



How To Do Customer Deposit For Malaysia GST

1. Customer Deposit (Customer Deposit transactions is to be done at Customer Sales Order)

It is important to ensure that the settings here are accurate before starting any transactions

Fig. 1

The screenshot shows the SmartBiz SQL (Standard) - 2014.1 - [Customer Sales Order] window. The window title bar includes the menu: < File > < System Setup > < Supplier > < Customer > < Cash Book > < GL > < Inventory > < P.O.S > < Report/Analysis > < GST Malaysia > < Tools > < Help >. The main window is titled 'Customer Sales Order' and contains a 'Customer' section with fields for Customer#, Name, Salesperson, Job, Remark, SO#, Date, Cust PDB#, Terms, Package, and Counter. Below this is a table with columns: Row No, Stock ID, Notes, UOM, Qty, Price, Discount1, Discount %, IsGSTItem, IsGSTTaxExc, AcGstTaxCode, GSTDescD, Total, Tax. The table contains one row: 1 B, Supply Item B (Deposit), UNIT, 110.00, 100.00, 0.00, 0.00, [checked], [unchecked], SR, Sales GST 6% Tax, 11,000.00, 0.00. At the bottom, there is a summary bar with fields for Quo, Deposit, Total Qty, Disc, Tax, Amount, GST, GST Exc.

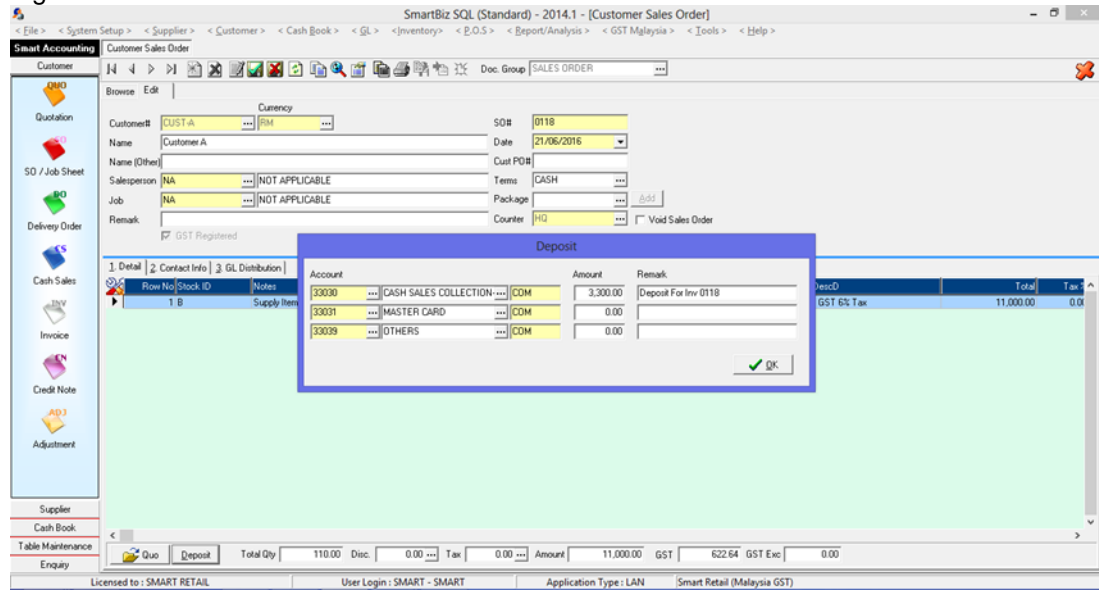
- i. Select and key in the Customer Code and other relevant information.
- ii. If [GST Registered] is disabled, then all detail transactions will have “ZRL” as GST Tax Code. User will still able to choose another 0 rated GST Tax Code during the transactions (c).
- ii. Select the correct GST Tax Code.
- iv. If the price of this detail transaction is inclusive of GST amount, then un-tick (disable) the [IsGSTTaxExc].
- v. Click on the [Deposit] button to call out the payment screen (Fig. 8). Key in the deposit amount.

Disclaimer:

The information in this document is meant to supplement, not replace, proper guidance. The author advise readers to take full responsibility for their actions and know their limits. Before practicing the guides described in this document, be sure that your data is well backup, and do not take risks beyond your level of experience, aptitude and comfort level.



Fig. 8



Disclaimer:

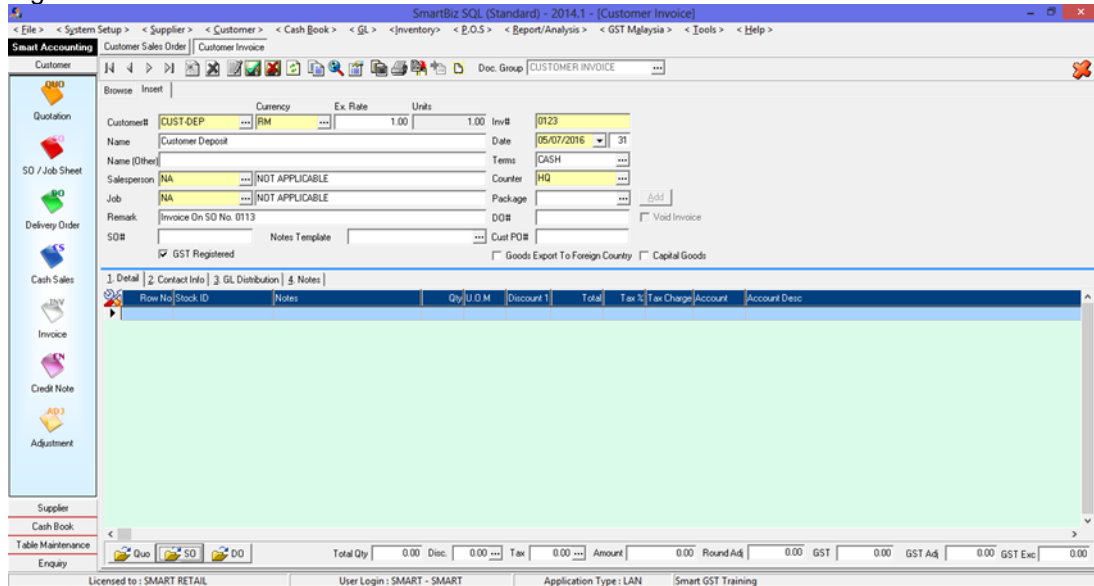
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2. Invoice On Deposit Received

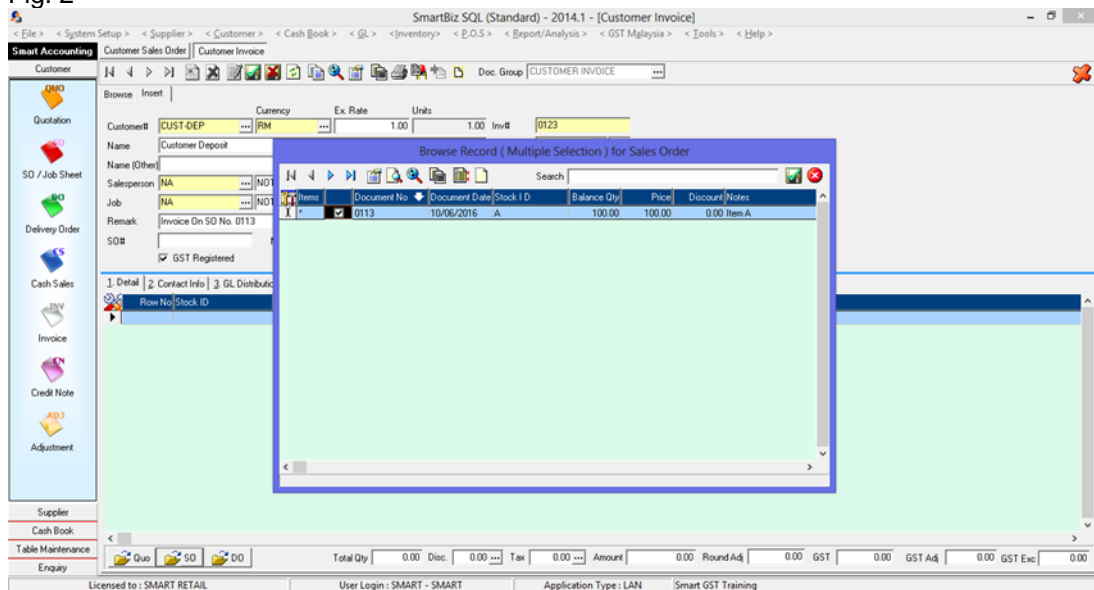
It is important to ensure that the settings here are accurate before starting any transactions

Fig. 1



- i. Select and key in the Customer Code and other relevant information.
- ii. [GST Registered] is automatically enabled for all new GST detail transactions [IsGSTTaxExc]. This will ensure that all detail transaction will have the proper GST Tax Code as set in Default Settings. User will still be able to choose another GST Tax Code during the transactions and unmark [IsGSTTaxExc].
- iii. Click on the [SO] button to import the Sales Order particulars to this invoice transaction.

Fig. 2



Disclaimer:

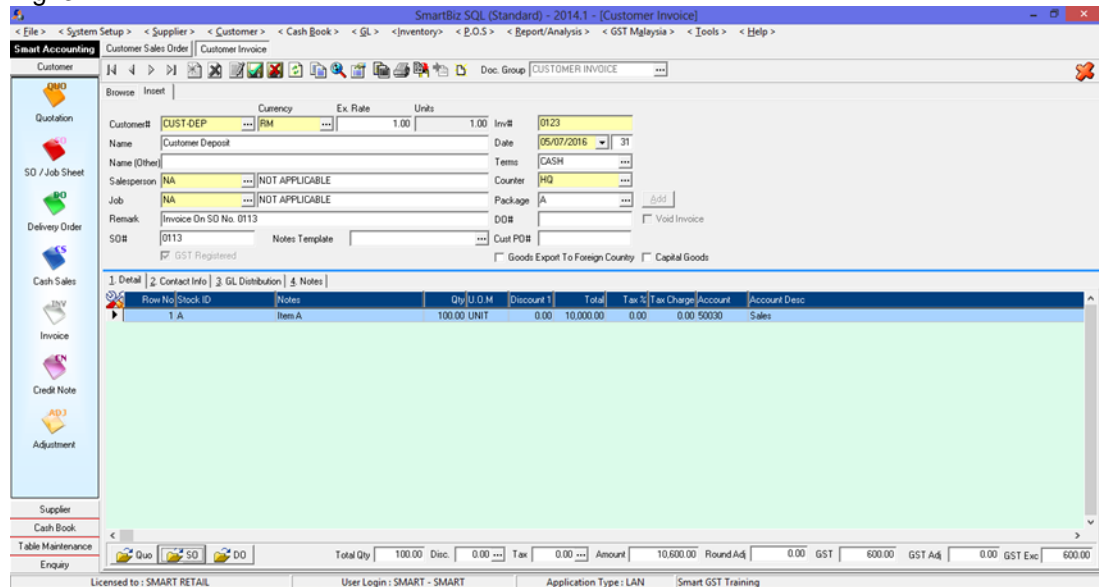
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iv. GST Tax Code is set as per Sales Order transaction. Select the correct GST Tax Code if necessary.

iv. If the price of this detail transaction is inclusive of GST amount, then un-tick (disable) the [IsGSTTaxExc].

Fig. 3



Notes:
DO NOT BACK DATE TRANSACTIONS AS GST REPORTS AND RELEVANT SUBMISSIONS HAD BEEN SEND (SUBMITTED) TO KASTAM.

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