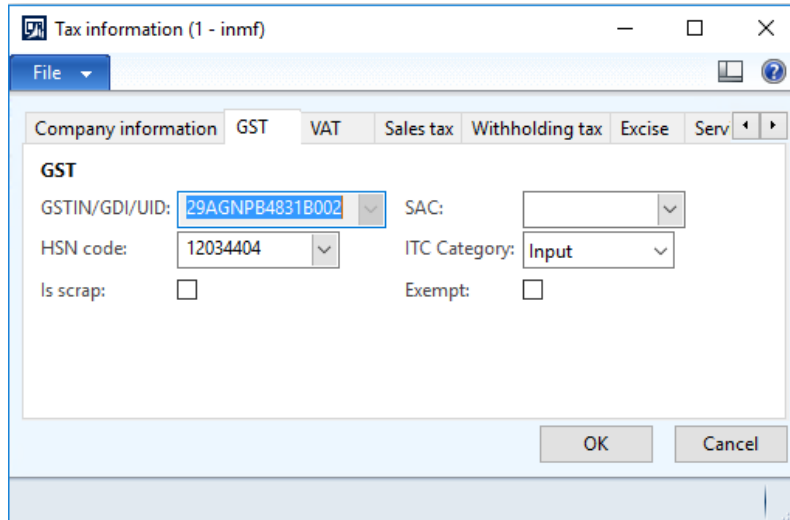
Sales order form

- 1 Click **Accounts receivable** > **Common** > **Sales orders** > **All sales orders**.
- 2 Create an export order for a taxable item.
- 3 Save the record.

4 Click **Tax information**.



5 Click the **GST** tab.



6 Click the **Customer tax information** tab.

Tax information (1 - inmf)

File

Withholding tax Excise Customs Service **Customer tax information**

Location: Tailspin Toys USA

Address: Dorado, PR 00646 USA

Tax information:

OK Cancel

7 Click **OK**.

8 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document**.

Tax document (1 - inmf)

Apply adjustments Recalculate Tax applicability

Header - SalesTable SalesId: INMF-000136, Sales

Lines - SalesLine LineNum: 1.00, ItemId: M000

Custom Duty

BCD

Sales order

Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency): 0.00

Total of Tax Amount (accounting currency): 0.00

Tax comp...	Base Amount (transaction currency)	Base Amount (accounting currency)	Rate	Tax Amount (transaction currency)	Ta
BCD	10,000.00	526,582.00	0.00000	0.00	

Base Amount: 10,000.00 Tax Amount: 0.00 Load on Inventory Amount: 0.00

Rate: 0.00000 Load on Inventory Percentage: 0.00 Expense Amount: 0.00

Close

9 Click **Close**.

Post the invoice

10 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

11 In the **Quantity** field, select **All**.

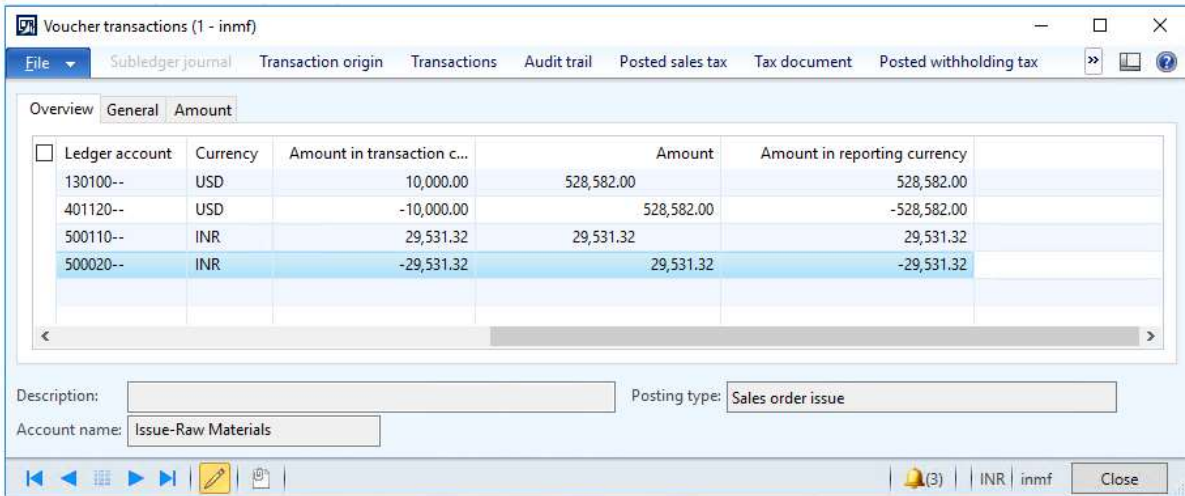
12 Click **OK**.

13 Click **Yes** to acknowledge the warning message.

Validate the voucher

14 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**.

15 Click **Voucher**.



The screenshot shows the 'Voucher transactions (1 - inmf)' window. The 'Overview' tab is active, displaying a table with the following data:

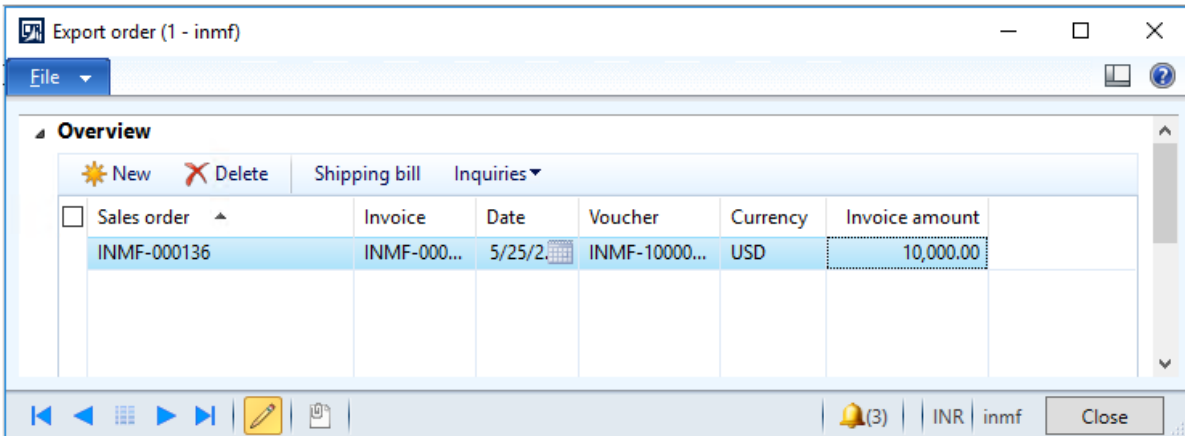
Ledger account	Currency	Amount in transaction c...	Amount	Amount in reporting currency
130100--	USD	10,000.00	528,582.00	528,582.00
401120--	USD	-10,000.00	528,582.00	-528,582.00
500110--	INR	29,531.32	29,531.32	29,531.32
500020--	INR	-29,531.32	29,531.32	-29,531.32

Below the table, the 'Description' field is empty, and the 'Posting type' is set to 'Sales order issue'. The 'Account name' is 'Issue-Raw Materials'. The status bar at the bottom shows '(3)' notifications, 'INR inmf', and a 'Close' button.

Post the export order

16 Click **Accounts receivable** > **Common** > **Customs export order**.

17 Create an export order for the posted sales order.



The screenshot shows the 'Export order (1 - inmf)' window. The 'Overview' tab is active, displaying a table with the following data:

Sales order	Invoice	Date	Voucher	Currency	Invoice amount
INMF-000136	INMF-000...	5/25/2...	INMF-10000...	USD	10,000.00

The status bar at the bottom shows '(3)' notifications, 'INR inmf', and a 'Close' button.

18 Click **Shipping bill**.

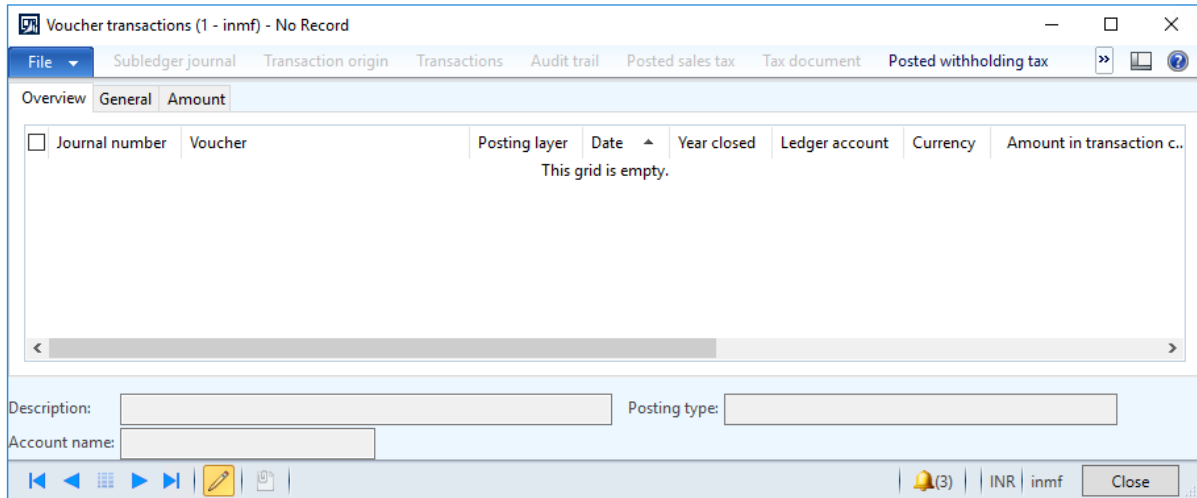
19 In the **Shipping bill Number** field, enter a value.

20 Click **OK**.

Validate the voucher

21 Click **Inquiries** > **Shipping bill**.

22 Click **Voucher**.



Export of services that has zero-rated tax

1 Click **General journal** > **Journals** > **Invoices** > **General journal**.

2 Create a journal.

3 Click **Lines**.

4 Create a sale of services for a foreign customer.

The screenshot shows the 'Journal voucher (1 - inmf)' window. At the top, there are menu options: File, New, Delete, Post, Validate, Financial dimensions, Sales tax, Tax document, Withholding tax, and Period journal. Below the menu, there are four summary sections: Balance, Total debit, Total credit, and Budget check results. Each section has input fields for 'Journal' and 'Per voucher' values. The 'Total debit' and 'Total credit' sections show a value of 528,582.00. The 'Budget check results' section shows 'Per voucher' as 0.00. Below these sections is a 'Display journal lines' dropdown set to 'All'. A tabbed interface includes 'Overview', 'General', 'Invoice', 'Payment', 'Payment fee', 'Fixed assets', 'Remittance', and 'History'. The 'Overview' tab is active, showing a table with columns: Date, Voucher, Account type, Account, Description, Debit, Credit, Offset account type, Offset account, and Use a deposit slip. One row is visible with Date '03-07-...', Voucher 'INMF-00...', Account type 'Customer', Account 'INMF-0...', Description, Debit '10,000.00', Credit, Offset account type 'Ledger', Offset account '170150--', and 'Use a deposit slip' checkbox. Below the table are various settings: Currency (USD), Sales tax group, Item sales tax group, Settlement type (None), Account name (LitwareUSA), Offset account name (Goodwill), Customs tariff code, Excise tariff code, Customs tariff direction (Export), India sales tax form type, Invoice type (Original), Withholding tax group, TDS group, TCS group, and Release date. The bottom status bar shows '(0) INR inmf' and a 'Close' button.

5 Save the record.

6 Click **Tax information**.

The screenshot shows the 'Tax information (1 - inmf)' dialog box. It has a 'File' menu and a tabbed interface with 'Company information', 'GST', 'VAT', 'Sales tax', 'Excise', 'Service', and 'Vendor tax info'. The 'Sales tax' tab is selected. Under 'Delivery information', there are three fields: 'Location' with a dropdown menu showing 'Contoso India', 'Address' with a text area containing 'Brigade Road, Bangalore, Karnataka-560082', and 'Tax information' with a dropdown menu showing 'GST_KA'. At the bottom right, there are 'OK' and 'Cancel' buttons.

7 On the **GST** tab, in the **SAC** field, select a value.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'SAC' field is highlighted with a blue selection box, indicating it is the active field. The 'SAC' value is '00441100'. Other fields include 'GSTIN/GDI/UID' (29COMPA1234C015), 'HSN code' (empty), 'ITC Category' (Input), and 'Exempt' (checkbox). The 'OK' and 'Cancel' buttons are visible at the bottom.

8 Click the **Customer tax information** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Customer tax information' tab selected. The 'Location' field is highlighted with a blue selection box, indicating it is the active field. The 'Location' value is 'LitwareUSA'. The 'Address' field contains 'Portsmouth, NH 00212 USA'. The 'Tax information' field is empty. The 'OK' and 'Cancel' buttons are visible at the bottom.

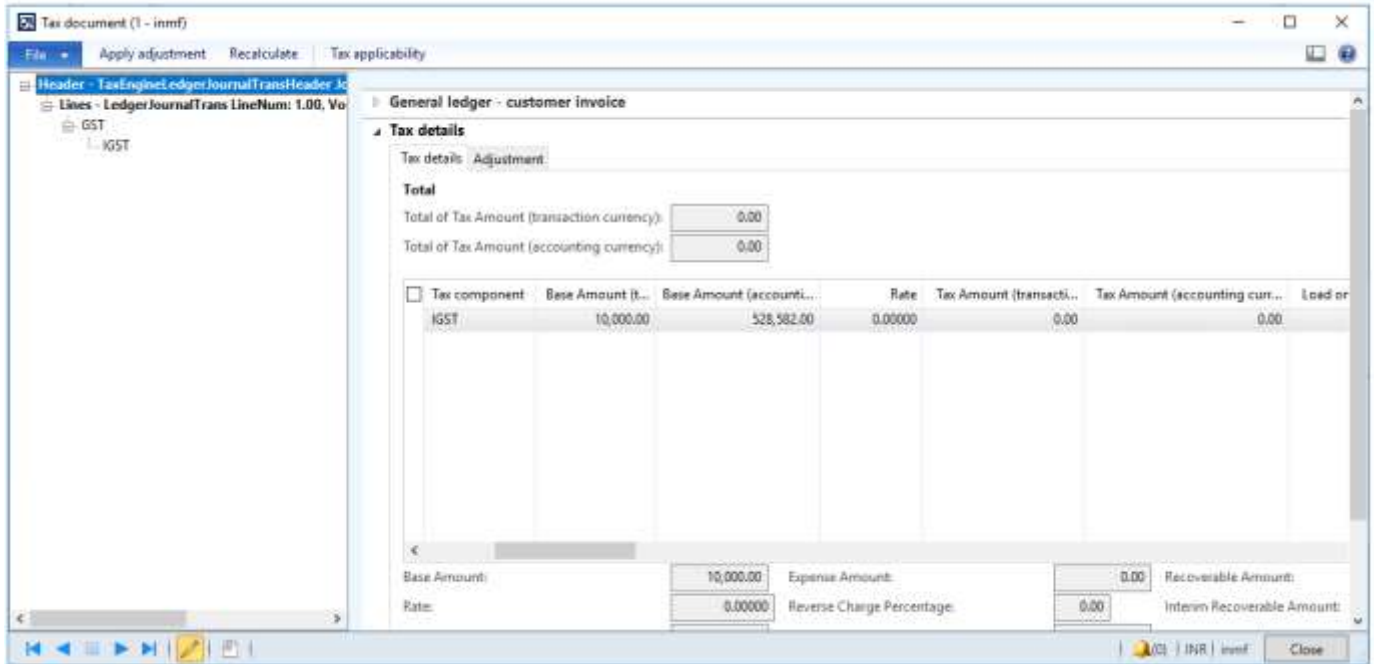
9 Click **OK**.

Validate the tax details

10 Click **Tax document**.

Example:

- **Taxable value:** 10,000.00
- **IGST:** 0.00 percent



11 Click **Close**.

12 Click **Post** > **Post**.

13 Close the message.

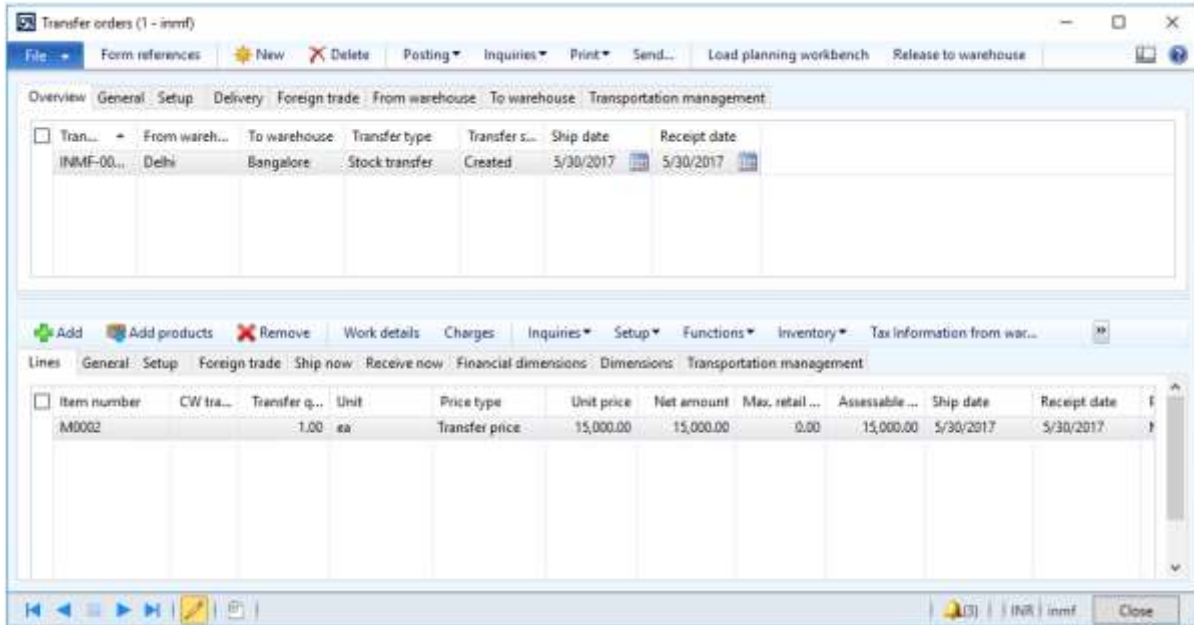
14 Click **Inquiries** > **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	10,000.00	
Service account		10,000.00

Stock transfer transaction

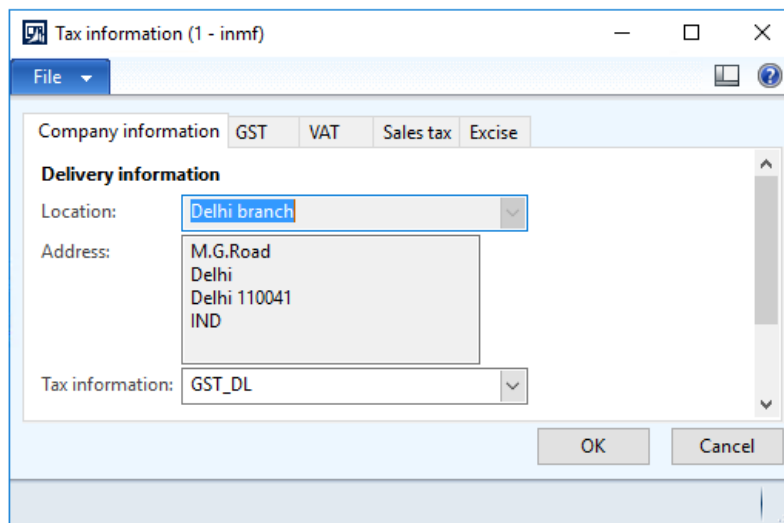
Stock transfer order where there is tax on the transfer price

- 1 Click **Inventory management > Periodic > Transfer order**.
- 2 Create a transfer order where the **Transfer type** field is set to **Stock transfer**.



Note: For the selected item, the item cost is 10,000.00, and the transfer price is 15,000.00.

- 3 At the line level, click **Tax information from warehouse**.



4 Click the **GST** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf)". It has a "File" menu and several tabs: "Company information", "GST", "VAT", "Sales tax", and "Excise". The "GST" tab is active. The form contains the following fields:

- GSTIN/GDI/UID: 07AGNPB4831B002
- SAC: (empty dropdown)
- HSN code: 02072107
- ITC Category: Input
- Exempt:

Buttons for "OK" and "Cancel" are at the bottom right.

5 Click **OK**.

6 At the line level, click **Tax information to warehouse**.

The screenshot shows the same "Tax information (1 - inmf)" dialog box, but now the "Delivery information" section is visible. The "GST" tab is still selected. The form contains the following fields:

- Location: Bengaluru branch
- Address: Brigade Road, BangaloreKarnataka, 560082, IND
- Tax information: GST_KA

Buttons for "OK" and "Cancel" are at the bottom right.

7 Click the **GST** tab.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'Company information' sub-tab is active. The following fields are visible:

- GSTIN/GDI/UID: 29AGNPB4831B002
- SAC: (empty)
- HSN code: 02072107
- ITC Category: Input
- Non-Business Usage %: 0.00
- Service category: Inward
- Exempt:

Buttons for 'OK' and 'Cancel' are at the bottom right.

8 Click **OK**.

9 Click **Inquiries > Tax document** to verify that the tax is calculated.

Example:

- **Taxable value:** 15,000.00
- **IGST:** 20 percent

The screenshot shows the 'Tax document (1 - inmf)' window. The 'Tax details' section is expanded, showing the following information:

Total

- Total of Tax Amount (transaction currency): 3,000.00
- Total of Tax Amount (accounting currency): 3,000.00

Tax comp...	Base Amount (transac...	Base Amount (accoun...	Rate	Tax Amount (transaction cur...	Tax Amount (accounting cur...
IGST	15,000.00	15,000.00	20.00000	3,000.00	3,000.00

Summary fields at the bottom:

- Base Amount: 15,000.00
- Rate: 20.00000
- Tax Amount: 3,000.00
- Load on Inventory Percentage: 0.00
- Load on Inventory Amount: 0.00
- Expense Amount: 0.00
- Reverse Charge Percentage: 0.00
- Interim Payable Amount: 0.00
- Load on Inventory Reverse Charge Amount: 0.00
- Load on Inventory Remaining Amount: 0.00
- Recoverable Amount: 0.00
- Interim Recoverable Amount: 0.00
- Payable Amount: 0.00
- Reverse Charge Amount: 0.00
- Expense Reverse Charge Amount: 0.00

10 Click **Close**.

Post the shipment

- 11 Click **Posting** > **Ship transfer order**.
- 12 Select the **Edit lines** check box.
- 13 In the **Update** field, select **All**.
- 14 Click **Setup** > **Tax document**.

- 15 Click **Close**.
- 16 Click **OK**.

Validate the voucher

- 17 Click **Inquiries** > **Transfer order history**.
- 18 Select the record where the **Update type** field is set to **Shipment**.
- 19 Click **Ledger** > **Voucher**.

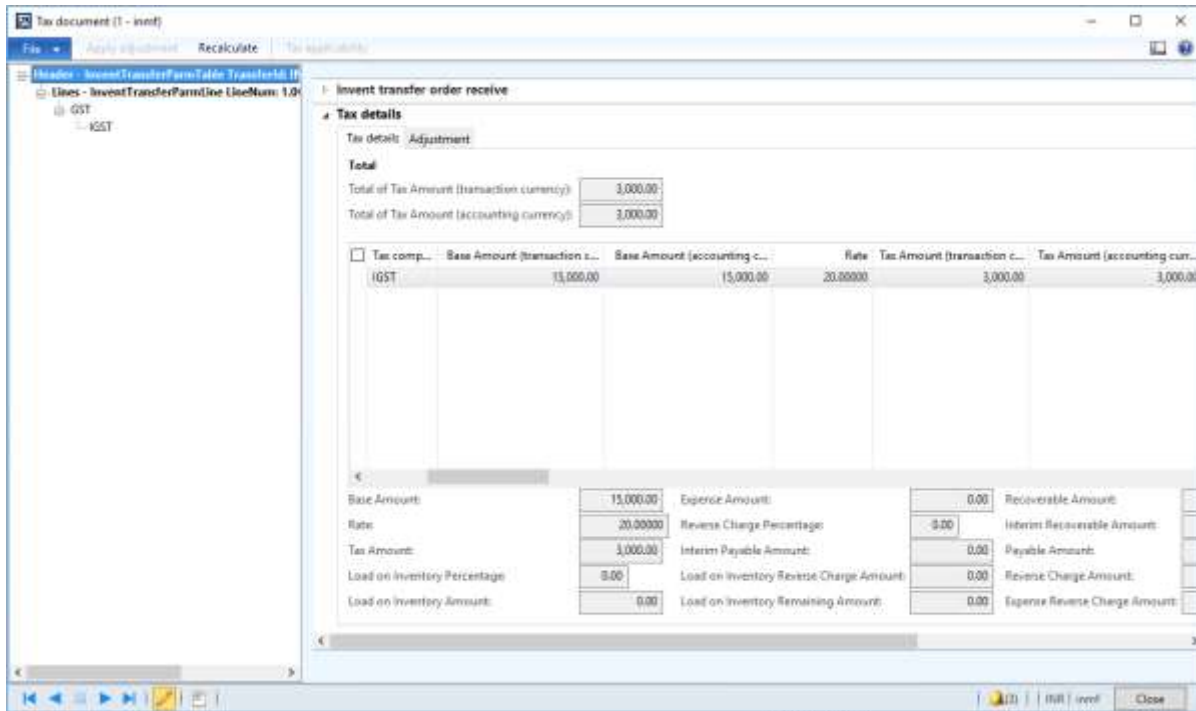
Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Goods in transit account	10,000.00	
Interim Transit Account	8,000.00	
IGST payable account		3,000.00
Unrealized gain account		5,000.00
Issue-Raw Materials account		10,000.00

Note: Tax accounts for the “from” warehouse GSTIN are posted.

Post the receipt

- 20 Click **Posting** > **Receive**.
- 21 Select the **Edit lines** check box.
- 22 In the **Update** field, select **All**.

23 Click **Setup** > **Tax document**.



24 Click **Close**.

25 Click **OK**.

Validate the voucher

26 Click **Inquiries** > **Transfer order history**.

27 Select the record where the **Update type** field is set to **Receive**.

28 Click **Ledger** > **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Raw Materials Receipts account	10,000.00	
Unrealized loss account	5,000.00	
IGST recoverable account	3,000.00	
Interim Transit account		8,000.00
Goods in transit account		10,000.00

Note: Tax accounts for the "to" warehouse GSTIN are posted.

Customer payment transactions

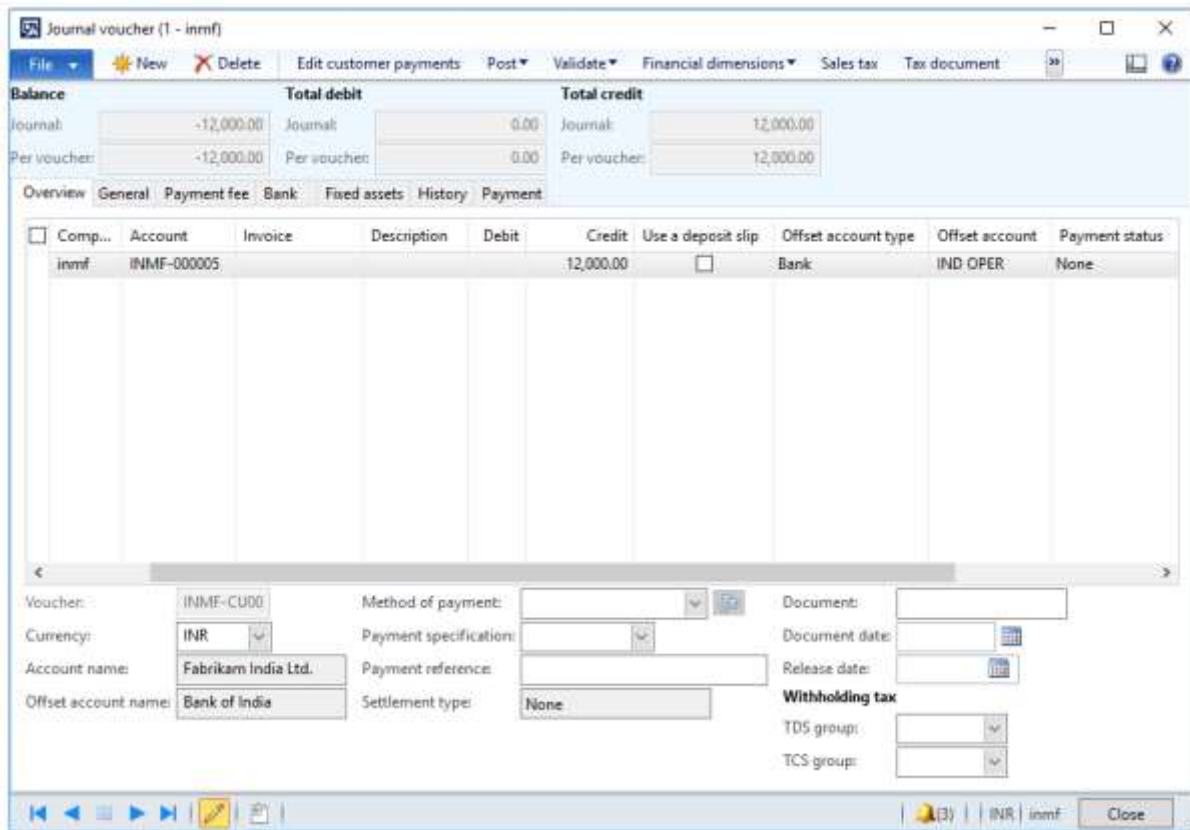
Advance payment that has tax

1 Click **Accounts receivable** > **Journals** > **Payments** > **Payment journal**.

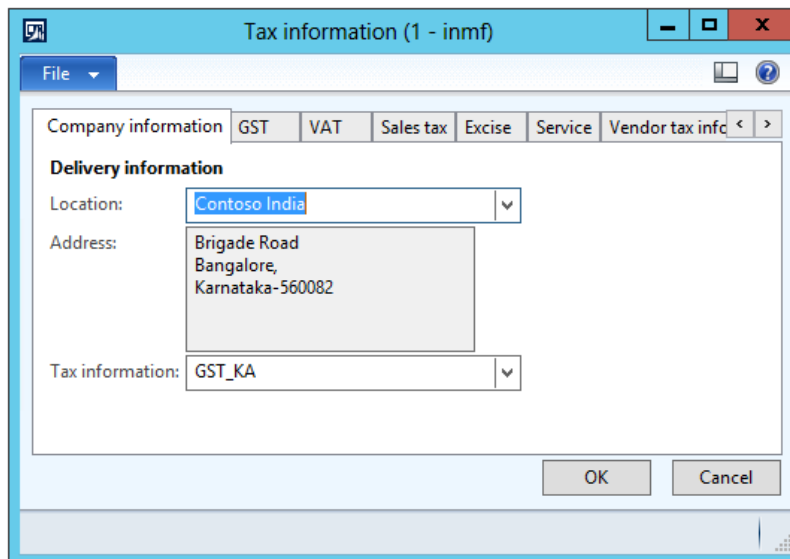
2 Create a record.

3 In the **Name** field, select a value.

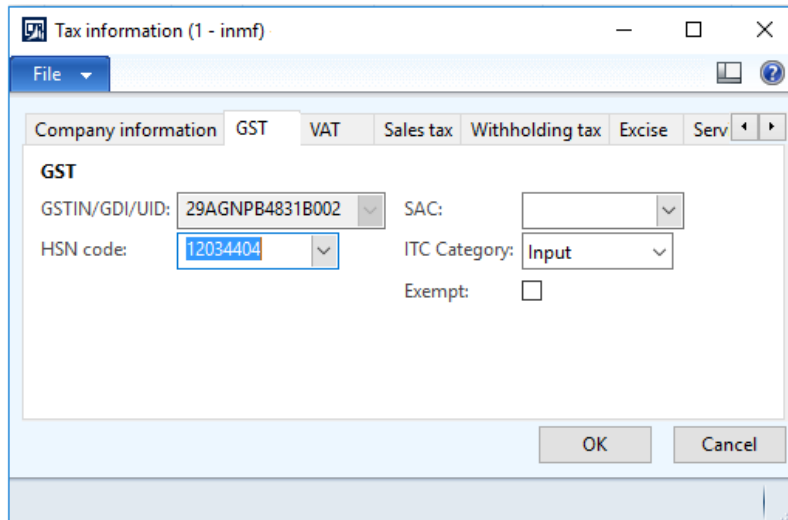
- 4 On the **Setup** tab, select the **Amounts include sales tax** check box.
- 5 Click **Lines**.
- 6 Create a customer advance payment journal.
- 7 Save the record.



- 8 Click **Tax information**.

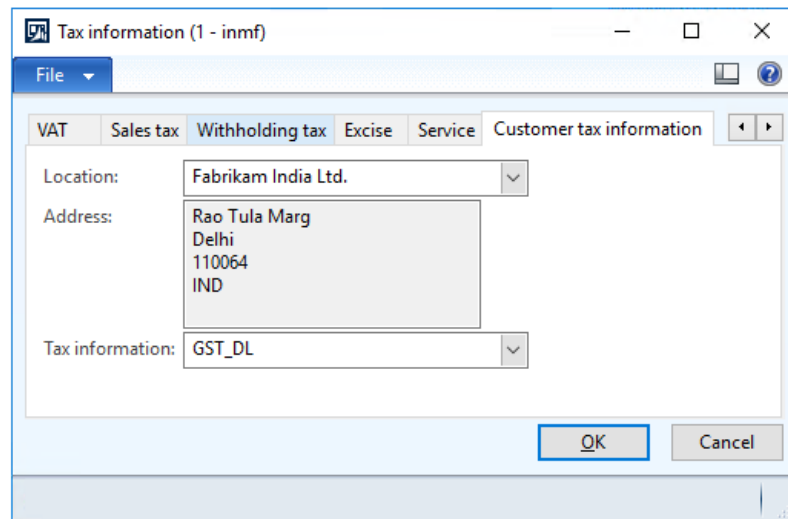


9 On the **GST** tab, in the **HSN code** field, select a value.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GSTIN/GDI/UID' field contains '29AGNPB4831B002'. The 'HSN code' field is highlighted with a blue border and contains the value '12034404'. Other fields include 'SAC' (empty), 'ITC Category' (set to 'Input'), and 'Exempt' (checkbox). The 'OK' and 'Cancel' buttons are at the bottom right.

10 Click the **Customer tax information** tab.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Customer tax information' tab selected. The 'Location' field is set to 'Fabrikam India Ltd.'. The 'Address' field contains the text 'Rao Tula Marg', 'Delhi', '110064', and 'IND'. The 'Tax information' field is set to 'GST_DL'. The 'OK' and 'Cancel' buttons are at the bottom right.

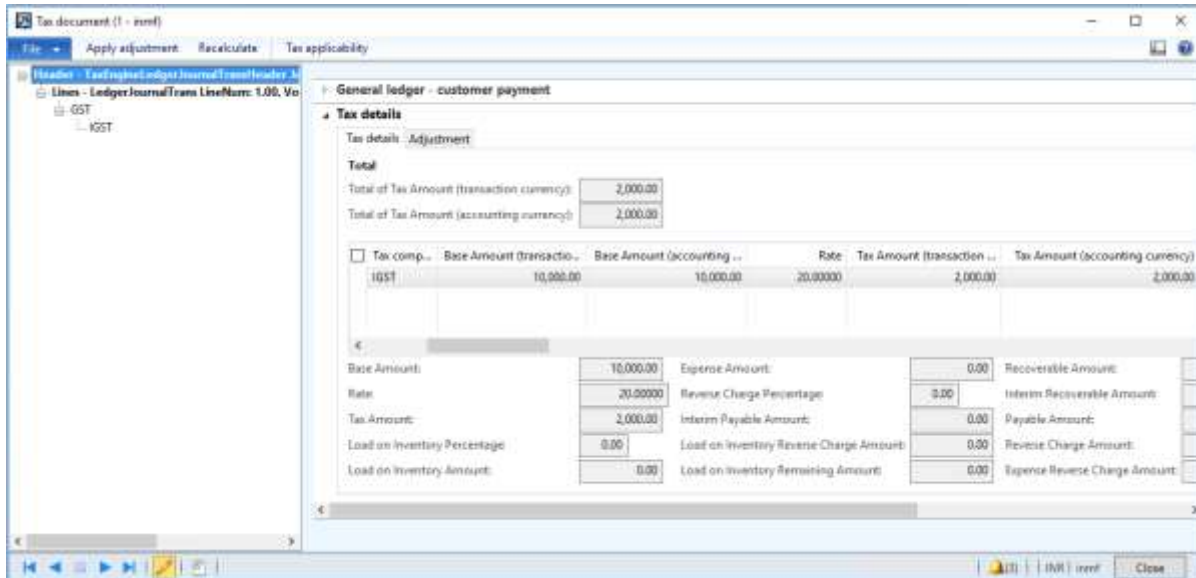
11 Click **OK**.

Validate the tax details

12 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.

Example:

IGST: 20 percent



13 Click **Close**.

14 Click **Post > Post**.

15 Close the message.

Update the transaction ID

16 Click **Functions > GST transaction Id**.

17 In the **Date** field, enter a value.

18 In the **Text** field, enter a value.



19 Click **Close**.

Validate the financial entries

20 Click **Inquiries > Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Bank account	12,000.00	
IGST interim payable account	2,000.00	
IGST payable account		2,000.00
Customer account		12,000.00

Advance payment that is settled during invoice posting

This section provides information about tax posted on the customer advance payment and selected for the settlement, while posting the customer invoice.

The following tables shows the tax entries that are generated for the invoice when an advance payment is settled in various scenarios.

Transaction details	Example	Tax entries that are generated during settlement
Invoice = Payment	Invoice amount: 12,000.00 Payment amount: 12,000.00	<p><i>Tax on the invoice is posted.</i></p> <p><i>Tax on the payment is reversed to prevent a double entry in the related voucher.</i></p> <p>IGST payable account Cr. 2,000.00</p> <p>Related voucher</p> <p>IGST interim payable account Cr. 2,000.00</p> <p>IGST payable account Dr. 2,000.00</p>
Invoice < Payment	Invoice amount: 6,000.00 Payment amount: 12,000.00	<p><i>Tax on the invoice is posted.</i></p> <p><i>Tax on the payment is reversed to the extent of the invoice amount in the related voucher.</i></p> <p>IGST payable account Cr. 1,000.00</p> <p>Related voucher</p> <p>IGST interim payable account Cr. 1,000.00</p> <p>IGST payable account Dr. 1,000.00</p>
Invoice > Payment	Invoice amount: 24,000.00 Payment amount: 12,000.00	<p><i>Tax on the invoice is posted.</i></p> <p><i>Tax on the payment is reversed to the extent of the payment amount in the related voucher</i></p> <p>IGST payable account Cr. 4,000.00</p> <p>Related voucher</p> <p>IGST interim payable account Cr. 2,000.00</p> <p>IGST payable account Dr. 2,000.00</p>

Manual settlement of an advance payment that has tax and an invoice that has tax

Tax is posted on both the advance payment and the sales invoice. On settling these transactions through the Open transaction editing form, the double tax entry gets reversed.

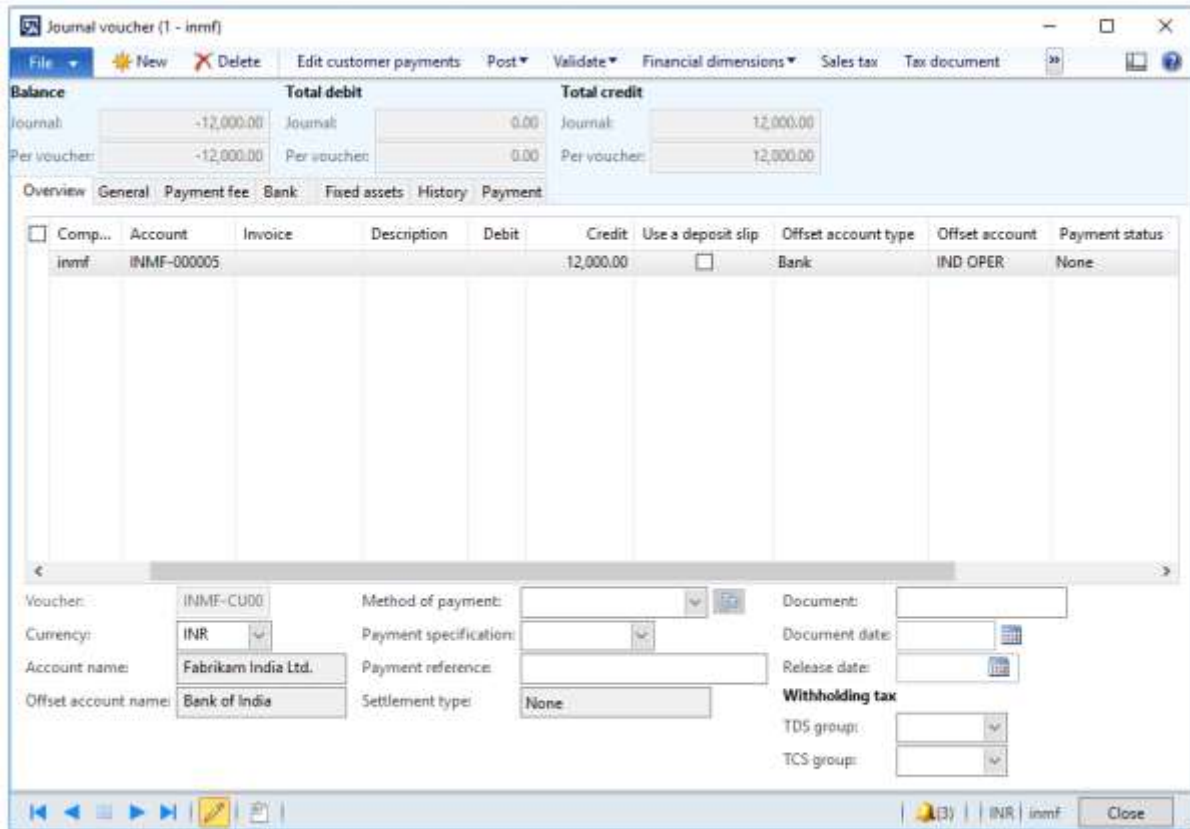
The following table shows the tax entries that are generated in various scenarios when an invoice that has tax and a payment that has tax are settled.

Transaction details	Example	Tax entries that are generated during settlement
Invoice = Payment	Invoice amount: 12,000.00 Payment amount: 12,000.00	<i>Tax on the payment is reversed.</i> IGST interim payable account Cr. 2,000.00 IGST payable account Dr. 2,000.00
Invoice < Payment	Invoice amount: 6,000.00 Payment amount: 12,000.00	<i>Tax on the payment is reversed to the extent of the invoice amount.</i> IGST interim payable account Cr. 1,000.00 IGST payable account Dr. 1,000.00
Invoice > Payment	Invoice amount: 24,000.00 Payment amount: 12,000.00	<i>Tax on the payment is reversed.</i> IGST interim payable account Cr. 2,000.00 IGST payable account Dr. 2,000.00

Payment of an invoice that has tax

- 1 Click **Accounts receivable** > **Journals** > **Payments** > **Payment journal**.
- 2 Create a record.
- 3 In the **Name** field, select a value.
- 4 On the **Setup** tab, select the **Amounts include sales tax** check box.
- 5 Click **Lines**.
- 6 Create a customer advance payment journal.
- 7 Click **Functions** > **Settlement**.
- 8 In the **Invoice** field, select a value.
- 9 Close the form.

10 Save the record.

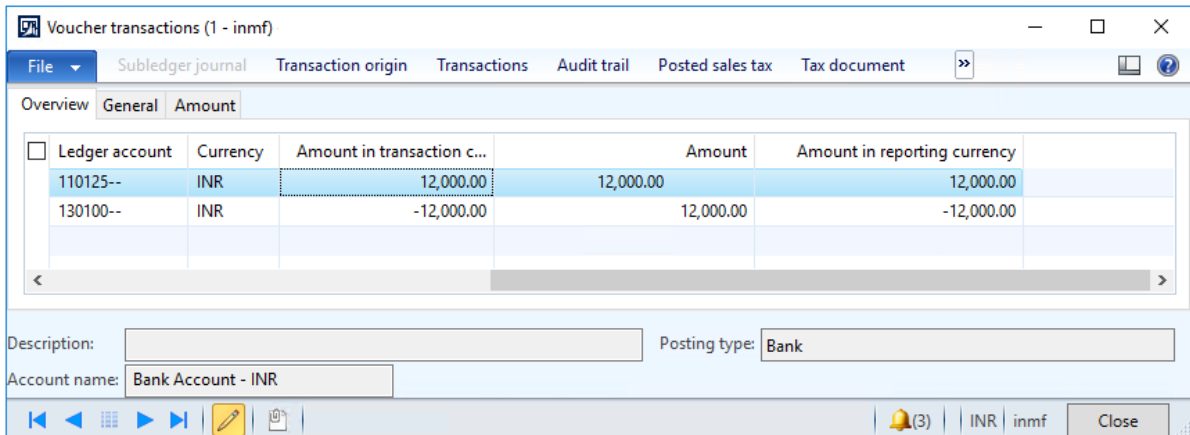


11 Click **Post** > **Post**.

12 Close the message.

Validate the financial entries

13 Click **Inquiries** > **Voucher**.



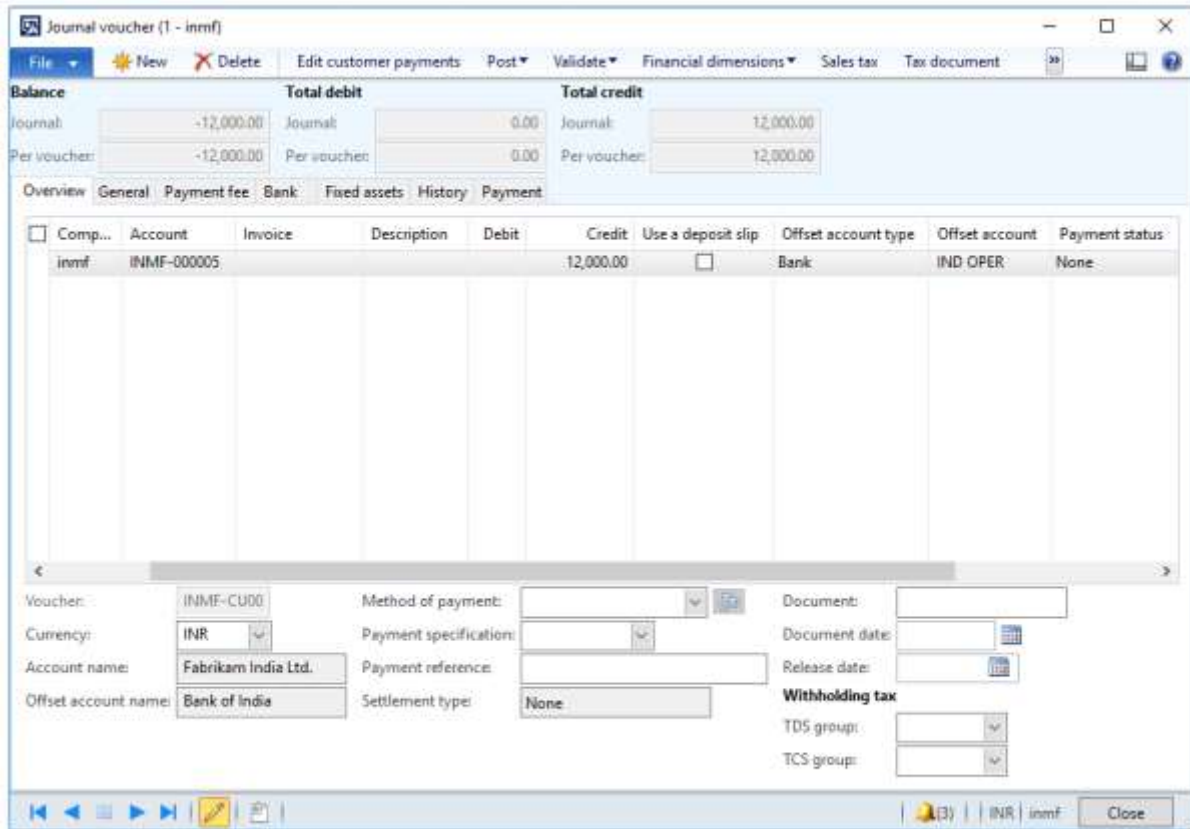
The following table shows the tax entries that are generated when an invoice payment is made in various scenarios.

Transaction details	Example	Tax entries that are generated during invoice payment												
Invoice = Payment	Invoice amount: 12,000.00 Payment amount: 12,000.00 without tax	<i>No tax entries are generated.</i>												
Invoice < Payment	Invoice amount: 6,000.00 Payment amount: 12,000.00 with tax Note: If either an HSN code or an SAC is defined for the journal, tax is calculated and posted on the journal amount.	<p><i>Tax is calculated and posted on the payment amount.</i></p> <p><i>Tax on the payment is reversed to the extent of the invoice amount in the related voucher.</i></p> <table> <tr> <td>IGST interim payable account</td> <td>Dr.</td> <td>2,000.00</td> </tr> <tr> <td>IGST payable account</td> <td>Cr.</td> <td>2,000.00</td> </tr> </table> <p>Related voucher</p> <table> <tr> <td>IGST interim payable account</td> <td>Cr.</td> <td>1,000.00</td> </tr> <tr> <td>IGST payable account</td> <td>Dr.</td> <td>1,000.00</td> </tr> </table>	IGST interim payable account	Dr.	2,000.00	IGST payable account	Cr.	2,000.00	IGST interim payable account	Cr.	1,000.00	IGST payable account	Dr.	1,000.00
IGST interim payable account	Dr.	2,000.00												
IGST payable account	Cr.	2,000.00												
IGST interim payable account	Cr.	1,000.00												
IGST payable account	Dr.	1,000.00												
Invoice > Payment	Invoice amount: 24,000.00 Payment amount: 12,000.00 without tax	<i>No tax entries are generated.</i>												

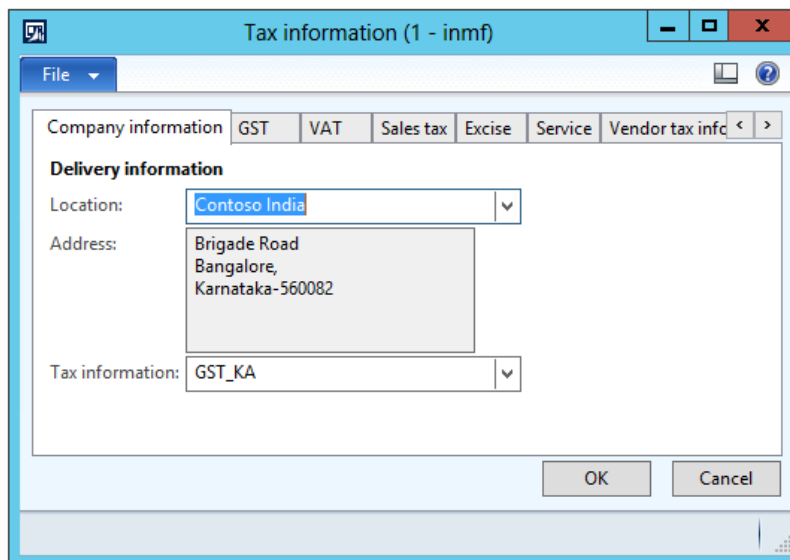
Revised advance payment that has tax

- 1 Click **Accounts receivable** > **Journals** > **Payments** > **Payment journal**.
- 2 Create a record.
- 3 In the **Name** field, select a value.
- 4 On the **Setup** tab, select the **Amounts include sales tax** check box.
- 5 Click **Lines**.
- 6 Create a customer advance payment journal.

7 Save the record.



8 Click **Tax information**.



9 On the **GST** tab, in the **HSN code** field, select a value.

The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GSTIN/GDI/UID' field contains '29AGNPB4831B002'. The 'HSN code' field is highlighted and contains '12034404'. The 'SAC' field is empty. The 'ITC Category' field is set to 'Input'. The 'Exempt' checkbox is unchecked. The 'OK' and 'Cancel' buttons are visible at the bottom.

10 Click the **Customer tax information** tab.

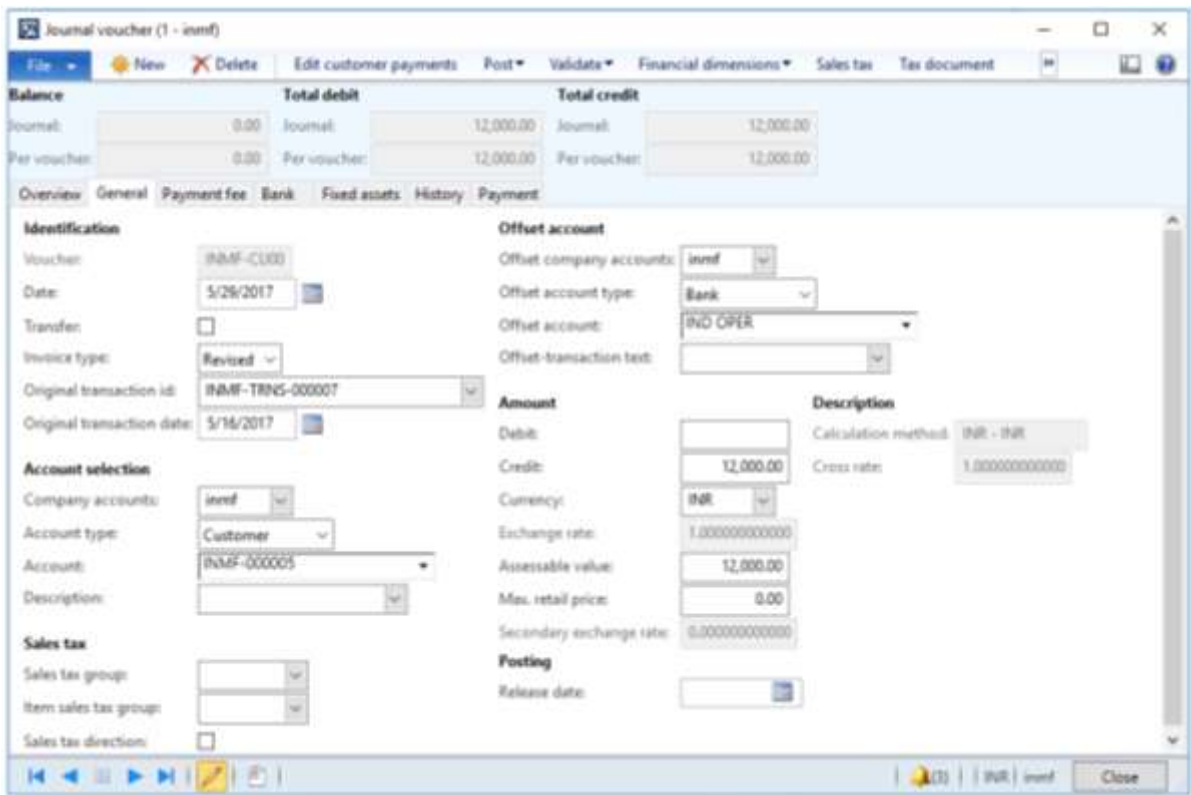
The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Customer tax information' tab selected. The 'Location' field contains 'Fabrikam India Ltd.'. The 'Address' field contains 'Rao Tula Marg', 'Delhi', '110064', and 'IND'. The 'Tax information' field is set to 'GST_DL'. The 'OK' and 'Cancel' buttons are visible at the bottom.

11 Click **OK**.

12 On the **General** tab, in the **Invoice type** field, select **Revised**.

13 In the **Original transaction id** field, select a value.

14 Verify that the **Original transaction date** field is automatically set, based on the original transaction ID that you selected.

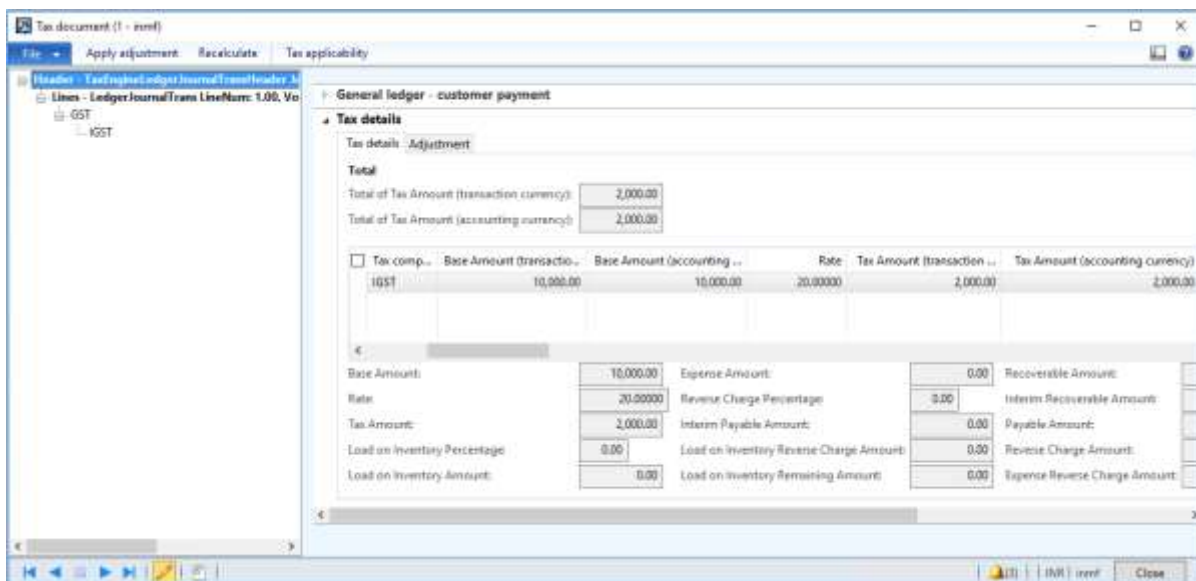


Validate the tax details

15 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document**.

Example:

IGST: 20 percent



- 16 Click **Close**.
- 17 Click **Post** > **Post**.
- 18 Close the message.

Update the transaction ID

- 19 Click **Functions** > **GST transaction Id**.
- 20 In the **Date** field, enter a value.
- 21 In the **Text** field, enter a value.



- 22 Click **Close**.

Validate the financial entries

- 23 Click **Inquiries** > **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Bank account	12,000.00	
IGST interim payable account	2,000.00	
IGST payable account		2,000.00
Customer account		12,000.00

Customer payment refund

- 1 Click **Accounts receivable** > **Journals** > **Payments** > **Payment journal**.
- 2 Create a record.
- 3 In the **Name** field, select a value.
- 4 On the **Setup** tab, select the **Amounts include sales tax** check box.
- 5 Click **Lines**.
- 6 Create a customer advance payment journal.

7 Save the record.

Journal voucher (1 - inmf)

File New Delete Edit customer payments Post Validate Financial dimensions Sales tax Tax document

Balance

Total debit		Total credit	
Journal:	12,000.00	Journal:	0.00
Per voucher:	12,000.00	Per voucher:	0.00

Overview General Payment fee Bank Fixed assets History Payment

Comp...	Account	Invoice	Description	Debit	Credit	Use a deposit slip	Offset account type	Offset account
<input type="checkbox"/>	inmf	INMF-000005		12,000.00		<input type="checkbox"/>	Bank	IND OPER

Voucher: INMF-CU00 Method of payment: Document: Payment specification: Document date: Release date: Withholding tax: TDS group: TCS group: Account name: Fabrikam India Ltd. Payment reference: Settlement type: None Offset account name: Bank of India

INR inmf Close

8 Click **Tax information**.

Tax information (1 - inmf)

File

Company information GST VAT Sales tax Excise Service Vendor tax info

Delivery information

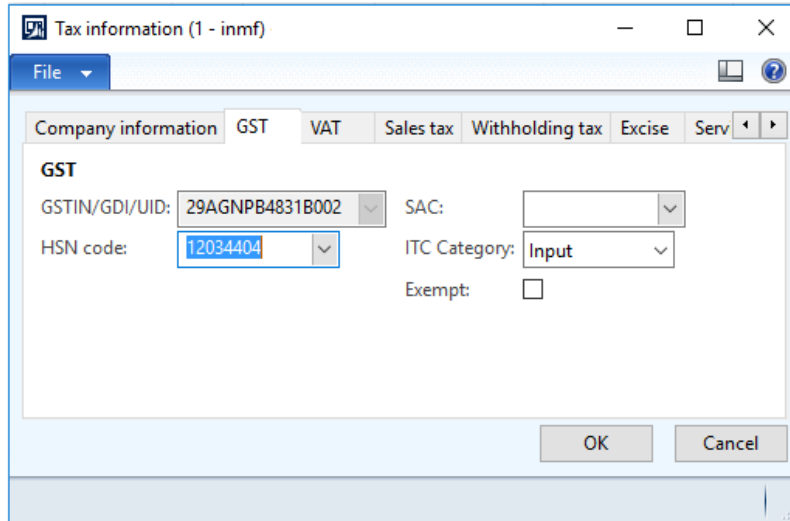
Location: Contoso India

Address: Brigade Road
Bangalore,
Karnataka-560082

Tax information: GST_KA

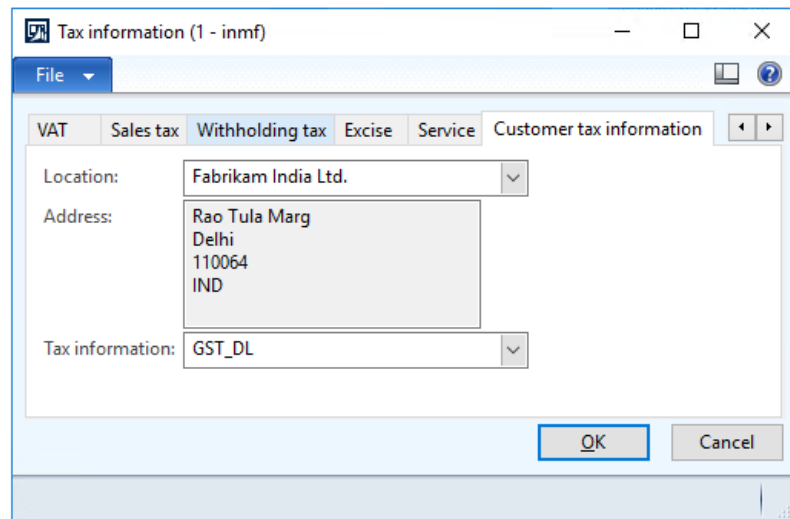
OK Cancel

9 On the **GST** tab, in the **HSN code** field, select a value.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'GST' tab selected. The 'GSTIN/GDI/UID' field contains '29AGNPB4831B002'. The 'HSN code' field is highlighted with a blue border and contains the value '12034404'. Other fields include 'SAC', 'ITC Category' (set to 'Input'), and an 'Exempt' checkbox. The 'OK' and 'Cancel' buttons are at the bottom right.

10 Click the **Customer tax information** tab.



The screenshot shows the 'Tax information (1 - inmf)' dialog box with the 'Customer tax information' tab selected. The 'Location' field is set to 'Fabrikam India Ltd.'. The 'Address' field contains the text 'Rao Tula Marg', 'Delhi', '110064', and 'IND'. The 'Tax information' field is set to 'GST_DL'. The 'OK' and 'Cancel' buttons are at the bottom right.

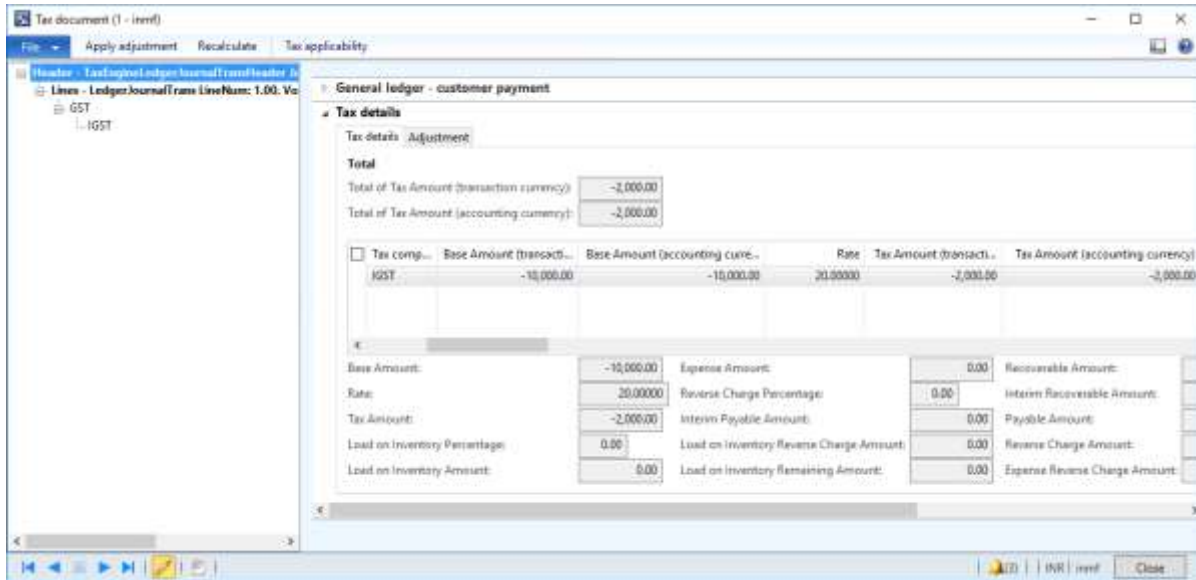
11 Click **OK**.

Validate the tax details

12 Click **Tax document**.

Example:

IGST: 20 percent



13 Click **Close**.

14 Click **Post > Post**.

15 Close the message.

Validate the financial entries

16 Click **Inquiries > Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	12,000.00	
IGST payable account	2,000.00	
IGST interim payable account		2,000.00
Bank account		12,000.00

Direct tax transactions that have GST

Tax Deducted at Source that is calculated includes GST

Withholding tax group form

- 1 Click **General ledger > Setup > Withholding tax > Withholding tax groups**.
- 2 Select a withholding tax group.

- 3 On the **General** FastTab, in the **Include GST tax components for TDS or TCS calculation** field, select the required GST components.

Withholding tax groups (1 - inmf)

File New Delete Designer

Withholding tax group	Description
Rent	Rent exclude Service tax n Charges

Withholding tax group: Rent

Description: Rent exclude Service tax n Charges

Tax type: TDS

Applicable tax rates: Income Tax Act

Transporter

Transporter:

General

Exclude tax for TDS or TCS calculation: [Dropdown]

Include GST tax components for TDS or TCS calculation: **IGST** [Dropdown]

Setup

+ Add - Remove

<input type="checkbox"/>	Withholding tax code	Withholding tax name	O	E	Value	Exclude %
<input type="checkbox"/>	Rent	Rent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10.00	0.00
<input type="checkbox"/>	Rent_Sur	Rent_Sur	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10.00	0.00

Close

- 4 Click **Close**.

Purchase order form

- 5 Click **Accounts payable > Common > Purchase orders > All purchase orders**.
- 6 Create a purchase order.

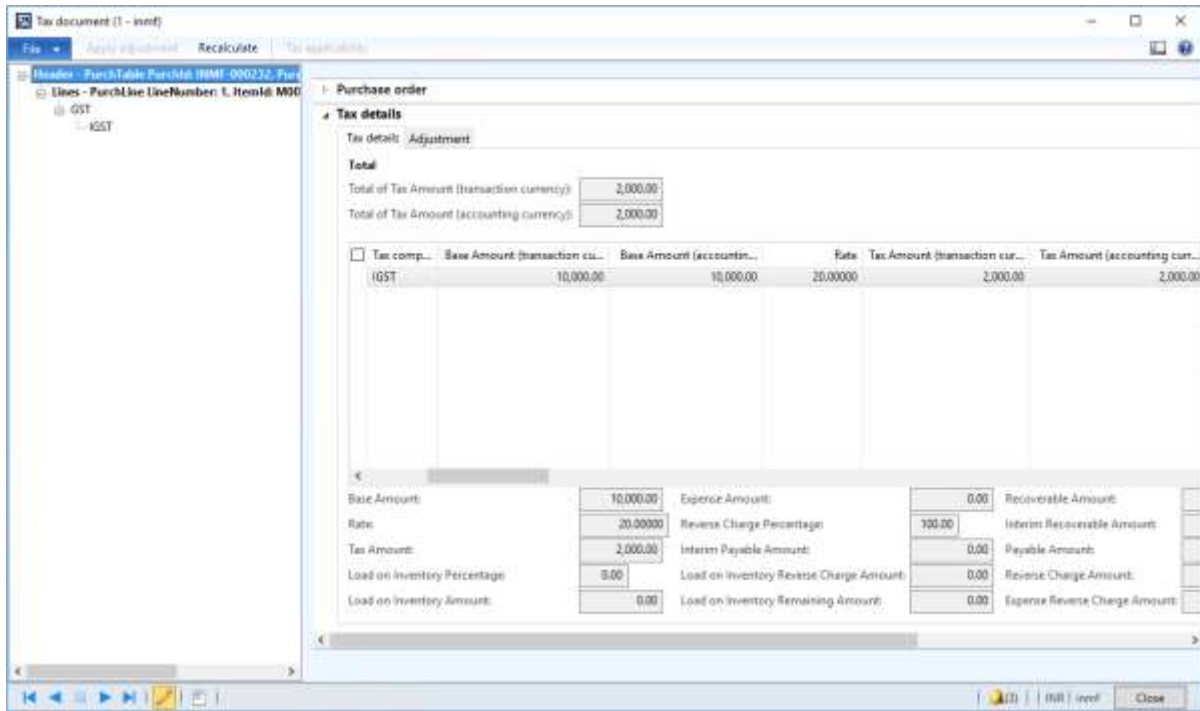
- 7 Click **OK**.

Validate the tax details

- 8 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document** to review the calculated taxes.

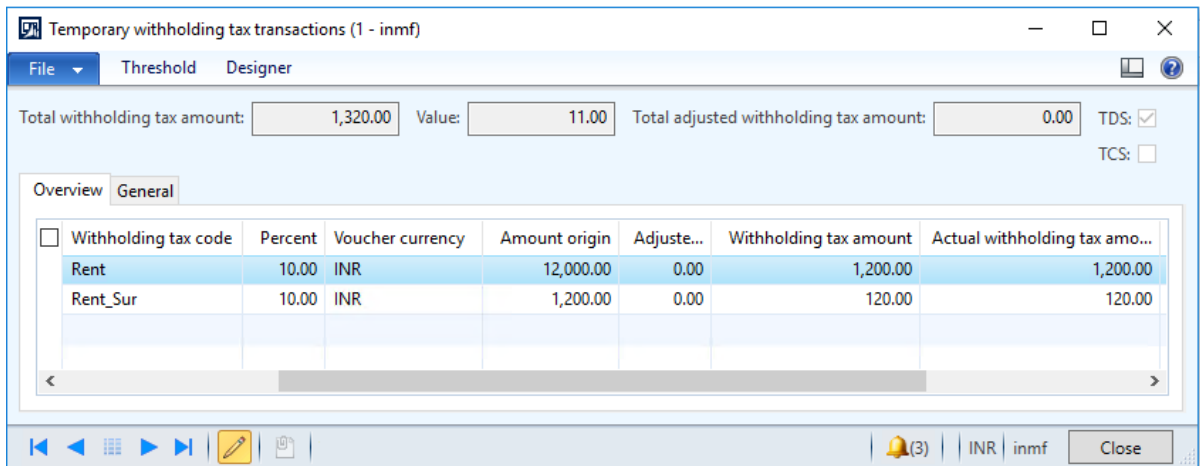
Example:

- **Taxable value:** 10,000.00
- **IGST:** 20 percent



9 Click **Close**.

10 Click **Withholding tax**.



11 Click **Close**.

12 Click **Confirm**.

Post the purchase invoice

13 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

14 In the **Default quantity for lines** field, select **Ordered quantity**.

15 Enter the invoice number.

16 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post** > **Post**.

- 17 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Purchases account	10,000.00	
IGST recoverable account	2,000.00	
TDS payable account		1,200.00
TDS_Surcharge payable account		120.00
Vendor account		10,680.00

Tax Collected at Source that is calculated includes GST

Withholding tax group form

- 1 Click **General ledger** > **Setup** > **Withholding tax** > **Withholding tax groups**.
- 2 Select a withholding tax group.
- 3 On the **General** FastTab, in the **Include GST tax components for TDS or TCS calculation** field, select the required GST components.

The screenshot displays the 'Withholding tax groups (1 - inmf)' form. The 'Withholding tax group' is 'Scrap', with a description of 'TCS_Scrap' and a tax type of 'TCS'. The applicable tax rates are set to 'Income Tax Act'. Under the 'General' tab, the 'Include GST tax components for TDS or TCS calculation' is set to 'CGST;SGST'. The 'Setup' section contains a table with the following data:

Withholding tax code	Withholding tax name	O	E	Value	Exclude %
Scrap	TCS_Scrap	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1.00	0.00

- 4 Click **Close**.

Sales order form

- 5 Click **Accounts receivable > Common > Sales orders > All sales orders.**
- 6 Create a sales order.

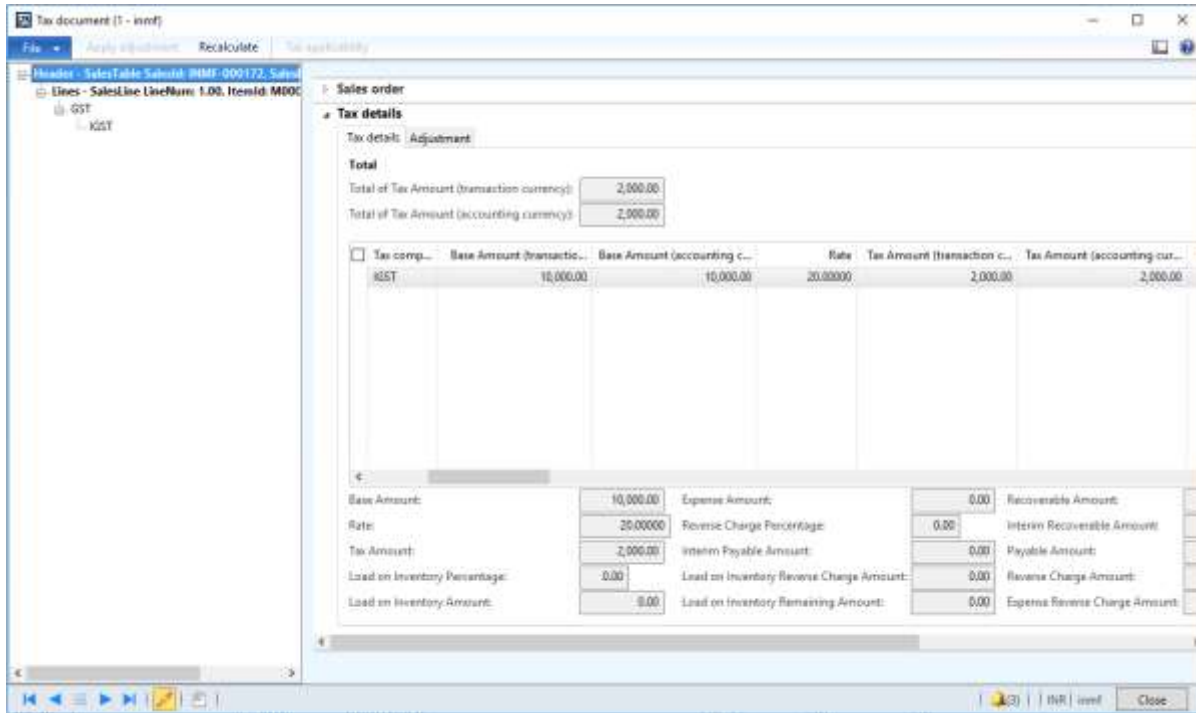
7 Click **OK.**

Validate the tax details

- 8 On the Action Pane, on the **Purchase** tab, in the **Tax** group, click **Tax document** to review the calculated taxes.

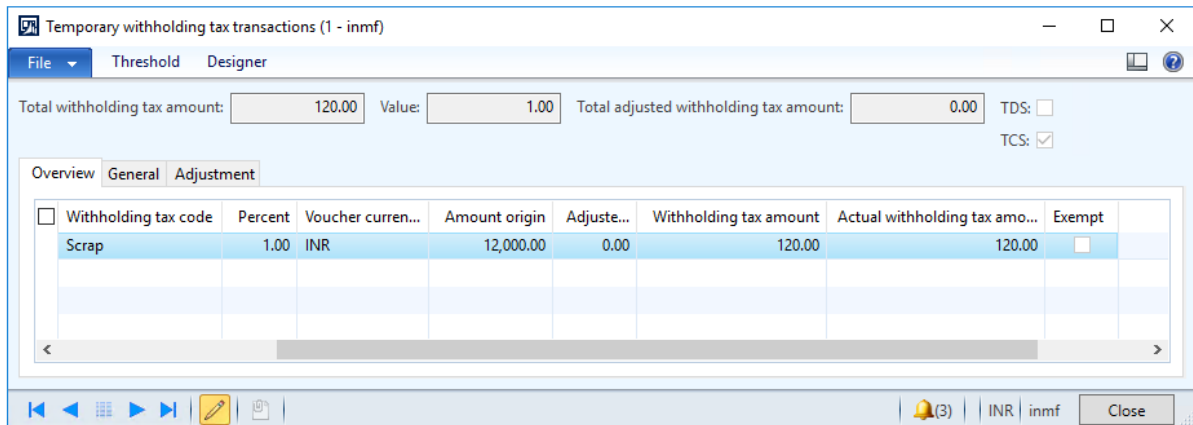
Example:

- **Taxable value:** 10,000.00
- **IGST:** 20 percent



9 Click **Close**.

10 Click **Product and supply > Withholding tax**.



11 Click **Close**.

Post the purchase invoice

12 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.

13 Click **OK**.

14 Click **OK**.

15 On the Action Pane, on the **Invoice** tab, in the **Journals** group, click **Invoice**. Then, on the **Overview** tab, click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	12,120.00	
IGST payable account		2,000.00
TCS payable account		120.00
Sales revenue account		10,000.00

Tax adjustments

Tax amount adjustment

- 1 Click **General ledger** > **Journals** > **General journal**.
- 2 Create a journal, and define a journal name.
- 3 Click **Lines**.
- 4 In the **Account type** field, select **Customer**.
- 5 In the **Account** field, select a value.
- 6 In the **Debit** field, enter a value.
- 7 In the **Offset account type** field, select **Ledger**.
- 8 In the **Offset account** field, select a value.

Journal voucher (1 - inmf)

File | New | Delete | Post | Validate | Financial dimensions | Sales tax | Tax document | Withholding tax

Balance **Total debit** **Total credit** **Budget check results**

Journal: 0.00 Journal: 10,000.00 Journal: 10,000.00 Per voucher:

Per voucher: 0.00 Per voucher: 10,000.00 Per voucher: 10,000.00

Display journal lines: All

Overview | General | Invoice | Payment | Payment fee | Fixed assets | Remittance | History

Voucher	Account type	Account	Descript...	Debit	Credit	Offset account type	Offset account
INMF-00543	Customer	INMF-000005		10,000.00		Ledger	170150--

Navigation icons: Back, Forward, Print, Save, etc. | (3) | INR | inmf | Close

9 Click **Tax information**.

The screenshot shows a window titled "Tax information (1 - inmf) - Purchase order: INMF-00086,..." with a "File" menu. The "Delivery information" tab is active. It contains the following fields:

- Location: Contoso India
- Address: Brigade Road, Bangalore, Karnataka-560082
- Tax information: GST_KA

Buttons for "OK" and "Cancel" are at the bottom right.

10 On the **GST** tab, in the **HSN code** field, select a value.

The screenshot shows the same window, but with the "GST" tab selected. The fields are:

- GSTIN/GDI/UID: 29AGNPB4831B002
- HSN code: 12034404
- Non-Business Usage %: 0.00
- SAC: (empty)
- ITC Category: Input
- Service category: Inward
- Exempt:

Buttons for "OK" and "Cancel" are at the bottom right.

11 Click the **Customer tax information** tab.

File

VAT Sales tax Withholding tax Excise Service Customer tax information

Location: Fabrikam India Ltd.

Address: Rao Tula Marg
Delhi
110064
IND

Tax information: GST_DL

OK Cancel

12 Click **OK**.

Validate the tax details

13 Click **Tax document**.

File Apply adjustment Recalculate Tax applicability

Header - Tax Agent Ledger Journal Trans LineNum 1.00, Vo

Lines - LedgerJournalTrans LineNum 1.00, Vo

GST

General ledger - customer invoice

Tax details

Tax details Adjustment

Total

Total of Tax Amount (transaction currency): 2,000.00

Total of Tax Amount (accounting currency): 2,000.00

Tax comp...	Base Amount (transac...	Base Amount (accounting c...	Rate	Tax Amount (transaction cu...	Tax Amount (accounting cur...
IGST	10,000.00	10,000.00	20.00000	2,000.00	2,000.00

Base Amount: 10,000.00 Expense Amount: 0.00 Recoverable Amount:

Rate: 20.00000 Reverse Charge Percentage: 0.00 Interim Recoverable Amount:

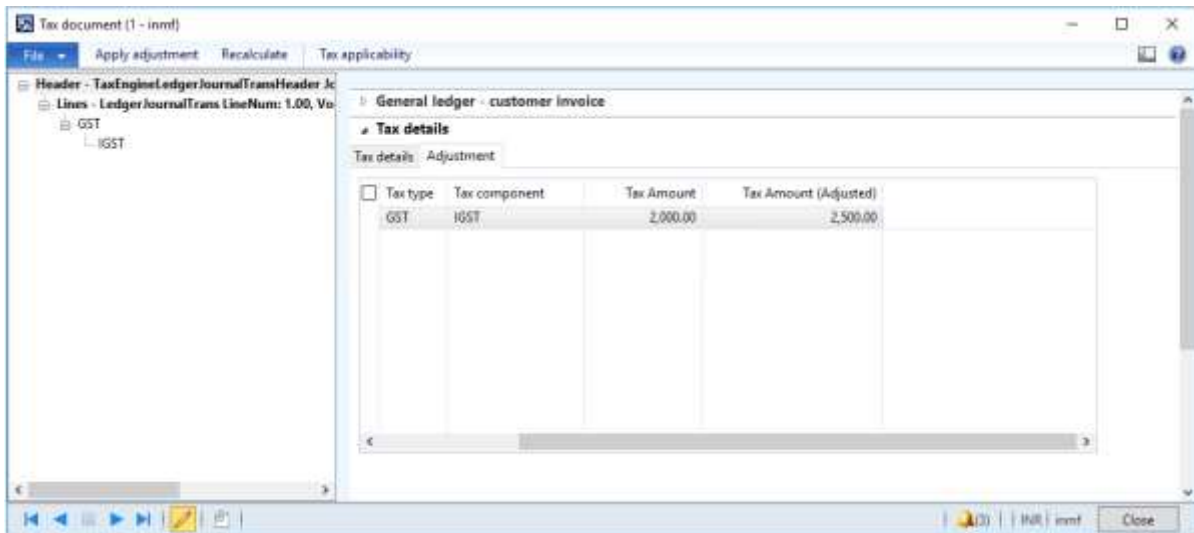
Tax Amount: 2,000.00 Interim Payable Amount: 0.00 Payable Amount:

Load on inventory Percentage: 0.00 Load on inventory Reverse Charge Amount: 0.00 Reverse Charge Amount:

Load on inventory Amount: 0.00 Load on inventory Remaining Amount: 0.00 Expense Reverse Charge Amount:

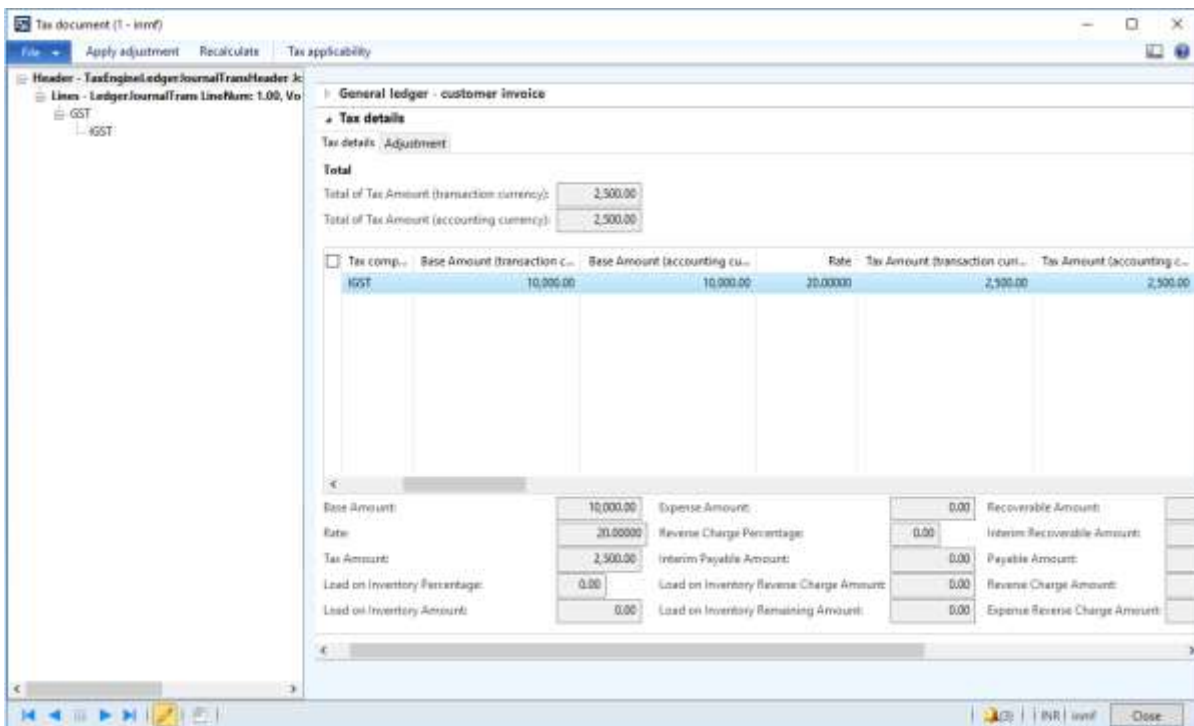
Close

- 14 On the **Adjustment** tab, in the **Tax amount (Adjusted)** field, modify the value to override the tax amount that the system calculates.



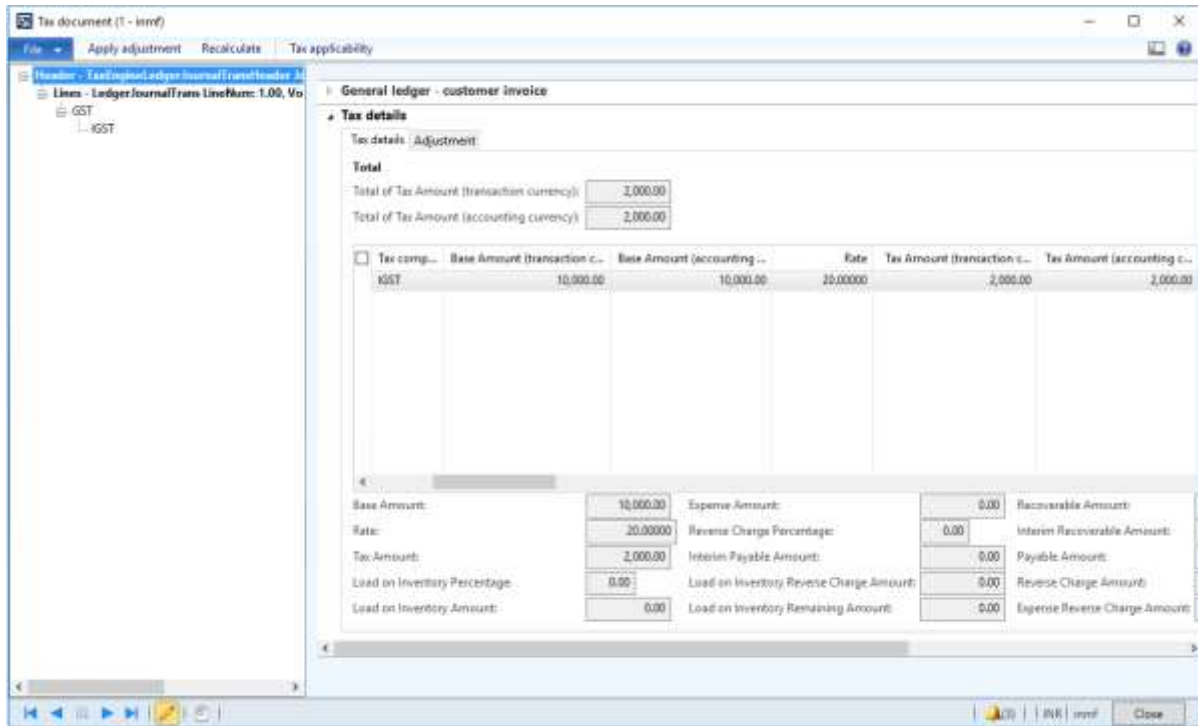
- 15 Click **Apply adjustment** to apply the new tax amount.

- 16 Click the **Tax details** tab.



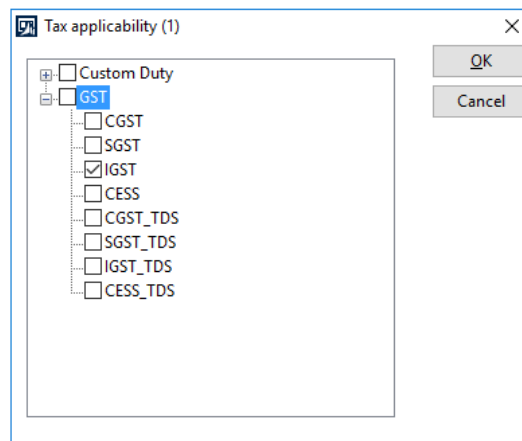
Reset a tax adjustment

- Click **Recalculate** to reset the taxes to the amounts that were originally calculated.

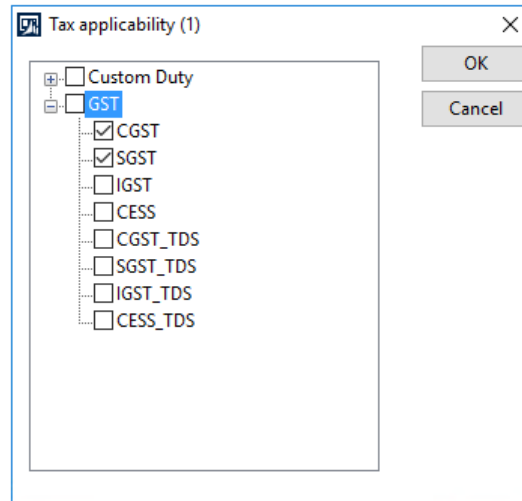


Adjust the tax applicability from interstate to intrastate

- 1 Select the **GST** node.
- 2 Click **Tax applicability** to override the tax applicability that the system determined.

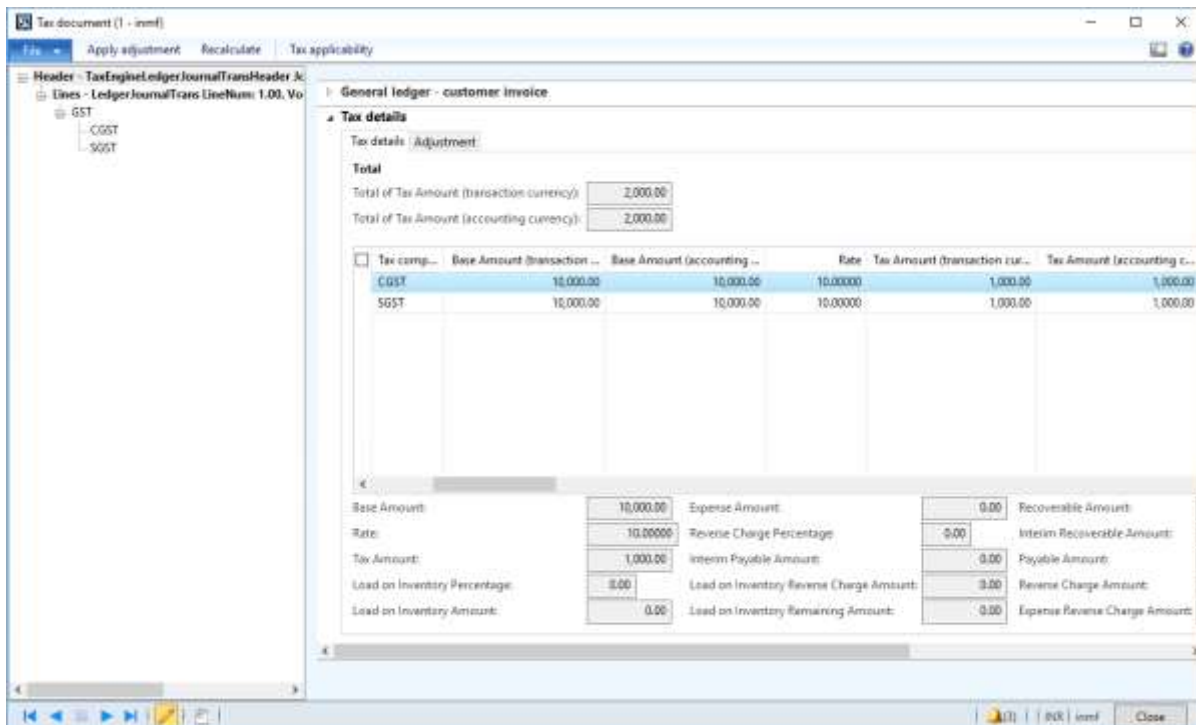


3 Clear the **IGST** check box, and select the **CGST** and **SGST** check boxes.



4 Click **OK**.

5 Click **Apply adjustment** to apply your changes.



Note: Click **Recalculate** to reset the tax applicability to its original value.

6 Click **Post > Post**.

Validate the financial entries

7 Click **Inquiries > Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	12,000.00	
CGST payable account		1,000.00
SGST payable account		1,000.00
Sales account		10,000.00

Note: Tax adjustment functionality is available for purchase orders and sales orders at the invoicing stage.

Tax settlement process

Rule-based tax settlement

- 1 Click **General ledger > Periodic > Sales tax payments > Sales tax payments**.
- 2 Enter values.

Microsoft Dynamics AX (1)

Sales tax settlement incl. corrections

Tax registration group: Tax adjustment

Registration number: Tax registration group

Settlement period:

Date:

Transaction date:

Post to interim PLA:

Update:

OK Cancel

Tax registration group for which the settlement has to be run.

3 Click **Tax adjustment**.

Sales tax payment balances (1 - invnt) - Tax registration group: GST

Path of the selected node	Recoverable...	Utiliz...	Recoverable amount to settle	Adjustment	Payable amount	Pai...	Payable amount to settle	Subtotal amount
GST-GST-CGST-29AGNPB4831B...	10,500.00	0.00	10,500.00	6,000.00	-19,500.00	0.00	-19,500.00	-3,000.00
GST-GST-IGST-29AGNPB4831B0...	20,000.00	0.00	20,000.00	-6,000.00	-14,000.00	0.00	-14,000.00	0.00
GST-GST-SGST-29AGNPB4831B...	7,500.00	0.00	7,500.00	0.00	-7,500.00	0.00	-7,500.00	0.00

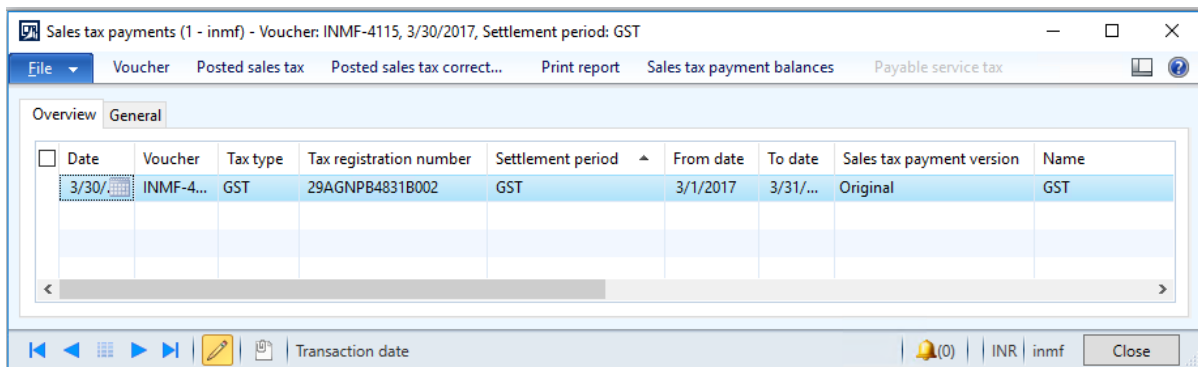
Close

Note: The setoff rule is applied, and excess IGST is used to set off CGST.

- 4 Click **Close**.
- 5 Select the **Update** check box.
- 6 Click **OK**.

Validate the tax settlement voucher entries

- 7 Click **General ledger > Setup > Sales tax > Sales tax settlement periods**.
- 8 Select the settlement period, and then click **Sales tax payments**.



- 9 Verify that the settlement for the selected registration for the period is posted successfully.

10 Click **Print report**.

Sales tax payments

Page 1 of 1
3/30/2017
11:29 AM

Contoso Entertainment System India
Brigade Road
BangaloreBangaloreKarnataka
Bangalore 560082
IND

Period:
GST Settlement 3/31/2017
Original
Tax type GST
Tax registration number 29AGNPB4851B002

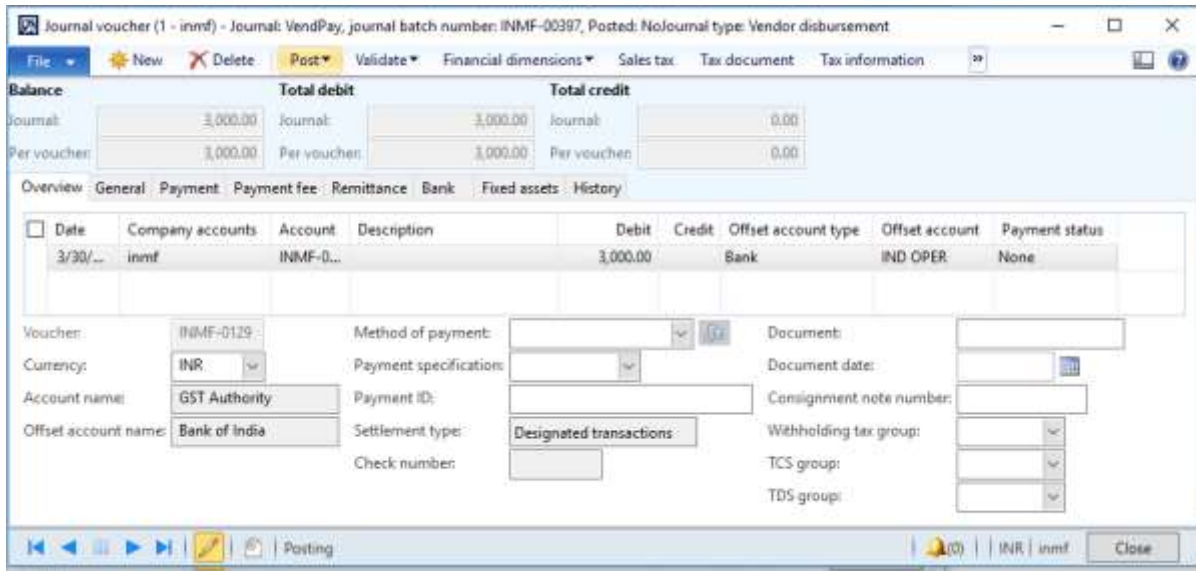
Authority
GST Authority

Sales tax code	Name	Tax	Sales tax direction	Quantity	Amount origin	Sales tax amount	Nondeductible	Investment tax	Note
CGST	GST_CGST		Sales tax receivable	0.00	150,000.00	10,500.00	0.00	0.00	
CGST	GST_CGST		Sales tax payable	0.00	-300,000.00	-19,500.00	0.00	0.00	
IGST	GST_IGST		Sales tax receivable	0.00	100,000.00	20,000.00	0.00	0.00	
IGST	GST_IGST		Sales tax payable	0.00	-70,000.00	-14,000.00	0.00	0.00	
SGST	GST_SGST		Sales tax receivable	0.00	150,000.00	7,500.00	0.00	0.00	
SGST	GST_SGST		Sales tax payable	0.00	-150,000.00	-7,500.00	0.00	0.00	
Sales tax receivable						38,000.00			
Sales tax payable						-41,000.00			
Total						-3,000.00	0.00	0.00	

GST authority payment

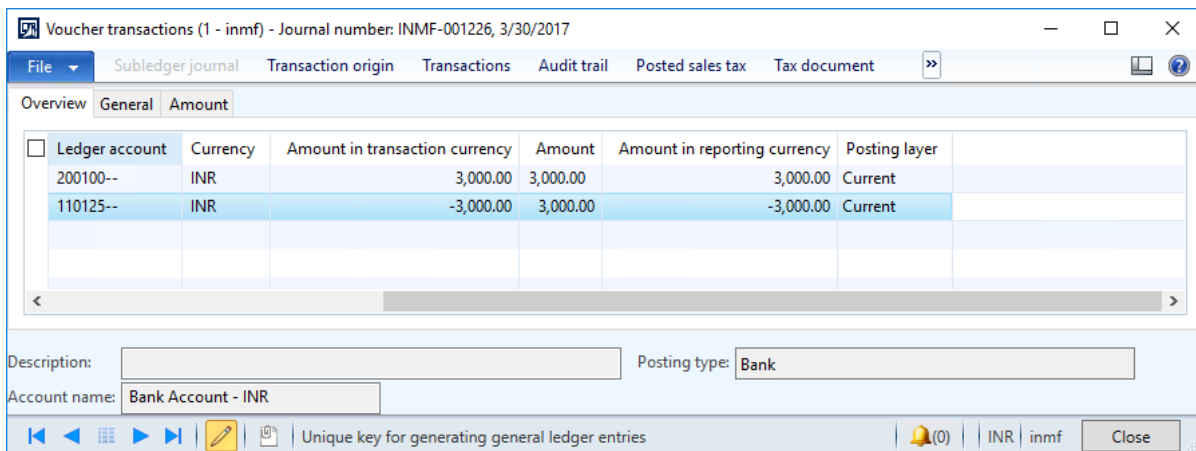
- 11 Click **Accounts payable > Journals > Payments > Payment journal**.
- 12 Create a journal.
- 13 Click **Lines**.
- 14 Create a journal voucher for **Authority account**.
- 15 Click **Functions > Settlement**.

16 Select the transaction.



17 Click **Post** > **Post**.

18 Click **Inquiries** > **Voucher**.



Update challan information

19 Click **Functions** > **Challan information**.

Challan information (1 - inmf)

File

Tax type: GST

Voucher: INMF-0130

CIN number: 45122476

Bank reference number: JU11788125

BSR code: 7485447

Date: 3/30/2017

Bank name: IND OPER

Method of payment:

Text: Authority payment for the month of March 2017

Close

Manual adjustment of a tax settlement

- 1 Click **General ledger** > **Periodic** > **Sales tax payments** > **Sales tax payments**.
- 2 Enter values.

Microsoft Dynamics AX (1)

Sales tax settlement incl. corrections

Tax registration group: GST

Registration number: 29AGNPB4831B002

Settlement period: GST

Date: 6/30/2017

Transaction date: 6/30/2017

Update:

Tax adjustment

Tax registration group

OK Cancel

3 Click **Tax adjustment**.

Tax registration n.	Path of th.	Recoverable amt.	Utilize.	Recoverable amount t.	Adjustment	Payable amount	Pai.	Payable amount to settle	Subtotal amount
29AGNP848318002	GST-GST-CGST...	5,000.00	0.00	5,000.00	1,000.00	-6,000.00	0.00	-6,000.00	0.00
29AGNP848318002	GST-GST-IGST...	30,000.00	0.00	30,000.00	-2,000.00	-15,000.00	0.00	-15,000.00	13,000.00
29AGNP848318002	GST-GST-SGST...	5,000.00	0.00	5,000.00	1,000.00	-6,000.00	0.00	-6,000.00	0.00

Note: The setoff rule is applied, and excess IGST is used to set off the balance of CGST and SGST.

Exclude transactions from the settlement

4 Expand the **GST** node.

5 Select the **CGST** node, and then click **Transaction**.

Tax registration n.	Path of th.	Recoverable amt.	Utilize.	Recoverable amount t.	Adjustment	Payable amount	Pai.	Payable amount to settle	Subtotal amount
29AGNP848318002	GST-GST-CGST...	5,000.00	0.00	5,000.00	1,000.00	-6,000.00	0.00	-6,000.00	0.00

6 Clear the selection of the transaction to exclude from the settlement.

Mark	Voucher	Date	Source	Tax type	Tax code	Recoverable amount	Utilized amount	Recoverable amount to settle	Payable amount	Paid amount	Payable amount to settle
<input type="checkbox"/>	INMF-00540	6/5/2...	Voucher	GST	CGST	1,000.00	0.00	1,000.00	0.00	0.00	0.00
<input type="checkbox"/>	INMF-00551	6/5/2...	Voucher	GST	CGST	4,000.00	0.00	4,000.00	0.00	0.00	0.00
<input checked="" type="checkbox"/>	INMF-30000...	6/5/2...	Order invoice	GST	CGST	0.00	0.00	0.00	-1,000.00	0.00	-1,000.00
<input checked="" type="checkbox"/>	INMF-30000...	6/14/...	Order invoice	GST	CGST	0.00	0.00	0.00	-5,000.00	0.00	-5,000.00

7 Click **Update**.

Tax registration n...	Path of the sel...	Recoverable am...	Utilize...	Recoverable amount L...	Adjustment	Payable am...	Pa...	Payable am...	Subtotal a...
29AGNP848318002	GST-GST-CGST...	4,000.00	0.00	4,000.00	2,000.00	-6,000.00	0.00	-6,000.00	0.00
29AGNP848318002	GST-GST-IGST...	30,000.00	0.00	30,000.00	-3,000.00	-15,000.00	0.00	-15,000.00	12,000.00
29AGNP848318002	GST-GST-SGST...	5,000.00	0.00	5,000.00	1,000.00	-4,000.00	0.00	-4,000.00	0.00

Note: The tax setoff rule is recalculated, and the components are adjusted accordingly.

Partial settlement of the transactions

8 Select the **SGST** node, and then click **Transaction**.

9 Select the transaction, and then update the **Recoverable amount to settle** field.

M	Voucher	Date	Source	Tax type	Tax code	Recoverable amount	Utilized am...	Recoverable amount to se...	Payable amount	Paid amount	Payable am...
	INMF-00...	6/5/2017	Voucher	GST	SGST	1,000.00	0.00	1,000.00	0.00	0.00	0.00
	INMF-00...	6/5/2017	Voucher	GST	SGST	4,000.00	0.00	1,000.00	0.00	0.00	0.00
	INMF-30...	6/5/2017	Order invoice	GST	SGST	0.00	0.00	0.00	-1,000.00	0.00	-1,000.00
	INMF-30...	6/14/2017	Order invoice	GST	SGST	0.00	0.00	0.00	-5,000.00	0.00	-5,000.00

10 Click **Update**.

Tax registration n...	Path of the sel...	Recoverable am...	Utilize...	Recoverable amount L...	Adjustment	Payable am...	Pa...	Payable am...	Subtotal a...
29AGNP848318002	GST-GST-CGST-29AG...	4,000.00	0.00	4,000.00	2,000.00	-6,000.00	0.00	-6,000.00	0.00
29AGNP848318002	GST-GST-IGST-29AG...	30,000.00	0.00	30,000.00	-4,000.00	-15,000.00	0.00	-15,000.00	11,000.00
29AGNP848318002	GST-GST-SGST-29AG...	5,000.00	0.00	4,000.00	2,000.00	-6,000.00	0.00	-6,000.00	0.00

Notes:

- The tax setoff rule is recalculated, and the components are adjusted accordingly.
- Excess recoverable, unsettled transactions, and partially settled transactions should be part of the next settlement period.

11 Click **Close**.

12 Select the **Update** check box.

13 Click **OK**.

14 Click **OK**.

15 Close the report.

Sales tax payments

Page 1 of 1
6/30/2017
4:44 PM

Period:
GST Settlement
6/1/2017 6/30/2017
Original
Tax type GST
Tax registration number 29AGRP548318002

Authority
GST Authority

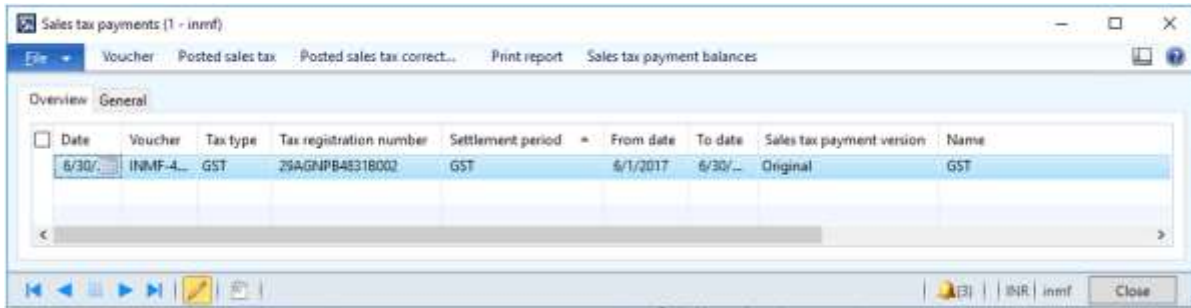
Sales tax code	Name	Tax component	Sales tax direction	Quantity	Amount origin	Sales tax amount	Nondeductible	Investment tax	Note
CGST	GST_CGST		Sales tax receivable	0.00	40,000.00	4,000.00	0.00	0.00	
CGST	GST_CGST		Sales tax payable	0.00	-60,000.00	-6,000.00	0.00	0.00	
IGST	GST_IGST		Sales tax receivable	0.00	150,000.00	30,000.00	0.00	0.00	
IGST	GST_IGST		Sales tax payable	0.00	-75,000.00	-15,000.00	0.00	0.00	
SGST	GST_SGST		Sales tax receivable	0.00	50,000.00	4,000.00	0.00	0.00	
SGST	GST_SGST		Sales tax payable	0.00	-60,000.00	-6,000.00	0.00	0.00	
Sales tax receivable						38,000.00			
Sales tax payable						-27,000.00			
Total						11,000.00	0.00	0.00	

Close

Validate the tax settlement voucher entries

16 Click **General ledger** > **Setup** > **Sales tax** > **Sales tax settlement periods**.

17 Select the settlement period, and then click **Sales tax payments**.



18 Verify that the settlement for the selected registration for the period is posted successfully.

Tax journal

The tax journal lets you post a tax adjustment journal.

In the case of reverse charge transactions, where the tax credit should be claimed after the authority settlement, the tax journal lets you claim the tax credit.

- 1 Click **General ledger** > **Journals** > **Tax journals**.
- 2 Create a record.
- 3 In the **Date** field, enter a value.
- 4 On the **Tax journal lines** FastTab, click **Add**.
- 5 On the **Tax account** FastTab, in the **Account type** field, select **Tax**.
- 6 In the **Tax type** field, select **GST**.
- 7 In the **Tax component** field, select a value.
- 8 In the **Tax posting type** field, select **Interim recoverable**.
- 9 In the **Account** field, select a value.
- 10 In the **Offset account type** field, select **Tax**.
- 11 In the **Tax type** field, select **GST**.
- 12 In the **Tax component** field, select a value.
- 13 In the **Tax posting type** field, select **Tax recoverable**.
- 14 In the **Account** field, select a value.

15 On the journal line, in the **Credit** field, enter a value.

The screenshot shows the 'Tax journal (1 - inmf)' window. The 'Journal batch number' is INMF-00406, the 'Date' is 6/30/2017, and the 'Currency' is INR. The 'Tax journal lines' table has one entry:

Purpose	Account type	Account	Description	Debit	Credit	Offset account type	Offset account
Transaction Tax	Tax	131230--			1,000.00	Tax	131130--

Below the table, the 'Tax account' section is expanded, showing 'Account selection' and 'Offset account' details. The 'Account selection' section includes: Account type: Tax, Tax type: GST, Tax component: IGST, Tax posting type: Interim Recoverable, and Account: 131230--. The 'Offset account' section includes: Offset account type: Tax, Tax type: GST, Offset tax component: IGST, Offset tax posting type: Tax Recoverable, and Offset account: 131130--.

16 Click **Tax information**.

The screenshot shows the 'Tax information (1 - inmf)' dialog box. The 'Company information' tab is selected. The 'Delivery information' section includes: Location: Contoso India, Address: Brigade Road, BangaloreKarnataka, 560082, IND, and Tax information: GST_KA. The 'OK' button is highlighted.

17 Click the **GST** tab.

The screenshot shows a dialog box titled "Tax information (1 - inmf)" with a "File" menu. The "GST" tab is selected. The form contains the following fields:

- GSTIN/GDI/UID: 29AGNPB4831B00
- SAC: [Empty dropdown]
- HSN code: [Empty dropdown]
- ITC Category: Input
- Exempt:

Buttons for "OK" and "Cancel" are at the bottom right.

18 Click **OK**.

19 Click **Tax document**.

The screenshot shows the "Tax document (1 - inmf)" window. The left pane shows a tree view with "Header - TaxEngineTaxJournal" and "Lines - TaxEngineTaxJournalLine". The main area is divided into "Tax journal" and "Tax details".

Tax journal

Assessable Value:	1,000.00	GST Registration Number:	29AGNPB4831B00	Maximum Retail Price:	
Consumption State:	Karnataka	HSN Code:		Net Amount:	
Delivery Date:	3/31/2017	IEC Number:		Party GST Registration Number:	
Discount Amount:	0.00	Import Custom Tariff Code:		Post To Ledger:	
Digestion Action:	Credit	Inter-State:	No	Prices include sales tax:	
Enable Accounting:	Yes	Is Scrap:	No	Purpose:	
Exempt:	No	ITC Category:	Input	Quantity:	
Export Custom Tariff Code:		Line Type:	Line	Returns:	

Tax details

Tax details - Adjustment

Total

Total of Tax Amount (transaction currency):	1,000.00
Total of Tax Amount (accounting currency):	1,000.00

Tax component	Base Amount (tra...	Base Amount (ac...	Rate	Tax Amount (transaction c...	Tax Amount (accounting currency)
GST	0.00	0.00	0.00000	1,000.00	1,000.00

At the bottom, there are summary fields: Base Amount: 0.00, Expense Amount: 0.00, Recoverable Amount: 0.00. A "Close" button is at the bottom right.

20 Click **Close**.

21 Click **Post**.

22 Close the message.

23 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
IGST recoverable account	1,000.00	
IGST interim recoverable account		1,000.00

Tax returns

GSTR1 report data

- 1 Click **General ledger > Reports > India > GER export to GSTR CSV**.
- 2 In the **From date** field, enter a value.
- 3 In the **To date** field, enter a value.
- 4 In the **Registration number** field, select a value.
- 5 In the **Configuration** field, select **GSTR-1 CSV**.
- 6 In the **File name** field, enter the file name to save the report in comma-separated values (CSV) format. Include the path of the file.

Microsoft Dynamics AX (1)

General Batch

Date

From date: 3/1/2017

To date: 3/31/2017

Registration number

Registration number: 29AGNPB4831B002

Electronic reporting

Configuration: GSTR-1 CSV

File name: C:\GST Returns\GSTR1.txt

OK Cancel

- 7 Click **OK**.
- 8 Use the path that you defined to go to the GSTR1 report file that you created in CSV format. This file becomes the base document that the whole compliance structure in GST is based on.

GSTR2 report data

- 1 Click **General ledger > Reports > India > GER export to GSTR CSV**.
- 2 In the **From date** field, enter a value.
- 3 In the **To date** field, enter a value.
- 4 In the **Registration number** field, select a value.

- 5 In the **Configuration** field, select a value.
- 6 In the **File name** field, enter file name to save the report in CSV format. Include the path of the file.

The screenshot shows a dialog box titled "Microsoft Dynamics AX (1)" with a "Batch" tab selected. The "Date" section includes "From date" (3/1/2017) and "To date" (3/31/2017). The "Registration number" is set to 29AGNPB4831B002. Under "Electronic reporting", the "Configuration" is GSTR-2 CSV and the "File name" is C:\GST Returns\GSTR2.txt. "OK" and "Cancel" buttons are at the bottom.

- 7 Click **OK**.
- 8 Use the path that you defined to go to the GSTR2 report file that you created in CSV format. This file becomes the base document that the whole compliance structure in GST is based on.

Tax inquiry

- 1 Click **General ledger > Inquiries > Tax > India posted tax > Posted tax document transactions**.
- 2 Select the registration number.

3 Click **OK**.

The screenshot shows a window titled "Posted tax document transactions (1 - inmf)". It contains two main sections: "Transaction line" and "Tax details".

Transaction line table:

Status	Voucher	Invoice	Source	Date	Currency	Provisional assessment	Exempt	HSN code	SAC	Service category	ITC Category
Posted	INMF-CU500050		Voucher	6/9/2017	INR			12034404		Inward	Input
Posted	INMF-30000001	INMF-000003	Order invoice	3/23/2017	INR				00440..	Inward	Input
Posted	INMF-10000076	INMF-TAXINV00001E	Order invoice	6/9/2017	INR			12034404		Inward	Input
Posted	INMF-10000078	INMF-TAXINV000017	Order invoice	6/8/2017	INR			01061202		Inward	Input
Posted	INMF-10000077	INMF-TAXINV00001E	Order invoice	6/8/2017	INR			12034404		Inward	Input
Posted	INMF-10000074	INMF-TAXINV000015	Order invoice	6/8/2017	INR			12034404		Inward	Input
Posted	INMF-10000074	INMF-000075	Order invoice	6/8/2017	INR			02072107		Inward	Input
Posted	INMF-10000073	INMF-TAXINV000014	Order invoice	6/8/2017	INR			12034404		Inward	Input
Posted	INMF-10000072	INMF-TAXINV000013	Order invoice	6/8/2017	INR			12034404		Inward	Input
Posted	INMF-10000071	INMF-TAXINV000012	Order invoice	6/8/2017	INR			12034404		Inward	Input
Posted	INMF-10000070	INMF-TAXINV000011	Order invoice	6/8/2017	INR			12034404		Inward	Input

Tax details table:

Sales tax code	Sales tax direction	Tax type	Tax component	Registration number	Amount origin	Rate	Sales tax amount	Reverse charge	Payable amount	Interim tax payable	Recover
K0ST	Sales tax payable	GST	IGST	25AGNIP84E31B002	300,000.00	0.20000	100,000.00	0.00	100,000.00	0.00	0.00
CESS	Sales tax payable	GST	CESS	25AGNIP84E31B002	300,000.00	0.06000	0.00	0.00	0.00	0.00	0.00

4 Click **Voucher** to view the financial entry that is posted for the transaction.

The screenshot shows a window titled "Voucher transactions (1 - inmf)". It has a menu bar with "File", "Subledger journal", "Transaction origin", "Transactions", "Audit trail", "Posted sales tax", "Tax document", and "Posted withholding tax". Below the menu bar are tabs for "Overview", "General", and "Amount".

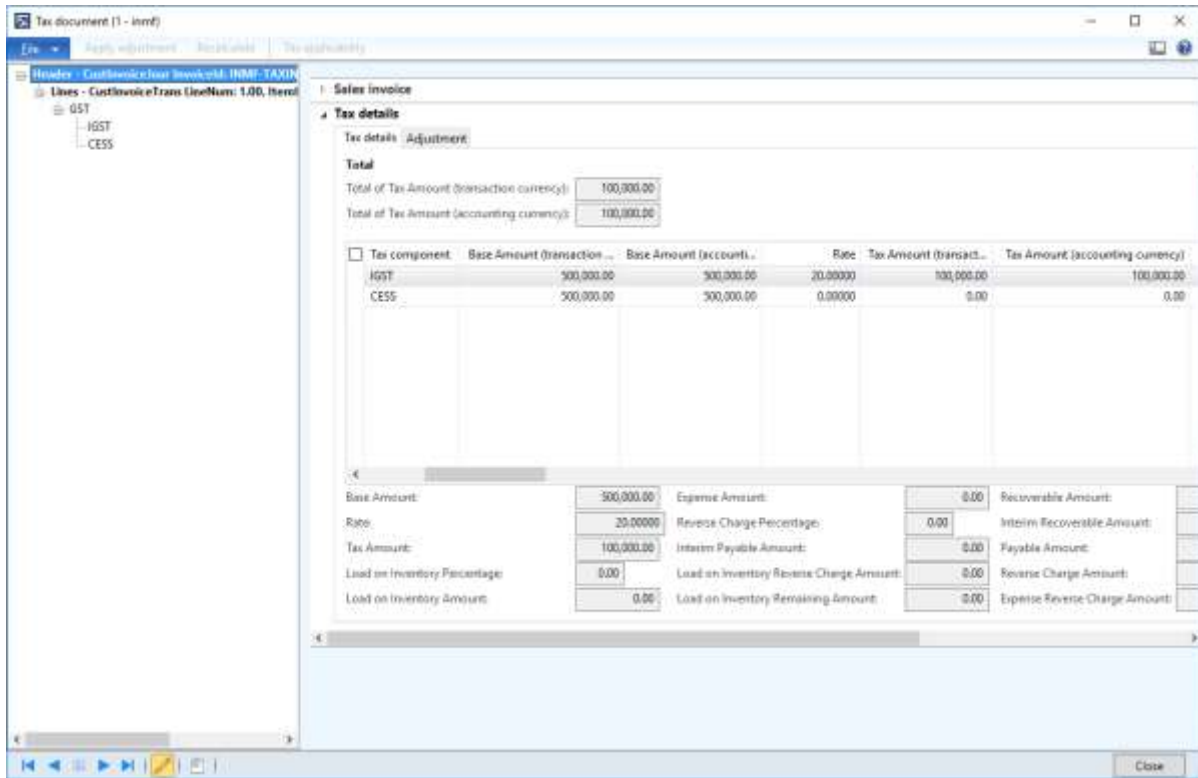
Overview - Amount table:

Ledger account	Currency	Amount in transacti...	Amount	Amount in reporting currency	Posting layer
223130--	INR	-100,000.00	100,000.00	-100,000.00	Current
130100--	INR	600,000.00	600,000.00	600,000.00	Current
401120--	INR	-500,000.00	500,000.00	-500,000.00	Current
500110--	INR	10,000.00	10,000.00	10,000.00	Current
500020--	INR	-10,000.00	10,000.00	-10,000.00	Current

Below the table, there are input fields for "Description:" and "Account name: IGST payable KA". The "Posting type:" is set to "GST".

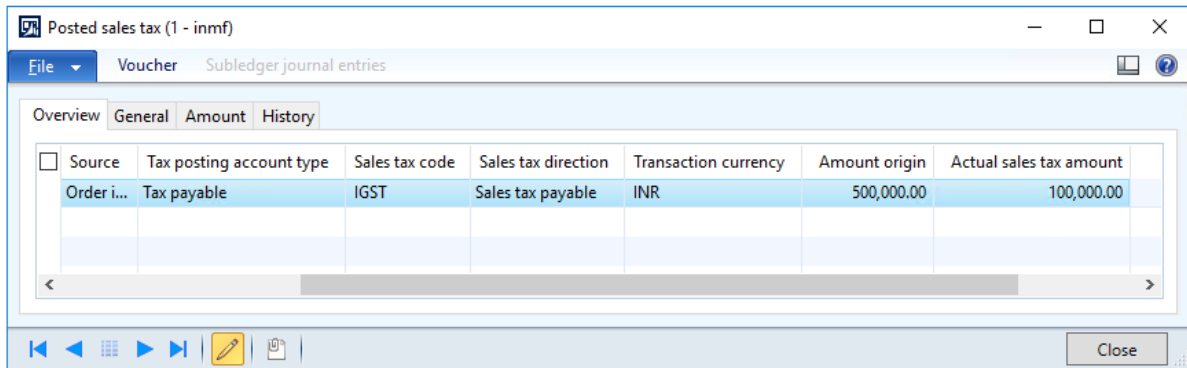
5 Click **Close**.

6 Click **Tax document** to view the tax that is calculated on the transaction.



7 Click **Close**.

8 Click **Posted sales tax**.



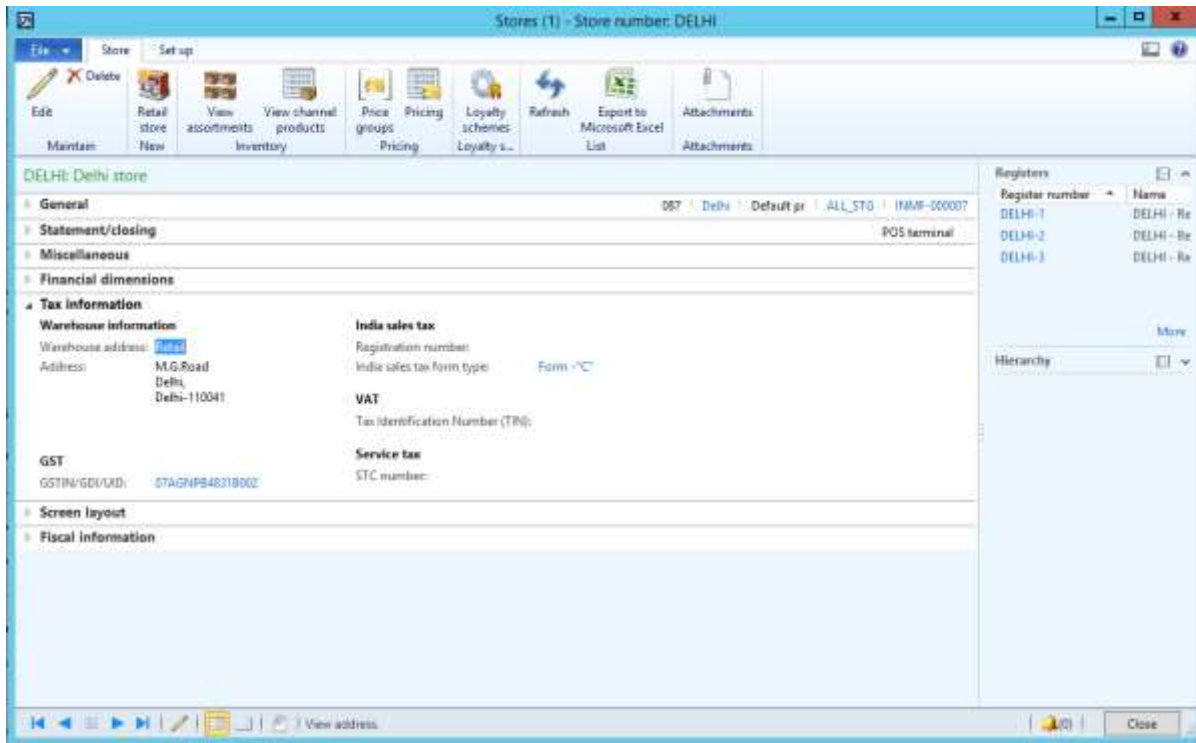
9 Click **Close**.

10 Click **Close**.

Retail solution

Validate tax information for the retail store

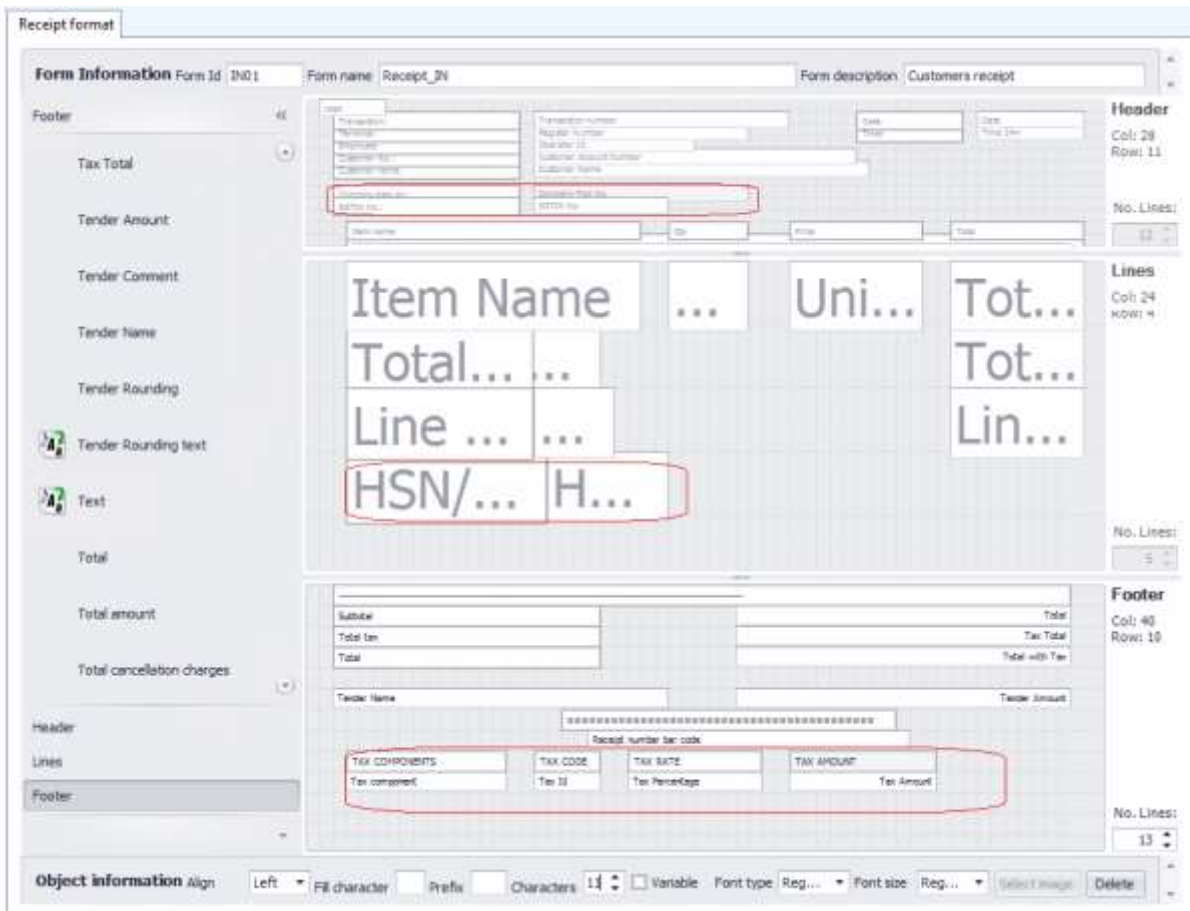
- 1 Click **Retail > Common > Retail channels > Retail stores**.
- 2 Select a retail store.
- 3 Click the **Tax information** FastTab.



Note: The GSTIN is automatically set, based on the warehouse master.

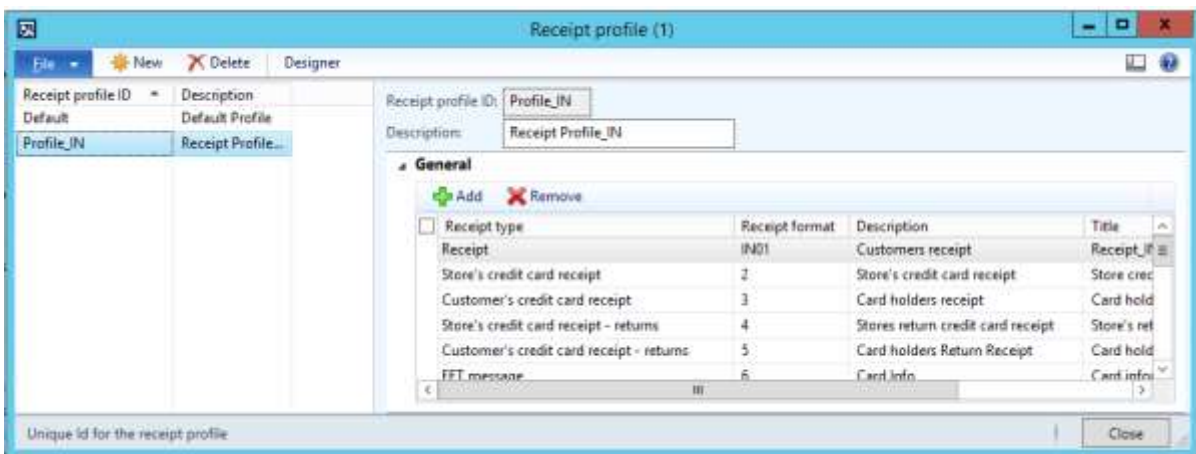
Update receipt profiles

- 1 Click **Retail > Setup > POS > Receipt formats**.
- 2 Select a receipt format for the **Receipt** receipt type, and make the required changes.



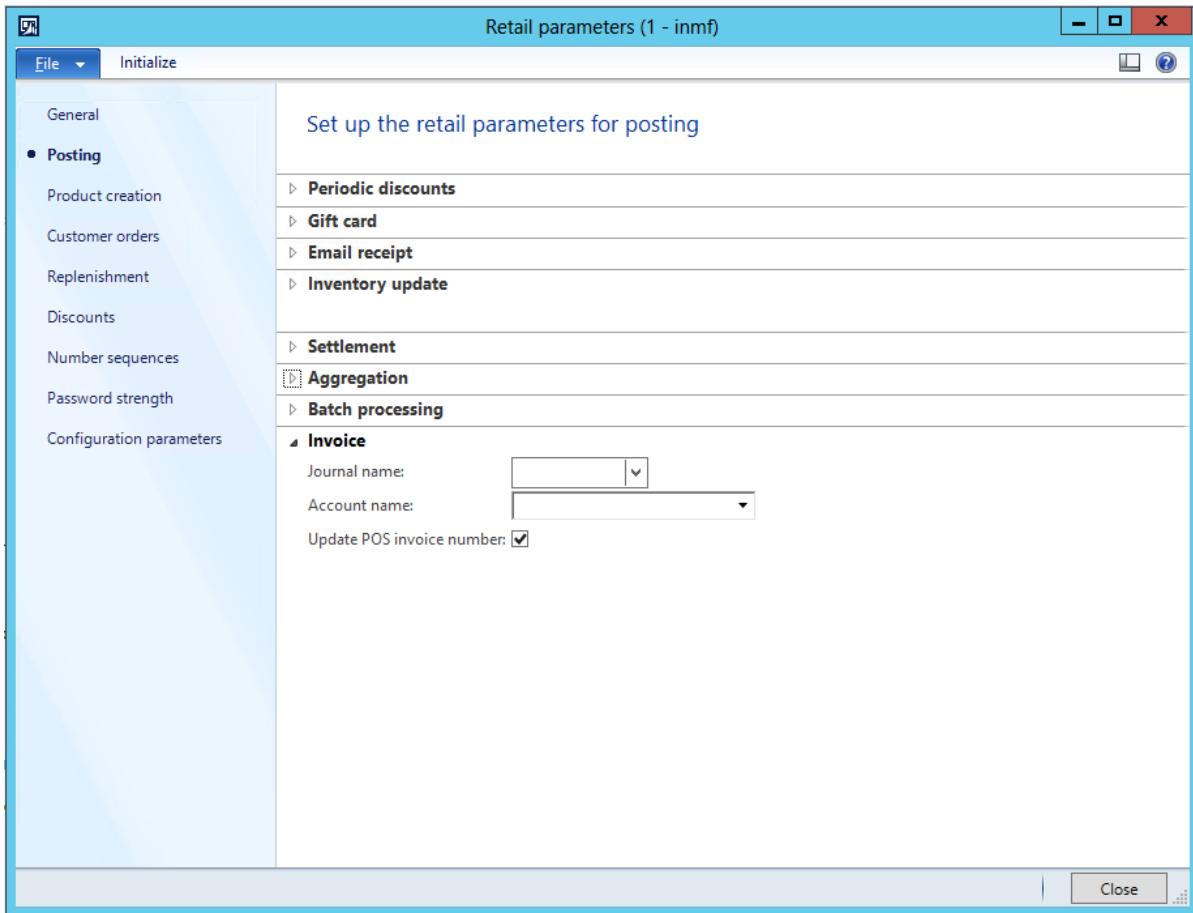
Update a receipt profile

- Click **Retail > Setup > POS > Receipt profile**.



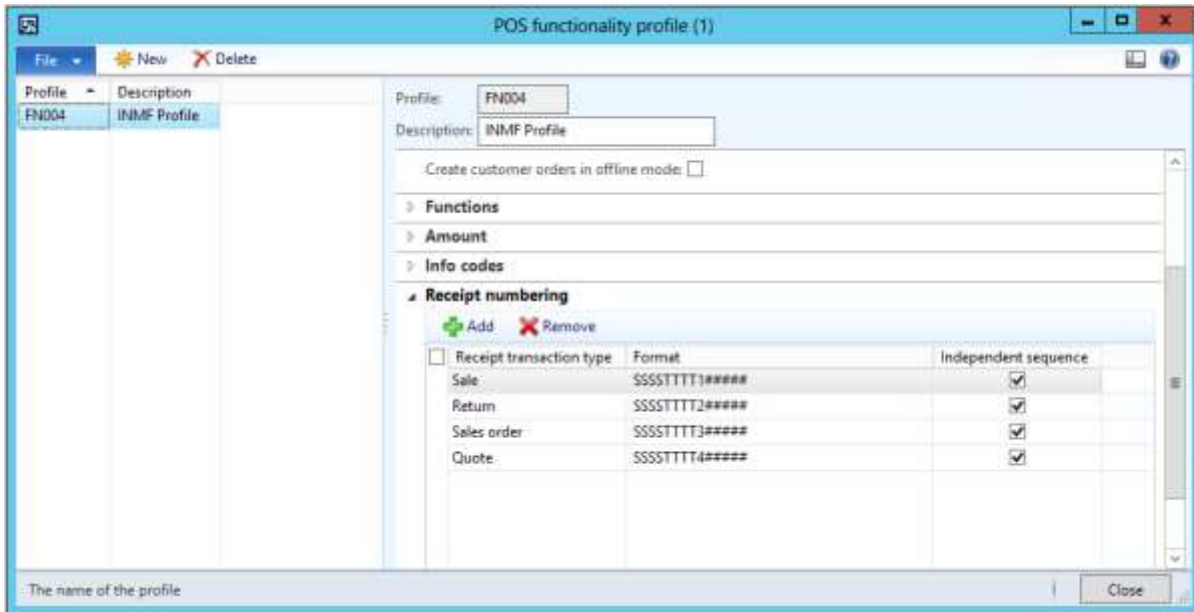
Update a POS invoice number

- 1 Click **Retail > Setup > Parameters > Retail parameters**.
- 2 On the **Posting** tab, select the **Update POS invoice number** check box to update the POS receipt number as the invoice number for customer transactions.



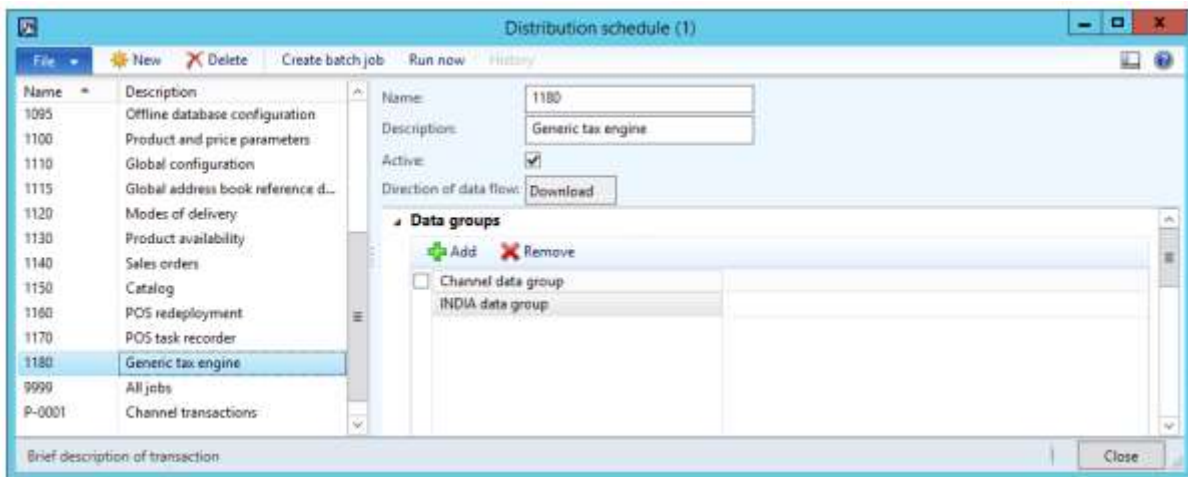
Notes:

- The **Update POS invoice number** check box doesn't apply to anonymous customer transactions.
- You can select the **Update POS invoice number** check box only if the existing receipt format includes the store number and terminal number.



Run a distribution schedule

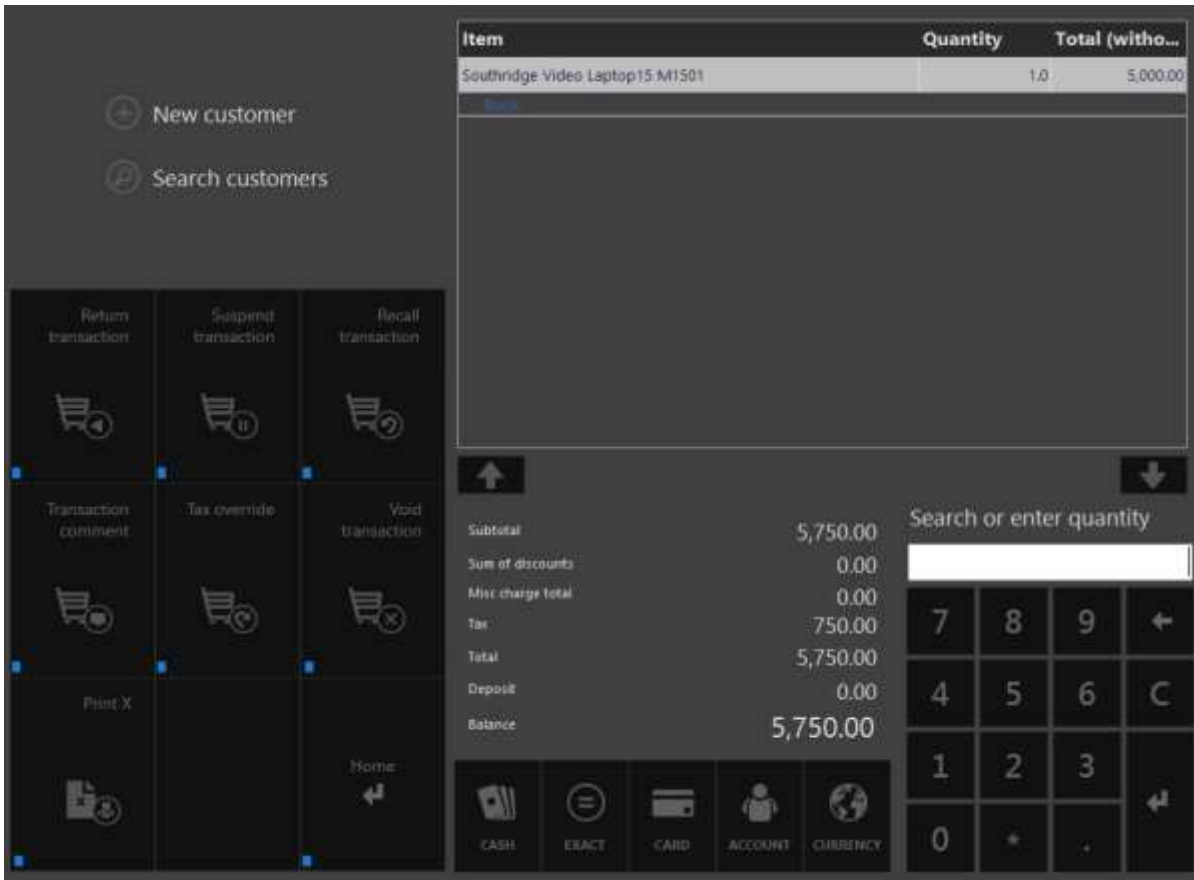
- 1 Click **Retail > Periodic > Data distribution > Distribution schedule**.
- 2 Verify that a new job, **1180**, has been added for **Generic tax engine**.
- 3 Run all the jobs (**9999**).



Sales transaction that has a discount – Intrastate transaction

- 1 Sign in to Enterprise POS (EPOS).
- 2 In the **Operator ID** field, enter a value, and then click **Enter**.
- 3 In the **Password** field, enter a value, and then click **Enter**.
- 4 Click **Open a new shift**.

5 Enter an item, and then click **Enter**.

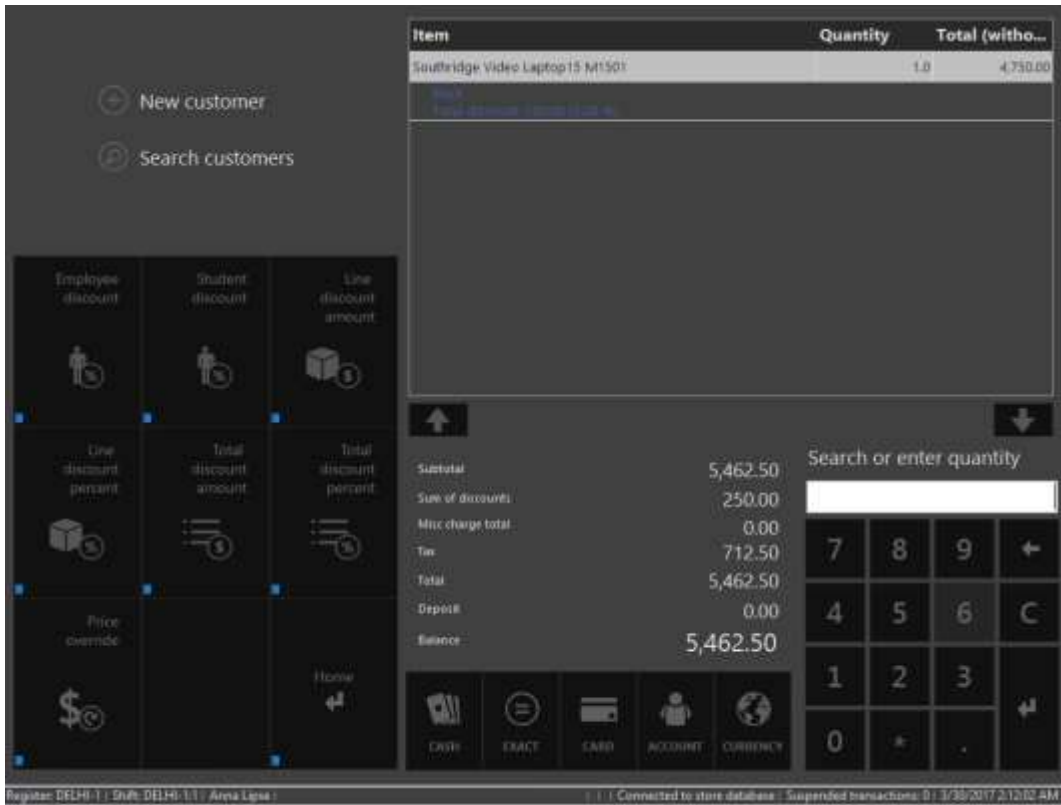


6 Click **Discounts** > **Total discounts percentage**.

7 In the **Total discount percentage** dialog box, enter a value.

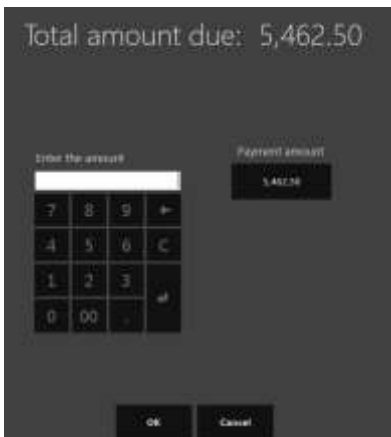


8 Click **OK**.



Note: The tax that is calculated considers the total discount.

9 Click **Cash**.



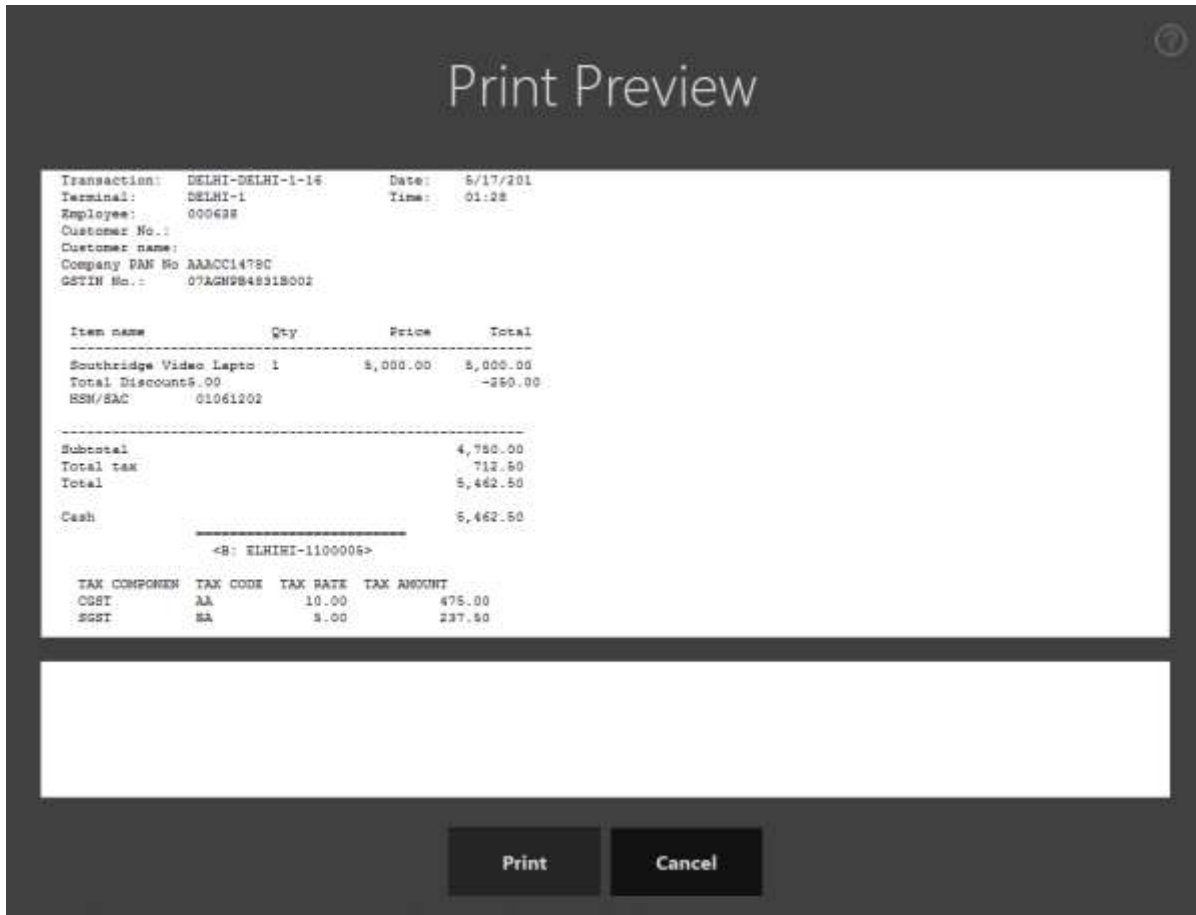
10 Click **Payment amount**.

Validate the receipt

11 Click **Show journal**.

12 Select the transactions.

13 Click Receipt.



Validate the retail sales invoice in Microsoft Dynamics AX headquarters

14 Click **Retail > Periodic > Data distribution > Distribution schedule.**

15 Run job **P-0001 (Channel transactions).**

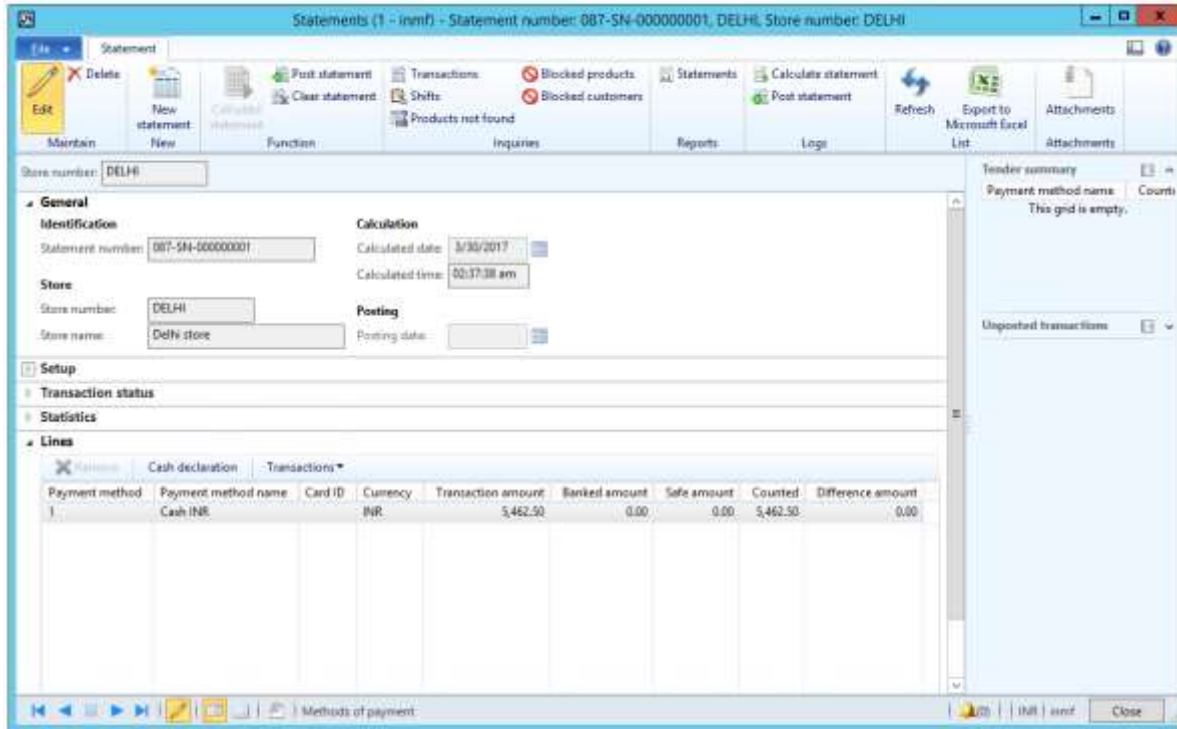
16 Close the form.

Post the statement

17 Click **Retail > Journals > Open statements.**

18 Create a statement.

19 Click **Calculate statement**.



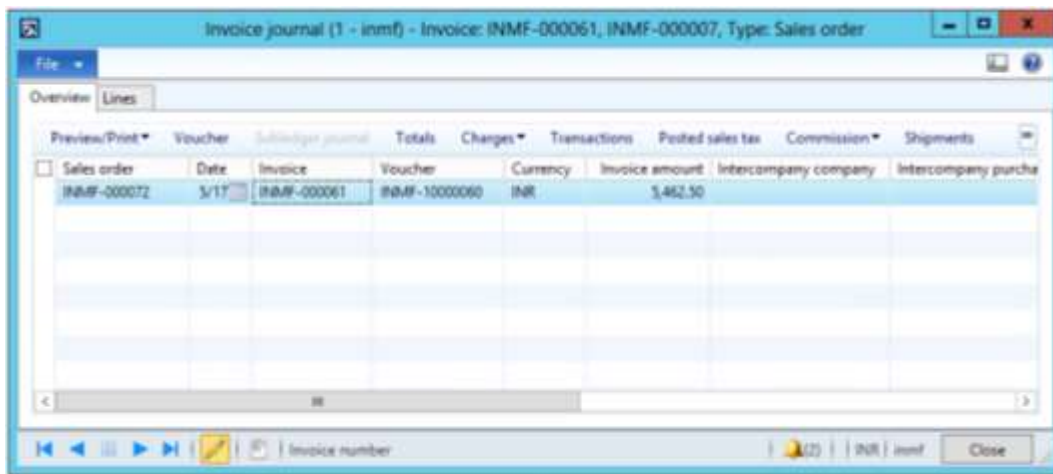
20 Click **Post statement**.

Validate voucher transactions

21 Click **Accounts receivable > Common > Sales orders > All sales orders**.

22 Select the sales invoice.

23 On the Action Pane, on the **Invoice** tab, click **Invoice journals**.

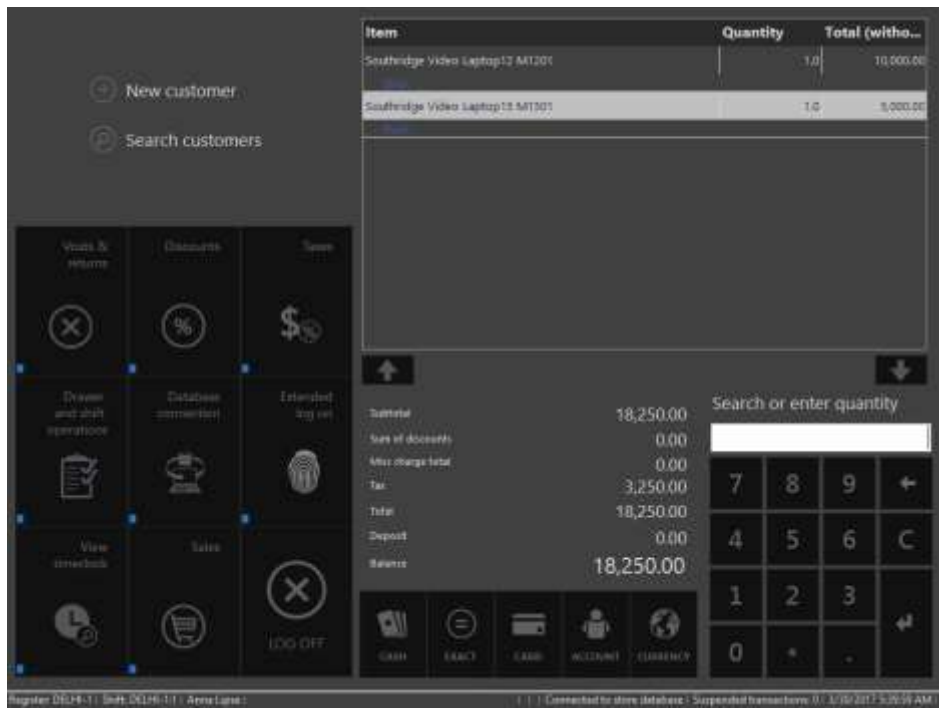


24 Click Voucher.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	5,462.50	
Discount and Allowances Taken	250.00	
CGST payable account		475.00
SGST payable account		237.50
Sales - Finished Goods		5,000.00

Customer order – Intrastate transaction

- 1 Sign in to EPOS.
- 2 In the **Operator ID** field, enter a value, and then click **Enter**.
- 3 In the **Password** field, enter a value, and then click **Enter**.
- 4 Enter items, and then click **Enter**.



- 5 Click **Sales > Tasks > Customer orders > Create customer order**.

6 Search for and select a customer.

The screenshot shows a software interface with a dark grey background. On the left, there is a vertical navigation menu with three items: 'Order information', 'Customer information' (which is selected with a white dot), 'Shipping and delivery', and 'Order summary'. The main area is titled 'Customer information' in white text at the top right. Below the title, there is a section labeled 'CONTACT INFORMATION'. It contains three input fields: 'Name' with the text 'Fourth Coffee India', 'Phone number' with the text '011-54875424', and 'Address' with the text 'Lawrence Road' and 'Delhi-110009' on two lines. Below these fields is an 'Email' input field. At the bottom of the form, there are three buttons: 'Add', 'Search', and 'Clear'. At the very bottom of the screen, there are three buttons: 'Clear', 'Save', and 'Cancel'.

7 Click **Shipping and delivery**.

8 Select the order line 1, and then click **Pickup**.

Pick up information

Requested delivery date:
 Thursday, May 18, 2017

Number	Name	Address
DELHI	Delhi store	M.G.Road Delhi, Delhi-110041
BANGALORE	Bangalore	Old Race Course Road Bangalore, Karnataka-560051

Save Cancel

9 Click **Save**.

10 Repeat steps 8 through 9 for the order line 2.

Shipping and delivery

- Order information
- Customer information
- Shipping and delivery
- Order summary

Item overview	Quantity	Order status	Ship	Pick up
1105 - Southridge Video Laptop12 M1201	1	None	[]	[x]
View Details >>> Add to cart				
1104 - Southridge Video Laptop15 M1501	1	None	[]	[x]
View Details >>> Add to cart				

Shipping lines total 0.00

Order level shipping 0.00

Total shipping 0.00

↑ ↑

Ship all Pick up all

↓ ↓

Clear Save Cancel

11 Click **Order summary**.

Order summary

- Order information
- Customer information
- Shipping and delivery
- Order summary

```

Transaction.: DELHI-DELHI-1-38      Date.....: 5/17/2017
Terminal..... DELHI-1              Time.....: 02:49
Sales Person: Arna Lipaw           Employee....: 000658
Customer No.: IIMGF-000008
Cust. Name.: Fourth Coffee Indie
Del. Method.:                      Del. Date...: 5/17/2017
Comments.....
SalesOrder
Order Status:                      Exp. Date...: 6/16/2017
Ref. Number.:

```

ITEM NAME	QTY	PRICE		TOTAL
Southridge Video Laptc	1	8,000.00	Pick up	8,000.00
Southridge Video Lapto	1	10,000.00	Pick up	10,000.00
Subtotal				18,000.00
Miscellaneous charges				0.00
Total tax				3,280.00
Total				18,280.00
Deposit paid				0.00

Clear Save Cancel

12 Click **Save**.

The screenshot shows the Microsoft Dynamics AX POS interface. On the left, there is a customer information panel with fields for Customer ID (IMF-00003), Name (Fourth Coffee India), and Address (Lawrence Road, New Delhi, India). Below this are buttons for 'Create customer order', 'Recall order', 'Edit customer order', 'Deposit override', 'Add shipping address', and 'Edit customer'. A 'Home' button is also present. The main area displays a list of items:

Item	Quantity	Total (witho...
Southridge Video Laptop13 M1301	1.0	5,000.00
Southridge Video Laptop12 M1201	1.0	10,000.00

Below the item list is a 'New order' section with a summary:

Subtotal	18,250.00
Sum of discounts	0.00
Misc charge total	0.00
Estimated tax	3,250.00
Total	18,250.00
Deposit	1,825.00
Balance	1,825.00

To the right of the summary is a search field 'Search or enter quantity' and a numeric keypad with buttons for digits 0-9, a decimal point, and a 'C' (cancel) button. At the bottom, there are buttons for 'CASH', 'EXACT', 'CARD', 'ACCOUNT', and 'CURRENCY'. The status bar at the bottom indicates 'Register: DELHI-1 | Shift: DELHI-1:1 | Anna Lipse' and 'Connected to store database | Suspended transactions: 0 | 5/17/2017 2:59:35 AM'.

13 Click **Cash**.

The screenshot shows the payment screen in the Microsoft Dynamics AX POS interface. At the top, it displays 'Total amount due: 1,825.00'. Below this, there is a section for entering the payment amount. It includes a numeric keypad with buttons for digits 0-9, a decimal point, and a 'C' (cancel) button. There is also a 'Payment amount' field with a 'SAVE' button. At the bottom, there are 'OK' and 'Cancel' buttons.

14 Click Payment amount.

The customer order is created.

 The order was created.



Validate the receipt

15 Click Show journal.

16 Select the transactions.

17 Click Receipt.

```
<L>
Transaction:  DELHI-DELHI-1-38      Date:    5/17/201
Terminal:     DELHI-1                Time:    03:10
Employee:    000638
Customer No.: INMF-000003
Customer name: Fourth Coffee India
Company PAN No AAACC1478C
GSTIN No.:   07AGNFB4831B002

Item name          Qty      Price      Total
-----
Southridge Video Lapto 1      5,000.00  5,000.00
HSN/SAC           01061202

Southridge Video Lapto 1      10,000.00 10,000.00
HSN/SAC           02072107

-----
Subtotal                          15,000.00
Total tax                          3,250.00
Total                              18,250.00

Cash                                1,825.00

=====
<B: ELHIHI-1300004>

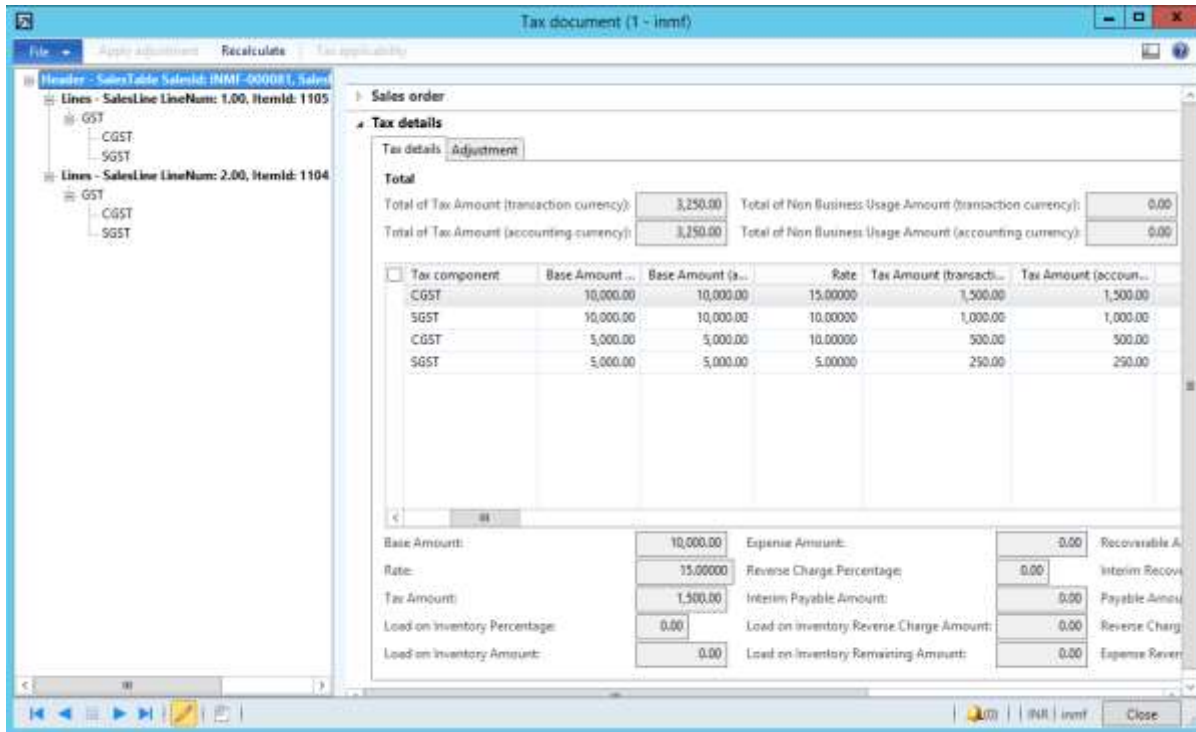
TAX COMPONENT  TAX CODE  TAX RATE  TAX AMOUNT
CGST           AA         10.00     500.00
               AB         15.00     1,500.00
SGST           BA         5.00      250.00
               BB         10.00     1,000.00
```

Validate the sales order and tax document at Microsoft Dynamics AX headquarters

18 Click Accounts receivable > Common > Sales orders > All sales orders.

19 Select the sales order.

20 On the Action Pane, on the **Sell** tab, in the **Tax** group, click **Tax document**.



Recall and process the customer order

21 Sign in to EPOS.

22 In the **Operator ID** field, enter a value, and then click **Enter**.

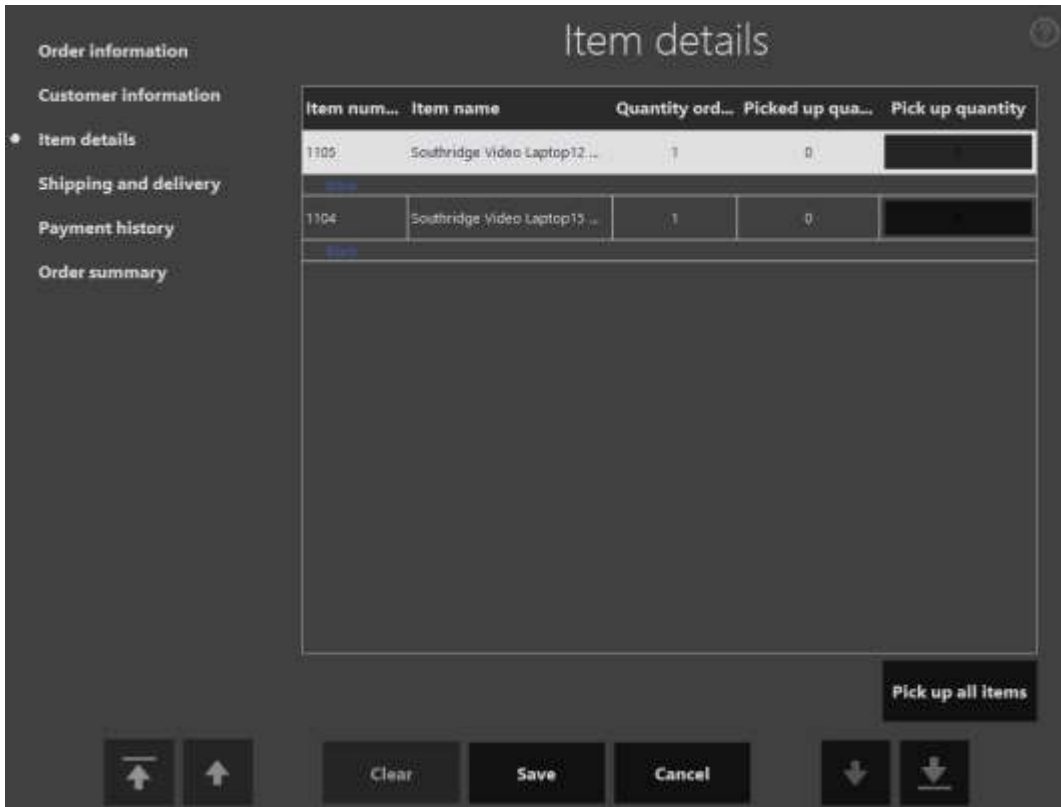
23 In the **Password** field, enter a value, and then click **Enter**.

24 Click **Sales > Tasks > Customer orders > Recall order**.

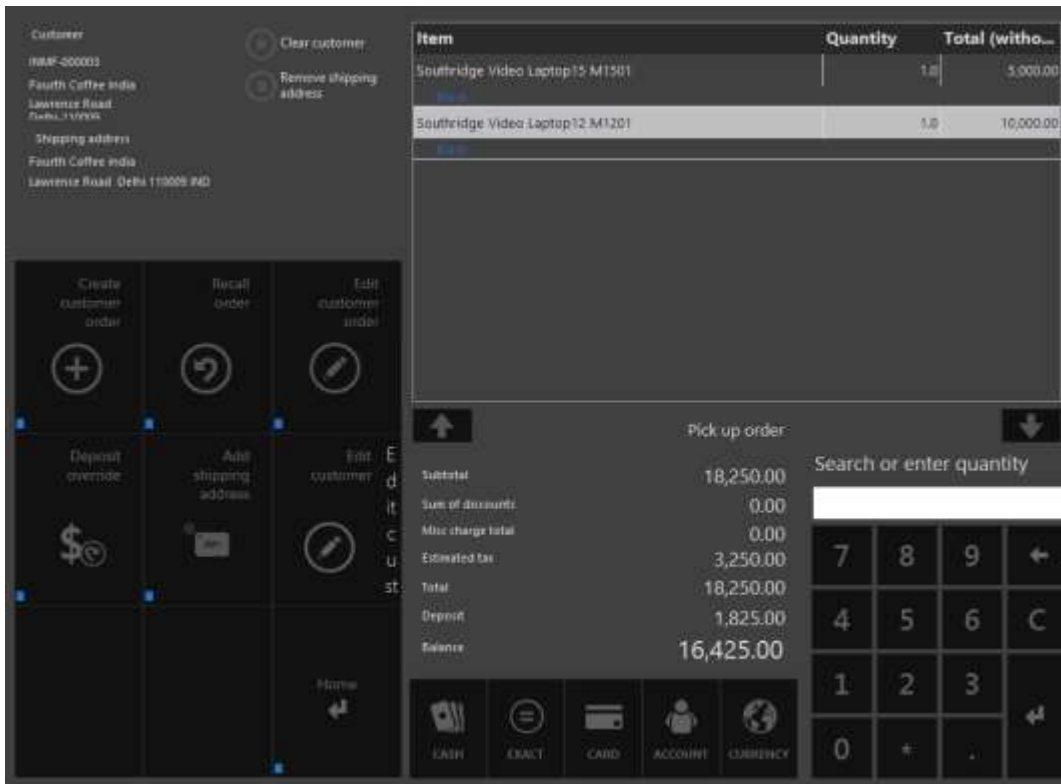
25 Search for the order by customer account.

26 Select the order.

27 Click **Pick up order**.



28 Click **Pick up all items**.



29 Click **Cash**.



30 Click **Payment amount**.

Validate the receipt

31 Click **Show journal**.

32 Select the transactions.

33 Click **Receipt**.

```
<L>
Transaction: DELHI-DELHI-1-39      Date: 5/17/201
Terminal:    DELHI-1              Time: 03:11
Employee:    000438
Customer No.: INMF-000003
Customer name: Fourth Coffee India
Company PAN No AAACCI478C
GSTIN No.: 07AGNFB4891B003

Item name          Qty      Price      Total
-----
Southridge Video Lapto 1      5,000.00  5,000.00
HEN/SAC           01061202
Southridge Video Lapto 1     10,000.00 10,000.00
HEN/SAC           02072107
-----
Subtotal                          15,000.00
Total tax                          3,280.00
Total                              18,280.00

Cash                               16,425.00

-----
<S: ELNHI-1300006>

TAX COMPONENT  TAX CODE  TAX RATE  TAX AMOUNT
CGST           AA         10.00     500.00
              AB         15.00     1,500.00
SGST           BA         5.00      250.00
              BB         10.00     1,000.00
```

Validate the retail sales invoice at Microsoft Dynamics AX headquarters

34 Click **Retail > Periodic > Data distribution > Distribution schedule**.

35 Run job **P-0001 (Channel transactions)**.

36 Close the form.

Post the statement

37 Click **Retail > Journals > Open statements**.

38 Create a statement.

39 Click **Calculate statement**.

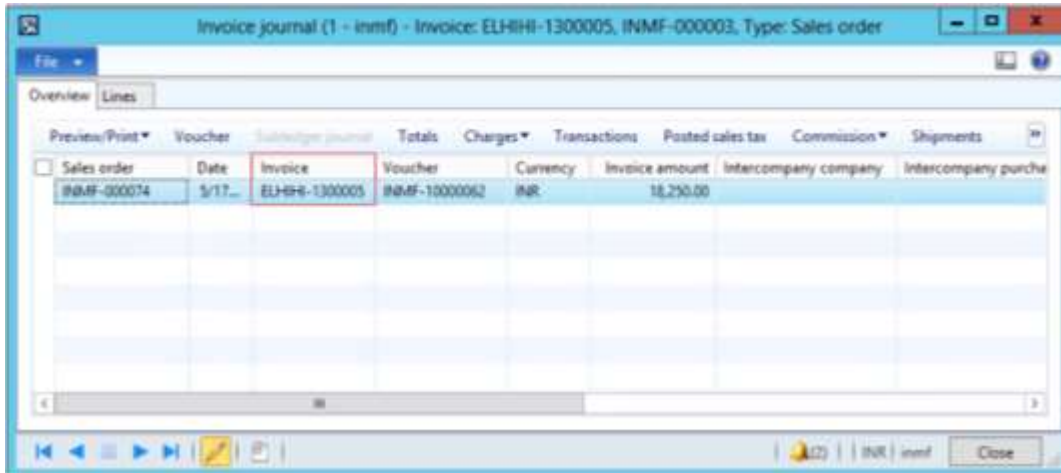
40 Click **Post statement**.

Validate the voucher transactions

41 Click **Accounts receivable > Common > Sales orders > All sales orders**.

42 Select a sales invoice.

43 On the Action Pane, on the **Invoice** tab, click **Invoice journals**.



Note: The receipt number is updated as the invoice number.

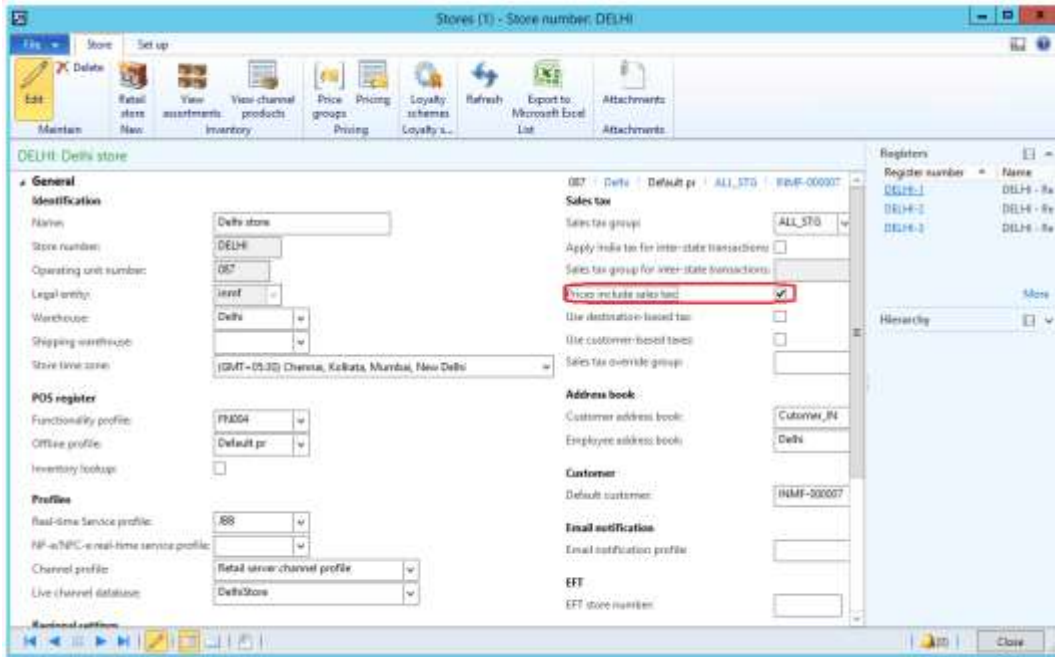
44 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	18,250.00	
CGST payable account		2,000.00
SGST payable account		1,250.00
Sales - Finished Goods		15,000.00

Sales transaction where GST is price-inclusive – Interstate transaction

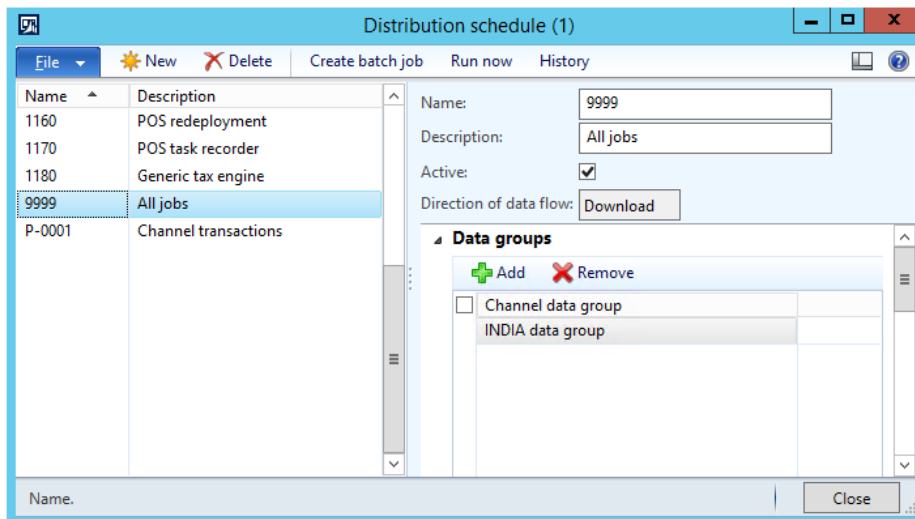
Define price-inclusiveness at the retail store

- 1 Click **Retail > Common > Retail channels > Retail stores**.
- 2 Select a retail store.



Run the distribution schedule

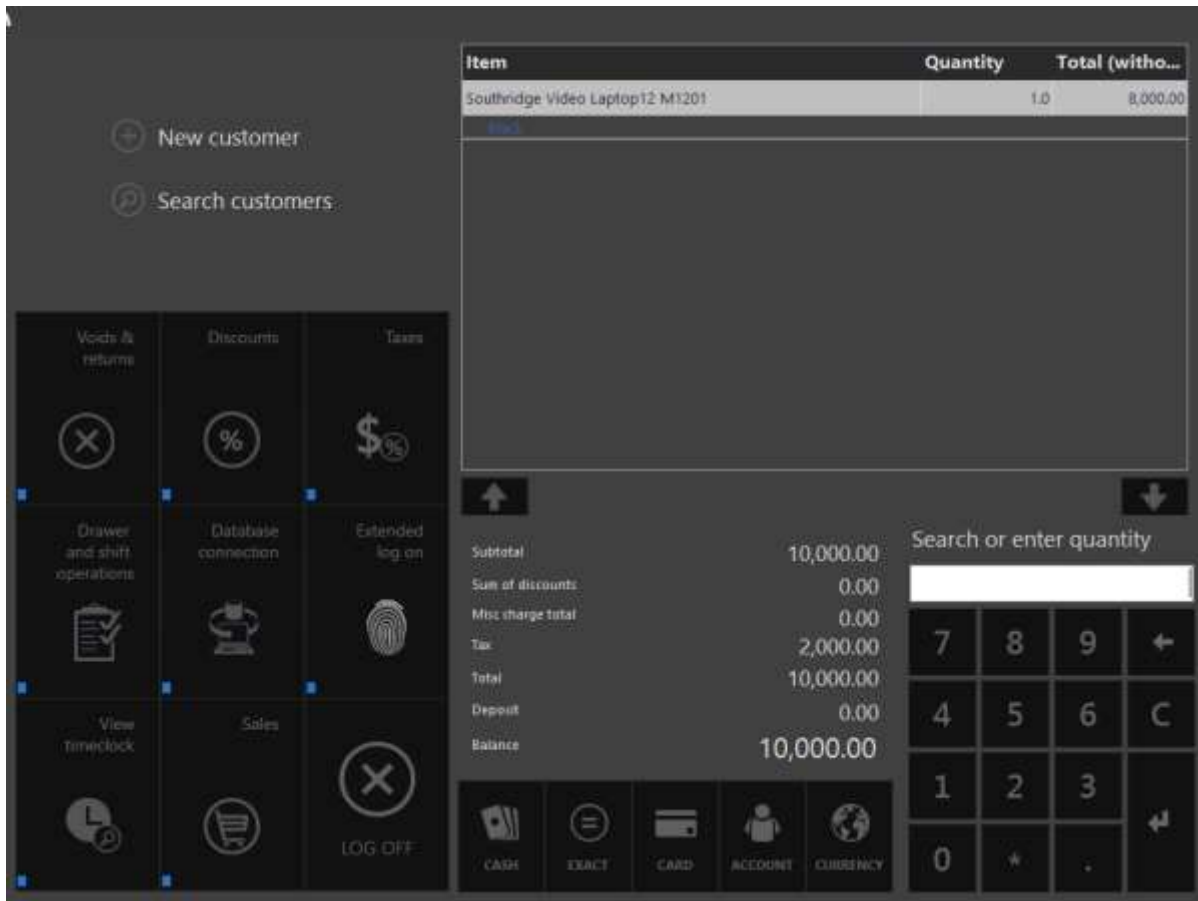
- 3 Click **Retail > Periodic > Data distribution > Distribution schedule**.



Create sales at the POS

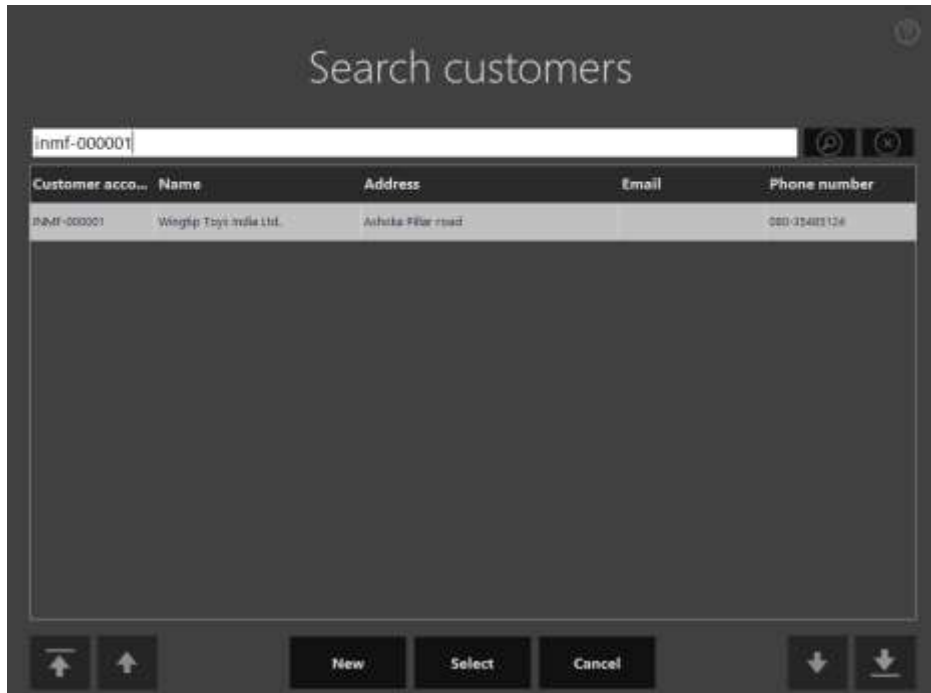
- 4 Sign in to EPOS.
- 5 In the **Operator ID** field, enter a value, and then click **Enter**.

- 6 In the **Password** field, enter a value, and then click **Enter**.
- 7 Click **Open a new shift**.
- 8 Enter an item, and then click **Enter**.

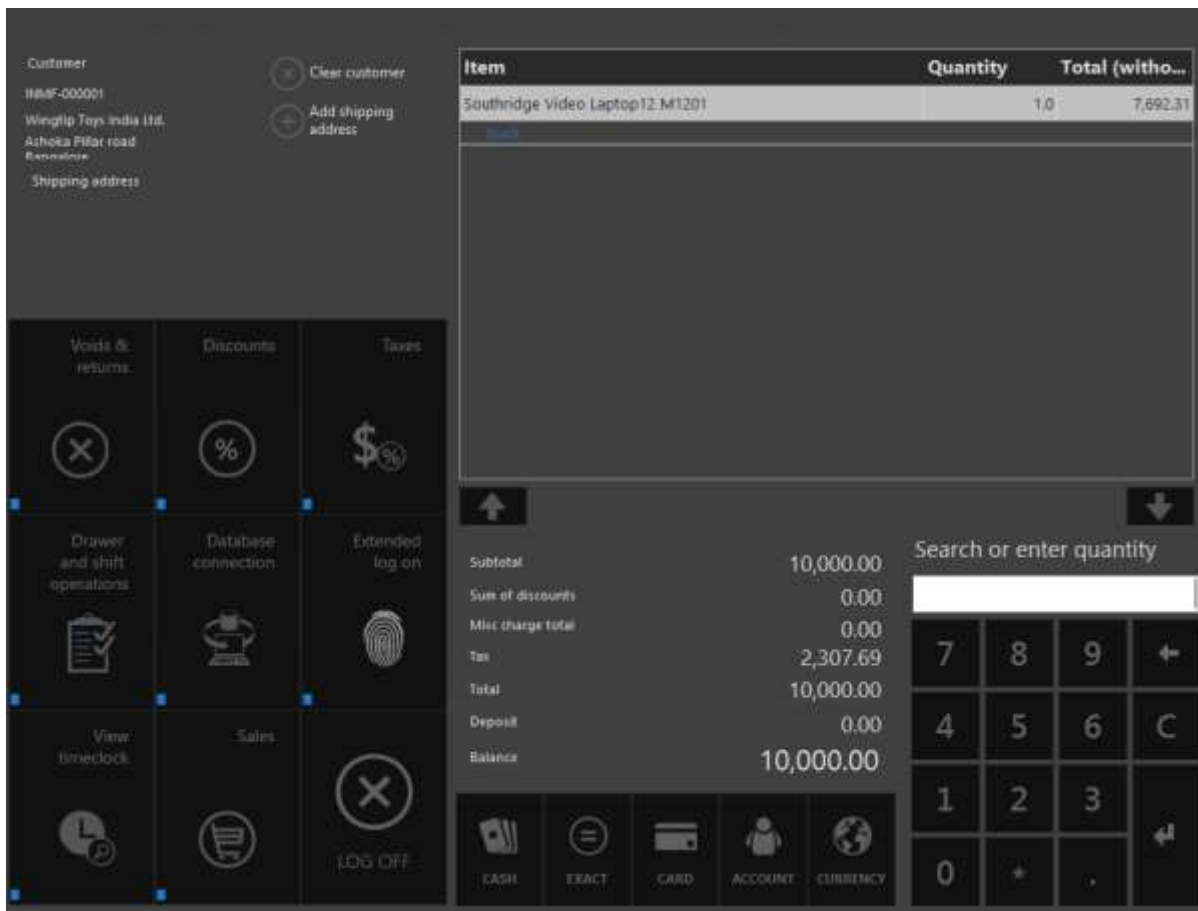


- 9 Click **Search customers**.

10 Search by customer account.



11 Click **Select**.



Note: The interstate tax that is calculated is price-inclusive.

12 Click **Cash**.



13 Click **Payment amount**.

Validate the receipt

14 Click **Show journal**.

15 Select the transactions.

16 Click **Receipt**.

```
<L>
Transaction:  DELHI-DELHI-1-43      Date:    5/17/201
Terminal:     DELHI-1              Time:    03:29
Employee:    000638
Customer No.: INMF-000001
Customer name: Wingtip Toys India Ltd.
Company PAN No AAACC1478C
GSTIN No.:   07AGNPB4831B002

Item name          Qty      Price      Total
-----
Southridge Video Lapto  1      10,000.00  10,000.00
HSN/SAC           02072107

-----
Subtotal                          7,692.31
Total tax                          2,307.69
Total                              10,000.00

Cash                              10,000.00

=====
<B: ELHIHI-1100006>

TAX COMPONENT  TAX CODE  TAX RATE  TAX AMOUNT
IGST           AA          30.00    2,307.69
```

Validate the retail sales invoice at Microsoft Dynamics AX headquarters

17 Click **Retail > Periodic > Data distribution > Distribution schedule**.

18 Run job **P-0001 (Channel transactions)**.

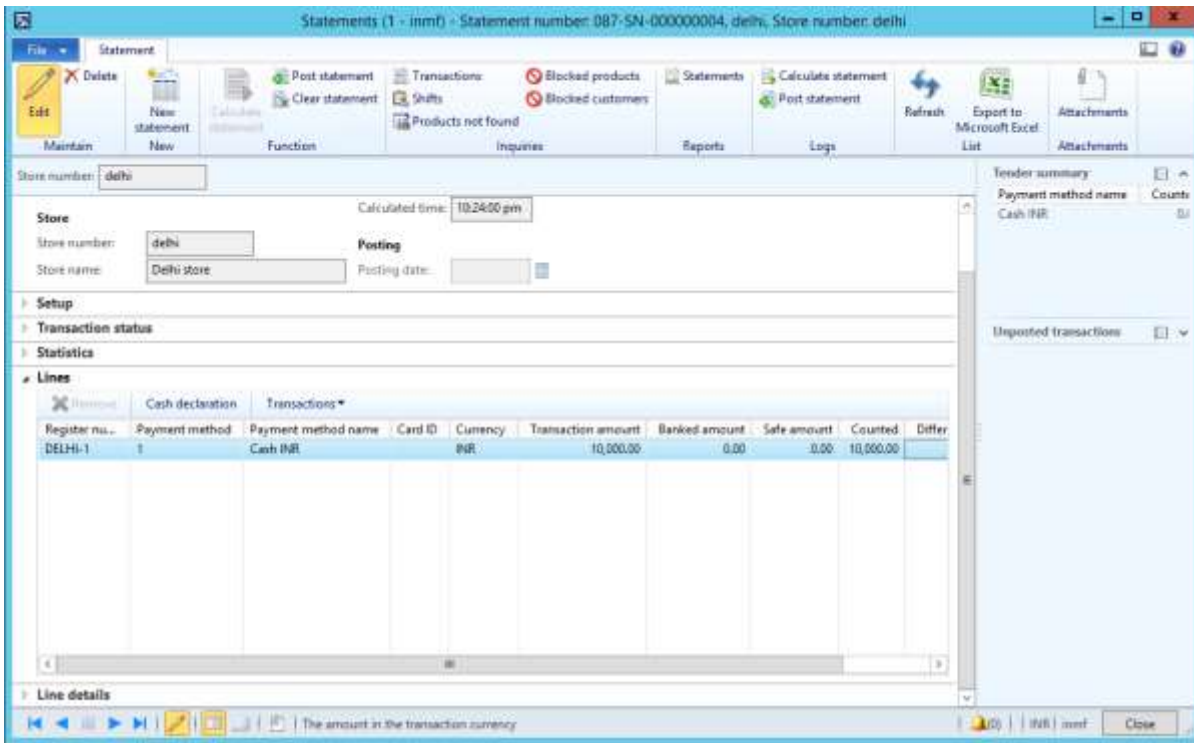
19 Close the form.

Post the statement

20 Click **Retail > Journals > Open statements**.

21 Create a statement.

22 Click **Calculate statement**.



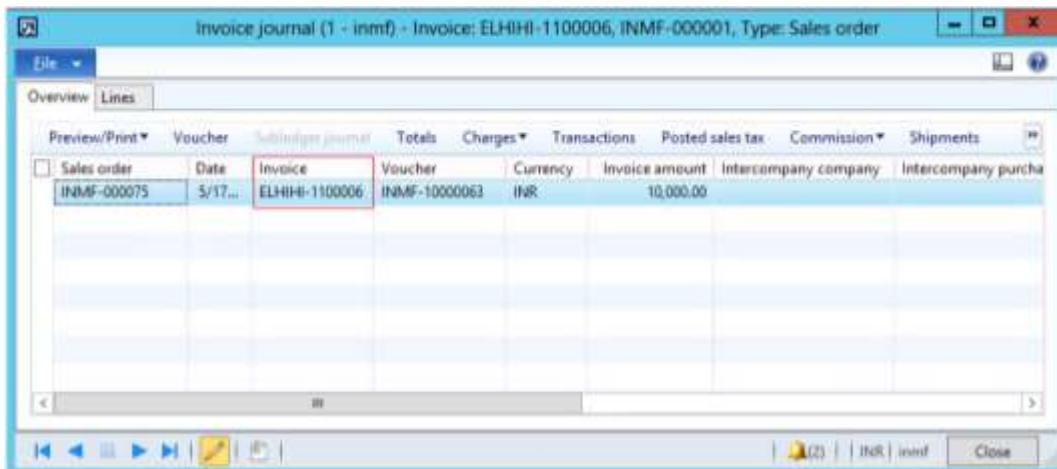
23 Click **Post statement**.

Validate the voucher transactions

24 Click **Accounts receivable > Common > Sales orders > All sales orders**.

25 Select a sales invoice.

26 On the Action Pane, on the **Invoice** tab, click **Invoice journals**.



27 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	10,000.00	
IGST payable account		2,307.69
Sales - Finished Goods		7,692.31

Replenishment that has GST

- 1 Click **Accounts payable > Purchase orders > All purchase orders**.
- 2 Create a purchase order for an interstate transaction.

Example:

- **Site:** Site 3
- **Warehouse:** Bangalore

The screenshot shows the 'Create purchase order (1 - inmf)' dialog box in SAP. It is divided into several sections: 'Vendor', 'Address', 'General', and 'Administration'. The 'Vendor' section includes fields for 'One-time supplier', 'Vendor account' (INMF-00001), 'Name' (Alpine ski House India Ltd.), 'Contact', and 'Import order'. The 'Address' section has 'Name' (Retail) and 'Address' (Brigade Road, Bangalore, Karnataka-560082). The 'General' section contains 'Purchase order' (INMF-000087), 'Purchase type' (Purchase order), 'Invoice account' (INMF-00001), 'Name' (Alpine ski House India Ltd.), 'Currency' (INR), 'Storage dimensions' (Site: Site 3, Warehouse: Bangalore), 'Dates' (Accounting date: 5/17, Delivery date: 5/17), and 'Intercompany' (Intercompany:). There are also 'References' for 'Project ID' and 'Purchase agreement ID'. At the bottom, there are 'Administration' and 'Unplanned purchases' sections, and 'OK' and 'Cancel' buttons.

- 3 Click **OK**.
- 4 Create purchase order lines.
- 5 Save the record.
- 6 Click **Confirm**.

Purchase: Purchase invoice

- 7 On the Action Pane, on the **Invoice** tab, in the **Generate** group, click **Invoice**.
- 8 In the **Default quantity for lines** field, select **Ordered quantity**.
- 9 Enter the invoice number.
- 10 On the Action Pane, on the **Vendor invoice** tab, in the **Actions** group, click **Post > Post**.

Create stock in the store through cross-docking

- 11 On the Action Pane, on the **Retail** tab, in the **Functions** group, click **Cross docking**.
- 12 On the **Warehouse** FastTab, in the **Distribution** field group, select the **Location weight** option.
- 13 In the **Replenishment hierarchy** field, select **Store**.
- 14 In the **Warehouse** field, select a value.
- 15 In the **Cross docking quantity** field, enter a value.

Planned cross docking (1 - inmf) - Purchase order: INMF-000087, Alpine ski House India Ltd.

Cross docking	Description	Created date and time
INMF-00001	INMF-000...	5/17/2013

Description: INMF-000087
Category: [Dropdown]
Total cross docking quantity: 4.00
Additional cross docking quantity: 0.00
Percentage: 40.00

Warehouse

Distribution:
 Replenishment rules
 Location weight
 Fixed quantity for all

Replenishment hierarchy: [Dropdown]
Warehouse: Delhi
Respect assortments:

Name	Company	On hand	Cross docking quantity	Unit
Delhi store	inmf	9.00	4.00	ea

- 16 Save the record.
- 17 Close the message.
- 18 Close the form.

Transfer order form

19 Click **Inventory management > Periodic > Transfer order**.

20 Select the record.

Transfer number	From warehouse	To warehouse	Transfer type	Transfer status	Ship date	Receipt date
000001	11	M01	Stock transfer	Received	2/13/2013	2/13/2013
000002	Bangalore	Delhi	Stock transfer	Created	3/17/2013	3/17/2013

Item number	CW transfer qty	Transfer quantity	Unit	Price type	Unit price	Net amount	Max. retail price	Accessible value	Ship date
1105		4.00	ea	Cost price	1,900.00	20,000.00	0.00	20,000.00	3/17/2013

21 Click **Inquiries > Tax document**.

Tax comp...	Base Amount (transaction c...	Base Amount (accounting c...	Rate	Tax Amount (transaction currency)	Tax A...
IGST	20,000.00	20,000.00	30.00000	6,000.00	

Base Amount:	20,000.00	Expense Amount:	0.00	Recoverable Amount:	
Rate:	30.00000	Reverse Charge Percentage:	0.00	Interim Recoverable Amount:	
Tax Amount:	6,000.00	Interim Payable Amount:	0.00	Payable Amount:	
Load on Inventory Percentage:	0.00	Load on Inventory Reverse Charge Amount:	0.00	Reverse Charge Amount:	
Load on Inventory Amount:	0.00	Load on Inventory Remaining Amount:	0.00	Expense Reverse Charge Amount:	

22 Click **Close**.

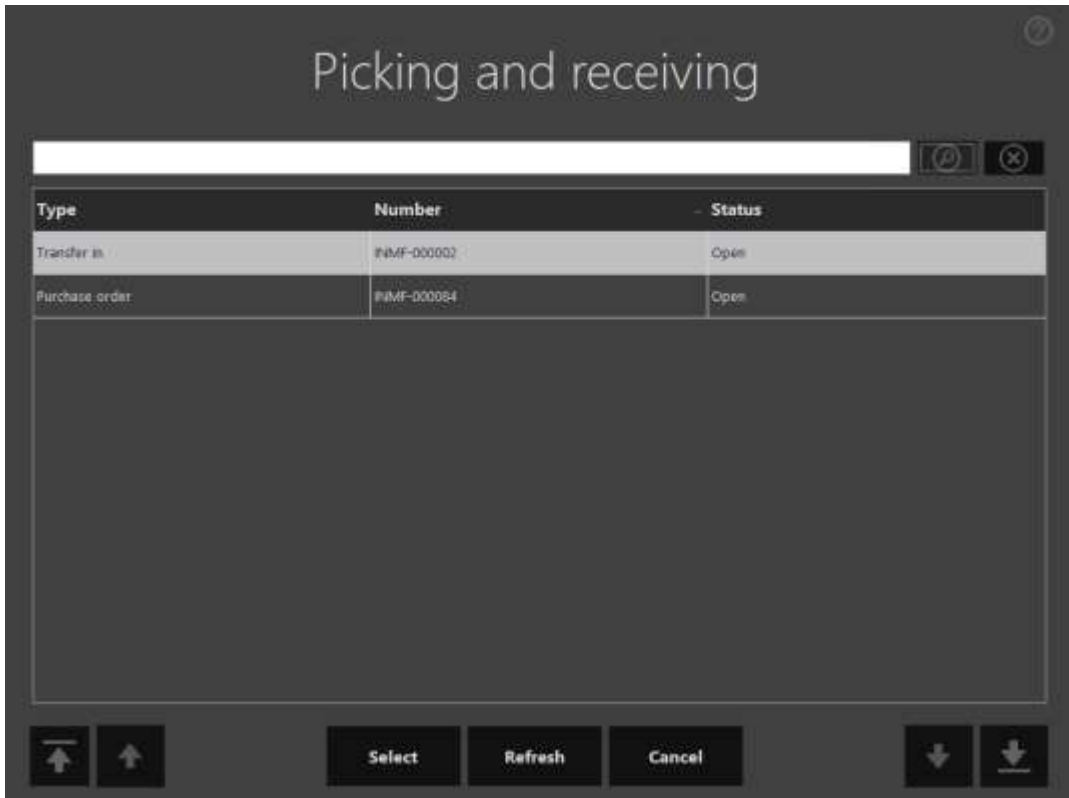
23 Click **Posting > Ship transfer order**.

- 24 Select the **Edit lines** check box.
- 25 In the **Update** field, select **All**.
- 26 Click **OK**.
- 27 Click **Inquiries > Transfer order history**.
- 28 Click **Ledger > Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Goods in transit account	20,000.00	
Interim transit account	6,000.00	
IGST payable account		6,000.00
Issue - Finished goods account		20,000.00

Receive stock at the POS

- 29 Sign in to EPOS.
- 30 In the **Operator ID** field, enter a value, and then click **Enter**.
- 31 In the **Password** field, enter a value, and then click **Enter**.
- 32 Click **Sales > Tasks > Inventory > Picking and receiving**.



- 33 Click **Select**.
- 34 Click **Receive all**.
- 35 Click **Commit**.
- 36 Click **OK**.

Validate and post the received order

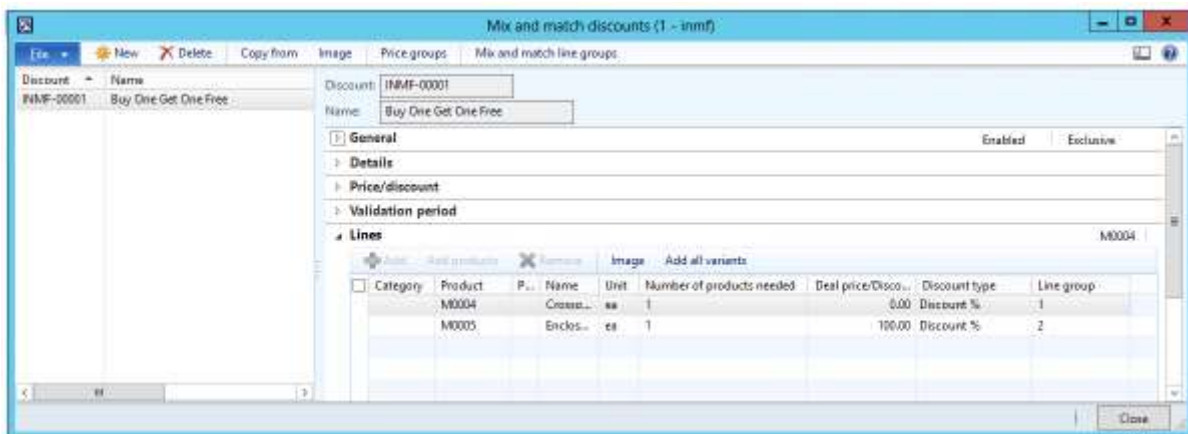
- 37 Click **Inventory > Periodic > Transfer orders**.
- 38 Select the record.
- 39 Click **Posting > Receive**.
- 40 Select the **Edit lines** check box.
- 41 Click **OK**.
- 42 Click **Inquiries > Transfer order history**.
- 43 In the **Update type** field, select **Receive**.
- 44 Click **Ledger > Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Receipt - Finished goods account	20,000.00	
IGST recoverable account	6,000.00	
Interim transit account		6,000.00
Goods in transit account		20,000.00

Buy one, get one free sale

Mix and match discounts

- 1 Click **Retail > Pricing and discounts > Mix and match discounts**.
- 2 Create a mix and match discount for a buy one, get one free sale.



- 3 Click **Close**.

Sales at the POS

- 4 Sign in to EPOS.
- 5 In the **Operator ID** field, enter a value, and then click **Enter**.
- 6 In the **Password** field, enter a value, and then click **Enter**.
- 7 Click **Open a new shift**.

8 Enter items.

The screenshot shows a POS system interface. On the left is a navigation menu with options: New customer, Search customers, Voids & returns, Discounts, Taxes, Drawer and shift operations, Database connection, Extended log on, View timeslock, Sales, and LOG OFF. The main area displays a receipt table:

Item	Quantity	Total (witho...
Crossover	1.0	10,000.00
Enclosure	1.0	0.00

Below the table is a summary section:

Subtotal	11,500.00
Sum of discounts	0.00
Misc charge total	0.00
Tax	1,500.00
Total	11,500.00
Deposit	0.00
Balance	11,500.00

At the bottom right is a search and keypad area with a search bar labeled "Search or enter quantity" and a numeric keypad with buttons for 0-9, a decimal point, a plus sign, and a back arrow. Below the keypad are icons for CASH, EXACT, CARD, ACCOUNT, and CURRENCY.

9 Click **Exact**.

Validate the receipt

10 Click **Show journal**.

11 Select the transactions.

12 Click Receipt.

```
<L>
Transaction:  DELHI-DELHI-1-40      Date:    6/12/201
Terminal:     DELHI-1                Time:    19:43
Employee:    000638
Customer No.:
Customer name:
Company No.:  AAACC1478C
GSTIN No.:   07AGNPB4831B002

Item name           Qty      Price      Total
-----
Crossover           1      10,000.00  10,000.00
HSN/SAC             420200041

Enclosure           1      150.00     150.00
Offer disc.        100.00%   -150.00
HSN/SAC             02072107

-----
Subtotal                                10,000.00
Tota tax                                 1,500.00
Total                                  11,500.00

Cash                                     11,500.00
=====

<B: ELHIHI-11000008>
TAX COMPONENT  TAX CODE  TAX RATE  TAX AMOUNT
CGST            AA         10.00     1,000.00
                AB         15.00         0.00
SGST            BA         5.00       500.00
                BB         10.00         0.00
```

Validate the retail sales invoice at Microsoft Dynamics AX headquarters

13 Click **Retail > Periodic > Data distribution > Distribution schedule.**

14 Run job **P-0001 (Channel transactions).**

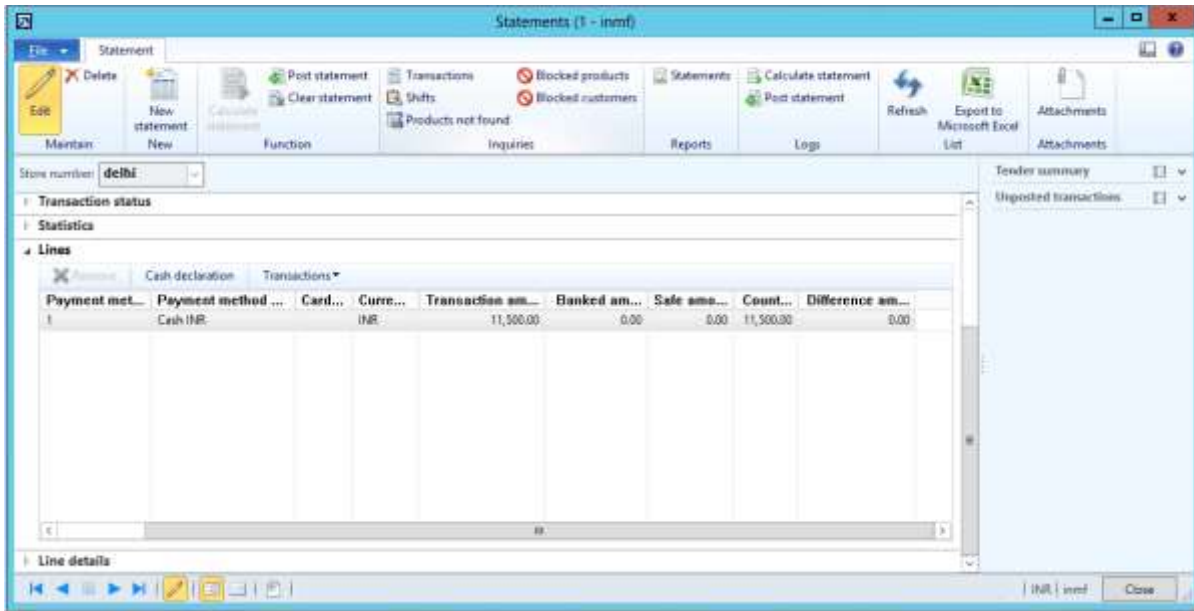
15 Close the form.

Post the statement

16 Click **Retail > Journals > Open statements.**

17 Create a statement.

18 Click **Calculate statement**.



19 Click **Post statement**.

Validate the voucher transactions

20 Click **Accounts receivable > Common > Sales orders > All sales orders**.

21 Select a sales invoice.

22 On the Action Pane, on the **Invoice** tab, click **Invoice journals**.

23 Click **Voucher**.

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	11,500.00	
Sales order discount	150.00	
CGST payable account		1,000.00
SGST payable account		500.00
Sales - Finished Goods		10,150.00

Return order that has GST

- 1 Sign in to EPOS.
- 2 In the **Operator ID** field, enter a value, and then click **Enter**.
- 3 In the **Password** field, enter a value, and then click **Enter**.
- 4 Click **Show journal**.

- 5 Select the sales transaction.

Show journal

Date	Operato...	Register	Receipt	Type	Amount
6/12/2017 7:48:28 PM	000638	DELHI-1	ELHHI-11000008	Sale	11,500.00
6/7/2017 7:28:14 PM	000638	DELHI-1	ELHHI-11000007	Sale	11,500.00
5/27/2017 9:14:27 PM	000638	DELHI-1	ELHHI-11000006	Sale	10,000.00
5/27/2017 9:11:14 PM	000638	DELHI-1	ELHHI-11000005	Sale	10,000.00
5/27/2017 8:48:02 PM	000638	DELHI-1	ELHHI-11000004	Sale	5,462.50
5/27/2017 8:12:54 PM	000638	DELHI-1	ELHHI-11000003	Sale	5,462.50
5/23/2017 1:33:03 PM	000638	DELHI-1	PNMF_RA_0000002	Sale	3,300.00
5/25/2017 1:48:40 PM	000638	DELHI-1	PNMF_RA_0000001	Sale	3,300.00

Customer Name:
Address:

Item ...	Item	Qu...	Total...
m0001	Wiring Harness	1.0	11,500.00

Payment More information Total

Cash		11,500.00
------	--	-----------

Paid 11,500.00

Search Clear search Receipt Invoice Return transaction Gift receipt Close

- 6 Click **Return transaction**.
- 7 Select an item.

8 Click **Return items**.

The screenshot shows a POS system interface. On the left is a navigation menu with options: New customer, Search customers, Voids & returns, Discounts, Taxes, Drawer and shift operations, Database connection, Extended log on, View timeclock, Sales, and LOG OFF. The main area displays a table with one item: 'Wiring Harness' with a quantity of -1.0 and a total of -10,000.00. Below the table is a summary section showing: Subtotal -11,500.00, Sum of discounts 0.00, Misc charge total 0.00, Tax -1,500.00, Total -11,500.00, Deposit 0.00, and Balance -11,500.00. To the right of the summary is a search bar and a numeric keypad. At the bottom are buttons for CASH, EXACT, CARD, ACCOUNT, and CURRENCY.

Item	Quantity	Total (witho...
Wiring Harness	-1.0	-10,000.00

Subtotal -11,500.00
Sum of discounts 0.00
Misc charge total 0.00
Tax -1,500.00
Total -11,500.00
Deposit 0.00
Balance -11,500.00

9 Click **Exact**.

Validate the receipt

10 Click **Show journal**.

Show journal

Date	Operato...	Register	Receipt	Type	Amount
5/13/2017 4:03:02 PM	000638	DELH-1	ELHHH-12000001	Sale	-11,500.00
5/13/2017 3:55:57 PM	000638	DELH-1	ELHHH-11000009	Sale	12,000.00
6/12/2017 7:48:26 PM	000638	DELH-1	ELHHH-11000008	Sale	11,500.00
6/7/2017 7:28:14 PM	000638	DELH-1	ELHHH-11000007	Sale	11,500.00
5/27/2017 9:14:27 PM	000638	DELH-1	ELHHH-11000006	Sale	10,000.00
5/27/2017 9:11:14 PM	000638	DELH-1	ELHHH-11000005	Sale	10,000.00
3/27/2017 8:48:02 PM	000638	DELH-1	ELHHH-11000004	Sale	5,462.50
3/27/2017 8:12:54 PM	000638	DELH-1	ELHHH-11000003	Sale	5,462.50
5/25/2017 1:53:03 PM	000638	DELH-1	INMF_RIA_0000002	Sale	3,300.00
5/25/2017 1:48:40 PM	000638	DELH-1	INMF_RIA_0000001	Sale	3,300.00

Customer Name:
Address:

Item ...	Item	Qu...	Total...
m0007	Wiring Harness	-1.0	-11,500.00

Payment	More information	Total
Cash		-11,500.00

Paid -11,500.00

Search Clear search Receipt Invoice Return transaction Gift receipt Close

11 Select the transactions.

12 Click Receipt.

```

<L>
Transaction:  DELHI-DELHI-1-54           Date:    6/13/201
Terminal:     DELHI-1                   Time:    16:02
Employee:    000638
Customer No.:
Customer name:
Company No.:  AAACC1478C
GSTIN No.:   07AGNPB4831B002

Item name          Qty          Price          Total
-----
Wiring Harness    -1          10,000.00    -10,000.00
HSN/SAC           420200041

-----
Subtotal                                -10,000.00
Tota tax                                  -1,500.00
Total                                    -11,500.00

Change back (Cash)                                11,500.00
=====
<B: ELHIHI-12000001>
TAX COMPONENT  TAX CODE  TAX RATE  TAX AMOUNT
CGST           AA         10.00    -1,000.00
SGST           BA         5.00     -500.00
    
```

Validate the retail sales invoice at Microsoft Dynamics AX headquarters

13 Click **Retail > Periodic > Data distribution > Distribution schedule.**

14 Run job **P-0001 (Channel transactions).**

15 Close the form.

Post the statement

16 Click **Retail > Journals > Open statements.**

17 Create a statement.

18 Click **Calculate statement.**

19 Click **Post statement.**

Validate the voucher transactions

20 Click **Accounts receivable > Common > Sales orders > All sales orders.**

21 Select a sales invoice.

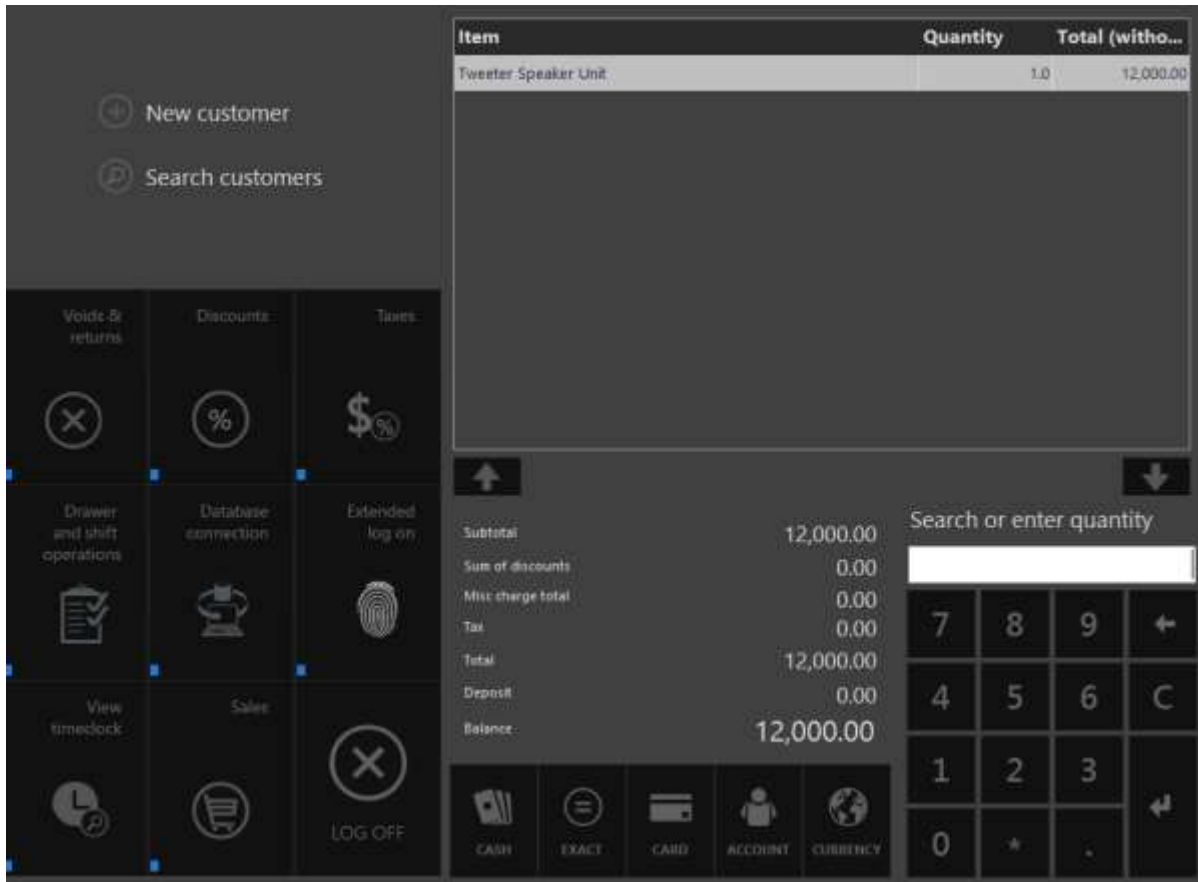
22 On the Action Pane, on the **Invoice** tab, click **Invoice journals.**

23 Click **Voucher.**

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account		11,500.00
CGST payable account	1,000.00	
SGST payable account	500.00	
Sales - Finished Goods	10,000.00	

Sales of exempted good

- 1 Sign in to EPOS.
- 2 In the **Operator ID** field, enter a value, and then click **Enter**.
- 3 In the **Password** field, enter a value, and then click **Enter**.
- 4 Click **Open a new shift**.
- 5 Enter an exempted item.



- 6 Click **Exact**.

Validate the receipt

- 7 Click **Show journal**.
- 8 Select the transactions.

9 Click Receipt.

```

<L>
Transaction:  DELHI-DELHI-1-51      Date:    6/13/201
Terminal:     DELHI-1                Time:    15:55
Employee:    000638
Customer No.:
Customer name:
Company No.:  AAACC1478C
GSTIN No.:   07AGNPB4831B002

  Item name          Qty      Price      Total
-----
Tweeter Speaker Unit  1      12,000.00  12,000.00
HSN/SAC             01061202

-----
Subtotal                                12,000.00
Tota tax                                  0.00
Total                                   12,000.00

Cash                                    12,000.00

=====
          <B: ELHIHI-11000009>
TAX COMPONENT  TAX CODE  TAX RATE  TAX AMOUNT
CGST           AA         11.00     0.00
SGST           BA         11.00     0.00
  
```

Validate the retail sales invoice at Microsoft Dynamics AX headquarters

- 10** Click **Retail > Periodic > Data distribution > Distribution schedule.**
- 11** Run job **P-0001 (Channel transactions).**
- 12** Close the form.

Post the statement

- 13** Click **Retail > Journals > Open statements.**
- 14** Create a statement.
- 15** Click **Calculate statements.**
- 16** Click **Post statement.**

Validate the voucher transactions

- 17** Click **Accounts receivable > Common > Sales orders > All sales orders.**
- 18** Select a sales invoice.
- 19** On the Action Pane, on the **Invoice** tab, click **Invoice journals.**
- 20** Click **Voucher.**

Ledger account name	Debit amount (Rs.)	Credit amount (Rs.)
Customer account	12,000.00	
Sales - Finished Goods		12,000.00

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