

## Enter Transactions Related to Sales with GST 0%

### Sales Invoice (GST 0%)

GL Account	Reference No.	Taxable Sales	GST classification	Debit	Credit	Notes on GST inclusive calculation
Sales	INV 0002	1200.00	ZRL		1500.00	Taxable Sales = 1500 – 300
Sales Discount	INV 0002			300.00		full amount for GST 0%
Customer A	INV 0002			1,200.00		1500 – 300

The screenshot shows the 'Transactions File Maintenance' window for 'SALES - MAY 2015'. The main entry is for '10/05/2015' with A/C No. '5000/000', Ref. No. 'INV 0002', and Description 'SALE OF 15 UNITS ITEM A'. The Debit is 0.00 and Credit is 1,500.00. The GST Classification is 'ZRL'. Below the main entry, a summary shows 'Taxable Sales' as -1,200.00. A table below shows a list of transactions including 'SALES', 'DISCOUNT ALLOWED', and 'Customer A'.

1. Select the **GL Account**.
2. Enter the **Invoice date** here.
3. Click Auto for next Invoice No. in **Ref. No.** field
4. Enter sales details in **Desc** field, it will be used as the **Product Description** in GAF.
5. Enter the **Debit / Credit** amount accordingly.
6. Select the GST tax code only for **Sales account**. **Note: No Output Tax** as it is GST 0%.
7. The **Taxable Sales** will be shown after you press <Enter> or <Tab> from the GST Classification field. Enter taxable sales in **negative amount only at Sales GL account**. It should be the **after discount amount** (if any).

### In GST-03

#### Part C : Additional Information

10) Total Value of Local Zero-Rated Supplies\* RM

\*\*\* The End \*\*\*