Features for Singapore

Microsoft Corporation

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Features for Singapore

This information provides an overview of Microsoft Dynamics™ AX features that are specific to users in Singapore. It includes a description of each feature, a list of the forms and fields that are affected by each feature, and procedural information to help you use the feature in your business. The features are available only if the configuration key for Singapore is selected.

Refer here for feature information:

- Bank cash flow report
- GST F5 sales tax return report
- Local currency tax amounts on invoices

Bank cash flow report

You can print a cash flow report that shows transactions and details of the cash inflows and outflows for a specific date range for selected bank accounts. Use this report to help reconcile bank statements, as well as to verify the incoming and outgoing cash flows.

Note

This feature also can be used in Malaysia. To use this feature, select the configuration key for Singapore.

For more information, refer to the following topics:

- Print a bank cash flow report
- Report for this feature

Print a bank cash flow report

1. Click **Bank** > **Reports** > **Transactions** > **Bank cash flow report**.
2. In the **Period** group, enter a starting date and an ending date to specify which deposits and withdrawals to include on the report. The report also shows totals for the deposits and withdrawals that are included on the report.
3. In the **Comparative balances** group, enter a starting date and an ending date to include totals for the deposits and withdrawals within that range of dates on the report. You can compare these totals with the period totals that correspond to the dates selected in step 2.
4. To select one or more bank accounts, click **Select**.
5. To change printing options, click **Options**.
6. Click **OK**.

Report for this feature

Refer to the following information about a report in Microsoft Dynamics AX that you will use with this feature.

Form name and locator	Description
Bank cash flow report (form) Bank > Reports > Transactions > Bank cash flow report	The **Bank cash flow report** shows the incoming (deposit) and outflow (withdrawal) of cash for one or more bank accounts within a range of dates that you specify. For each deposit or withdrawal, the date, voucher number, check number, registration currency, registration amount, and the amount of the deposit or withdrawal is included.

GST F5 sales tax return report

You can print a goods and services tax (GST) sales tax return report for Singapore that includes all of the taxable transactions for a specific quarter and grouped by sales tax groups. Send the report to the Inland Revenue Authority of Singapore (IRAS) on a quarterly basis.

For more information, refer to the following topics:

- Set up tax codes for GST reporting
- Set up tax groups for GST reporting
- Set up the report layout for the IRAS
- Set up sales tax settlement periods for the IRAS
- Calculate a sales tax payment and print the GST F5 report
- Modified form for this feature

Set up tax codes for GST reporting

Use the **Sales tax codes** form to set up tax codes for items that are taxed using the standard goods and services tax percentage, exempt items that are not subject to tax, and items that have special trade zone status in which the tax rate is 0%.

For more information, click **Help** > **User Help**, and on the **Search** tab, enter *Create various kinds of sales tax codes*, and click **List Topics**.

1. Click **General ledger** > **Setup** > **Sales tax** > **Sales tax codes**.
2. Press **CTRL+N** to create a new tax code.
3. In the **Sales tax code** field, enter a code, such as GST, and then enter other information about the sales tax code.
4. Click the **Calculation** tab. In the **VAT type** field, select the type of tax to calculate, based on the type of item that the tax is applied to.

5. Click the **Values** button. Enter the dates that the tax code is in effect. In the **Value** field, enter one of the following values:
    - For standard items, enter the current tax percentage. For example, if the tax percentage is 5%, enter 5.00.
    - For exempt items, do not enter a value.
    - For zero-rated items, enter 0.00.
6. Close the **Values** form.
7. Repeat steps 2 to 6 to set up additional tax codes.

Set up tax groups for GST reporting

Use the **Sales tax groups** form to set up sales tax groups. The sales tax groups are assigned to companies and taxes are calculated based on the tax codes that are in effect when transactions take place. For Singapore, set up at least the following three tax groups:

- **GST** – Use this group for companies that are subject to standard tax.
- **Exempt** – Use this group for companies that provide certain financial services or the sale and lease of residential properties. Sales tax is not charged for these types of supplies.
- **Zero-rated** – Use this group for companies with special trade agreements. The export of goods and the provision of international services are zero-rated supplies.

1. Click **General ledger** > **Setup** > **Sales tax** > **Sales tax groups**.
2. Press **CTRL+N** to create a new sales tax group.
3. In the **Sales tax group** field, enter a name, such as GST, and then enter general information about the sales tax group.
4. Click the **Setup** tab. Press **CTRL+N**.
5. In the **Sales tax code** field, select a sales tax code to add to the sales tax group.
6. Repeat steps 2 to 5 to set up additional sales tax groups.

Set up the report layout for the IRAS

1. Click **General ledger** > **Setup** > **Sales tax** > **Sales tax authorities**.
2. Select the line for the Inland Revenue Authority of Singapore, or press **CTRL+N** to create a new line and enter information for the IRAS.
3. In the **Report layout** field, select **Singapore report layout**.

Set up sales tax settlement periods for the IRAS

Use the **Sales tax settlement period** form to set up quarterly settlement periods for the Inland Revenue Authority of Singapore.

For more information, click **General ledger** > **Setup** > **Sales tax** > **Sales tax settlement periods** and then press **F1**.

Calculate a sales tax payment and print the GST F5 report

1. Click **General ledger** > **Periodic** > **Sales tax payment** > **Sales tax payment**.
2. Select a sales tax settlement period that is set up for the IRAS tax authority.
3. In the **From date** field, select the earliest date to include transaction sales tax amounts in the calculation. For example, to make a sales tax payment for the quarter beginning January 1, enter January 1.
4. In the **Transaction date** field, select the last day of the period that you are calculating taxes for. For example, March 31.
5. To create a vendor transaction for the sales tax authority assigned to the sales tax settlement period, select the **Update** check box.
6. Click **OK**. The sales tax payment is calculated and the GST F5 Goods and Services Tax Return report is printed.

Modified form for this feature

Refer to the following information about a form in Microsoft Dynamics AX that you will use with this feature.

Form name and locator	Description
Sales tax payment (form) General ledger > Periodic > Sales tax payment > Sales tax payment	Calculate sales taxes that are due for a settlement period and print the GST F5 Goods and Services Tax Return document.

Local currency tax amounts on invoices

On foreign currency invoices, you can print the total amount and the sales tax in the local currency.

Note

This feature also can be used to print sales and services tax (SST) in Malaysia and value-added tax (VAT) in Thailand. To use this feature, select the configuration key for Singapore.

Report for this feature

Refer to the following information about a report in Microsoft Dynamics AX that you will use with this feature.

Form name and locator	Description
Invoice (report) Purchase Ledger > Purchase order > Inquiries > Invoice > Show > Original Sales Ledger > Sales order > Inquiries > Invoice > Show > Original	Print an invoice, also known as a tax invoice, which is the same as the original invoice that was printed when the invoice was posted. A tax invoice includes customer or vendor information, line items, and totals in a foreign currency such as USD; and sales tax information in the local currency, such as SGD.