## **Sales Tax Report**

PROGRAM NAME: ARSLSTAX

**MENU OPTION TITLE:** Sales Tax Report **MAIN MODULE:** SALES/CUSTOMER MGMT

**HELP KEY ACTIVE:** NO

## **PROGRAM OVERVIEW**

Use this report to print out the sales tax liability for both distribution and retail point of sale orders that have been shipped/invoiced. It also automatically tracks all returned orders that create a sales tax credit. You can reprint as many times as you like.

The report includes the company ID, tax ID, tax rate, order number, date, and amount. There are subtotals per ID and company and a report total also.

# **PROGRAM OPERATION**

#### **ENTER BEGINNING DATE TO REPORT:**

**ENTER ENDING DATE TO REPORT:** These selections allow you to define the reporting period.

**ENTER TAX ID TO REPORT:** You can enter in a specific tax ID or you can return for all.

**ENTER COMPANY TO REPORT:** You can select by company or return for all companies.

### PRINT BY (C)OMPANY OR (T)AX ID:

**ENTER PRINTER # TO USE:** You can choose your output for viewing or printing, as defined in the printer setup file.