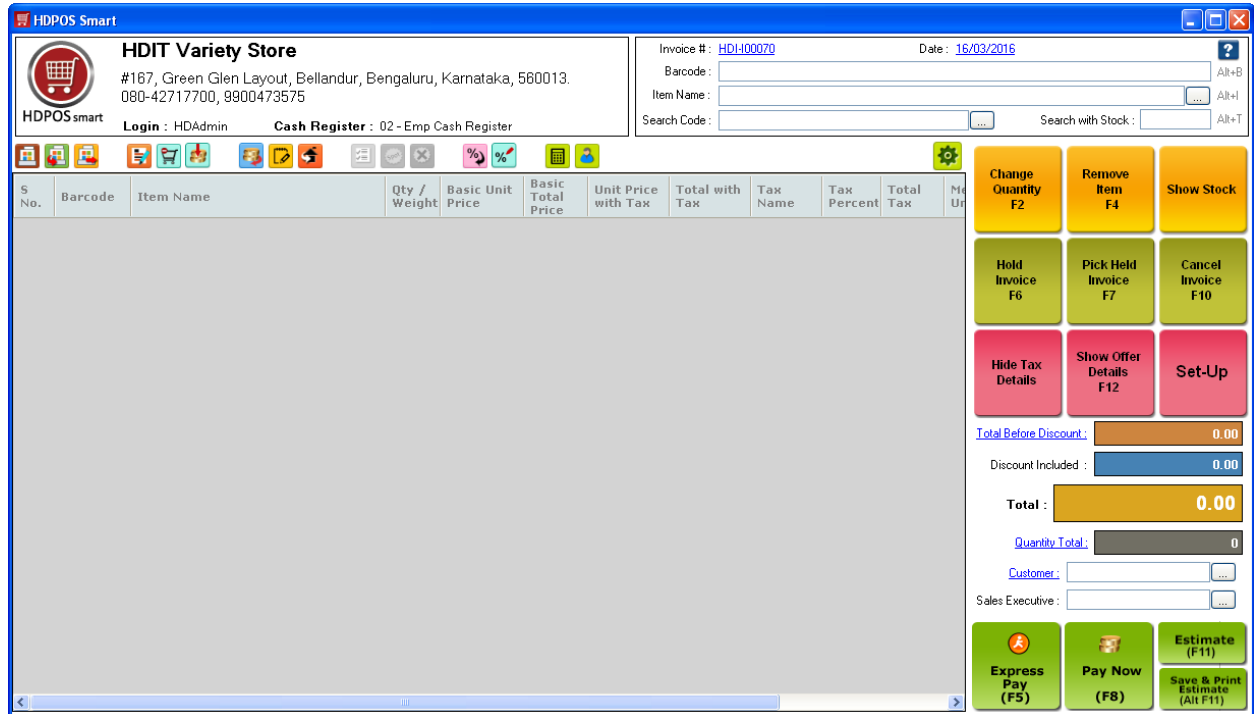


How to edit the sales tax of an item while making a sales invoice?

While making the invoices, sometimes you may need to change the tax value or apply tax by amount. In such cases edit of sales tax is required. Edit of sales tax will be applied only for the current invoice. The actual tax definition will not be changed.

To edit the sales tax of an item while making a sales invoice, follow the steps below.

1. Run HDPOS smart.



2. Add items to the main screen for the sales invoice.

- Select the item for which you want to change the tax value.
- Click on **Edit Tax** button.
- You can see the selected item in below image has CST tax applied on it with 3% tax.



HDIT Variety Store
#167, Green Glen Layout, Bellandur, Bengaluru, Karnataka, 560013.
080-42717700, 9900473575

Invoice #: HDI100070 Date: 16/03/2016

Barcode: [input] Alt+B
Item Name: [input] Alt+I
Search Code: [input] Alt+T

Login: HDAdmin Cash Register: 02 - Emp Cash Register

S No.	Barcode	Item Name	Qty / Weight	Basic Unit Price	Basic Total Price	Unit Price with Tax	Total with Tax	Tax Name	Tax Percent	Total Tax	Mt	Ur
1	T00043	Barbie Doll	1	1,730.77	1,730.77	1,800.00	1,800.00	VAT	4.00	69.23	Qt	
2	T00003	Teddy Bear	1	1,491.26	1,491.26	1,536.00	1,536.00	CST	3.00	44.74	Qt	

Summary:
Total Before Discount: 3,336.00
Discount Included: 0.00
Total: 3,336.00
Quantity Total: 2
Customer: Raghav S
Sales Executive: Chitra K

Buttons: Change Quantity (F2), Remove Item (F4), Show Stock, Hold Invoice (F6), Pick Held Invoice (F7), Cancel Invoice (F10), Hide Tax Details, Show Offer Details (F12), Set-Up, Express Pay (F5), Pay Now (F8), Estimate (F11), Save & Print Estimate (Alt F11)

3. You can see the **Edit Tax Definition** screen as shown below.

- Enter new values for **Tax Percent** or **Tax Amount**.

Edit Tax Definition

Code: T00003
Name: Teddy Bear

Tax Details

Tax Name: CST
Base Price: 1,491.26
 Tax Percent: 3.00 %
 Tax Amount: 44.74
New Sales Price: 1,536.00

Help Text

Any changes in the tax definition of the selected invoice item, will be applicable only for selected invoice item, and it will not make any change in actual tax definition.

OK Cancel



4. You can see the updated **Sales Price** as per the new tax value or amount. Click on **OK**.

Edit Tax Definition

Code : T00003
Name : Teddy Bear

Tax Details

Tax Name : CST
Base Price : 1,491.26
 Tax Percent : 105 %
 Tax Amount : 74.56
New Sales Price : 1,565.82

Help Text

Any changes in the tax definition of the selected invoice item, will be applicable only for selected invoice item, and it will not make any change in actual tax definition.

OK **Cancel**

5. You can see the tax value got changed and sales price also got updated accordingly. Click on **Pay Now** button.

HDPOS Smart

HDIT Variety Store
#167, Green Glen Layout, Bellandur, Bengaluru, Karnataka, 560013.
080-42717700, 9900473575
Login : HDAdmin Cash Register : 02 - Emp Cash Register

Invoice #: HDI00070 Date : 16/03/2016
Barcode: Alt+B
Item Name: Alt+I
Search Code: Search with Stock: Alt+T

S No.	Barcode	Item Name	Qty / Weight	Basic Unit Price	Basic Total Price	Unit Price with Tax	Total with Tax	Tax Name	Tax Percent	Total Tax	Md Ur
1	T00043	Barbie Doll	1	1,730.77	1,730.77	1,800.00	1,800.00	VAT	4.00	69.23	Qty
2	T00003	Teddy Bear	1	1,491.26	1,491.26	1,565.82	1,565.82	CST	5.00	74.56	Qty

Change Quantity F2 **Remove Item F4** **Show Stock**

Hold Invoice F6 **Pick Hold Invoice F7** **Cancel Invoice F10**

Hide Tax Details **Show Offer Details F12** **Set-Up**

Total Before Discount : 3,365.82
Discount Included : 0.00
Total : 3,365.82
Quantity Total : 2
Customer : Raghav S
Sales Executive : Chitra K

Express Pay (F5) **Pay Now (F8)** **Estimate (F11)**
Save & Print Estimate (Alt F11)



6. Enter the amount to be paid and click on **Sales Invoice** button.

Pay Now

Invoice Number : HDI-100070 Invoice Date : 16/03/2016

Customer Info
 Customer: Raghav S Sales Executive: Chitra K
 Available Credit Limit : 0.00 Customer Email : raghav@gmail.com
 Customer Mobile Number : 9887678978

Additional Charges
 Freight : 0.00
 Packing : 0.00

Invoice Info
 Total Before roundoff : 3,365.82 Quantity Total : 2
 Roundoff Amount : 0.00 Number of Items : 2
 Total : 3,365.82 Discount Included : 0.00
 Tax Included : 143.79

Tax Details
 CST : 74.56
 VAT : 69.23

Payment Detail
 Cash Card Cheque Store Credit Advance Amount Approved Pending Gift Card Bank Transfer Food Coupon

Amount Received : 3,365.82

Pending Amount : 0.00
Cash : 3,365.82

Note :
 Goods Delivered : Print Delivery Challan :

Total Commission Expense : 0.00
 Total Received Amount : 3,365.82
 Returnable Balance : 0.00
 Save Returnable Amount as Customer Advance (F4) :

Buttons: Save & Print Estimate (F11), Save Estimate (F12), Save & Print Booking (F6), Save Booking (F7), **Save & Print Invoice (F5)**, Save Invoice (F8), Cancel

7. From the main screen, if you add the same item for which you edited the tax value , you can see there is no change as the tax value was applied only for that invoice item.

HDPOS Smart

HDIT Variety Store
 #167, Green Glen Layout, Bellandur, Bengaluru, Karnataka, 560013.
 080-42717700, 9900473575
 Login : HDAdmin Cash Register : 02 - Emp Cash Register

Invoice #: HDI-100071 Date : 16/03/2016

S No.	Barcode	Item Name	Qty / Weight	Basic Unit Price	Basic Total Price	Unit Price with Tax	Total with Tax	Tax Name	Tax Percent	Total Tax	Md Ur
1	T00003	Teddy Bear	1	1,242.72	1,242.72	1,280.00	1,280.00	CST	3.00	37.28	RS

Buttons: Change Quantity (F2), Remove Item (F4), Show Stock, Hold Invoice (F6), Pick Hold Invoice (F7), Cancel Invoice (F10), Hide Tax Details, Show Offer Details (F12), Set-Up

Total Before Discount : 1,280.00
 Discount Included : 0.00
Total : 1,280.00
 Quantity Total : 1

Customer :
 Sales Executive :

Buttons: Express Pay (F5), Pay Now (F8), Estimate (F11), Save & Print Estimate (Alt F11)

