

How To Setup Customer And Supplier For Malaysia GST

1. Setup/Edit Customer

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

⊢ıg. 1								
8	SmartBiz SQL (Standard) - 2014.2 - [Card File]	- 0 ×						
< <u>File</u> > < System	Setup> < Supplier> < Customer> < Cash Book> < GL> < Inventory> < P.O.S> < Report/Analysis> < GST Malaysia> < Iools> < Help>							
Smart Accounting	Card File							
Customer	N 4 🕨 M 🖄 💆 🕼 🖓 🎑 🗶 🖆 🕼 🍳 🎬 📾 🍰 Search							
000	Browse View							
Quotation	Code CUSTA Roc No. GST Code GST Code							
 0	Name Cuttorier A C Suppler CUSTA-GST-NBR							
-	Name1 Password C Both							
S0 / Job Sheet	Currency RM IF Print Statement IF GST Registered IF Active							
	1. Detail Information 2. Contact Information 3. Other Information 5. Stock Group Discount 2. Recommended Price							
	<as customer=""></as>							
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- NY	RM 349,465,81							
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Credit Note	Stock Doed Lead Link							
401								
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Adjustment	Multi Level Discount :							
	Level 1 0.00 Level 3 0.00							
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Supplier	MSIC							
Cash Book								
Table Maintenance								
Enquiry	1							
	Constant De CAMADE DETAIL							

- i. If the Customer is a GST Tax Registered Person with Kastam, ensure the [GST Code] of the customer is keyed in.
- ii. [] GST Registered will automatically be ticked once the [GST Code] is keyed in.

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.



2. Setup/Edit Supplier

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

Fig. 2

.8	SmartBiz SQL (Standard) - 2014.2 - [Card File]	- 8 ×							
<ele> < System Setup > < Supplier> < Customer> < Cast Book> < GL> < (inventory> < B.O.S> < Beport/Analysis > < GST Malaysia > < Tools > < Help ></ele>									
Smart Accounting	Card File								
Customer	14 4 > >1 🎦 👷 📝 🖼 📓 🖆 🕼 🎕 🛗 Search								
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	I Detail Information Contact Information Stock Group Discount Z. Recommended Price								
	CAR Customer > CAR Suppler > CSet Billed Option>								
Delivery Order	Debtor Acc. 31000 Creditor Acc. 40000 Sell Billing								
\$	Open Bal HM 0.00 Open Balance HM 365,140.00 RMCD Approval No RM 0.00 RM 365,140.00 RMCD Approval No								
Cash Sales	Balance RM 0.00 Credit Limit RM 0.00 Credit Term CASH Document Group								
(INV	FM 0.00								
Inucice	Credit Term CASH								
minoce	Company SUPP-AA Group NA								
	Credi Limit (RM 0.00 Race NA Date of Bith ¥								
Credit Note	Stock Price 1 Notes								
ADJ	Sales Rep. NA								
Advertment	Multi Level Discount :								
- Applointerix	Level 1 0.00 Level 3 0.00								
	Level 2 0.00 Level 4 0.00								
Supplier	MSIC								
Cash Book									
Table Maintenance	1								
Enquiry	-								
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- i. If the Supplier is a GST Tax Registered Person with Kastam, ensure the [GST Code] of the supplier is keyed in.
- ii. [] GST Registered will automatically be ticked once the [GST Code] is keyed in.
- iii. If this Supplier is NOT a Self Billed Supplier (example farmers, fisherman), leave the <Self Bill Option> blank

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Written By : Richard Tai

3. Setup/Edit Supplier (Self Billed)

Fig. 3



- If the Supplier is a GST Tax Registered Person with Kastam, ensure the [GST Code] of the supplier is keyed in. [] GST Registered will automatically be ticked once the [GST Code] is keyed in.
- If this Supplier is a Self Billed Supplier (example farmers, fisherman), Enable the [] Self Billing in <Self Bill Option> and key in the Self Billed Supplier RMCD Approval No. in the column [RMCD Approval No.]
- v. Do not exit the maintenance screen. Go to <System Setup> <8. Document Number> and create a Document Group for this Self Billed Supplier

Fig. 4

Document Number										
D	- Delivery Order 🔺	Delivery Order A Document Number								
	Sales Order	Group (Prefix) Last N	lumber Description	Edit By Edit	Date 🔨					
	- Invoice - DO	AAA 10000) sdasd	SMART 18/	07/2014 10:36:00 AI					
	- Customer Invoice ((BUDUINV 10000	BUDU SELF BILLING	i SMART 30/	05/2014 12:34:36 Pl					
	Packing List	SBINV 10002	ABC Ladang Sawit	SMART 28/	08/2014 2:40:52 PM					
	 Supplier 									
	Purchase Order									
	Adjustment									
	Supplier Invoice (Q									
	Supplier Invoice (Se									
	🖻 Cash Book									
	Receipt									
	Payment									
	Bank In Slip									
	Customer PDC									
	Supplier PDC									
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	Stock Take									
	 Stock Adjustment 									
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	< >	Mau Number	Delete Number		Class					

vi. At the [Document Group], select the Document Group just created.

Notes:

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

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