



Billing NZ Invoices to Handle NZ GST

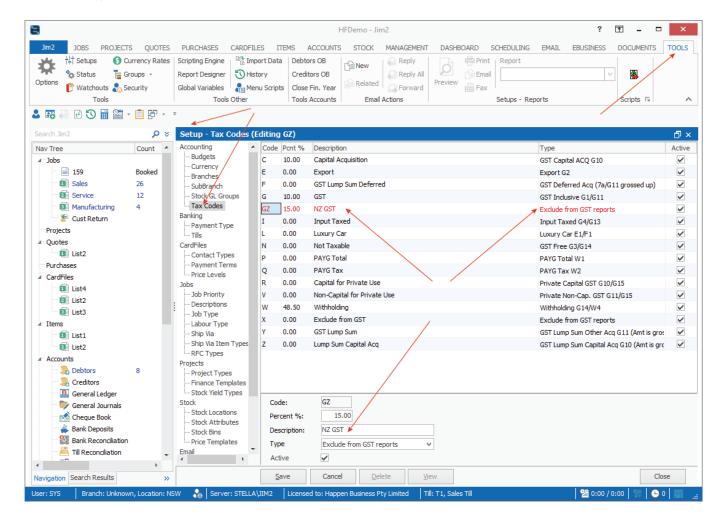
This document will explain:

How to set up your Jim2 database to handle billing NZ GST

This provides a method to identify invoices where NZ GST has been billed.

You should check the statutory reporting and lodgement requirements with your accountant, as you may need to adjust your BAS reporting manually.

1. Add a new NZ GST Code GZ via setups tax codes, (type = exclude from GST Reports, so it reports like tax code X in GST Sessions).

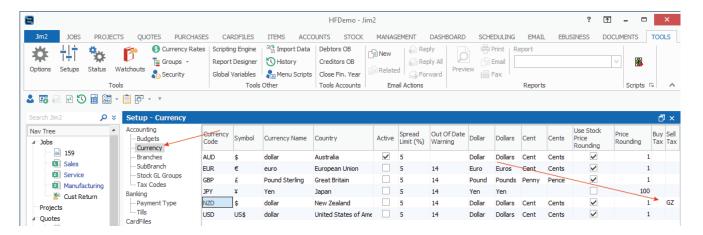




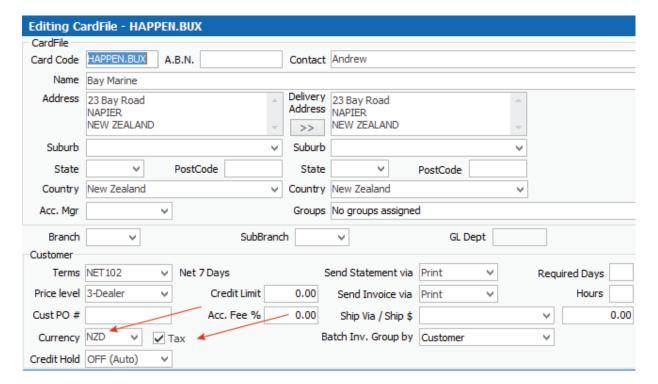




2. Ensure GZ code is set against the currency in currency Setup. Go to Tools > Setups > Currency.



3. Set customer CardFile default Currency to NZ, and tick Tax.

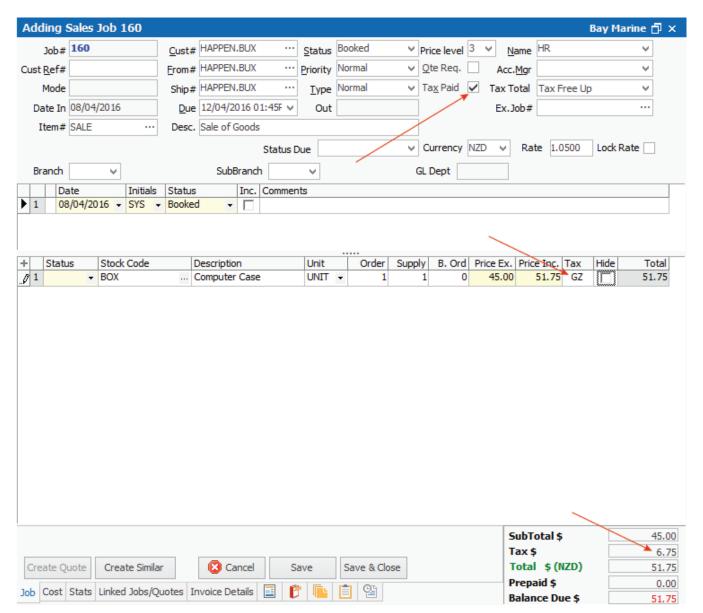








4. Raising a job will now calculate the 15% GST automatically.



5. GST Sessions – transactions will behave like X non reportable, and will not impact Worksheet figures for reporting GST in Australia. However, the By Tax tab will display the total value of transactions and GST for tax code GZ for the reporting period.

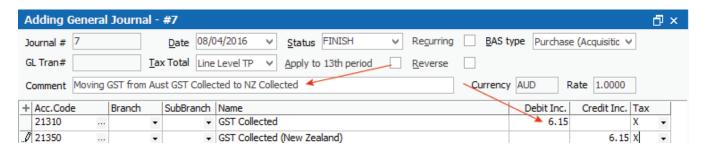








6. The GZ values will be included in the General Ledger GST Collected Liability Account. Users will need to use the By Tax tab in the GST Session to establish the GZ values, and then enter a journal to move these values from the GST Collected Liability account to a new GST Collection (New Zealand) liability account. This should be done each GST reporting period.



For further assistance or information please call Happen Business 02 9570 4696 or email support@happen.biz

