

Microsoft Dynamics™ AX

Features for Thailand

White Paper

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Introduction

This information provides an overview of the Unrealized Value Added Tax and Withholding tax features in Microsoft Dynamics™ AX that are specific to users in Thailand. It includes descriptions of the features, a list of forms and fields used and added for the features, and procedural information to use the features. The features are available only if the configuration key for Thailand is selected.

Unrealized Value-Added Tax

Value-Added Tax (VAT) is realized for goods and services at different stages of a transaction. A separate tax invoice is generated for the VAT, along with the standard invoice. The realization of VAT for goods and services takes place in the following situations:

- **Goods:** VAT is realized when you post a sales or purchase invoice for an item or BOM type of item and a tax invoice is generated. A VAT entry is generated when you post the invoice.
- **Services:** VAT is not realized when you post a sales or purchase invoice for a service type of item, and a tax invoice is not generated until the payment is made or received for the services. The realized VAT entry is posted at the payment stage.

If the VAT is realized in the same month for service type of items or at the stage of invoicing for item or BOM type of items for transactions in foreign currency, no adjustment of VAT is required using the exchange rate that is determined by the Bank of Thailand.

If the VAT is realized in a different period from the original invoice period for a transaction using the foreign currency, you must use the government exchange rate for calculation of VAT. You must run a VAT settlement exchange rate adjustment batch job to adjust the VAT amount using the government rate on a monthly basis prior to submitting the VAT returns. The batch job adjusts the exchange rate for calculation of VAT using the two methods that are approved by the Thai Revenue Department, which uses either the daily government rate or the monthly rate.

For more information, refer to the following topics:

- [Basic setup for this feature](#)
- [Forms that are modified for this feature](#)

Basic setup for this feature

1. Click **Administration > Setup > System > Configuration**.
2. Expand the **Multiple countries/regions** node and select the **Unrealized sales tax** configuration key.
3. Click **General ledger > Setup > Exchange rates**. Press **CTRL+N** to create a foreign currency code. Click the **Exchange rate** tab and select the **Government exchange rate** check box to use the exchange rate that is provided by the government for the foreign currency.
4. Click **General ledger > Setup > Parameters > Sales tax** tab. Select the **Unrealized sales tax** check box to activate the unrealized sales tax functionality for VAT.
5. Click the **Number sequences** tab. Select the number sequence code for the **Tax invoice id - purch** and **Tax invoice id - sales** references. You must select the **Continuous** check box for the number sequence codes that are attached to the **Tax invoice id - purch** and **Tax invoice id - sales** references.
6. Click **General ledger > Setup > Sales tax > Ledger posting groups**. Click the **General** tab and select the account number in the **Unrealized tax** field to post the unrealized sales tax amount to.

7. Click **General ledger > Setup > Sales tax > Sales tax codes**. Press **CTRL+N** to create a tax code for the unrealized VAT. Click the **General** tab and select the **Unrealized sales tax** check box.
8. Click **General ledger > Setup > Sales tax > Sales tax groups** to create a sales tax group and **General ledger > Setup > Sales tax > Item sales tax groups** to create an item sales tax group. Add the tax code that is created with the setup that is described in step 7 to the sales tax group and the item sales tax group.
9. Click **Accounts payable > Purchase order** to create a purchase invoice or **Accounts receivable > Sales order** to create a sales invoice. Select the tax groups with the setup that is described in step 7. Post the purchase invoice or a sales invoice. The VAT is realized at the stage of invoicing for **item** and **BOM** type of items, so a tax invoice is generated.

Note: The VAT for a service type of item is not realized at the stage of invoicing and so, a tax invoice is not generated for a service type of item.

10. Click **Accounts payable > Journals > Payments > Payment journal** or **Accounts receivable > Journals > Payments > Payment journal** to post the payment journal in foreign currency for the invoice that is created for a service type of item.
11. Post the payment journal. The realized VAT transaction is posted.
12. Click **Print > Tax invoice** to generate the tax invoice.
13. Click **General ledger > Periodic > Sales tax payment > Sales tax exchange adjustment** to run the sales tax exchange adjustment job for VAT. The sales tax adjustment job for VAT takes place only when the posting date and the settlement dates are in different periods. Enter the information in the following fields:
 - **Settlement period:** Select the tax settlement period to adjust the VAT entries for, which is from the first day till the last day of a month.
 - **Date of settlement:** Select the ending date of the period that the VAT settlement is based on.
 - **Posting date:** Select the date on which the realized VAT entries are posted.
 - **Sales tax code:** Select the sales tax code to run the VAT settlement for.
 - **Date of rate:** Select the date of conversion of VAT exchange rate, which is the last day of the settlement period.
 - **Government exchange rate:** Select this check box to use the government exchange rate as the exchange rate for VAT transactions that are within the specified date range. You must define the exchange rate information for the government exchange rates in the **Exchange rates** form.
 - **Daily:** Select this check box to use the government exchange rate for each date that has a VAT adjustment.

Note: You must specify either a value in the **Date of rate** field or select the **Daily** check box. If you select both, the **Daily** check box will override the **Date of rate**, so a daily rate will be used.

If you have not specified the exchange rates in the **Exchange rates** form, the rate that is specified for the most recent date is applied to the VAT entry. For example, suppose that you run the sales tax exchange adjustment job on April 13, 2006, and you select the **Daily** check box. In the **Exchange rates** form, you have not specified the daily rate specified for April 13, 2006; however, you have specified the rates for April 09, 2006. Therefore, the rate on April 09, 2006 is used to calculate the difference in the exchange rates for the VAT entry that is realized on April 13, 2006.

14. Click **General ledger > Periodic > Sales tax payment > Sales tax payment** to run the sales tax payment job for VAT.
15. Click **General ledger > Reports > Transactions > Input sales tax report** to generate the input VAT report or **General ledger > Reports > Transactions > Output sales tax report** to generate the output VAT report. You can generate these reports only after you run the sales tax payment job for VAT.

Example – Posting and exchange adjustment of an unrealized VAT transaction

Suppose that you purchase consulting services for USD 1000 on January 01, 2006, excluding VAT, and post the transaction. VAT is seven percent. The standard exchange rate on January 01, 2006, for USD 100 is THB 100. Thailand Baht (THB) is the Thailand currency.

The purchase invoice is created for THB 100000 and the unrealized VAT is THB 7000. The total payment amount that is due on January 01, 2006 is THB 107000 (10000+7000).

Suppose that you make the full payment for the purchase of consulting services on February 15, 2006. The standard exchange rate on February 15, 2006, for USD 100 is THB 120 and the government exchange rate is THB 145. The total payment amount is THB 128400 (1000*120*7%). There is a loss in the realized VAT exchange rate, which is THB 21400 (128400-107000). A tax invoice is generated when you post the payment.

Suppose that you run the VAT exchange adjustment batch job on March 15, 2006, with the following details:

Date of settlement field: February 28, 2006

Posting date field: March 15, 2006

Government exchange rate check box: Selected

Daily check box: Selected

After the VAT exchange adjustment job is run, the total realized VAT exchange gain is 3150 [(70*145) – 7000], which is (VAT at the time of payment*Government exchange rate at the time of payment – Realized VAT entry)

Suppose that, you run the VAT payment batch job after running the VAT exchange adjustment batch job with the following details:

From date field: February 01, 2006

Transaction date field: March 15, 2006

Update check box: Selected

After the VAT payment batch job is run, the total amount in the VAT settlement account is 10150 (7000 + 3150), which is (Realized VAT + Realized VAT exchange gain or loss).

The following details are displayed in the output VAT report:

VAT base amount: 145000

VAT: 10150

Total: 155150

Forms that are modified for this feature

Refer to the following information about the forms and fields that you will use with this feature.

Form name and locator	Description
Parameters (form) General ledger > Setup > Parameters > Number sequence tab	Number sequence code field For the Tax invoice id – purch reference, select the number sequence code to generate the purchase tax invoice for realized VAT. For the Tax invoice id – sales reference, select the number sequence code to generate the sales tax invoice for realized VAT.
Ledger posting groups (form) General ledger > Setup > Sales tax > Sales tax codes > General tab	Unrealized tax field Select the ledger account to post the unrealized VAT amount to.
Sales tax codes (form) General ledger > Setup > Sales tax > Sales tax codes > General tab	Unrealized sales tax check box Select this check box to use the tax code to calculate unrealized VAT.
Payment journal (form) Accounts payable > Journals > Payments > Payment journal > Print button > Tax invoice Accounts receivable > Journals > Payments > Payment journal > Print button > Tax invoice	Tax invoice option Print the tax invoice to view the realized VAT transaction that is posted.

Withholding Tax

All businesses are required to calculate withholding tax for the services rendered and to record the withholding tax deducted for the services received in Thailand. The withholding tax reports must be sent to the government tax authorities periodically. You must set up item tax groups and attach them to service items to calculate the withholding tax. You must set up the ledger posting groups to define the ledger accounts to post the withholding tax transactions.

For more information, refer to the following topics:

- [Basic setup for this feature](#)
- [Withholding tax in purchase transactions](#)
- [Withholding tax in sales transactions](#)
- [Print reports for withholding tax transactions](#)
- [Forms for this feature](#)
- [Forms that are modified for this feature](#)

Basic setup for this feature

- [Configuration setup](#)
- [Parameter setup](#)
- [Create a ledger posting group for withholding tax](#)
- [Create revenue types for withholding tax](#)
- [Create an item withholding tax group](#)
- [Set up item withholding tax group to service items](#)
- [Set up withholding tax authority](#)
- [Set up a settlement period for withholding tax](#)
- [Set up the withholding tax report for different vendor types](#)

Configuration setup

1. Click **Administration > Setup > System > Configuration**.
2. Expand the **General ledger** node and select the **Withholding tax** check box.
3. Expand the **Country/region-specific features** node and select the **Thailand** option.
4. Click **OK** to save the settings.

Parameter setup

1. Click **General ledger > Setup > Parameters > Withholding tax tab**.
2. Select the **Calculate on item** check box to activate the withholding tax feature for Thailand. The withholding tax is calculated on the sales and purchase of service type items.
3. In the **Minimum invoice amount** field, enter the minimum amount limit to calculate withholding tax for a transaction. Withholding tax is calculated only when the invoice is equal to or greater than the specified minimum amount.
4. Press **CTRL+S** or close the form to save the settings.

Create a ledger posting group for withholding tax

1. Click **General ledger > Setup > Withholding tax > Ledger posting groups**.
2. Press **CTRL+N** to create a new line. Enter an identification code for the ledger posting group in the **Ledger posting group** field. In the **Description** field, enter a descriptive name for the group.
3. In the **Withholding tax** field, select the ledger account to post the withholding tax that is calculated for a purchase transaction.
4. In the **Withholding tax offset** field, select the ledger account to post the withholding tax that is deducted from a customer.

Note: The details of withholding taxes that are deducted are obtained from the withholding tax slip that is received from the customer.

5. In the **Settlement account** field, select the ledger account to post the withholding tax settlement amount to.

Note: You must attach a ledger posting group to a withholding tax code in the **Withholding tax codes** form (**General ledger > Setup > Withholding tax > Withholding tax codes**).

6. Press **CTRL+S** or close the form to save the settings.

Create revenue types for withholding tax

1. Click **General ledger > Setup > Withholding tax > Withholding tax revenue types**.
2. Press **CTRL+N** to create a new line. Enter the identification code for the revenue type in the **Withholding tax revenue type** field. In the **Description** field, enter a descriptive name for the revenue type.
3. In the **Sort order** field, specify the order in which to display the withholding tax revenue type on withholding tax reports.
4. Press **CTRL+S** or close the form to save the settings.

Create an item withholding tax group

1. Click **General ledger > Setup > Withholding tax > Item withholding tax groups**.

2. Press **CTRL+N** to create a new line. Enter an identification code for the group in the **Item withholding tax group** field. In the **Description** field, enter a descriptive name for the group.
3. In the **Withholding tax revenue type** field, select the revenue type for the item withholding tax group.
4. Click the **Setup** tab. In the **Withholding tax code** field, select the withholding tax code for the item withholding tax group.

Note: You can attach more than one withholding tax code to an item withholding tax group.

5. Press **CTRL+S** or close the form to save the settings.

Set up item withholding tax group for service items

1. Click **Inventory management > Items > Overview** tab.
2. Select a **Service** type of item to attach to the item withholding tax group. You can attach an item withholding tax group to an item for both the purchase order transactions and sales order transactions to calculate withholding tax.

Note: You can attach an item withholding tax group to all types of items to calculate the withholding tax for it. For Thailand, the withholding tax applies only to **Service** type of items, so you must attach an item withholding tax group only to **Service** type of items.

3. Click the **References** tab. Under the **Purchase order** field group, select the **Calculate withholding tax** check box to calculate withholding tax for the item in purchase transactions.
4. In the **Item withhold tax group** field, select the item withholding tax group to calculate withholding tax for the item.
5. Under the **Sales order** field group, select the **Calculate withholding tax** check box to calculate withholding tax for the item in sales transactions.
6. In the **Item withhold tax group** field, select the item withholding tax group to calculate withholding tax for the item.
7. Press **CTRL+S** or close the form to save the settings.

Set up withholding tax authority

1. Click **General ledger > Setup > Withholding tax > Withholding tax authorities**.
2. Press **CTRL+N** to create a new line. Enter an identification code for the tax authority in the **Authority** field. In the **Description** field, enter a descriptive name for the authority.
3. In the **Vendor account** field, select a vendor account to set up as a withholding tax authority.
4. In the **Report layout** field, select the layout type that is used to print a withholding tax report for the authority.
5. Click the **General** tab. In the **Rounding form** field, select the rounding method to round off the withholding tax payments that are paid to the tax authority. In the **Round-off** field, specify the units up to which, the withholding tax amount is to be rounded off as per the selected rounding form.
6. In the **Accounts gain** field, select the ledger account to post the gains to when the withholding tax payments are rounded off.
7. In the **Accounts loss** field, select the ledger account to post the losses to when the withholding tax payments are rounded off.

8. Click the **Address** tab. Enter the address details of the withholding tax authority.
9. Click the **Contact information** tab. Enter the contact details of the withholding tax authority.
10. Press **CTRL+S** or close the form to save the settings.

Set up a settlement period for withholding tax

1. Click **General ledger > Setup > Withholding tax > Withholding tax settlement periods > Overview** tab.
2. Press **CTRL+N** to create a new line. Enter an identification code for the settlement period in the **Settlement period** field. In the **Description** field, enter a small description for the settlement period.
3. In the **Authority** field, select the withholding tax authority that is entitled to receive the withholding tax payments and reports for the settlement period.
4. In the **Terms of payment** field, select the terms of payment for the authority for the settlement period.
5. Click the **General** tab. In the **Period interval** field, select the length of the interval for the settlement period.
6. In the **Number of units** field, specify the number of units for the interval in the withholding tax settlement period.
7. Click the **Periods** tab. In the **From date** field, enter the starting date for the withholding tax settlement period.
8. In the **To date** field, enter the ending date for the withholding tax settlement period.
9. Click the **New period** button to create additional settlement periods. The default dates are based on the setup of the period length and the previous period.
10. Click the **Withholding tax payments** button to view the withholding taxes that are paid to the withholding tax authority for the settlement periods.
11. If you select an individual settlement period on the **Periods** tab, click the **Interval withholding tax settlements** button to view the withholding taxes that are paid to the tax authority for the period.
12. Click the **Posted withholding tax** button to view the posted withholding tax transactions for the settlement period.
13. Click the **Voucher** button to view the voucher entries for the selected transaction.
14. In the **Withholding tax settlement periods** form, click the **Periods** tab and select an individual settlement period.
15. If you select an individual settlement period on the **Periods** tab, click the **Withholding tax per interval** button to view the withholding tax transactions that are posted in the period.

Note: You must attach the withholding tax settlement period to a withholding tax code in the **Withholding tax codes** form (**General ledger > Setup > Withholding tax > Withholding tax codes**).

Set up the withholding tax report for different vendor types

1. Click **General ledger > Setup > Withholding tax > Withholding tax report setup**.
2. Under the **Select** field group, select the vendor type to set up the withholding tax report for.

3. Select the item withholding tax group for the vendor type in the **Item withhold tax group** field.
4. In the **Report layout** field, select the **Por Ngor Dor** (PND) report layout for the item withholding tax group and the vendor type.

Note:

- To set up a withholding tax report for a different item withholding tax group for a vendor type, press **CTRL+N** and repeat steps 3 and 4.
- To set up a withholding tax report for different vendor types, repeat steps 2, 3, and 4.

Withholding tax in purchase transactions

Set up withholding tax for a purchase transaction

1. Click **Accounts payable > Vendors > Overview** tab. Select the vendor account to calculate withholding tax for.
2. Click the **Setup** tab. Select the **Calculate withholding tax** check box to activate the calculation of withholding tax for the vendor.
3. In the **Withholding tax group** field, select the default withholding tax group for the vendor.
In the **Vendor type** field, select the type of withholding tax category that the vendor belongs to.

Note: You can set up withholding tax reports for a vendor type in the **Withholding tax report setup** form (**General ledger > Setup > Withholding tax > Withholding tax report setup**).

4. Click **Accounts payable > Purchase order**.
5. Create a purchase order and select the vendor account that you set up the withholding tax for in steps 1, 2, and 3.
6. Click the **Lines** tab and press **CTRL+N** to create a new line. In the **Item number** field, select a **Service** type of item to calculate withholding tax for.
7. In the **Adjusted withholding tax** field, enter an adjusted invoice amount that excludes the portion that is exempt from the withholding tax calculations.
8. Click the **Setup** tab. You can view or modify the default item withholding tax group defined for the selected item in the **Item withholding tax group** field and the default withholding tax group defined for the selected vendor in the **Withholding tax group** field.
9. Click **Posting** button > **Invoice** to post the invoice.

Note:

- In the **Totals** form (**Inquiries** button > **Totals** option), you can view the withholding tax that is calculated on the adjusted withholding tax amount that is specified in the purchase order line in the **Adjusted withholding tax** field. This amount is not displayed in the invoice.
- In the **Create credit note** form (**Functions** button > **Create credit note** option), you must clear the **Delete purchase lines** check box to copy the withholding tax information from the original invoice to the credit note.

Calculate and post the withholding tax for a purchase transaction

1. Click **Accounts payable > Journals > Payments > Payment journal**.
2. Create a new journal and click the **Lines** button.
3. Select a vendor account that is set up to calculate withholding tax.

4. Click **Functions** > **Settlement** and select the **Mark** check box for the invoices that you want to settle.

Note: If the discount is applied to the transaction in the **Purchase order** form, then the discount amount is deducted from the invoice amount and the remaining amount is displayed in the **Correction** fields. The withholding tax is calculated on the correction amount.

5. Information about the calculated withholding tax information is displayed for each line that the withholding tax is calculated for.
6. Click the **Withholding tax** tab to view or modify the calculated withholding tax for a selected line. You also can create new lines and enter the information.
7. Close the **Open transaction editing** form.
8. The total payment amount that is displayed on the journal line is after the withholding tax amount is deducted. An offset line is generated for the deducted withholding tax.

Note: If the discount is applied for the transaction, then the total amount displayed on the journal line is after the discount amount and withholding tax amount are deducted.

9. Validate and post the payment journal.

Print the withholding tax slip for a purchase transaction

The withholding tax slip is printed for payments that are made for withholding tax transactions.

1. Click **Accounts payable** > **Journals** > **Payments** > **Payment journal**.
2. Select or create a payment journal to print the withholding tax slip for.
3. Validate and post the journal.
4. Click the **Print** button and select the **Withholding tax slip** option.
5. In the **Withholding tax slip** dialog box, click **OK** to print the withholding tax slip.

Settlement of withholding tax payment

1. Click **General ledger > Periodic > Withholding tax payment**.
2. In the **Settlement period** field, select the settlement period that the withholding tax payment is settled in.
3. In the **From date** field, select the form date to settle the withholding tax payments for.
4. In the **Transaction date** field, select the date that the settlement is done on.
5. Click **OK** to generate a withholding tax payment settlement report.

Note: The withholding tax settlement amount is posted to the withholding tax settlement account.

Withholding tax in sales transactions

Set up withholding tax for a sales transaction

1. Click **Accounts receivable > Customers**. Select a customer account to calculate withholding tax for.
2. Click the **Setup** tab. Select the **Calculate withholding tax** check box to activate the calculation of withholding tax for the customer.
3. In the **Withholding tax group** field, select the default withholding tax group for the customer.
4. Click **Accounts receivable > Sales order**.
5. Create a sales order and select the customer account with the setup described in steps 1, 2, and 3.
6. Click the **Lines** tab and press **CTRL+N** to create a new line. In the **Item number** field, select a **Service** type of item to calculate withholding tax for.
7. Click the **Setup** tab. You can view or modify the default item withholding tax group defined for the selected item in the **Item withholding tax group** field and the default withholding tax group defined for the selected customer in the **Withholding tax group** field.
8. Click **Posting** button > **Invoice** to post the invoice.

Calculate and post the withholding tax for a sales transaction

1. Click **Accounts receivable > Journals > Payments > Payment journal**.
2. Create a new journal and click the **Lines** button.
3. Select a customer account to record the payment and the withholding tax amount for.
4. Click the **Payment** tab. Select the **Payment includes withholding tax** check box to calculate withholding tax for the transaction.
5. Click **Functions > Settlement** and select the **Mark** check box for the invoices that you want to settle.

Note:

- If the discount is applied for the transaction in the **Sales order** form, then the discount amount is deducted from the invoice amount and the remaining amount is displayed in the **Correction** field. The withholding tax is calculated on the correction amount.
- If the limits for the withholding tax amount are set up in the **Withholding tax limits** form (**General ledger > Setup > Withholding tax > Withholding tax codes > Limits** button), then the withholding tax is not calculated for the transaction.

6. An infolog with the calculated withholding tax information is displayed.
7. Click the **Withholding tax** tab to view or modify the calculated withholding tax for a selected line. You also can create new lines and enter the information.
8. Close the **Open transaction editing** form.
9. The total payment amount that is displayed on the journal line is after the withholding tax amount is deducted. An offset line is generated for the deducted withholding tax.
Note: If the discount is applied for the transaction, then the total amount displayed on the journal line is after the discount amount and withholding tax amount are deducted.
10. Validate and post the payment journal.

Print reports for withholding tax transactions

Print settlement reports for the withholding tax transactions

The withholding tax settlement reports are printed periodically. The withholding tax settlement reports are generated, based on the withholding tax vendor types set up in the **Vendors** form.

1. Click **General ledger > Reports > External** and select a report from the following withholding tax settlement report types.
 - **Withholding tax report (Domestic)**
 - **Withholding tax report (Foreign)**
 - **Withholding tax report (Individual)**
2. In the **Withholding tax report**, dialog, select the date range to print the report for under the **Parameters** field group.
Note: Click the **Select** button to specify the criteria based on which to print the report.
3. Click **OK** to print the report.

Print the PND (Por Ngor Dor) reports for the withholding tax transactions

The PND reports for the withholding tax transactions are printed every month. These reports are generated based on the combinations of withholding tax vendor type and item withholding tax groups that are set up in the **Withholding tax report setup** form.

1. Click **General ledger > Reports > External** and select a report from the following PND report types.
 - **Withholding tax report (Por Ngor Dor1)**
 - **Withholding tax report (Por Ngor Dor2)**
 - **Withholding tax report (Por Ngor Dor3)**
 - **Withholding tax report (Por Ngor Dor53)**
2. In the **Withholding tax report for Thailand** dialog, select the ending date to print the report for in the **Date** field and click **OK**.
Note: The PND report is printed for withholding tax transactions till the selected date.

Forms for this feature

Refer to the following information about forms that you will use with this feature.

Form name and locator	Description
Ledger posting groups (form) General ledger > Setup > Withholding tax > Ledger posting groups	Set up ledger posting groups for withholding taxes.
Ledger posting groups (form) General ledger > Setup > Withholding tax > Ledger posting groups	<p>Ledger posting group field</p> <p>Enter a unique identification code for the ledger posting group.</p> <p>Description field</p> <p>Enter a descriptive name for the ledger posting group.</p> <p>Withholding tax field</p> <p>Select a ledger account to post the withholding tax that is calculated for a purchase transaction to.</p> <p>Withholding tax offset field</p> <p>Select a ledger account to post the withholding tax that is deducted from a customer to.</p> <p>Settlement account field</p> <p>Select a ledger account to post the withholding tax settlement amount to.</p>
Ledger posting groups (form) General ledger > Setup > Withholding tax > Ledger posting groups	<p>Overview tab</p> <p>Create and view the ledger posting account groups for withholding taxes and set up ledger accounts for each group.</p> <p>General tab</p> <p>View the information for the ledger posting group that is selected on the Overview tab.</p>
Withholding tax revenue types (form) General ledger > Setup > Withholding tax > Withholding tax revenue types	Create different revenue types and specify the order in which to display the withholding tax revenue types on withholding tax reports.
Withholding tax revenue types (form) General ledger > Setup > Withholding tax > Withholding tax revenue types	<p>Withholding tax revenue type field</p> <p>Enter an identification code for the withholding tax revenue type.</p> <p>Description field</p> <p>Enter a short description for the withholding tax revenue type.</p> <p>Sort order field</p> <p>Specify the order in which to display the withholding tax revenue types on withholding tax reports.</p>
Withholding tax revenue types (form) General ledger > Setup > Withholding tax > Withholding tax revenue types	<p>Overview tab</p> <p>Create and update the withholding tax revenue types and specify the order in which to display the revenue types in the withholding tax reports.</p> <p>General tab</p> <p>View the information for the withholding tax revenue type that is selected on the Overview tab.</p>
Item withholding tax groups (form) General ledger > Setup > Withholding tax > Item withholding tax groups	Create item withholding tax groups and define the withholding tax revenue type and withholding tax codes for an item withholding tax group.
Item withholding tax groups (form)	Item withholding tax group field

Form name and locator	Description
General ledger > Setup > Withholding tax > Item withholding tax groups > Overview tab	<p>Enter an identification code for the item withholding tax group.</p> <p>Description field</p> <p>Enter a short description for the item withholding tax group.</p> <p>Withholding tax revenue type field</p> <p>Select the withholding tax revenue type for the item withholding tax group.</p>
<p>Item withholding tax groups (form)</p> <p>General ledger > Setup > Withholding tax > Item withholding tax groups > Setup tab</p>	<p>Withholding tax code field</p> <p>Select the withholding tax code for the item withholding tax group.</p> <p>Withholding tax name field</p> <p>Name of the withholding tax.</p> <p>Percentage/Amount field</p> <p>Percentage value of withholding tax code.</p>
<p>Item withholding tax groups (form)</p> <p>General ledger > Setup > Withholding tax > Item withholding tax groups</p>	<p>Overview tab</p> <p>Create item withholding tax groups and attach the withholding tax revenue type.</p> <p>General tab</p> <p>View the information for the item withholding tax group that is selected on the Overview tab.</p> <p>Setup tab</p> <p>Set up a withholding tax code for an item withholding tax group to calculate withholding tax for the items that are attached to the item withholding tax group. You can attach an item withholding tax group to an item in the Items form (Inventory management > Items > References tab).</p>
<p>Withholding tax authorities (form)</p> <p>General ledger > Setup > Withholding tax > Withholding tax authorities</p>	<p>Set up the government units that the withholding tax is reported and paid to.</p>
<p>Withholding tax authorities (form)</p> <p>General ledger > Setup > Withholding tax > Withholding tax authorities > Overview tab</p>	<p>Authority field</p> <p>Enter a unique code for the withholding tax authority.</p> <p>Name field</p> <p>Enter the name of the withholding tax authority.</p> <p>Vendor account field</p> <p>Select a vendor account to set up as a withholding tax authority.</p> <p>Report layout field</p> <p>Select the layout type that is used to print a withholding tax report for the authority.</p>
<p>Withholding tax authorities (form)</p> <p>General ledger > Setup > Withholding tax > Withholding tax authorities > General tab</p>	<p>Authority identification field</p> <p>Unique identification of the withholding tax authority.</p> <p>Rounding form field</p> <p>Specify the method to round off withholding tax amounts that are paid to the withholding tax authority.</p> <p>The following options are available for rounding the number to the right of the unit that is specified in the Round-off field:</p>

Form name and locator	Description
	<p>Normal: Round up numbers 5 and higher, and round down numbers below 5.</p> <p>Downward: Round down any number.</p> <p>Rounding-up: Round up any number.</p> <p>Own advantage: Round any number to the company's advantage.</p> <p>Round-off field</p> <p>Specify the unit to round off the withholding tax amounts, based on the option that is selected in the Rounding form field.</p> <p>Account gain field</p> <p>Select the ledger account to post the gains, if any, when the withholding tax payments are rounded.</p> <p>Account loss field</p> <p>Select the ledger account to post the losses, if any, when the withholding tax payments are rounded.</p>
<p>Withholding tax authorities (form)</p> <p>General ledger > Setup > Withholding tax > Withholding tax authorities > Address tab</p>	<p>Street name field</p> <p>Enter the format in which the street name and address should be displayed on the reports.</p> <p>ZIP/postal Code field</p> <p>Enter the ZIP/Postal Code of the address. The information that is associated with the ZIP/Postal Code is then filled in automatically in other fields on this form.</p> <p>Note: The information that is associated with the ZIP/Postal Code appears automatically in the Address field if the Address field is set up in the Address format form to display this information.</p> <p>City field</p> <p>The city of the ZIP/Postal Code.</p> <p>County field</p> <p>The county of the ZIP/Postal Code.</p> <p>State field</p> <p>The state of the ZIP/Postal Code.</p> <p>Country/region field</p> <p>The country/region of the ZIP/Postal Code.</p> <p>Address field</p> <p>Address of the withholding tax authority to display on the withholding tax reports and withholding tax payments.</p> <p>Note: The format of this field is set up for each country/region in the Address format form.</p>
<p>Withholding tax authorities (form)</p> <p>General ledger > Setup > Withholding tax > Withholding tax authorities > Contact information tab</p>	<p>Telephone field</p> <p>Telephone number of the withholding tax authority.</p> <p>Extension field</p> <p>Telephone extension of the company's regular contact.</p> <p>Mobile phone field</p> <p>Mobile phone number.</p>

Form name and locator	Description
	<p>Pager field Number of pager.</p> <p>Fax field Fax number.</p> <p>E-mail field Internet e-mail address.</p> <p>SMS field E-mail address for sending messages to a mobile phone.</p> <p>Internet address field URL (uniform address locator) for Internet homepage.</p> <p>Telex number field Telex number.</p>
<p>Withholding tax authorities (form) General ledger > Setup > Withholding tax > Withholding tax authorities</p>	<p>Overview tab Create and view the withholding tax authorities, and select the vendor account that is created for the withholding tax authority.</p> <p>General tab Enter and view additional information about the selected tax authority, such as report layout, round-off unit, round-off convention, and ledger accounts for gains and losses from rounding.</p> <p>Address tab Enter and view address information for the selected sales tax authority.</p> <p>Contact information tab Enter or view contact information for the selected withholding tax authority.</p>
<p>Withholding tax settlement periods (form) General ledger > Setup > Withholding tax > Withholding tax settlement periods</p>	<p>Use this form to create and manage the withholding tax settlement periods that the company uses when reporting withholding tax. Additionally, use this form to view the withholding tax transactions of each settlement period and each period within a settlement period.</p>
<p>Withholding tax settlement periods (form) General ledger > Setup > Withholding tax > Withholding tax settlement periods > Overview tab</p>	<p>Settlement period field Enter a code for a settlement period.</p> <p>Description field Enter a name for the settlement period.</p> <p>Authority field Select or view the withholding tax authority to which taxes are reported and paid for a withholding tax settlement period.</p> <p>Terms of payment field Select or view the terms of payment that apply to the payments that are made for a selected withholding tax settlement period.</p>
<p>Withholding tax settlement periods (form) General ledger > Setup > Withholding tax > Withholding tax settlement periods</p>	<p>Period interval field Select the period interval for the withholding tax settlement period. Suppose that you select months and enter 3 in the Number of</p>

Form name and locator	Description
> General tab	<p>units field, the three-month (quarterly) periods are created automatically on the Periods tab.</p> <p>Number of units field</p> <p>Select the number of period units to define the periods for the selected withholding tax settlement period. The length of each period that is created on the Periods tab is the period interval multiplied by the number of units.</p>
<p>Withholding tax settlement periods (form)</p> <p>General ledger > Setup > Withholding tax > Withholding tax settlement periods > Periods tab</p>	<p>From date field</p> <p>Select the first day of the first period in the withholding tax settlement period.</p> <p>Note:</p> <p>After you create the first period, click the New period button to create all other periods. This will help to ensure that all days are included in the periods and that each day appears in only one period.</p> <p>To date field</p> <p>Select the last day of a period interval.</p> <p>Note:</p> <p>After you create the first period, click the New period button to create all other periods.</p>
<p>Withholding tax settlement periods (form)</p> <p>General ledger > Setup > Withholding tax > Withholding tax settlement periods</p>	<p>Withholding tax payment button</p> <p>View the withholding taxes that are paid to the tax authority for the withholding tax settlement period.</p> <p>Interval withholding tax settlement button</p> <p>View the withholding taxes that are paid to the tax authority in the selected period of the withholding tax settlement period.</p> <p>Posted withholding tax button</p> <p>View the posted withholding tax transactions for the selected settlement period.</p> <p>Withholding tax per interval button</p> <p>View withholding tax transactions that are posted in the selected individual period.</p> <p>New period button</p> <p>Create new periods after you create the first period for the settlement period on the Periods tab.</p>
<p>Withholding tax settlement periods (form)</p> <p>General ledger > Setup > Withholding tax > Withholding tax settlement periods</p>	<p>Overview tab</p> <p>View a list of the withholding tax settlement periods and the withholding tax authority code and terms of payment for each settlement period.</p> <p>General tab</p> <p>Set up the length of the periods that are included in the withholding tax settlement period.</p> <p>Periods tab</p> <p>Create the periods of the withholding tax settlement period.</p>
<p>Withholding tax payments (form)</p> <p>General ledger > Setup > Withholding</p>	<p>Use this form to view settled withholding taxes for a defined withholding tax settlement period or to view the withholding</p>

Form name and locator	Description
tax > Withholding tax settlement periods > Withholding tax payments button > Withholding tax payments –or– General ledger > Setup > Withholding tax > Withholding tax settlement periods > Interval withholding tax settlements button > Withholding tax payments	taxes that are paid to the tax authority for the selected period in the withholding tax settlement period.
Withholding tax payments (form) General ledger > Setup > Withholding tax > Withholding tax settlement periods > Withholding tax payments button > Withholding tax payments –or– General ledger > Setup > Withholding tax > Withholding tax settlement periods > Interval withholding tax settlements button > Withholding tax payments	Date field Date that the withholding tax settlement is posted. Voucher field The voucher number. Settlement period field The code of the settlement period that the withholding tax is settled for. From date field The first date in the interval for this settlement. To date field The last date in the interval for this settlement. Sales tax payment version field The settlement version that is specified when you update the tax settlement. Posted withholding tax corrections field Withholding tax corrections from previous periods that are posted with the withholding tax settlement.
Withholding tax payments (form) General ledger > Setup > Withholding tax > Withholding tax settlement periods > Withholding tax payments button > Withholding tax payments –or– General ledger > Setup > Withholding tax > Withholding tax settlement periods > Interval withholding tax settlements button > Withholding tax payments	Voucher button View voucher transactions. Posted withholding tax button View posted withholding tax transactions. Posted sales tax corrections button View posted sales tax corrections. Print report button Print withholding tax report.
Withholding tax payments (form) General ledger > Setup > Withholding tax > Withholding tax settlement periods > Withholding tax payments button > Withholding tax payments –or– General ledger > Setup > Withholding tax > Withholding tax settlement periods > Interval withholding tax settlements button > Withholding tax payments	Overview tab View a list of withholding tax payments. General tab View additional information about the selected withholding tax payment.
Withholding tax reports setup (form)	Use this form to define the withholding tax PND report layouts

Form name and locator	Description
General ledger > Setup > Withholding tax > Withholding tax reports setup	for various combinations of vendor type and the item withholding tax group.
Withholding tax reports setup (form) General ledger > Setup > Withholding tax > Withholding tax reports setup	<p>Select field group</p> <p>Select the vendor type that the withholding tax PND report is set up for.</p> <p>Item withholding tax group field</p> <p>Select the item withholding tax group for the selected vendor type.</p> <p>Report layout field</p> <p>Select the PND report layout for the vendor type and item withholding tax group combination.</p>

Forms that are modified for this feature

Refer to the following information about additional forms and fields that you will use with this feature.

Form name and locator	Description
Withholding tax codes (form) General ledger > Setup > Withholding tax > Withholding tax codes	<p>Ledger posting group field</p> <p>Select or view the ledger posting group for the withholding tax code.</p> <p>Settlement period field</p> <p>Select the settlement period for the withholding tax code.</p>
Withholding tax transactions (form) General ledger > Setup > Withholding tax > Withholding tax settlement periods > Posted withholding tax button > Withholding tax transactions > General tab –or– General ledger > Setup > Withholding tax > Withholding tax settlement periods > Withholding tax per interval button > Withholding tax transactions > General tab	<p>Item withholding tax group field</p> <p>The code of the item withholding tax group that is used in the transaction.</p> <p>Settlement period field</p> <p>The code of the settlement period that the withholding tax is posted for.</p>
Parameters (form) General ledger > Setup > Parameters	<p>Withholding tax tab</p> <p>Activate the withholding tax feature for Thailand and define the minimum invoice amount for the transaction.</p>
Parameters (form) General ledger > Setup > Parameters > Withholding tax tab	<p>Calculate on item check box</p> <p>Select this check box to activate the withholding tax feature for Thailand.</p> <p>Minimum invoice amount field</p> <p>Enter the minimum amount for the invoice. If the invoice amount or payment amount is equal to or greater than the minimum invoice amount, the withholding tax is calculated for the transaction.</p>

Form name and locator	Description
Chart of accounts (form) General ledger > Chart of accounts > Setup tab	<p>Posting type field > Withholding tax option</p> <p>Post the transactions with withholding tax entries to the ledger account. The transactions are posted with withholding taxes that are paid to the tax authority.</p> <p>Posting type field > Withholding tax offset option</p> <p>Select this posting type to post the withholding tax slips received from the customers to the ledger account.</p>
Vendors (form) Accounts payable > Vendors > Setup tab	<p>Vendor type field</p> <p>Select the type of the vendor for the withholding tax. Based on the vendor type, you can set up withholding tax reports in the Withholding tax report setup form.</p>
Customers (form) Accounts receivable > Customers > Setup tab	<p>Calculate withholding tax check box</p> <p>Select this check box to apply withholding tax calculation for the customer.</p> <p>Withholding tax group field</p> <p>Select the default withholding tax group for the customer.</p>
Items (form) Inventory management > Items > Reference tab	<p>Calculate withholding tax check box</p> <p>Select this check box to calculate withholding tax for Service type of items.</p> <p>Item withholding tax group field</p> <p>Select the default item withholding tax group to calculate withholding tax for the item in purchase order transactions.</p> <p>Note:</p> <p>You must select the Calculate withholding tax check box to calculate withholding tax for an item using the selected item withholding tax group.</p> <p>Calculate withholding tax check box</p> <p>Select this check box to calculate withholding tax for an item.</p> <p>Item withholding tax group field</p> <p>Select the item withholding tax group to calculate withholding tax for an item in sales order transactions.</p> <p>Note:</p> <p>You must select the Calculate withholding tax check box to calculate withholding tax for an item using the selected item withholding tax group.</p>
Purchase order (form) Accounts payable > Purchase order > Order line > Lines tab	<p>Adjusted withholding tax field</p> <p>Enter the part of the invoice amount that is exempt from the withholding tax. Based on this amount, the adjusted withholding tax is calculated in the Totals form (Accounts payable > Purchase order > Inquiries button > Totals option > Totals). The default adjusted withholding tax amount is the net amount of the transaction.</p>
Purchase order (form) Accounts payable > Purchase order > Inquiries button > Totals option > Totals	<p>Adjusted withholding tax field</p> <p>The adjusted withholding tax amount for the selected transaction. This amount is not the final withholding tax amount, so it is not displayed on the purchase invoice.</p>

Form name and locator	Description
Journal voucher (form) Accounts payable > Journals > Payments > Payment journal > Lines button > Journal voucher > General tab	Alternate account field Select the alternate vendor account if the selected vendor is a subsidiary source for withholding tax payment and the withholding tax amount is paid to the head office account of the vendor. This account has no impact on ledger transactions or postings, and it is printed on the withholding tax slip for the information purpose.
Journal voucher (form) Accounts receivable > Journals > Payments > Payment journal > Lines button > Journal voucher > Payment tab	Payment includes withholding tax check box Select this check box to calculate withholding tax for the transaction.
Journal voucher (form) Accounts payable > Journals > Payments > Payment journal > Lines button > Journal voucher > Overview tab	Item withholding tax group field Select or view the item withholding tax group for the journal line.
Journal voucher (form) Accounts receivable > Journals > Payments > Payment journal > Lines button > Journal voucher > Payment tab	Withholding tax group field View the default withholding tax group of the customer. You can change this group or delete it if no withholding tax is calculated for the journal line. Item withholding tax group field Select or view the Item withholding tax group for the journal line.
Purchase order (form) Accounts payable > Purchase order > Order line > Setup tab	Item withhold tax group field Select or view the item withholding tax group for the transaction. Withholding tax group field Select or view the withholding tax group for the transaction.
Sales order (form) Accounts receivable > Sales order > Order line > Setup tab	Withholding tax group field Select or view the withholding tax group for the transaction. Item withhold tax group field Select or view the item withholding tax group for the transaction.
Journal voucher (form) Accounts payable > Journals > Payments > Payment journal > Print button > Withholding tax slip option –or– Accounts payable > Journals > Payments > Payment journal > Lines button > Journal voucher > Print button > Withholding tax slip option	Print button > Withholding tax slip option Print the withholding tax slip, along with the payment details for the transaction.

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