

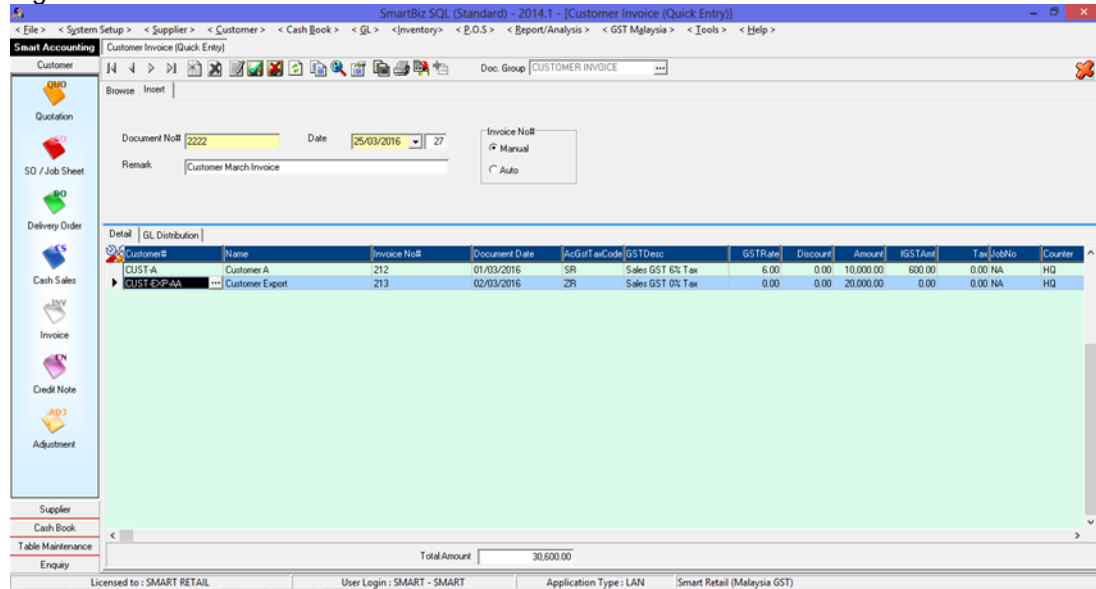


## How To Do Customer Quick Entries For Malaysia GST

### 1. Customer Quick Entries

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

Fig. 1



- i. Select the Customer Code at the details line.
- ii. Select the correct GST Tax Code.
- iii. If this transaction is inclusive of GST amount, then un-tick (disable) the [IsGSTTaxExc].
- iv. The [Discount] is a master invoice discount, no GST will be calculated

#### Notes:

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

#### 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.