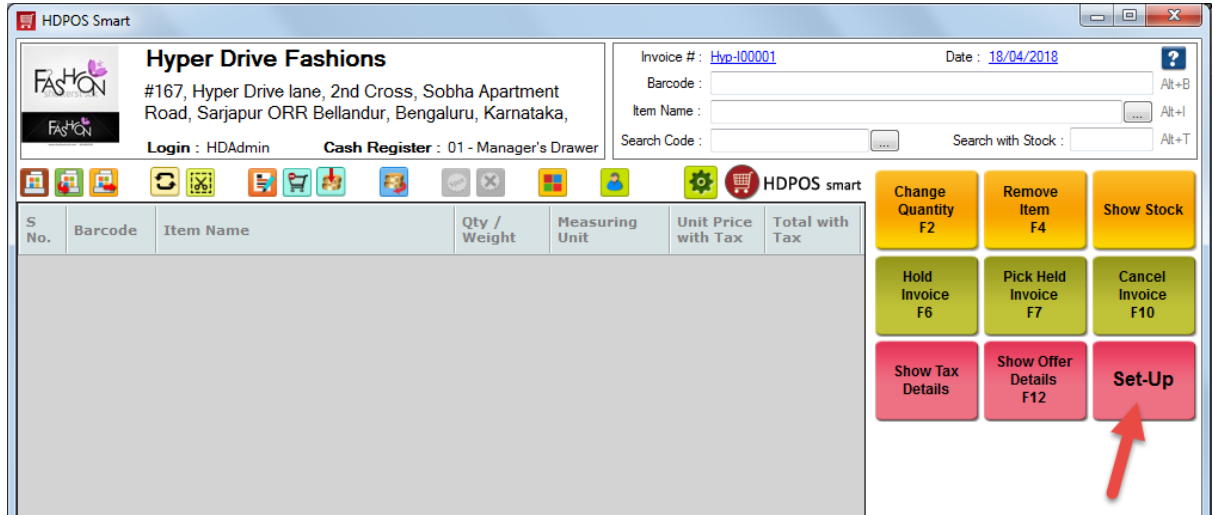


How to change the Purchase tax of an item while making a GRN in HDPOS smart?



To change the purchase tax of an item while making a GRN, follow the steps below:

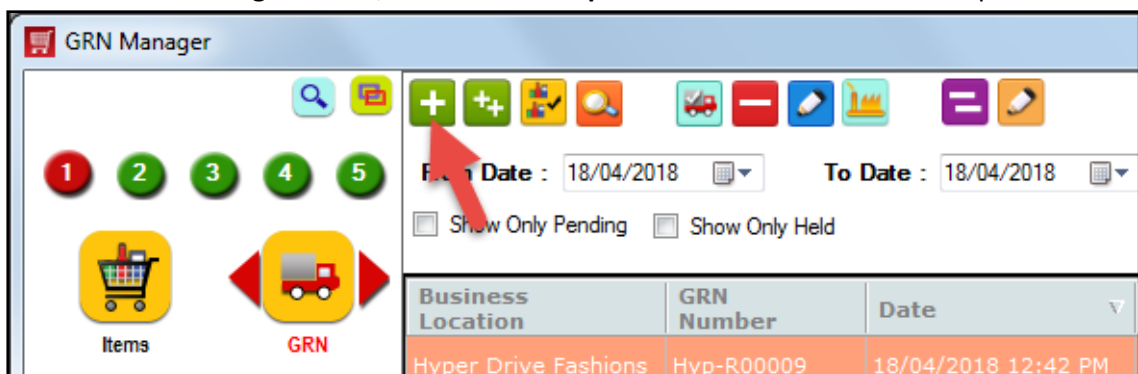
1. Run **HDPOS smart**. Click on the **Set-Up** button on the main screen.



2. From the 1st page of **Set-Up**, click on **GRN**.



3. From the **GRN Manager** screen, click on **Add Simple GRN** button from the toolbar.





- 4. From **New GRN** screen, add all the purchased items in the grid. You can see the purchase tax of the items as shown below.

The screenshot shows the 'New GRN' window with the following details:

- Select Business Location: Hyper Drive Fashions
- GRN Number: Hvp-R00012
- State Code: Karnataka - 29
- Date: 19/04/2018
- Received Items On Date: 19/04/2018
- Item Name: 9rasa Red Flared Skirt L, M, Alia Bhatt Blue Jeans 32
- Supplier Invoice Number: [Empty]
- Supplier Invoice Date: 19/04/2018
- GST Purchase Category: Input
- Warehouse: Hyper Drive Fashions

S No.	Barcode	Item Name	Received Qty/Weight	Measuring Unit	Item Unit Price Before Tax	Tax Name	Tax Percent	Item Level Discount Percent
1	T00052	9rasa Red Flared Skirt L	1	Qty	1,766.07	In State GST 12%	0.00	
2	T00053	9rasa Red Flared Skirt M	2	Qty	2,042.21	In State GST 12%	0.00	
3	T00073	Alia Bhatt Blue Jeans 32	1	Qty	576.30	In State GST 5%	0.00	

Summary Totals:

- SubTotal Before Tax: 6,426.79
- Total Tax Amount: 730.87
- SubTotal: 7,157.66
- Total Amount: 7,157.66
- Grand Total: 7,157.66

- 5. To change the purchase tax of an item, select the item and click on **Change Purchase Tax**.

The screenshot shows the 'New GRN' window with the 'Change Purchase Tax' icon (a percentage sign with a circular arrow) highlighted by a red arrow. The table below shows the items with their current taxes:

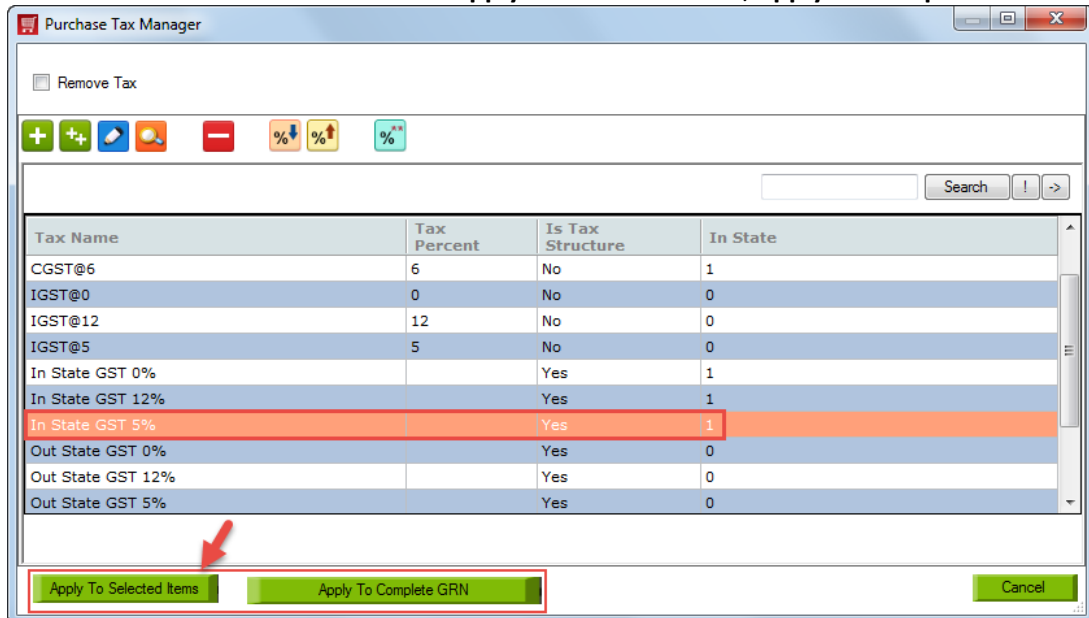
S No.	Barcode	Item Name	Received Qty/Weight	Measuring Unit	Item Unit Price Before Tax	Tax Name	Tax Percent	Item Level Discount Percent
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3	T00073	Alia Bhatt Blue Jeans 32	1	Qty	576.30	In State GST 5%	0.00	

Note: The changed tax will be applied only for this GRN. It will not change the original purchase tax that is applied for the item.

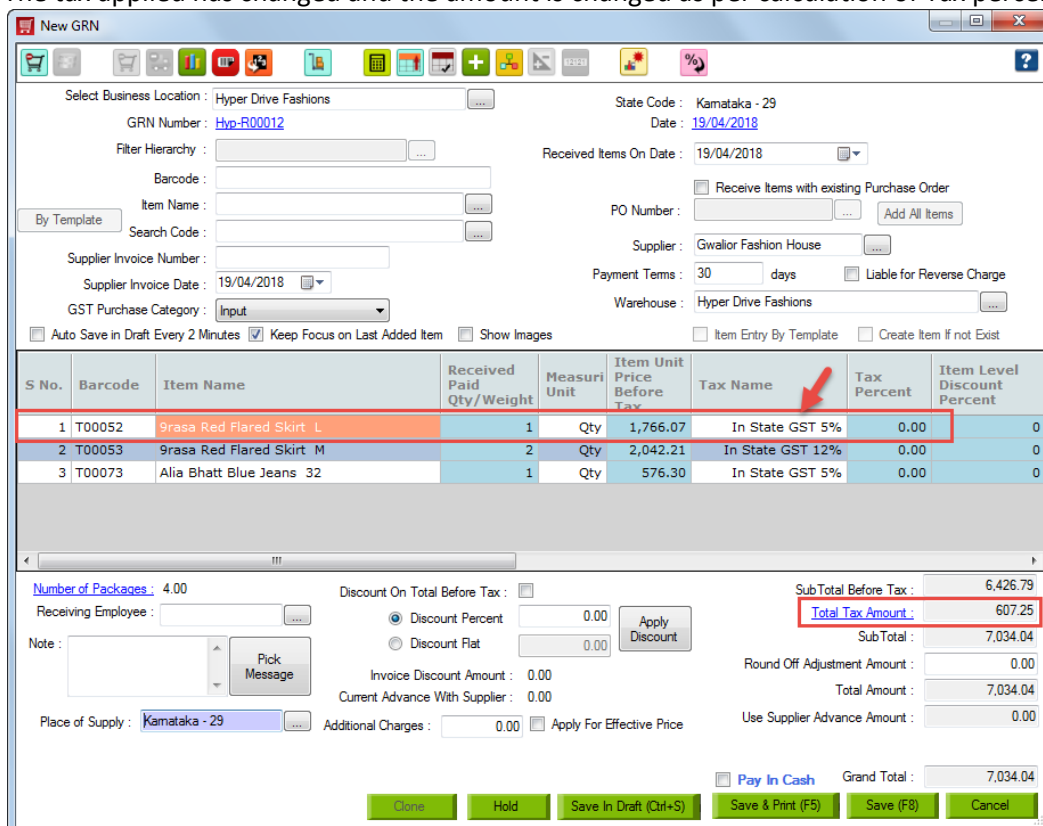




- You will see **Purchase Tax Manager** screen as shown below. Select any tax that you want as purchase tax for the item. I selected **In State GST 5%** as new purchase tax.
 - If you are applying Tax for the selected item, click on **Apply To Selected Items**.
 - If you want to apply the tax to all items in GRN, click on **Apply To Complete GRN**.
 - If you want to remove the Tax applied to item or complete GRN, check the checkbox **Remove Tax** and then click on **Apply To Selected Items/Apply To Complete GRN**.



- The tax applied has changed and the amount is changed as per calculation of Tax percent.



- Click on **Save** button to save the GRN entry.

