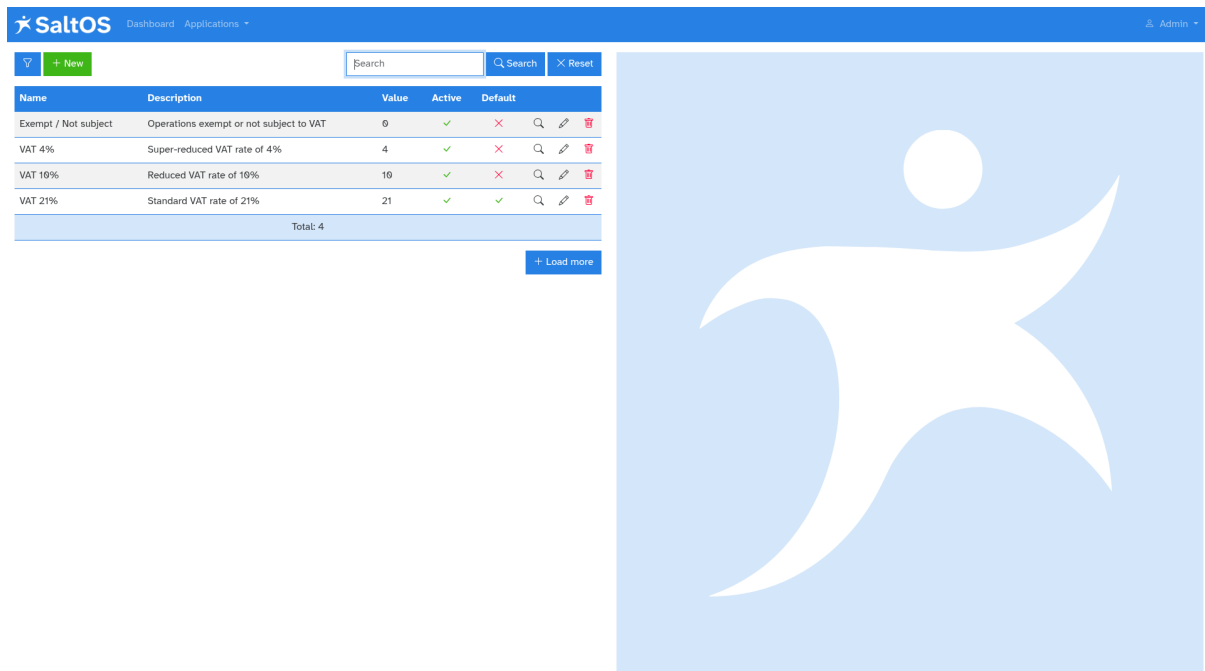


# Taxes

## 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



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					

+ Load more

The following fields are displayed in the list view:

- Name: Name or label used to identify the tax (e.g., VAT 21%).
- Description: Optional explanation or additional details about the tax rule or context of use.
- Value: Percentage value of the tax to be applied (e.g., 21 for 21%).
- Active: Indicates whether this tax is available for selection in documents.
- Default: Indicates whether this tax is selected automatically when creating new documents.

## Form view

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

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

SaltOS   Dashboard   Applications   Admin

+ New

Search

Reset

☒ Active
☐ Default

Name	Description	Value	Active	Default	
Exempt / Not subject	Operations exempt or not subject to VAT	0	✓	✗	<a href="#">Q</a> <a href="#">P</a> <a href="#">W</a>
VAT 4%	Super-reduced VAT rate of 4%	4	✓	✗	<a href="#">Q</a> <a href="#">P</a> <a href="#">W</a>
VAT 16%	Reduced VAT rate of 16%	16	✓	✗	<a href="#">Q</a> <a href="#">P</a> <a href="#">W</a>
VAT 21%	Standard VAT rate of 21%	21	✓	✓	<a href="#">Q</a> <a href="#">P</a> <a href="#">W</a>
		Total: 4			

+ Load more

Name

Description

New files

New note

Value

Create
Cancel

    Search  Reset

☒ Active

☐ Default

Name	Description	Value	Active	Default
Exempt / Not subject	Operations exempt or not subject to VAT	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VAT 4%	Super-reduced VAT rate of 4%	4	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VAT 10%	Reduced VAT rate of 10%	10	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VAT 21%	Standard VAT rate of 21%	21	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Total: 4				

+ Load more

Name	Value

Description

New files

Choose Files	No file chosen
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New note

In **view** mode, tax details are visible but not editable.

    Search  Reset

☒ Active

☒ Default

Name	Description	Value	Active	Default			
Exempt / Not subject	Operations exempt or not subject to VAT	4	<span>✓</span>	<span>✗</span>			
VAT 4%	Super-reduced VAT rate of 4%	6	<span>✓</span>	<span>✗</span>			
VAT 16%	Reduced VAT rate of 16%	19	<span>✓</span>	<span>✗</span>			
VAT 21%	Standard VAT rate of 21%	21	<span>✓</span>	<span>✓</span>			
Total: 4							

[+ Load more](#)

Name	Value
VAT 21%	21

Description
Standard VAT rate of 21%

Info

Ed

 Delete

× Close

In **edit** mode, existing values can be updated.

The screenshot shows the SaltOS 'Applications' page. On the left is a table of VAT rates. On the right is a form to edit a selected VAT rate.

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			

Below the table is a '+ Load more' button.

The form on the right is for editing the 'VAT 21%' entry. It includes fields for 'Name' (VAT 21%), 'Value' (21), and 'Description' (Standard VAT rate of 21%). There are also sections for 'New files' (Choose Files, No file chosen) and 'New note'. At the bottom right are 'Save' and 'Cancel' buttons.

The form includes the following fields:

- **Active:** Indicates whether this tax is available for selection in documents.
- **Default:** Indicates whether this tax is selected automatically when creating new documents.
- **Name:** Name or label used to identify the tax (e.g., VAT 21%).
- **Value:** Percentage value of the tax to be applied (e.g., 21 for 21%).
- **Description:** Optional explanation or additional details about the tax rule or context of use.

## 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.