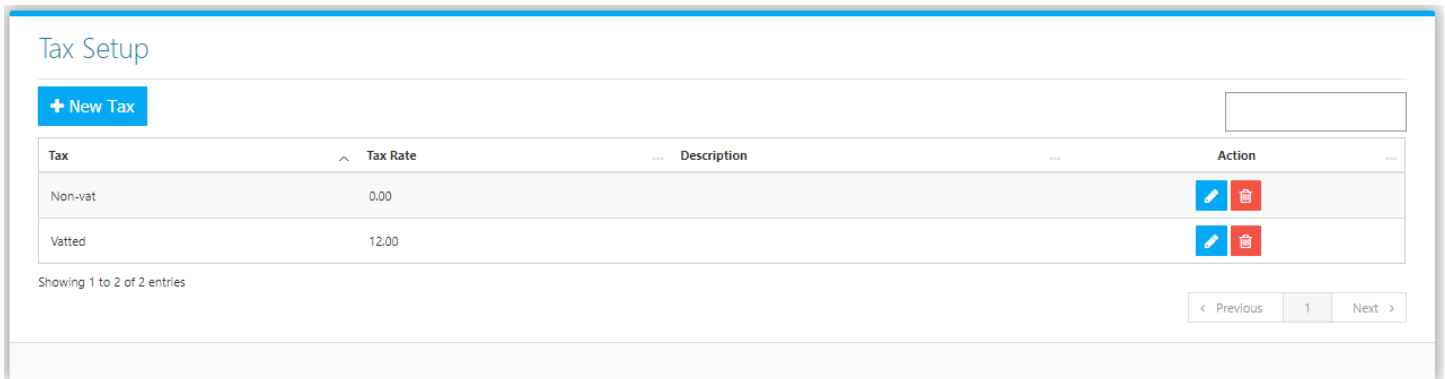


## TAX SETUP

Listed in the *Figure 1* are the Tax Types created in the Accounting System. These tax types are used when setting up a Product in the Product Management Module for the computation of invoices in the Purchasing and Sales Modules.

**Figure 1**



The screenshot shows the 'Tax Setup' interface. At the top left is a '+ New Tax' button. Below it is a table with columns: Tax, Tax Rate, Description, and Action. The table contains two entries: 'Non-vat' with a rate of 0.00 and 'Vatted' with a rate of 12.00. Each entry has edit (pencil) and delete (trash) icons in the Action column. At the bottom left, it says 'Showing 1 to 2 of 2 entries'. At the bottom right, there are navigation buttons: '< Previous', '1', 'Next >'.

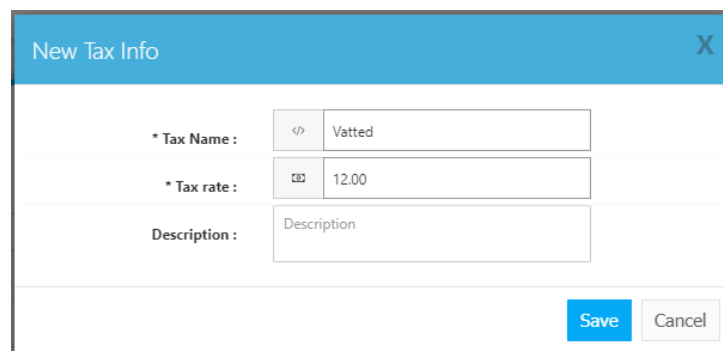
Tax	Tax Rate	Description	Action
Non-vat	0.00		
Vatted	12.00		

Showing 1 to 2 of 2 entries

< Previous 1 Next >

Use the **Search Field** to search for the information from inside the table. Click the **Trash Button** to delete, **Pencil Button** to edit. Click the **New Tax Button** to create. Fill the Form (*figure 2*), and click the **Save Button** to save.

**Figure 2**



The screenshot shows the 'New Tax Info' form. It has a blue header with the title 'New Tax Info' and a close button 'X'. The form contains three fields: '\* Tax Name :' with a value of 'Vatted', '\* Tax rate :' with a value of '12.00', and 'Description :' with a value of 'Description'. At the bottom right, there are 'Save' and 'Cancel' buttons.

* Tax Name :	<input type="text" value="Vatted"/>
* Tax rate :	<input type="text" value="12.00"/>
Description :	<input type="text" value="Description"/>

Save Cancel