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How To Do Receipt For Malaysia GST

1.   **Receipt (Other Receipt)**

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

Fig. 1

i.   Select Type [Other Receipt] (If the transaction is for received payment from customer which amount owing had been transfer to Bad Debts relief, then choose the Customer Code and correct currency and exchange rate).

ii.   Key in the amount in the currency chosen. Key in also the particulars of [Cheque#], if any.

iii.   At the screen below, select the correct account code. (If the transaction is for received payment from customer which amount owing had been transfer to Bad Debts relief, then select Provision For Bad Debts code). Key in the amount.

iv.   If the transaction involves GST Tax Code, select the correct Tax Code, otherwise leave blank at the GST Tax Code (If the transaction is for received payment from customer which amount owing had been transfer to Bad Debts relief, then Un-tick the [IsGSTTaxExc] and select Tax Code "AJS").

Notes:
For Receipt transaction on Customer Payment received, there is no need to have any GST Tax Code.

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