

# Taxes

## Description

The Taxes application is used to define and manage tax rates applied to products, quotes, and invoices. It serves as a central repository of tax types such as VAT, sales tax, or exemptions. Each record includes the name, rate, and status, ensuring consistent tax application across the entire ERP system.

## List view

SaltOS

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Name	Description	Value	Active	Default			
Exempt / Not subject	Operations exempt or not subject to VAT	0	✓	✗	🔍	✎	🗑
VAT 4%	Super-reduced VAT rate of 4%	4	✓	✗	🔍	✎	🗑
VAT 10%	Reduced VAT rate of 10%	10	✓	✗	🔍	✎	🗑
VAT 21%	Standard VAT rate of 21%	21	✓	✓	🔍	✎	🗑
Total: 4							

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The following fields are displayed in the list view:

- Name: Descriptive label of the tax (e.g., VAT 21%, Exempt).
- Value: Tax percentage rate to be applied.
- Active: Indicates if the tax is currently available for selection.

## Form view

This view is used to create, view or edit tax entries.

In **create** mode, a new tax rule can be defined.



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VAT 4%	Super-reduced VAT rate of 4%	4	✓	✗	🔍	✎	🗑
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VAT 21%	Standard VAT rate of 21%	21	✓	✓	🔍	✎	🗑
Total: 4							

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Name

VAT 21%

Value

21

Description

Standard VAT rate of 21%

New files

Choose Files

No file chosen

New note

✓ Save

✗ Cancel

The form includes the following fields:

- Name: Tax name shown in product and invoice forms.
- Value: Numeric percentage of the tax (e.g., 21 for 21%).
- Active: Allows enabling or disabling the tax for use in the system.

## Delete

Taxes can only be deleted if they are not used in any invoice or product.

If a tax is in use, it must be deactivated instead to preserve system integrity.