



SO EASY...

1.) Enable GST 2015 in File → Module selection

2.) GST setting can be find in :

i.) GST → GST Code :

All Tax code must be save 1 by 1.

iii.) GST → GST Setting :

- Define GST Setting for 'Taxable Period Category' and 'GST Effective Date' in GST Setting Screen

1 month if yearly turnover more than RM5,000,000

3 months if yearly turnover less than RM5,000,000



**QNE**  
SOFTWARE



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**GST Setting**

Dates/Presets Defaults

**Date Setting**

Taxable Period Category: 1 Month(s)

GST Effective Date: 01/04/2015

GST Expiry Date: / /

**Preset Account Setting**

**Customer**

Bad Debt Written Off: 400-2000

Bad Debt Recovered: 300-2000

**GST Bad Debt AR**

Bad Debt Relief(AR): 700-0090

Bad Debt Recover(AR): 700-0090

**Supplier**

**GST Bad Debt AP**

Unpaid Purchase (AP): 800-0090

Payment for Unpaid: 800-0090

**GST Adjustment**

GST Payable: 800-9200

GST Claimable: 700-9200

GST Input: 700-9999

GST Output: 800-9999

Update

- As you can see, all the GST account already been created: 300-2000 as 'BAD DEBTS RECOVERY' under OTHER INCOME and 400-2000 as 'BAD DEBTS' under EXPENSES in Chart of account if using New Database.
- For existing DB, need to create 1<sup>st</sup> for all GST preset account and set the setting manually.

IMPLE TRADING (M) SDN BHD. - Command Centre

Chart of Accounts

- SALES
- SALES ADJUSTMENT
- LESS: COST OF SALES
- ADD: OTHER INCOME
- 300-0100 DISCOUNT RECEIVED
- 300-0200 TRANSPORTATION CHARGES RECEIVED
- 300-0300 FINANCE CHARGES INCOME
- 300-0400 EXPENSE GAIN
- 300-2000 BAD DEBTS RECOVERY**
- LESS: EXPENSES
- 400-0000 ADMINISTRATION EXPENSES
- 400-2000 BAD DEBTS**
- 401-0000 SALES & MARKETING EXPENSES
- 402-0000 GST EXPENSES
- LESS: TAXATION
- ADD: EXTRA ORDINARY INCOME
- ADD: EXTRA ORDINARY EXPENSES
- APPROPRIATION ACCOUNT
- FIXED ASSETS
- INTANGIBLE ASSETS
- CURRENT ASSETS
- 700-0000 TRADE DEBITORS
- 700-0090 GST LIABILITY - AR
- 700-0100 OTHER DEBITORS

**GST Setting**

Dates/Presets Defaults

**Date Setting**

Taxable Period Category: 1 Month(s)

GST Effective Date: 01/04/2015

GST Expiry Date: / /

**Preset Account Setting**

**Customer**

Bad Debt Written Off: 400-2000

Bad Debt Recovered: 300-2000

**GST Bad Debt AR**

Bad Debt Relief(AR): 700-0090

Bad Debt Recover(AR): 700-0090

**Supplier**

**GST Bad Debt AP**

Unpaid Purchase (AP): 800-0090

Payment for Unpaid: 800-0090

**GST Adjustment**

GST Payable: 800-9200

GST Claimable: 700-9200

GST Input: 700-9999

GST Output: 800-9999



Remark: The setting in GL Account

- Account defined for 700-0090 and 800-900 in GST Setting

Remark: The setting in GL Account

- Created 700-9200 as 'GST CLAIMABLE ACCOUNT' under CURRENT ASSETS and 800-9200 as 'GST PAYABLE ACCOUNT' under CURRENT LIABILITIES in Chart of account and been define in GST setting.



*Remark: The setting in GL Account*

- Account created 700-9999 as 'GST INPUT TAX' under CURRENT ASSETS and 800-9999 as 'GST OUTPUT TAX' under CURRENT LIABILITIES



The screenshot shows the 'IMPLE TRADING (M) SDN. BHD. - Command Centre' interface. On the left, the 'Chart of Accounts' tree is visible, with '700-9999 GST INPUT TAX' and '800-9999 GST OUTPUT TAX' highlighted in red. On the right, the 'GST Setting' window is open, showing the 'Defaults' tab. The 'Date Setting' section includes 'Taxable Period Category' set to 1 (Month(s)), 'GST Effective Date' set to 01/04/2015, and 'GST Expiry Date' set to /. The 'Preset Account Setting' section includes 'Customer' settings (Bad Debt Written Off: 400-2000, Bad Debt Recovered: 300-2000, GST Bad Debt AR: 700-0090, Bad Debt Recover(AR): 700-0090), 'Supplier' settings (GST Bad Debt AP: 800-0090, Unpaid Purchase (AP): 800-0090, Payment for Unpaid: 800-0090), and 'GST Adjustment' settings (GST Payable: 800-9200, GST Claimable: 700-9200, GST Input: 700-9999, GST Output: 800-9999). The 'GST Input' and 'GST Output' fields are highlighted in red.

*Remark: The setting in GL Account*

The screenshot shows the 'GL Account' window with the 'Main' tab selected. The 'Account Type' is 'CURRENT LIABILITIES'. The 'Sub-GL Account ID' is '000-0000'. The 'GL Account Code' is '000-0000'. The 'Description' is 'GST INPUT TAX'. The 'Default/Trade Type' is 'Debit'. The 'Default Tax Code' is 'Input Tax Code:'. The 'Special Account Type' is 'None'.

The screenshot shows the 'GL Account' window with the 'Main' tab selected. The 'Account Type' is 'CURRENT ASSETS'. The 'Sub-GL Account ID' is '000-0000'. The 'GL Account Code' is '700-9999'. The 'Description' is 'GST OUTPUT TAX'. The 'Default/Trade Type' is 'Credit'. The 'Default Tax Code' is 'Output Tax Code:'. The 'Special Account Type' is 'None'.

## Type of Default Posting in GST Module

### Input Tax:

1. Supplier
2. Stock Item
3. GL Account
4. Tax Code Maintenance

### Output Tax:

1. Customer
2. Stock Item
3. GL Account
4. Tax Code Maintenance



**GST Setting**

Default Tax Code Settings

Input Tax

Supplier  
Stock Item  
GL Account  
Tax Code Maintenance

Up  
Down

Output Tax

Customer  
Stock Item  
GL Account  
Tax Code Maintenance

Up  
Down

Update

Eg : Output Tax GST setting is **Customer** :

Means, the setting is in Debtor Maintenance under GST tab :

**Debtor**

Debtor Name: ABC SDN BHD

Debtor Code: 700-A002

Category:

Status: Active

Reg No:

Acc. Opened: 31/12/2001

Control Account: 700-0000

GST Registration No:

Details | Others | Picture | Notes | DO Address | **GST** | Graph | Attachments | Member

Default GST Type: Zero-Rated

Default GST Code: ZR

Whenever you do any transactions entering with this Debtor, it will auto appear ZR as default Tax code :

Debtor: 700-A002

Currency: RM

Rate: 1.00000000

☐ Tax Inclusive

**Invoice**

TO: ABC SDN BHD

DESCRIPTION: SALES

INVOICE NO.: INV1504/001

DATE: 01/04/2015

REF. NO.:

AGENT:

TERM: C.O.D.

Account | Note | Attachments | Amendment | ☐ Detail Posting in Invoice Journals

☒ Clear After Save  
☐ Cancelled

Acc Code	Acc Desc	Description	Project	Amount	Tax Code	Tax	Country	Tax Class	Tax Amount
100-0200	SALES - HARDWARE			500.00	ZR	Zero-Rated			

Let say if you not define any Tax Code in **debtor maintenance**, system will check for the next tax code setting.



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Refer to the GST DEFAULT SETTING image, the next default set is by 'Stock Item'.

So, you need to set the default tax code in Stock maintenance and so on according to the default setting screen.

## Stock Items

☒ Clear After Save
 ☐ Inactive

Stock Code:  Barcode:

Stock Name:

Description:

Category:

Group:

Class:

Based UOM:

Details | Others | Price Group | Picture | Note | Comment | Posting Account | Graph | Attachments

List Price:  0.00

Minimum Price:  0.00

Floor Price:  0.00

Sales Discount:

Last Selling Price:  0.00

Purchase Price:  0.00

Purchase Discount:

Last Purchase Price:  0.00

Location:

☐ Use Serial No.

Prefix:

Suffix:

☐ Per Item

Create Date:  31/12/2001

Default GST Code:

Input Tax:

Output Tax:

## 1. Example transactions of GST input tax & output tax

## Purchase Invoice

**GST Input Tax with Tax Code: TX6**

1<sup>st</sup> Purchase Invoice – BIL1504/001

Details | Orders | Notes | Information | Driving To | Attachments | DV Field

<b>Creditor:</b>	S00-7003	<b>Location:</b>		<input checked="" type="checkbox"/> Drop After Save	<b>Project:</b>	
<b>Transfer From:</b>				<input type="checkbox"/> Received	<b>Department:</b>	
				<input type="checkbox"/> Cancelled		

## Purchase Invoice ☐ Tax Inclusive

**FROM:** XYZ SDN BHD

**ADDRESS:**

**ATTENTION:**

**DELIVERY TERM:**

**PURCHASE INVOICE NO.:** BILL1504/001

**DATE:** 01/04/2015

**REF. NO.:**

**CREDITOR DO NO.:**

**CREDITOR INV NO.:** BILL1504/001

**PURCHASER:**

**TERM:** C.O.D.

#	Stock Code	Description	Project	Department	Serial No.	Qty	UOM	Unit Price	Discount	Amount	GST Tax Code	Tax	Country	Tax Class	Tax Amount	Location	Acc Code	Fy
	AMD-XP/780	AMD-XP 1800				10	UNITS	100.00		1,000.00	T-X6	Standard Rated			60.00000000000000			

**TOTAL:** 1,000.00



**NET TOTAL:** 1,060.00

**LOCAL NET TOTAL:** 1,060.00

**TOTAL GST AMOUNT:** 60.00

Currency: RM Rate: 1.00000000

\* Posting Journal of BIL1504/001

Journals								
				 Print...		 Close		
Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
01/04/2015	203-0000	PURCHASES	XYZ SDN BHD			BI11504/001	1,000.00	
01/04/2015	700-9999	GST INPUT TAX	XYZ SDN BHD			BI11504/001	60.00	
01/04/2015	800-T003	XYZ SDN BHD	PURCHASES			BI11504/001		1,060.00
			Total:				1,060.00	1,060.00



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## 2<sup>nd</sup> Purchase Invoice - BIL1604/002

Details | Others | Notes | Information | Deliver To | Attachments | DRY Fields

Creditor: 800-T003 Location: Transfer From: Project: Department: ☐ Clear After Save ☒ Received ☐ Cancelled

**Purchase Invoice** ☐ Tax Inclusive

FROM: XYZ SDN BHD ADDRESS: ATTENTION: DELIVERY TERM: PURCHASE INVOICE NO.: BIL1504/002 DATE: 02/04/2015 REF. NO.: CREDITOR DO NO.: CREDITOR INV NO.: BIL1504/002 PURCHASER: TERM: C.O.D.

#	Stock Code	Description	Project	Department	Serial No.	Qty	UOM	U. Price	Discount	Amount	GST Tax Code	Tax	Country	Tax Class	Tax Amount	Loc
	AMD-XP/180	AMD XP 1800				5	UNITS	110.00		550.00	Tx6	Standard-Rated			33.00000000000000	

TOTAL: 550.00  
TOTAL GST AMOUNT: 33.00  
NET TOTAL: 583.00  
Currency: RM Rate: 1.00000000  
LOCAL NET TOTAL: 583.00

### \* Posting Journal of BIL1504/002

**Journals**

Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
02/04/2015	203-0000	PURCHASES	XYZ SDN BHD			BIL1504/002	550.00	
02/04/2015	700-9999	GST INPUT TAX	XYZ SDN BHD			BIL1504/002	33.00	
02/04/2015	800-T003	XYZ SDN BHD	PURCHASES			BIL1504/002		583.00
			Total				583.00	583.00

Details | Others | Notes | Information | Deliver To | Attachments | DRY Fields

Creditor: 800-T003 Location: Transfer From: Project: Department: ☐ Clear After Save ☒ Received ☐ Cancelled

**Purchase Invoice** ☐ Tax Inclusive

FROM: XYZ SDN BHD ADDRESS: ATTENTION: DELIVERY TERM: PURCHASE INVOICE NO.: BIL1504/003 DATE: 03/04/2015 REF. NO.: CREDITOR DO NO.: CREDITOR INV NO.: BIL1504/003 PURCHASER: TERM: C.O.D.

#	Stock Code	Description	Project	Department	Serial No.	Qty	UOM	U. Price	Discount	Amount	GST Tax Code	Tax	Country	Tax Class	Tax Amount	Location	Acc Code
	AZ56K-EXT	AZTECH 56K EX				10	UNITS	120.00		1,200.00	Tx6	Standard-Rated			72.00000000000000		

TOTAL: 1,200.00  
TOTAL GST AMOUNT: 72.00  
NET TOTAL: 1,272.00  
Currency: RM Rate: 1.00000000  
LOCAL NET TOTAL: 1,272.00

### \* Posting Journal of BIL1504/003

**Journals**

Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
03/04/2015	203-0000	PURCHASES	TEST GST 1			BIL1504/003	1,200.00	
03/04/2015	700-9999	GST INPUT TAX	TEST GST 1			BIL1504/003	72.00	
03/04/2015	800-T003	XYZ SDN BHD	PURCHASES			BIL1504/003		1,272.00
			Total				1,272.00	1,272.00





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## GST Details Listing Report

### GST Detail Listing

SAMPLE TRADING (M) SDN. BHD.  
GST REGISTER NO. :


DATE FROM : 01/04/2015  
DATE TO : 30/04/2015

#### Standard-Rated Purchases

TX6							
TYPE	DOC #	DATE	A/C	NAME	GST	TAXABLE AMT	GST AMT. TOTAL AMT
BILL	BIL1504/001	01/04/2015	800-T003	XYZ SDN BHD	0.00 %	1,000.00	60.00 1,060.00
BILL	BIL1504/002	02/04/2015	800-T003	XYZ SDN BHD	0.00 %	550.00	33.00 583.00
BILL	BIL1504/003	03/04/2015	800-T003	XYZ SDN BHD	0.00 %	1,200.00	72.00 1,272.00
						2,750.00	165.00 2,915.00

## GST Tax Returns Form (GST 03)

### GST-03 – Input Tax

 <b>JABATAN KASTAM DIRAJA MALAYSIA</b> <b>ROYAL MALAYSIAN CUSTOMS DEPARTMENT</b>		<b>GST-03</b>
<b>PENYATA CUKAI BARANG DAN PERKHIDMATAN</b> <b>GOODS AND SERVICES TAX RETURN</b>		No. CBP * GST No. * 123456-A
<b>Nota Penting (Important Notes)</b> 1) Sila isikan borang ini dengan HURUF BESAR dan menggunakan pen mata bulat berdekatan hitam. Please fill in this form in BLOCK LETTERS using black ink ballpoint pen. 2) Sila rujuk Buku Panduan Mengisi Borang Cukai Barang dan Perkhidmatan (CBP). Please refer to Goods and Services Tax (GST) Forms Guide. 3) Ruangan yang berlabel (*) adalah wajib diisi. Column with (*) is a mandatory field. 4) Sila tandakan (X) dalam petak yang berkenaan. Please tick (X) accordingly. 5) Sekiranya mengisytiharkan sifar, sila isi angka '0'. If declaring a zero amount, please fill in '0'. 6) Sila hubungi Pusat Panggilan Kastam di talian 1-300-88-6800 / 03-78007000. Please contact Customs Call Center at 1-300-88-6800 / 03-78007000.		6) Cukai Input Input Tax a) Jumlah Nilai Perolehan Berkadar Standard * Total Value of Standard Rated Acquisition * RM 2,750.00 b) Jumlah Cukai Input (Termasuk Pelepasan Hutang Lapuk dan Pelarasan Lain) * Total Input Tax (Inclusive of Bad Debt Relief & other Adjustments) * RM 165.00 7) Amaun CBP Kena Dibayar (Butiran 5a - Butiran 6a) * GST Amount Payable (Item 5a - Item 6a) * RM 0.00 ATAU / OR 8) Amaun CBP Boleh Dituntut (Butiran 6a - Butiran 6b) * GST Amount Claimable (Item 6a - Item 6b) * RM 165.00
<b>Pindaan</b> Amendment		6) Cukai Input Input Tax a) Jumlah Nilai Perolehan Berkadar Standard * Total Value of Standard Rated Acquisition * RM 2,750.00 b) Jumlah Cukai Input (Termasuk Pelepasan Hutang Lapuk dan Pelarasan Lain) * Total Input Tax (Inclusive of Bad Debt Relief & other Adjustments) * RM 165.00
<b>BAHAGIAN A : BUTIRAN ORANG</b> <b>PART A : REGISTERED PERSON</b> 1) No. CBP * GST No. * 123456-A 2) Nama Perniagaan * Name of Business * SAMPLE TRADING (M) SDN. BHD.		13) Jumlah Nilai Pembebasan Diberi Pelepasan CBP * Total Value of Supplies Granted GST Relief * RM 0.00 14) Jumlah Nilai Pengimportan Barang Diberikan Skim Pedagang Diluluskan * Total Value of Goods Imported Under Approved Trader Scheme * RM 0.00 15) Jumlah Nilai CBP Import Diganung Diberikan butiran 14 * Total Value of GST Suspended under item 14 * RM 0.00 16) Jumlah Nilai Perolehan Harta Modal * Total Value of Capital Goods Acquired * RM 0.00 17) Pelepasan Hutang Lapuk * Bad Debt Relief * RM 0.00 18) Hutang Lapuk Diberi Balik * Bad Debt Recovered * RM 0.00
<b>BAHAGIAN B : BUTIRAN DOKUMEN</b> <b>PART B : RETURN DOCUMENT</b> 3) Tempoh Bersekolat * Taxable Period * Tarikh Mula Start Date 01-04-2015 HH-MM-YYYY Tarikh Akhir End Date 30-04-2015 HH-MM-YYYY 4) Tarikh Akhir Bersekolat dan Bayaran * Return and Payment Due Date * HH-MM-YYYY 5) Cukai Output Output Tax a) Jumlah Nilai Pembebasan Berkadar Standard * Total Value of Standard Rated Supply * RM 0.00 b) Jumlah Cukai Output (Termasuk Hutang Lapuk Diberi Balik dan Pelarasan Lain) * Total Output Tax (Inclusive of Bad Debt Recovered & other Adjustments) * RM 0.00		



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## Tax Invoice

GST Output Tax with Tax Code: **SR**

### 1<sup>st</sup> Tax Invoice – INV1504/001

Details | Others | Notes | DO Address | Information | Attachments | DTY Fields

Debtor : 700-0002 Location : Project :  
Transfer From : Canceled Department :

**Sales Invoice** ☐ Tax Inclusive

TO: ABC SDN BHD SALES INVOICE NO.: INV1504/001  
ADDRESS: DATE: 10/04/2015  
ATTENTION: REF. NO.:  
DELIVERY TERM: OUR DO NO.:  
AGENT:  
TERM: C.O.D.

#	Stock Code	Description	Project	Department	Serial No.	Qty	UDM	U. Price	Amount	GST Tax Code	Tax Type	Tax Amount
	AMD-VP-1000	AMD-VP 1000				5 UNITS		200.00	1,000.00	SR	Standard-Rated	60.00000000000000

TOTAL: 1,000.00

Currency: RM Rate: 1.00000000

TOTAL GST AMOUNT: 60.00 LOCAL NET TOTAL: 1,060.00

\* Posting Journal of INV1504/001

Journals

Print... Close

Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
10/04/2015	700-0002	ABC SDN BHD	SALES				1,060.00	
10/04/2015	100-0200	SALES - HARDWARE	ABC SDN BHD					1,000.00
10/04/2015	800-9999	GST OUTPUT TAX	ABC SDN BHD					60.00
		Total:					1,060.00	1,060.00

### 2<sup>nd</sup> Tax Invoice – INV1504/002

Details | Others | Notes | DO Address | Information | Attachments | DTY Fields

Debtor : 700-0002 Location : Project :  
Transfer From : Canceled Department :

**Sales Invoice** ☐ Tax Inclusive

TO: ABC SDN BHD SALES INVOICE NO.: INV1504/002  
ADDRESS: DATE: 16/04/2015  
ATTENTION: REF. NO.:  
DELIVERY TERM: OUR DO NO.:  
AGENT:  
TERM: C.O.D.

#	Stock Code	Description	Project	Department	Serial No.	Qty	UDM	U. Price	Amount	GST Tax Code	Tax Type	Tax Amount
	ASUS-EX	ASUS TECH EX MOTHERBOARD				10 UNITS		220.00	2,200.00	SR	Standard-Rated	132.00000000000000

TOTAL: 2,200.00

Currency: RM Rate: 1.00000000

TOTAL GST AMOUNT: 132.00 LOCAL NET TOTAL: 2,332.00

\* Posting Journal of INV1504/002



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Journals								
<div>Print... Close</div>								
Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
16/04/2015	700-D002	ABC SDN BHD	SALES				2,332.00	
16/04/2015	100-0200	SALES - HARDWARE	ABC SDN BHD					2,200.00
16/04/2015	800-9999	GST OUTPUT TAX	ABC SDN BHD					132.00
Total:							2,332.00	2,332.00

### 3<sup>rd</sup> Tax Invoice – INV1504/003

Details   Others   Notes   DO Address   Information   Attachments   DTY Fields												
Debtor : 700-D002		Location :		<input type="checkbox"/> Clear After Save		Project :						
Transfer From :				<input type="checkbox"/> Cancelled		Department :						
<b>Sales Invoice</b> <input type="checkbox"/> Tax Inclusive												
TO: ABC SDN BHD				SALES INVOICE NO.: INV1504/003								
ADDRESS:				DATE: 17/04/2015								
				REF. NO.:								
ATTENTION:				OUR DO NO.:								
DELIVERY TERM:				AGENT								
				TERM: C.O.D.								
<input type="button" value="Profit Estimator"/>												
#	Stock Code	Description	Project	Department	Serial No.	Qty	UOM	U. Price	Amount	GST Tax Code	Tax Type	Tax Amount
1	AZ56K-INT	AZTECH 56K INTERNAL MODEM				5	UNITS	250.00	1,250.00	SR	Standard-Rated	75.00000000000000
TOTAL:										1,250.00		
Currency: RM Rate: 1.000000000												
TOTAL GST AMOUNT: 75.00												
LOCAL NET TOTAL: 1,325.00												

### \* Posting Journal of INV1504/003

Journals								
<div>Print... Close</div>								
Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
17/04/2015	700-D002	ABC SDN BHD	SALES				1,325.00	
17/04/2015	100-0200	SALES - HARDWARE	ABC SDN BHD					1,250.00
17/04/2015	800-9999	GST OUTPUT TAX	ABC SDN BHD					75.00
Total:							1,325.00	1,325.00

## GST Details Listing Report

### GST Detail Listing

SAMPLE TRADING (M) SDN. BHD.  
GST REGISTER NO. :123456-A

DATE FROM : 01/04/2015  
DATE TO : 30/04/2015

#### Standard-Rated Supplies

##### SR

TYPE	DOC #	DATE	A/C	NAME	GST	TAXABLE AMT	GST AMT.	TOTAL AMT
INV	INV1504/001	10/04/2015	700-D002	ABC SDN BHD	6.00 %	1,000.00	60.00	1,060.00
INV	INV1504/002	16/04/2015	700-D002	ABC SDN BHD	6.00 %	2,200.00	132.00	2,332.00
INV	INV1504/003	17/04/2015	700-D002	ABC SDN BHD	6.00 %	1,250.00	75.00	1,325.00
						4,450.00	267.00	4,717.00



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## GST Tax Returns Form (GST 03)

### GST-03 – Output Tax

**JABATAN KASTAM DIRAJA MALAYSIA**  
**ROYAL MALAYSIAN CUSTOMS DEPARTMENT**

**GST - 03**

**PENYATA CUKAI BARANG DAN PERKHIDMATAN**  
**GOODS AND SERVICES TAX RETURN**

**Nota Penting (Important Notes)**

- Sila isikan borang ini dengan HURUF BESAR dan mencatitkan pen mata bulat berdekatan nitam.  
Please fill in this form in BLOCK LETTERS using black ink ball-point pen.
- Sila rujuk Buku Panduan Mengisi Borang Cukai Barang dan Perkhidmatan (CBP).  
Please refer to Goods and Services Tax (GST) Forms Guide.
- Rumusan yang beranda (\*) adalah wajib diisi.  
Column with (\*) is a mandatory field.
- Sila tandakan (X) dalam petak yang berkenaan.  
Please tick (X) accordingly.
- Sekiranya mengisytiharkan nilai sifar, sila isi angka "0".  
If declaring a zero amount, please fill in "0".
- Sila hubungi Pusat Panggilan Kastam di talian 1-300-88-8800 / 03-78067200 atau emel ccc@customs.gov.my untuk pertanyaan lanjut.  
Please contact Customs Call Center at 1-300-88-8800 / 03-78067200 or email ccc@customs.gov.my for further enquiry.

☐ Pindaan  
Amendment

**BAHAGIAN A: RUKUN**  
**PART A: RUKUN**

1) No. CBP \*  
GST No. \* 123456-A

2) Nama Perniagaan \*  
Name of Business \* SAMPLE T

**BAHAGIAN B: RUKUN**  
**PART B: RUKUN**

3) Tempoh Berawal \*  
Variable Period \*

4) Tarikh Akhir: Serahan Penyata dan Bayaran \*  
Return and Payment Due Date \*

5) Cukai Output  
Output Tax

a) Jumlah Nilai Pembekalan Berkadar Standard \*  
Total Value of Standard Rated Supply \* RM 4,450.00

b) Jumlah Cukai Output (Termasuk Hutang Lapuk Dibayar Balik dan Pelarasan Lain) \*  
Total Output Tax (Inclusive of Bad Debt Recovered & other Adjustments) \* RM 267.00

**BAHAGIAN C: MAKLUMAT TAMBAHAN**  
**PART C: ADDITIONAL INFORMATION**

6) Cukai Input  
Input Tax

a) Jumlah Nilai Perolehan Berkadar Standard \*  
Total Value of Standard Rated Acquisition \* RM 2,750.00

b) Jumlah Cukai Input (Termasuk Pelepasan Hutang Lapuk dan Pelarasan Lain) \*  
Total Input Tax (Inclusive of Bad Debt Relief & other Adjustments) \* RM 165.00

7) Amaun CBP Kena Dibayar (Butiran 5b - Butiran 6b) \*  
GST Amount Payable (Item 5b - Item 6b) \* RM 102.00

ATAU / OR

8) Amaun CBP Boleh Dituntut (Butiran 6b - Butiran 5b) \*  
GST Amount Claimable (Item 6b - Item 5b) \* RM 0.00

9) Adakah anda memilih untuk membawa ke hadapan pembayaran balik CBP?  
Do you choose to carry forward refund for GST? ☐ Ya Yes ☐ Tidak No

## 2. GST Amount Payable /GST Amount Claimable

Type	Date	Doc	Amount	GST (6 %)	Input Tax	Output Tax	Total Amount
INV	10/04/2015	INV1504/001	1,000.00	SR		60.00	1,060.00
INV	16/04/2015	INV1504/002	2,200.00	SR		132.00	2,332.00
INV	17/04/2015	INV1504/003	1,250.00	SR		75.00	1,325.00
Total Out Tax						267.00	
BIL	01/04/2015	BIL1504/001	1,000.00	TX6	60.00		1,060.00
BIL	02/04/2015	BIL1504/002	550.00	TX6	33.00		583.00
BIL	03/04/2015	BIL1504/003	1,200.00	TX6	72.00		1,272.00
Total Input Tax					165.00		

Total Output Tax – Total Input Tax = GST Amount Payable

RM 267.00 – RM165.00 = RM102.00

7) Amaun CBP Kena Dibayar (Butiran 5b - Butiran 6b) \*  
GST Amount Payable (Item 5b - Item 6b) \* RM 102.00

ATAU / OR

8) Amaun CBP Boleh Dituntut (Butiran 6b - Butiran 5b) \*  
GST Amount Claimable (Item 6b - Item 5b) \* RM 0.00



SO EASY...

### 3. Contra between GST Input Tax and GST Output Tax

Note: before make payment to Kastam, is require to contra between input tax and output tax

Go to GST → GST Return Form → click Generate Journal button :

Report Title : GST Return Report  
Format : GSTReturn  
Filter  
Period : 1 Month(s)  
By Period  
From Month : 7 Year : 2014  
By Date  
From : 01/04/2015 to 30/04/2015  
Input tax carry forward refund  
Generate Journal...

Journal  
VOUCHER NO : JV1505/001  
DATE : 01/05/2015  
DESCRIPTION : Being adjustment of GST Payable for the taxable period 01/04/2015 To 30/04/2015  
Currency : RM Rate : 1.00000000  
Account : Note : Attachments : Agreement : Tax Inclusive : Clear After Save : Cancelled  
Account | Note | Attachments | Agreement | Tax Inclusive | Clear After Save | Cancelled  
Acc Code | Acc Desc | Description | Project | Department | Reference No | Debit | Credit | Tax Type | GST Tax Code | Tax | Country | Tax Class  
800-9999 | GST OUTPUT TAX | 267.00  
700-9999 | GST INPUT TAX | 165.00  
800-9200 | GST PAYABLE ACC | 102.00  
GST AMT: 0.00  
DIFF.: 0.00  
TOTAL: 267 267

\* Posting Journal of JV1505/001

Journals								
Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
01/05/2015	800-9999	GST OUTPUT TAX					267.00	
01/05/2015	700-9999	GST INPUT TAX						165.00
01/05/2015	800-9200	GST PAYABLE ACC						102.00
			Total:				267.00	267.00



SO EASY...

## 4. Payment to Kastam

### How to Issue Payment Voucher

**Payment** VOUCHER NO.: PV1504/001 DATE: 30/04/2015

PAY TO:

PAYMENT BY:  BANK CHARGES: 0.00

CHEQ/REF:

☐ Detail Posting in Payment Journals Currency: RM Rate: 1.00000000

☐ Post Notes as 2nd Description ☐ Tax Inclusive

☐ Clear After Save ☐ P.D Cheque ☐ Cancelled

Account	Note	Attachments	Amendment	Info
800-9200	GST PAYABLE ACCOUNT	MAYBANK		

Acc Code	Acc Desc	Description	Project	Department	Amount	GST Tax Code	Tax	Country Code	GST Tax Class	Import Declaration No.	Tax Amount	R
800-9200	GST PAYABLE ACCOUNT	MAYBANK			102.00	0P	Out of scope					

**SUB TOTAL : 102.00**

**BANK CHARGES : 0.00**

**TOTAL : 102.00**

TOTAL GST AMOUNT: 0.00

\* Posting Journal of PV1504/001

Journals								
<div>Print...</div> <div>Close</div>								
Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
30/04/2015	800-9200	GST PAYABLE ACC	KASTAM			MBB123456	102.00	
30/04/2015	700-0310	MAYBANK	KASTAM			MBB123456		102.00
			Total:				102.00	102.00

Tax code = Out of Scope. Can set as default setting for this account code in Chart of Account.

(GST PAYABLE)

## 5. Bad Debt Relief

Note: Claiming bad debt relief from Customs Malaysia on GST paid when your customers fail to settle their debts within SIX (6) months

Type	Date	Doc	Amount	GST (6 %)	Output Tax	Total Amount	
INV	10/04/2015	INV1504/001	1,000.00	SR	60.00	1,060.00	PAID
INV	16/04/2015	INV1504/002	2,200.00	SR	132.00	2,332.00	PAID
INV	17/04/2015	INV1504/003	1,250.00	SR	75.00	1,325.00	Bad Debt Relief



SO EASY...

### How to Issue Journal Entries for Bad Debt Relief.

Enter the date 1<sup>st</sup> and make sure it's already 6 months later of the INV date.

Select the bad debt and insert bad debt amount then click OK.

\* Posting Journal of Bad Debt Relief



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**Journal Debtor Bad Debt Relief** VOUCHER NO.: JV1511/001  
DATE: 30/11/2015

DESCRIPTION:

GST Tax Code: AP Currency: RM Rate: 1.00000000  
Account Note Attachments Amendment Tax Inclusive Clear After Save Cancelled

Acc Code	Acc Desc	Description	Project	Department	Reference No	Debit	Credit	Tax Type	GST Tax Code	Tax	Country	Tax Class
700-9999	GST INPUT TAX	Debtor Bad Debt GST For (INV				75.00						
700-0090	GST LIABILITY- AF	GST Input Tax (INV1504/003)					75.00					

GST AMT: 0.00  
DIFF.: 0.00

TOTAL: 75 75

**Journals** Print... Close

Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
30/11/2015	700-9999	GST INPUT TAX	Debtor Bad Debt GST For (INV				75.00	
30/11/2015	700-0090	GST LIABILITY- AF	GST Input Tax (INV1504/003)					75.00
		Total					75.00	75.00

### Optional:

User have an option where proceed **Write off Bad Debt** in Debtor Credit Note Transaction Screen for the situation such as user already confirmed that this debtor will not settle their debt anymore after some legal action and need totally write off from system. If user write off bad debt in Debtor Credit Note, the outstanding amount for the particular invoice will not appear in statement anymore

**Debtor Credit Notes**

Debtor: 700-D002 Currency: RM Rate: 1.00000000

**Credit Notes** Tax Inclusive CREDIT NOTES NO. CN1511/001  
DATE: 30/11/2015

TO: ABC SDN BHD REF. NO.:  
DESCRIPTION: SALES RETURNS AGENT:

☒ Bad Debt Relief Clear After Save Cancelled

Account Note Attachments Amendment Reason Detail Posting in Credit Notes Journals

Acc Code	Acc Desc	Description	Project	Department
----------	----------	-------------	---------	------------

Length: 0 Project: Department: TOTAL: 0.00  
Taxable Sales: 0.00 TOTAL GST AMOUNT: 0.00 NET TOTAL: 0.00

Type	Document No.	Date	Reference No.	Amount	Outstanding	Payment	Matched
------	--------------	------	---------------	--------	-------------	---------	---------

Relief Doc Journals

### GST-03 – Bad Debt Relief





GST No. _____	
6) Cukai Input / Output Tax	Amount (Amount)
a) Jumlah Nilai Perolehan Berkadar Standard * Total Value of Standard Rated Acquisition *	<input type="text" value="2,750.00"/>
b) Jumlah Cukai Input (Termasuk Pelepasan Hutang Lapuk Palarasan lain) * Total Input Tax (Inclusive of Bad Debt Relief & other adjustment)	<input type="text" value="240.00"/>
7) Amaun CBP Kena Dibayar (Butiran 5b - Butiran 6b) * GST Amount Payable (item 5b - item 6b):	RM <input type="text" value="27.00"/>
<b>ATAU / OR</b>	
8) Amaun CBP Boleh Dituntut (Butiran 6b - Butiran 5b) * GST Amount Claimable (Item 6b - Item 5b) *	RM <input type="text" value="0.00"/>

Please check for no. 17 it will update as well

17) Pelepasan Hutang Lapuk * Bad Debt Relief *	<input type="text" value="1,250.00"/>
---	---------------------------------------

## 6. Contra between GST Input Tax and GST Output Tax

*Note: before receive/pay to Kastam, require to contra between input tax and output tax*

How to know Either receive or pay?

In GST Return Form, check on No. 7 or No. 8

7) Amaun CBP Kena Dibayar (Butiran 5b - Butiran 6b) * GST Amount Payable (item 5b - item 6b):	RM <input type="text" value="27.00"/>
<b>ATAU / OR</b>	
8) Amaun CBP Boleh Dituntut (Butiran 6b - Butiran 5b) * GST Amount Claimable (Item 6b - Item 5b) *	RM <input type="text" value="0.00"/>

*If Amount Claimable, create transaction in Receipt Voucher*

*If Amount Payable, create transaction in Payment Voucher*

### How to Generate Journal Entry

17) Pelepasan Hutang Lapuk * Bad Debt Relief *	RM <input type="text" value="1,250.00"/>
18) Hutang Lapuk Dibayar Balik * Bad Debt Recovered *	RM <input type="text" value="0.00"/>



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**GST Return Report**

Main Breakdown

Report Title: GST Return Report

Format: GSTReturn

Filter

Period: 1 Month(s)

By Period

From Month: 12 Year: 2015

By Date

From: / / 19 to: / / 19

☐ Input tax carry forward refund

Preview

Print

Customize...

Text File...

**Generate Journal...**

Close

Help

**Journal Entries**

**Journal**

(Posted from Currency Revaluation)

VOUCHER NO.: JV1601/001

DATE: 01/01/2016

DESCRIPTION: Being adjustment of GST Payable for the taxable period 01/01/2015 To 31/12/2015

Currency: RM Rate: 1.00000000

Account Note Attachments Amendment ☐ Tax Inclusive ☐ Clear After Save ☐ Cancelled

Acc Code	Acc Desc	scripti	Project	enc	Debit	Credit	Tax Type	GST T
800-9999	GST OUTPUT TAX				267.00			
700-9999	GST INPUT TAX					240.00		
800-9200	GST PAYABLE ACCOUNT					27.00		

GST AMT: 0.00

DIFF.: 0.00 TOTAL: 267 267

Previous

Next

Save

Delete

New

Search

Print...

Journals

Close

Help



## 7. Pay to Kastam

**Issue Payment Voucher** ( If Claim, then Issue Receipt Voucher)

**Payment**

VOUCHER NO.: PV1511/001  
DATE: 30/11/2015

PAY TO: KASTAM  
PAYMENT BY: MAYBANK  
BANK CHARGES: 0.00  
CHEQ/REF:

☐ Detail Posting in Payment Journals  
☐ Post Notes as 2nd Description  
Currency: RM Rate: 1.00000000  
☐ Tax Inclusive  
☐ Clear After Save  
☐ P.D Cheque  
☐ Cancelled

Account | Note | Attachments | Amendment | Info

Acc Code	Acc Desc	Description	oje	attr	Amount	T Tax Cc	Tax	Co
800-9200	GST PAYABLE ACC	GST PAYABLE			27.00	OP	Out of scope	

SUB TOTAL : 27.00  
BANK CHARGES : 0.00  
TOTAL : 27.00

Project :  
Department :  
TOTAL GST AMOUNT: 0.00

**Journals**

Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
30/11/2015	800-9200	GST PAYABLE ACC	KASTAM				27.00	
30/11/2015	700-0310	MAYBANK	KASTAM					27.00
			Total:				27.00	27.00

## 8. Bad Debt Recovery

To recover back the bad debt Relief transaction when receive payment from debtor on a particular invoice that has been classified as a bad debt transaction previously.

Example: User required to recover the bad debt relief for INV1504/003 that we've declare bad debt previously.

Type	Date	Doc	Amount	GST (6 %)	Output Tax	Total Amount	
INV	10/04/2015	INV1504/001	1,000.00	SR	60.00	1,060.00	PAID
INV	16/04/2015	INV1504/002	2,200.00	SR	132.00	2,332.00	PAID
INV	17/04/2015	INV1504/003	1,250.00	SR	75.00	1,325.00	Bad Debt Relief

**Issue Journal for Bad Debt Recovery**



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**Journal Entries**

**Journal**

VOUCHER NO.: JV1511/003  
DATE: 30/11/2015

DESCRIPTION:

Currency: RM Rate:

Account Note Attachments Amendment Tax Inclusive

Acc Code Acc Desc

Print...

Copy to next available document Ctrl+A  
Copy from previous document Ctrl+B  
Bad Debts Relief (Customer)  
Bad Debts Recovery (Customer)  
Bad Debts Relief (Supplier)  
Bad Debts Recovery (Supplier)

**Bad Debt Recover Write Off**

Bad Debt Relief

Debtor Code: 700-0003

DOC CODE DATE DEBITOR NAME PAID OUTSTANDING AMOUNT TAX AMOUNT GST LOCAL AMOUNT GST TAX LOCAL AMOUNT AMOUNT

INV1504/001 17/04/2015 ABC SDN BHD 0.00 1,325.00 75.00 1,250.00 75.00 1,325.00

GLACCOUNT DESCRIPTION GST TAX SUB AMOUNT TOTAL SUB AMOUNT OUTSTANDINGAMOUNT RECOVER AMOUNT GSTTAXCODE

700-0090 ALTECH Sdn Bhd Internal HODEN 75.00 1,250.00 1,325.00 1,325.00 75.00

Recover Period: 30/11/2015

Recover Posting Account: 700-0090

Auto Pay Inquiry

OK

**Journal Debtor Bad Debt Recovery**

VOUCHER NO.: JV1511/003  
DATE: 30/11/2015

DESCRIPTION:

GST Tax Code: AS Currency: RM Rate: 1.00000000

Account Note Attachments Amendment Tax Inclusive Clear After Save Cancelled

Acc Code	Acc Desc	Description	Project	partm	erence	Debit	Credit	Tax Type	ST Tax Co	Tax	Country	Tax Class	Tax Amo
800-9999	GST OUTPUT TAX	*Debtor Bad Debt GST For (INV1504/003)					75.00						
700-0090	GST LIABILITY- AR	GST Output Tax : (INV1504/003)				75.00							

GST AMT: 0.00  
DIFF.: 0.00

**Journals**

Print... Close

Date	A/C Code	A/C Name	Description	Project	Department	Reference No	Debit	Credit
30/11/2015	700-0090	GST LIABILITY- AF	GST Output Tax : (INV1504/003)				75.00	
30/11/2015	800-9999	GST OUTPUT TAX	*Debtor Bad Debt GST For (INV					75.00
			Total:				75.00	75.00

TOTAL: 75 75

**GST-03 – The Bad Debt Recovery amount will show in GST Return Form**



5) Cukai Output  
Output Tax

Amount (Amount)

a) Jumlah Nilai Pembekalan Berkadar Standard \*  
Total Value of Standard Rated Supply \*

RM

b) Jumlah Cukai Output (Termasuk Hutang Lapuk Dibayar Balik  
dan Pelarasan Lain) \*

RM

Total Output Tax (Inclusive of Bad Debt Recovered & other Adjustment) \*

6) Cukai Input / Output Tax

Amount (Amount)

a) Jumlah Nilai Perolehan Berkadar Standard \*  
Total Value of Standard Rated Acquisition \*

b) Jumlah Cukai Input (Termasuk Pelepasan Hutang Lapuk  
Palarasan lain) \*

Total Input Tax (Inclusive of Bad Debt Relief & other adjustment)

7) Amaun CBP Kena Dibayar (Butiran 5b - Butiran 6b) \*  
GST Amount Payable (item 5b - item 6b):

RM

ATAU / OR

8) Amaun CBP Boleh Dituntut (Butiran 6b - Butiran 5b) \*  
GST Amount Claimable (Item 6b - Item 5b) \*

RM

17) Pelepasan Hutang Lapuk \*  
Bad Debt Relief \*

18) Hutang Lapuk Dibayar Balik \*  
Bad Debt Recovered \*



## 9. GST ADVISOR

(To do Bad Debt Relief for AR & AP and settle for outstanding DO)

Bad Debt Relief (AR/AP)

i.) Create 1 invoice

Invoice

Debtor: 700-B001 Currency: RM Rate: 1.00000000

☐ Tax Inclusive

**Invoice** INVOICE NO.: INV1504/002 DATE: 15/04/2015 REF. NO.: AGENT: PETER TERM: 30 DAYS

TO: BEST TECH ENGINEERING SDN. BHD.  
NO. 30, FIRST FLOOR,  
JALAN SS 22/23, DAMANSARA JAYA,  
47400 PETALING JAYA,  
SELANGOR, MALAYSIA.

DESCRIPTION: SALES

Account Note Attachments Amendment ☐ Detail Posting in Invoice Journals ☒ Clear After Save ☐ Cancelled

Acc Code	Acc Desc	Description	Project	Department	Amount	Tax Code	Tax	GST Rate
100-0300	SALES - PERIPHERA				340.00	SR	Standard-Rate	6

Length: 8 Project: Department:

TOTAL: 340.00

TOTAL GST AMOUNT: 20.40 NET TOTAL: 360.40

Buttons: Previous, Next, Save, Delete, New, Search, Print, Custom Print, Journals, Close, Help

After 6 months, these invoices still not settle. Then, to declare Bad Debt :

Go to GST > GST Advisor > Bad Debt Relief AR

- Select the date, makesure after 6 months, then the require invoice will appear.
- Press Get Advice and all the invoices that not settle within 6 months will come out.
- Tick for the invoice at left hand side and press Create.

**GST Advisor**

**GST Period**

Date From: 01/11/2015 Date To: 30/11/2015 Get Advice

Bad Debt Relief(AR) | Bad Debt Relief(AP) | Outstanding DO

OutStanding | History

Create

COMPANYCODE : 700-B001

Date	GLAccount	Description	Tax Code	Tax Rate	Amount	Tax Amount	Net Amount	Outstanding Amount	Taken Amount
COMPANYCODE : 700-A001									
DOC : INV1504/001									
01/04/2015	100-0200		SR	6.00%	250.00	15.00	265.00	265.00	0.00
					250.00	15.00	265.00	265.00	0.00
					250.00	15.00	265.00	265.00	0.00
COMPANYCODE : 700-B001									
DOC : INV1504/002									
15/04/2015	100-0300		SR	6.00%	340.00	20.40	360.40	360.40	0.00
					340.00	20.40	360.40	360.40	0.00
					340.00	20.40	360.40	360.40	0.00



## GST Advisor

**GST Period**  
Date From: 01/11/2015 Date To: 30/11/2015

Bad Debt Relief(AR) | Bad Debt Relief(AP) | Outstanding DO |  
OutStanding | **History**

Drag a column header here to group by that column

JOURNALCODE	JOURNALDATE	DESCRIPTION	AMOUNT
JV1511/001	30/11/2015		20.40

The Journal will auto create for this Bad Debt.

### Outstanding DO

21 Days Rule applied for this method.

Create Deliver Order :

### Delivery Order

Details | Others | Notes | DO Address | Information | Attachments | DIY Fields

Debtor: 700-T001 Location: Project: Department: Transfer From: ☐ Closed ☐ Cancelled ☐ Delivered ☒ Clear After Save

**Delivery Order** ☐ Tax Inclusive

DELIVERY ORDER NO.: D01504/002  
DATE: 01/04/2015  
REF. NO.:  
ATTENTION: MR.JASON  
AGENT CINDY  
DELIVERY TERM: Profit Estimator TERM: C.O.D.

#	Stock Code	Description	Project	partm	Serial No.	Qty	UOM	U. Price	Discount
	ASUS-MB	ASUS TECH MB MOTHERBOARD				15	UNITS	280.00	
	AZ56K-INT	AZTECH 56K INTERNAL MODEM				7	UNITS	75.00	

Row: 1 [Length: 0]

TOTAL: 4,725.00  
Currency NET TOTAL: 5,008.50  
RM Rate: 1.00000000  
TOTAL GST AMOUNT: 283.50 LOCAL NET TOTAL: 5,008.50

Printed: 0 time(s)

Re-Calculate  
Deposit  
Close  
Help

After 21 days, this DO need to transfer to Sales Invoice.

The easiest way to transfer DO, go to GST Advisor > Outstanding DO Tab.



**GST Advisor**

**GST Period**  
Date From: 01/04/2015 Date To: 30/04/2015 **Get Advice**

Bad Debt Relief(AR) | Bad Debt Relief(AP) | **Outstanding DO** |  
Outstanding DO | Transferred | Previous Outstanding |

**Transfer** 22/04/2015

**DEBTOR CODE**

DOC	DATE	DEBTOR NAME	TERM CODE	SALES PERSON CODE	LOCALAMOUNT	GSTLAMOUNT	LOCALGSTTAXAMOUNT
DEBTOR CODE : 700-1001							
DO1504/002	01/04/2015	TRIWAY DEBTOR		CINDY	5,008.50	4,725.00	283.50

- Select the GST period (DO date) & Press Get Advice.
- Select the date of transferred invoice & select invoice that want to transfer.
- Press Transfer button.

**GST Advisor**

**GST Period**  
Date From: 01/04/2015 Date To: 30/04/2015 **Get Advice**

Bad Debt Relief(AR) | Bad Debt Relief(AP) | Outstanding DO |  
Outstanding DO | **Transferred** | Previous Outstanding |

**DEBTOR CODE**

DOC	DATE	DEBTOR NAME	FROMCODE	SALES PERSON CODE	LOCALAMOUNT	GSTLAMOUNT	LOCALGSTTAXAMOUNT
DEBTOR CODE : 700-1001							
INV1504/00	01/04/2015	TRIWAY DEBTOR	DD1504/002	CINDY	5,008.50	4,725.00	283.50

The invoice will auto created. Go to Transferred Tab to check the invoice.  
Double click and it will bring to the creation invoice ;





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**Sales Invoice**

Details | Others | Notes | DO Address | Information | Attachments | DIY Fields

Debtor : 700-T001 ... Location: ... ☒ Clear After Save Project : ...  
Transfer From: D01504/002 ... ☐ Cancelled Department : ...

**Sales Invoice** ☐ Tax Inclusive

TO: TRIWAY DEBTOR  
ADDRESS: 2, LORONG DIAMAN 2/1  
TAMAN DIAMAN INDAH  
70100 JOHOR

SALES INVOICE NO.: INV1504/003 ...  
DATE: 22/04/2015 15  
REF. NO.:  
OUR DO NO.: D01504/002  
AGENT CINDY ...  
DELIVERY TERM: Profit Estimator TERM: C.O.D.

#	Stock Code	Description	Project	Department	Serial No.	Qty	UOM	U
	ASUS-MB	ASUS TECH MB MOTHERBOARD				15	UNITS	
	AZ56K-INT	AZTECH 56K INTERNAL MODEM				7	UNITS	

Printed: 0 time(s)

Re-Calculate

Deposit

Journals

REFERAL : ... TOTAL POINT(S): 0.0 TOTAL: 4,725.00  
REFERAL POINT(S): 0.0  
Currency NET TOTAL: 5,008.50  
RM ... Rate: 1.00000000