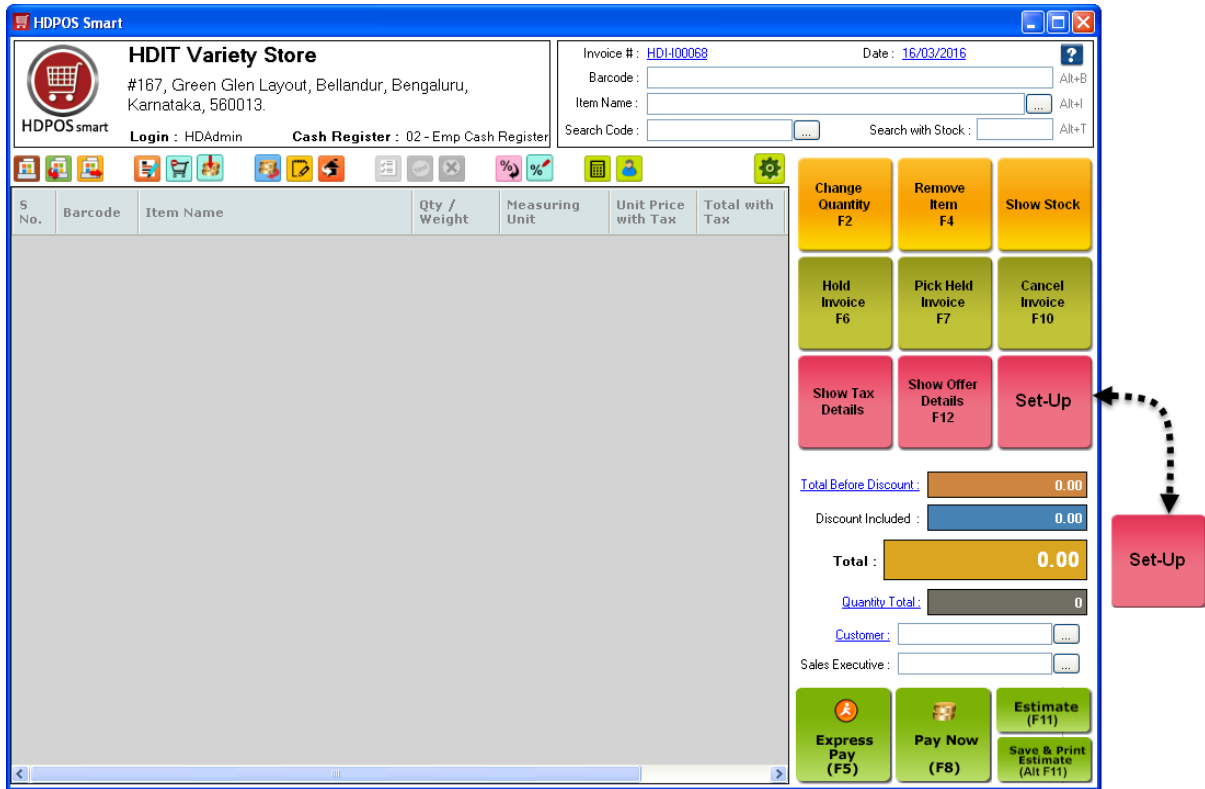


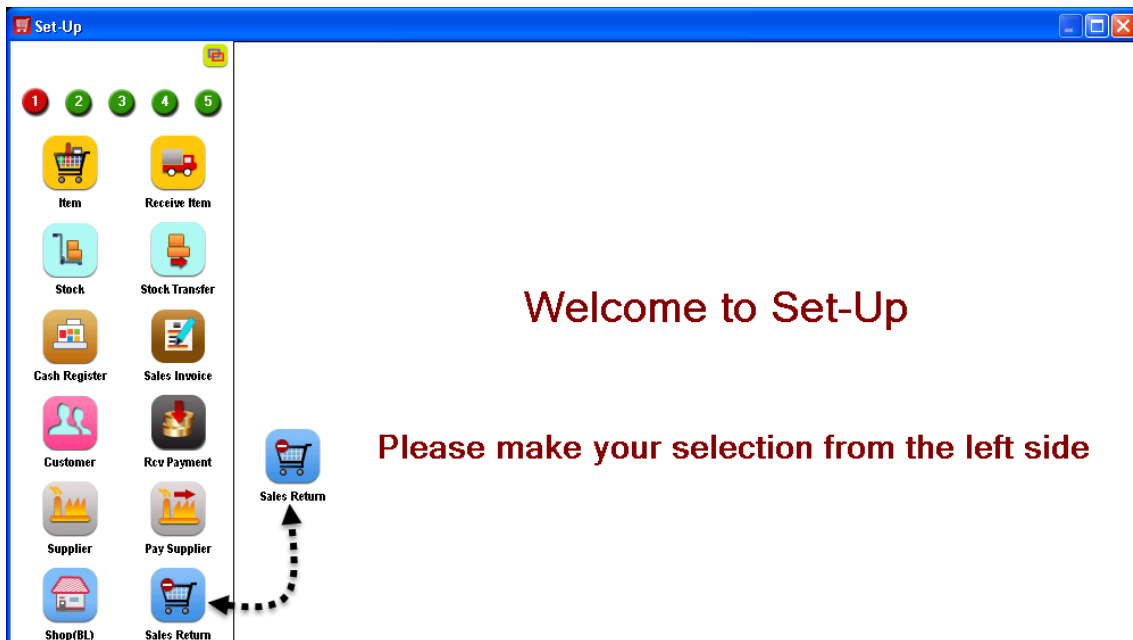
How to change sales tax of an item while making a sales return?

To change sales tax of an item while making a sales return, follow the steps below:

1. Run **HDPOS smart**. Click on the **Set-Up** button in the main screen.



2. From the Set-Up screen, click on Sales Return in the 1st page.





3. From Sales Return Manager screen, click on the Add New Sales Return button as shown below.

Business Location	Sales Return Number	Date	Inv Number	Total Item Qty	Return Amount	Create By
HDIT Variety Store	HDI-SR00008	03/02/2016 01:52 PM	HDI-I00056	1.00	50.00	HDAdm
HDIT Variety Store	HDI-SR00007	03/02/2016 01:30 PM	HDI-I00054	1.00	1,500.00	HDAdm
HDIT Variety Store	HDI-SR00006	03/02/2016 01:26 PM	HDI-I00053	2.00	1,785.00	HDAdm
HDIT Variety Store	HDI-SR00005	03/02/2016 01:16 PM	HDI-I00052	3.00	3,390.00	HDAdm
HDIT Variety Store	HDI-SR00004	29/01/2016 06:07 PM	HDI-I00006	1.00	980.00	HDAdm
HDIT Variety Store	HDI-SR00003	29/01/2016 06:07 PM	HDI-I00038	1.00	1,600.00	HDAdm
HDIT Variety Store	HDI-SR00002	18/12/2015 01:25 PM	HDI-I00035	1.00	72,800.00	HDAdm

4. In New Sales Return screen,

- a. Select the sales invoice for which you want to do return.
- b. Select the item(s) which the customer is returning.
- c. You can see the item details in the grid.
- d. Select the mode of return payment. (Store credit, Cash return etc)
- e. Click on **Change Sales Return Tax** button.



New Sales Return

Select Business Location : HDIT Variety Store

Sales Return Number : HDI-SR00009

Date : 17/03/2016

Barcode : []

Item Name : []

Search Code : []

Godown : HDIT Variety Store

Customer : Raghav S

Outstanding Balance : 0.00

Select Invoice

Invoice Number : HDI-H00065

Reference Number : []

By Item Name

Allow to Return Without Invoice

Issue Store Credit Return Cash Issue Gift Card Issue Cheque Bank Transfer Save Advance Amount

S No.	Barcode	Item Name	Basic Unit Price	Basic Tax	Tax Type	Tax Percent	Unit Price	Qty/Weight	Se
1	T00043	Barbie Doll	1,730.77	69.23	VAT	4.00	1,800.00	1	0.0

Additional Tax Amount : 0.00

Freight Charge : 0.00

Packing Charge : 0.00

Sales Executive : Sri M Nivas

Notes

Total Amount : 1,800.00

RoundOff Amount : 0.00

Grand Total : 1,800.00

Subsidy Amount : 0.00

Customer Pending Amount : 0.00

View Sales Invoice

Sales Tax Detail

Change Quantity F2

Change Price F3

Remove Item F4

Show/Hide Taxes F11

Pick Message

Accept & Print (F5)

Accept (F8)

Cancel

- You will see the Tax Manager screen as shown below. Select the new tax that you want to apply and click on **OK**.

Tax Manager

Search []

Tax Name	Tax Percent	Is Tax Structure	Is Maintain Seperate Financial Transaction
Catering Levy	2	No	No
CST	3	No	No
Service Tax	5	No	No
TS1		Yes	N/A
TS2		Yes	N/A
TS3		Yes	N/A
VAT	4	No	No
VAT 2.5	2.5	No	No

Total Records : 5

OK

Cancel



6. You can see the new tax got applied and tax amount is changed. Click on **Accept** button.

New Sales Return

Select Business Location : HDIT Variety Store Allow to Return Without Invoice

Sales Return Number : HDI-SR00009 Date : 17/03/2016

Select Item

Barcode : Godown : HDIT Variety Store

Item Name : Customer : Raghav S

Search Code : Outstanding Balance : 0.00

Select Invoice

Invoice Number : HDI-H00065

Reference Number :

Issue Store Credit Return Cash Issue Gift Card Issue Cheque Bank Transfer Save Advance Amount

S No.	Barcode	Item Name	Basic Unit Price	Basic Tax	Tax Type	Tax Percent	Unit Price	Qty/Weight	Se
1	T00043	Barbie Doll	1,730.77	43.27	VAT 2.5	2.50	1,774.04	1	0.0

Additional Tax Amount : 0.00 Total Amount : 1,774.04

Freight Charge : 0.00 RoundOff Amount : 0.00

Packing Charge : 0.00 Grand Total : 1,774.04

Sales Executive : Sri M Nivas Subsidy Amount : 0.00

Notes: Customer Pending Amount : 0.00