

Express365 Accounting SST Guidelines

November 2019

Latest Update: 10th Dec 2019



For information about customer support, please visit our homepage at <http://www.express365.com.my> on the World Wide Web.

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SST Updates guidelines

Express 365 (E365) cloud accounting strives to give you the best accounting experience, we've rolled up updates on SST, FREE for our clients!

We will be updating the tax codes, Charts of Accounts, tax preferences, and many more automatically for our current clients so that all your accounts will be always up to date.

While most of the updates will be done by us automatically, you will need to follow a few simple steps to verify the changes and to update your own tax preferences.

We will guide you on those simple steps.

1. Enable SST

After ceasing your GST registration, you will need to enable SST if you are SST registered. To enable SST mode, navigate through: **Tax > SST > SST Preference**.

SST Preferences

SST Information

☐ Sales Tax Registration No

☒ Service Registration No

aaaaa

Commence Date: 01/06/2019

Cease Date:

Verification Status: **Verified**

Last Verified Date: 2019-06-19

Verify

Financial Settings

SST Taxable Period
Frequency (in month unit) to declare SST Return:

Sales Tax Next Filing Date
Next date to declare SST Return:

Service Tax Next Filing Date
Next date to declare SST Return: 31/10/2019

SST Clearing Account
Temporary account for SST to be paid/refunded: 9999/005

Deferred Output Tax Account: 9216/100

Bad Debt (AR)

SST Bad Debt Contra Account
(Default contra account for above bad debt handling): 4101/001

Sales Tax Bad Debt Relief Period
Months from the date the taxable goods is sold.: 72

Service Tax Bad Debt Relief Period
After period of months from the date of service tax paid: 6 to 72

Grace Period for Payment Basis Tax
Months after invoice date: 12

Save

Tax Setup

- SST
 - SST Preference**
 - Tariff and Service Type Code
 - SST Return
- GST

Then, fill in all information accordingly as shown below.

SST Preferences

SST Information	Financial Settings
<input checked="" type="checkbox"/> Sales Tax Registration No <input type="text" value="SLT-111"/>	SST Taxable Period Frequency (in month unit) to declare SST Return: <input type="text" value="2"/>
<input checked="" type="checkbox"/> Service Registration No <input type="text" value="SVT-312"/>	Sales Tax Next Filing Date Next date to declare SST Return: <input type="text" value=""/>
Commence Date: <input type="text" value="01/09/2018"/>	Service Tax Next Filing Date Next date to declare SST Return: <input type="text" value="31/10/2019"/>
Cease Date: <input type="text" value=""/>	SST Clearing Account Temporary account for SST to be paid/refunded: <input type="text" value="9999/005"/>
Verification Status: Verified	Deferred Output Tax Account: <input type="text" value="9216/100"/>
Last Verified Date: 2019-10-31	
<input type="button" value="Verify"/>	Bad Debt (AR)
	SST Bad Debt Contra Account (Default contra account for above bad debt handling): <input type="text" value="4101/001"/>
	Sales Tax Bad Debt Relief Period Months from the date the taxable goods is sold.: <input type="text" value="72"/>
	Service Tax Bad Debt Relief Period After period of months from the date of service tax paid <input type="text" value="6"/> to <input type="text" value="72"/>
	Grace Period for Payment Basis Tax Months after invoice date: <input type="text" value="12"/>
<input type="button" value="Save"/>	

Click on **Verify** to verify your SST information, then **Save** it. You will have to re-login for the changes to take effect.

2. Verify COA and Tax Codes

As we have automatically updated your accounts, please check back to make sure you are informed about the updates incurred.

There will be 5 new SST related account added to your COA. To verify this update, navigate through: **Settings > Charts of Account**.

Code	Name	Account Type	Status
4030/000	Service tax liability	Current liabilities	Active
3010/040	Savings account	Cash and bank	Active
9210/000	Sales tax	Operating expenses	Active
5010/000	Sales Returns	Revenues	Active
5000/000	Sales	Revenues	Active
9010/000	Salaries	Operating expenses	Active
4030/100	SST - Service Tax Payable	Current liabilities	Active
9210/100	SST - Sales Tax Payable	Current liabilities	Active
9216/100	SST - Deferred Output Tax	Current liabilities	Active
4101/001	SST - Contra Account	Current liabilities	Active
9999/005	SST - Clearing	Current liabilities	Active
6100/200	SST - AP Service Tax Expenses	Operating expenses	Active
6100/100	SST - AP Sales Tax Expenses	Operating expenses	Active
4060/000	SOCISO payable	Current liabilities	Active
9030/000	SOCISO	Operating expenses	Active
8050/000	Royalties and franchise	Other income	Active
1050/000	Retained earnings	Retained earnings	Active

There will be 5 new account added to your COA automatically.

After verifying your COA list, you can check you tax setup too. Simply navigate through: **Tax > Tax setup**.

Tax Code	Label	Description	Rate (%)	Active
Type : -				
Type : GST				
Type : SST				
SL	PLE_SCA	SST - AP Sales Tax Exempted for Schedule C Item 1 & 2 (Purchase / Importation of Raw Material Exempted From Sales Tax)	0.00	Yes
SL	PLE_SCB	SST - AP Sales Tax Exempted for Schedule C Item 3 & 4 (Purchase / Importation of Raw Material on behalf of Registered Manufacturer Exempted From Sales Tax)	0.00	Yes
SL	PLE_SCC	SST - AP Sales Tax Exempted for Schedule C Item 5 (Value of Work Performed Exempted From Sales Tax)	0.00	Yes
SL	PL_0	SST - AP Sales Tax 0%	0.00	Yes
SL	PL_10	SST - AP Sales Tax 10%	10.00	Yes
SL	PL_5	SST - AP Sales Tax 5%	5.00	Yes
SL	PL_D2	SST - Sales Tax Deduction 2%	0.00	Yes
SL	PL_D4	SST - Sales Tax Deduction 4%	0.00	Yes

Note that there will be a list of new tax codes added under SST group as shown above.

3. Configure Tariff Code of Goods and Services

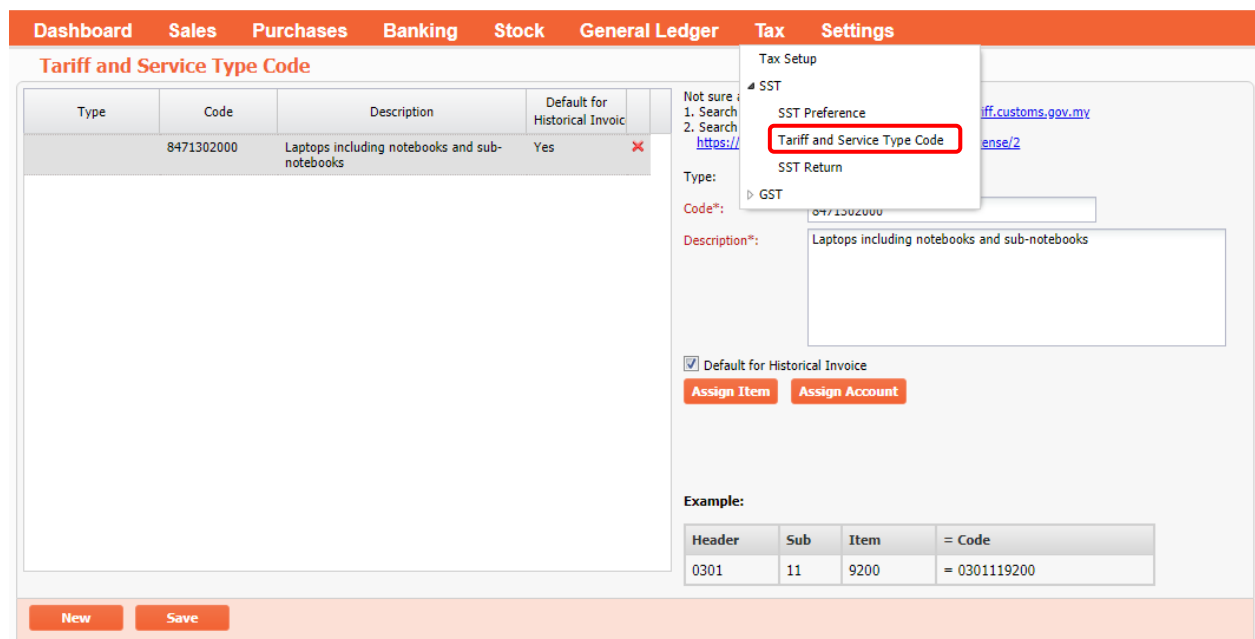
After setting up and reviewing your SST preferences and tax codes. You will now need to setup the Tariff Code section.

Tariff Code mapping is used to determine the tariff code of goods/service, which can be mapped using Stock Item or Accounts. For example, if a sales invoice is entered by Stock Item, Item's tariff code will be used. While if sales invoice is entered by Accounts, Account's tariff code will be used.

You can find your item's tariff code in the SST registration form that you submit to the custom department or visit this link: <http://mysstext.customs.gov.my/tariff/>

After tariff code mapping is done, system will calculate and group the taxable amount in SST-02.

To setup your Tariff Codes, navigate through: **Tax > SST > Tariff Code**.



Type	Code	Description	Default for Historical Invoice
	8471302000	Laptops including notebooks and sub-notebooks	Yes

Not sure? 1. Search 2. Search <https://mysstext.customs.gov.my/tariff/>

Type: GST

Code*: 8471302000

Description*: Laptops including notebooks and sub-notebooks

☒ Default for Historical Invoice

Assign Item **Assign Account**

Example:

Header	Sub	Item	= Code
0301	11	9200	= 0301119200

New **Save**

Then, click on New to create a new Tariff Code. Enter all the details in their respective columns. Assign items and account that you would like to map the Tariff code to.

Please do not skip this step, as it is crucial to make sure your item and account are mapped to their respective tariff codes.

Tariff and Service Type Code

Type	Code	Description	Default for Historical Invoice
	8471302000	Laptops including notebooks and sub-notebooks	Yes

Not sure about your Tariff / Service Type Code?
 1. Search Tariff Code (for Sales Tax) from <http://tariff.customs.gov.my>
 2. Search Service Type Code (for Service Tax) from <https://gst01.customs.gov.my/account/register-license/2>

Type:

Code*:

Description*:

☒ Default for Historical Invoice

Assign Item **Assign Account**

Example:

Header	Sub	Item	= Code
0301	11	9200	= 0301119200

New **Save**

A pop-up screen will appear when you click on **Assign Item** (as shown in screenshot below).

Tariff and Service Type Code

Assign Tariff Code

Please determine which items are under the selected Code **8471302000**.

Note: This mapping will be used when your transaction is entered by Stock Item.

Item Code	Item Name	Current Code
<input type="checkbox"/> Item 1	Item 1	1111
<input type="checkbox"/> Petrol 95	Petrol 95	1111
<input type="checkbox"/> 0002	Item 2	1111
<input type="checkbox"/> ItemZ	ItemZ	1111
<input type="checkbox"/> Item 3	Item 3	1111
<input type="checkbox"/> Item 4	Item 4	1111
<input type="checkbox"/> Item 5	Item 5	1111
<input type="checkbox"/> B0325	Book	
<input type="checkbox"/> P7821	Pencil	
<input type="checkbox"/> p001	paper	

Assign **Cancel** **Remove Current Tariff Code from selected records**

New **Save**

Select the item that you would like to map to the tariff code and click **Save**.

Similarly, you will see a pop-up screen as below when **Assign Account** button is clicked.

Tariff and Service Type Code

Type

847130

Default for

Not sure about your Tariff / Service Type Code?

[//tariff.customs.gov.my](#)
[from](#)
[er-license/2](#)

Code

0301119200

Assign Tariff Code

Please determine which coas are under the selected Code **8471302000**.

Note: This mapping will be used when your transaction is entered by Accounts.

<input type="checkbox"/>	Account Code	Account Name	Current Tariff Code
<input type="checkbox"/>	5000/000	Sales	1111
<input type="checkbox"/>	5010/000	Sales Returns	
<input type="checkbox"/>	5020/000	Discounts allowed	
<input type="checkbox"/>	8010/000	Interest received	
<input type="checkbox"/>	8020/000	Dividends received	
<input type="checkbox"/>	8030/000	Realised Forex Gains	
<input type="checkbox"/>	8040/000	Rent and hire received	
<input type="checkbox"/>	8050/000	Royalties and franchise	
<input type="checkbox"/>	8060/000	Unrealised Forex Gains	
<input type="checkbox"/>	6000/000	Opening stock	
<input type="checkbox"/>	6020/000	Materials	
<input type="checkbox"/>	6010/000	Purchases	
<input type="checkbox"/>	6015/000	Purchases Returns	

Assign

Cancel

Remove Current Tariff Code from selected records

Select the account that you would like to map to the tariff code and click **Save**.
 The account should be an account that is used to represent the sales of goods and services.

4. Update Stock Tax Code

After that, you just need to update each of your stock item's tax code. You can easily update all by batch by navigating through: **Stock > Manage > Stock Item > Batch Update**.

Dashboard
Sales
Purchases
Banking
Stock
General Ledger
Tax
Settings

List of Stock Items

Code / Name / Group
Barcode

Stock Category:

	Code	Name	Base UOM
<input type="checkbox"/>	0002	Item 2	unit
<input type="checkbox"/>	B0325	Book	unit
<input type="checkbox"/>	Item 1	Item 1	unit
<input type="checkbox"/>	Item 3	Item 3	unit
<input type="checkbox"/>	Item 4	Item 4	unit
<input type="checkbox"/>	Item 5	Item 5	unit
<input type="checkbox"/>	ItemZ	ItemZ	unit
<input type="checkbox"/>	p001	paper	pcs
<input type="checkbox"/>	P7821	Pencil	unit
<input type="checkbox"/>	Petrol 95	Petrol 95	unit

Stock Issues
Stock Received
Stock Adjustments
Stock Transfers
Stock Take
Serial Number Inquiry
Manage
Stock Items
Stock Groups
Stock Category
Locations
Price Level
Reports

Group
Balance Quantity
Status
Barcode

☐ Include Obsolete
Search

Group	Balance Quantity	Status	Barcode
Product	469.000	Available	123456
Product	24,175.000	Available	254564864564
Product	-1,887.000	Available	asdasdasf232...
Product	-2,092.160	Available	af23234242342
Product	2,192.550	Available	726165091065
Product		Available	
Product	0.000	Available	95570120070...
Product	4,998.000	Available	
Product	101,888.000	Available	545845454
Product		Available	

Page 1 of 1

Displaying 1 - 10 of 10

Import
Batch Update
Print Listing
Print selected barcode
Obsolete selected
Delete selected
New

Go to **Batch Update**, you can choose the tax code for the respective stock item by clicking on the respective tax column. Click **Save** to confirm all changes made. You can also update your selling and purchase prices for each stock item if there is any changes.

Stock Item Batch Update

Code	Name	Selling Price	Purchase Price	Standard Cost	Sales Tax	Purchase Tax
0002	Item 2	1.000	0.500	0.500	SL_5	PL_5
B0325	Book	35.000	15.000	4.450		
Item 1	Item 1	100.000	50.000	50.000		
Item 3	Item 3	10.000	10.000	10.000		
Item 4	Item 4	100.000	100.000	100.000		
Item 5	Item 5					
ItemZ	ItemZ	3.000	2.000	3.000		
p001	paper	0.100	0.020	0.010		
P7821	Pencil	1.200	0.400	0.150		
Petrol 95	Petrol 95					

Active item only

Save
Go to list



Remember to set your purchase tax to “none” as you wouldn’t need to keep track of purchase tax (input tax) under the SST system.

5. Start Your Business Operation as Normal

You're ready to start your business operation with E365 now. You can check these changes when issuing a sales invoice that's DATED after or on **1st September 2018**. Your printout will be automatically updated according to your SST setup as well.

To issue a sales invoice, navigate through: **Sales > Sales invoice > New invoice**.

Dashboard
Sales
Purchases
Banking
Stock
General Ledger
Tax
Settings

List of Sales

Customer: ALL
Sort by:
☐ show no. of att

Cash Sales
Sales Quotations
Sales Orders
Delivery Orders
Delivery Returns
Sales Invoices
Receive Payments
Sales Returns
Recurring Transactions
Refund and Credit
Manage
Reports

From*: 01/10/2018 To*: 22/10/2019 Doc. No.
ing order Status: ALL Cheque No.
☐ show cheque nos
Retrieve

	Date		Customer	Currency	Amount	Payment Terms	Due Date	Status	Printed
<input type="checkbox"/>	28/03/2019		1	MYR	6.00	Net 30 days	27/04/2019	Confirmed	
<input type="checkbox"/>	23/08/2019		1	MYR	1,590.00	Net 30 days	22/09/2019	Fully Paid	
<input type="checkbox"/>	01/10/2019		1	MYR	100.00	Net 30 days	31/10/2019	Confirmed	Printed
<input type="checkbox"/>	04/10/2019			MYR	14,000.00	Net 30 days	03/11/2019	Confirmed	
<input type="checkbox"/>	07/10/2019			MYR	6,000.00	Net 30 days	06/11/2019	Partially Paid	
<input type="checkbox"/>	09/10/2019	IV0007	W0001	Wendy	MYR	10.50	Net 30 days	08/11/2019	Confirmed
<input type="checkbox"/>	09/10/2019	IV0008	A0001	Affi	MYR	200.00	Net 30 days	08/11/2019	Confirmed
<input type="checkbox"/>	09/10/2019	IV0009	A0001	Affi	MYR	28.00	Net 30 days	08/11/2019	Confirmed
<input type="checkbox"/>	11/10/2019	IV0010	A0001	Affi	MYR	0.84	Net 30 days	10/11/2019	Confirmed Printed
<input type="checkbox"/>	22/10/2019	IV0011	C0002	Customer 2	MYR	35.00	Net 30 days	21/11/2019	Confirmed
<input type="checkbox"/>	22/10/2019	IV0012	C0002	Customer 2	MYR	35.00	Net 30 days	21/11/2019	Confirmed
<input type="checkbox"/>	22/10/2019	IV0020	C0003	Customer 3	MYR	3.00	Net 30 days	21/11/2019	Confirmed
<input type="checkbox"/>	22/10/2019	IV0021	C0001	Customer 1	MYR	0.10	Net 30 days	21/11/2019	Confirmed Printed

Page 1 of 1
Displaying 1 - 13 of 13

Print listing Invoice By Batch Import (Template) New Sales Invoice Print selected record(s) Delete selected record(s)

Sales Invoice

Enter Invoice By: Stock Item Ship To

Customer*: W0001 Wendy Transfer Document From Transfer

Address: No 45 Jalan Nuri 2, Bandar Putra, Kulai 81000 Johor, Malaysia

Date*: 01/09/2018 Invoice No.*: IV0007

Payment Terms: Net 30 days Tags

Location: B1 Salesperson: Joyce

Delivery Method: Remark

Delivery Terms: More Info

Apply Margin Scheme ☐

Apply Progress Invoicing ☐

Apply Flat Rate Scheme ☐

Get rate

Enter Barcode Click on the button next to the price to view Item Info. Discount by % Amount is: Tax Exclusive

Item Code*	Description	Quantity	UOM	Unit Price	Discount	Tax Code	%	Tag	Amount (RM)*
A0001	Acer Computer	1.000	unit	2,000.000	\$	SL_5	5.00		2,000.00
Acer AS 100	Acer AS 100	1.000	unit	5,000.000	\$	SL_10	10.00		5,000.00
C0001	Computer Repair	1.000	unit	500.000	\$	SV_6	6.00		500.00
F0001	Food	1.000	unit	100.000	\$		0.00		100.00

Add line

Subtotal: 7,600.00

SL_5 (5%): 100.00

SL_10 (10%): 500.00

SV_6 (6%): 30.00

Grand Total RM: 8,230.00 Journal Entry

Actions Print / Email Show Related Doc Copy to New New Save Go to list

You can also view the accounts that each item has registered by clicking on the **Journal Entry** hyperlink.

Sales Invoice

Enter Invoice By: Stock Item Ship To

Customer*: W0001 Wendy Transfer Document From Transfer

Address: No 45 Jalan Nuri 2, Bandar Putra, Kulai 81000 Johor, Malaysia

Date*: 31/10/2019 Invoice No.*: IV0007

Payment Terms: Net 30 days Tags

Journal Entry

Date	Document No.	Account Code	Account	Description	Debit	Credit	Last Modified By	Last Modified On
31/10/20...	IV0007	3000/000	Debtors Control Account		8,230.00		leejx@ams...	2019-10-31 11:54:54
31/10/20...	IV0007	5000/000	Sales	Acer Computer		2,000.00	leejx@ams...	2019-10-31 11:54:54
31/10/20...	IV0007	9210/100	SST - Sales Tax Payable	SL_5 (5%)		100.00	leejx@ams...	2019-10-31 11:54:54
31/10/20...	IV0007	5000/000	Sales	Acer AS 100		5,000.00	leejx@ams...	2019-10-31 11:54:54
31/10/20...	IV0007	9210/100	SST - Sales Tax Payable	SL_10 (10%)		500.00	leejx@ams...	2019-10-31 11:54:54
31/10/20...	IV0007	5000/000	Sales	Computer Repair		500.00	leejx@ams...	2019-10-31 11:54:54
31/10/20...	IV0007	4030/100	SST - Service Tax Payable	SV_6 (6%)		30.00	leejx@ams...	2019-10-31 11:54:54

OK

Add line

Subtotal: 2,600.00

SL_5 (5%): 100.00


SV_6 (6%): 30.00

Grand Total RM: 2,730.00 Journal Entry

Actions Print / Email Show Related Doc Copy to New New Save Go to list



A gentle reminder: Please make sure all updates are reflected in your invoices before starting your daily business operation. You can save and print your invoice to verify these updates as well. You can refer to the screenshot on the next page.



Support Company (B-569874)
No. 1, Jalan Support, Taman Support Support City 11111 Support
State Malaysia
Phone No. : 11111 | support@support.com
(Sales Tax Reg. No : SLT-111) | (Service Tax Reg. No :
SVT-312)

Invoice

No. : IV0007
Payment Terms : Net 30 days
Date : 31/10/2019
Due Date : 30/11/2019
Page : 1 of 2

Wendy
No 45 Jalan Nuri 2
Bandar Putra
Kulai 81000 Johor
Malaysia
Wendy Phone No. : +60128754260

No.	Description	Qty	UOM	Unit Price MYR	Disc. MYR	Tax Code	Amount MYR
1	Acer Computer	1.000	unit	2,000.000	0.00	SL_5	2,000.00
2	Computer Repair	1.000	unit	500.000	0.00	SV_6	500.00
3	Food	1.000	unit	100.000	0.00		100.00

Ringgit Malaysia : Two Thousand
Seven Hundred Thirty Only

Sub Total2,600.00

Sales Tax100.00

Service Tax30.00

Grand Total MYR2,730.00

Tax Code	Amount	Tax
SL @ 5%	2,000.00	100.00
SV @ 6%	500.00	30.00

Note :

Authorised Signature

You can check that your SST information and tax codes are shown accordingly. Please also note that the title is "Invoice" instead of tax invoice used during GST period.

6. Generate SST Return (SST-02)

SST Return (SST-02) for Sales Tax and Service Tax need to be generated separately, if you are registered for both taxes.

Please note that for Service Tax return, only paid invoices or debit notes will be picked up, as it is “Cash Basis” according to the custom’s guideline.

To declare SST return, navigate through: **Tax > SST > SST Return**.

Click on **New Declaration** when you want to declare a new SST Return, or click on the **hyperlink** to access existing SST Return that has been saved previously if any.

List of SST Return (SST-02)

Taxable Period: From* 10/03/2011 To* 11/10/2019

Retrieve

Taxable Period		Submitted	Processed at	Tax Payable Amount						Total	Remark
Date From	Date To			Sales 5%	Sales 10%	Service 6%	CN/Contra	Penalty			
Service Tax											
25/08/2019	25/08/2019	Yes	2019-08-22 10:08:30	0.00	0.00	96.00	-90.00	0.00	6.00	No	
23/08/2019	24/08/2019	Yes	2019-08-22 10:04:51	0.00	0.00	90.00	-0.00	0.00	90.00	No	
22/08/2019	22/08/2019	Yes	2019-08-22 09:54:55	0.00	0.00	1,000.00	-0.00	0.00	1,000.00	No	
01/06/2019	31/07/2019	No	2019-06-19 11:24:39	0.00	0.00	0.57	-0.00	0.00	0.57	No	

Page 1 of 1 | Displaying 1 - 4 of 4

New Declaration

Fill up necessary info and click on “Process” button for system to generate SST Return.

SST Return (SST-02)

Taxable Period*: 01/06/2019 to* 31/07/2019 Processed at: 2019-06-19 11:24:39

Type: ☒ Sales Tax ☐ Service Tax Declaration Date*: 19-06-2019

Remark:

Process **Save** **Print Supply & Purchase** **Print SST-02** **Submit** [Preview Journal Entry](#) **New** **Delete** **Go to list** [Tax Code Mapping](#)

Tax Summary | Supply Listing | Purchase Listing | **SST Return**

Once done, SST records will be displayed in the following tabs, “Tax Summary”, “Supply & Purchase Listing”, and “SST Return”.

6.1. Tax Summary

It displays the Supply and Purchase amount that occurred during the taxable period, group by SST tax code.

SST Return (SST-02)

SUBMITTED

Taxable Period*: 23/08/2019 to* 24/08/2019 Processed at: 2019-08-22 10:04:51

Type: ☐ Sales Tax ☒ Service Tax Declaration Date*: 22-08-2019

Remark:

[Process](#)
[Save](#)
[Print Supply & Purchase](#)
[Print SST-02](#)
[Submit](#)
[Journal Entry](#)
[New](#)
[Delete](#)
[Go to list](#)
[Tax Code Mapping](#)

Tax Code	Amount	Rate	SST Amount
Supply			
SVE	100.00	0.0	0.00
SV_6	1,500.00	6.0	90.00
TOTAL	1,600.00		90.00

6.2. Supply and Purchase Listing

It displays the details of all Supply and Purchase transactions that occurred during the taxable period. This allow you to do cross check easily.

You can click into each **hyperlink** to be directed to the document listed.

SST Return (SST-02)

SUBMITTED

Taxable Period*: 23/08/2019 to* 24/08/2019 Processed at: 2019-08-22 10:04:51

Type: ☐ Sales Tax ☒ Service Tax Declaration Date*: 22-08-2019

Remark:

[Process](#)
[Save](#)
[Print Supply & Purchase](#)
[Print SST-02](#)
[Submit](#)
[Journal Entry](#)
[New](#)
[Delete](#)
[Go to list](#)
[Tax Code Mapping](#)

Tax Summary Supply Listing Purchase Listing SST Return									
Type:		Tax Code:		Search					
Customer	Date	Type	Doc. No	Description	Amount	Tax Rate	Tax Amount	Tax Code	
Customer 1	23/08/2019	Debit Note	ARDN0001	Sales (paid at 23/08/2019 - OR0006)	100.00	0.0	0.00	SVE	
Customer 1	23/08/2019	Sales Invoice	IV0003	Sales (paid at 24/08/2019 - OR0007)	300.00	6.0	18.00	SV_6	
Customer 1	23/08/2019	Sales Invoice	IV0003	Sales 2 (paid at 24/08/2019 - OR0007)	1,200.00	6.0	72.00	SV_6	
TOTAL					1,600.00		90.00		

6.3. SST Return

It is a screen mimicking SST-02 form. All amounts will be automatically calculated for you and will be filled in to their respective column.

You can then easily copy and paste these figures when filling in your SST-02 form in the MySST website.

SST Return (SST-02)

SUBMITTED

Taxable Period*: 23/08/2019 to* 24/08/2019 Processed at: 2019-08-22 10:04:51

Type: ☐ Sales Tax ☒ Service Tax Declaration Date*: 22-08-2019

Remark:

Process Save Print Supply & Purchase Print SST-02 Submit Journal Entry New Delete Go to list Tax Code Mapping

Tax Summary | **Supply Listing** | **Purchase Listing** | **SST Return**

PART B1 : SALES / SERVICE DETAILS

(5) No.	(6) Description of Taxable Goods / Type of Taxable Service Provided / Imported.*	(7) Customs Tariff Code / Service Type Code.*	(8) Value of Taxable Goods Sold (Including Value of Work Performed.* (RM)	(9) Value of Goods for Own Used / Disposed Values of Free Services (RM)	(10) Value of Taxable Service (Including Value of Debit Note) (RM)
1	1111	1111	0.00	0.00	1,500.00
TOTAL			0.00	0.00	1,500.00
NET TOTAL			1,500.00		

PART B2 : VALUE OF TAX PAYABLE FOR GOODS (SALES, DISPOSED, OWN USE) / SERVICES (SERVICES PERFORMED / OWN USE)

11) Total Value of Tax Payable as Per Tax Rate

	Value of Taxable Sales / Service / No. of Cards	Tax Rate	Value of Tax Payable
a) Taxable Goods at 5% Rate	RM 0.00	5%	RM 0.00
b) Taxable Goods at 10% Rate	RM 0.00	10%	RM 0.00
c) Taxable Services other than from Group H	RM 1,500.00	6%	RM 90.00
d) Taxable Services from Group H	0.00 Unit	RM 25	RM 0.00

12) Total Value of Tax Payable
(12) = [11(a) + 11(b)] OR [11(c) + 11(d)] RM 90.00

13) Amount of Tax Deduction
a) Tax Deduction from Credit Note* RM 0.00

If you found some mistakes in your transactions, you may first update the transaction and then reprocess the SST Return.

You can easily be directed to list of transactions by clicking the respective figure.

Lastly, remember to **save** your SST Return.