



Malaysian GST Features

NEW

Malaysian GST codes

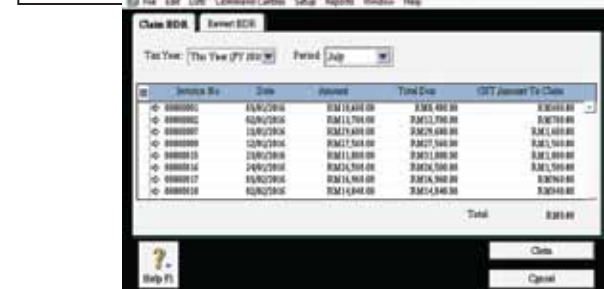
GST Sdn Bhd Company No.12345			
Tax Code List			
Tax Code	Description	Tax Type	Rate GST Cod
AP	Adjustment to Input Tax	Goods & Services Tax	6.0000% AJP
AS	Adjustment to Output Tax	Goods & Services Tax	6.0000% AIS
BL	Purchases (GST not claimable)	Goods & Services Tax	6.0000% BL
DS	Deemed supplies	Goods & Services Tax	6.0000% DS
DS1	Deem Supplier Impot Ser	Goods & Services Tax	6.0000% DS
E43	Incidental exempt supplies	Goods & Services Tax	0.0000% TX-E43
EP	Purchases exempted from GST	Goods & Services Tax	0.0000% EP

MYOB Accounting by default has incorporated 29 Malaysian GST codes along with their rates so that the system can process the right values for the relevant transactions.



Tax Forms

All required fields as per Customs Malaysia regulations have now been included into the form section of the MYOB software. MYOB makes it easy for you to generate Tax Invoice, Credit Notes, Delivery Orders and Receipt in the stipulated formats.



Bad Debt Relief Adjustment

To relief cash flow, Customs allows GST Registered companies to recover GST Paid when debts are above 180 days. This will require you to have a detailed listing of customers and invoices that are still outstanding. If you do not have GST Accounting Software to manage this information, it would be difficult to manage this process as a single invoice could have both GST taxed item as well non-GST taxed items. Furthermore these invoices may be partially paid.

Claims

MYOB Accounting automates the GST claims process. All you have to do is click the "Claims" button to view and select relevant GST amounts that you want refunded.

Revert

After 180 days you may face scenarios where customers come back to pay for items that you have already claimed the output GST. How do you reflect this in your accounts? MYOB Accounting has an inbuilt feature that provides for a list to track all customers that have paid as well as the amount paid. All you have to do is click on the Revert button. This process is vital as it will be reflected in your journals, GAF File and GST 3 Summary Report.

GST Audit File (GAF)

As a government tax collector, you will be expected to keep sufficient records of all GST Transactions for a span of 7 years. From time to time, Customs will request that you provide a detailed listing of all these transactions via a fixed formatted text file that can be submitted online via the customs GST portal. These fixed formatted text file is called GST Audit File (GAF). MYOB Accounting simplifies this process by providing an inbuilt GAF that you can submit directly to Customs Malaysia via online portal.

For Tax Year Commenced on April 2016 April 2016		Amount
To: Output Tax		
1) Total Value of Standard Rated Supply (including GST)		100,000.00
2) Total Output Tax (inclusive of Bad Debt Recovered & other adjustments)		6,324.00
From: Input Tax		
1) Total Value of Standard Rated Acquisition (including GST)		100,000.00
2) Total Input Tax (inclusive of Bad Debt Relief & other adjustments)		6,300.00
3) GST Amount Payable (Item 1) - Item 2)		0.00
4) GST Amount Claimable (Item 2) - Item 3)		60.00
* Do not check to claim refund for GST!		
		100.00

GST 3 Summary Report

In your quarterly or monthly GST reporting to Customs, you are required to submit a standardised form referred to as the GST 03 form. Every GST transaction your business generates will need to be grouped into specific categories. This will greatly simplify your monthly or quarterly GST 03 Form submission.

New GST 03 Text file

You can now generate a GST 03 text file that can be uploaded to Royal Malaysian Customs Department's Taxpayer Access Point (TAP) portal. This enables you to declare your tax information monthly or quarterly online.

With MYOB you really don't have to break your back over GST



Product Comparison Chart

	BusinessBasics	Accounting	Premier
Business management	•	•	•
Easy to set-up & access help	•	•	•
Sales invoices & manage debtors	•	•	•
Business reporting	•	•	•
Pay & track expenses	•	•	•
Setup recurring transactions	•	•	•
Estimates (quotes) & job costing	•	•	•
Create purchase orders	•	•	•
Manage creditors	•	•	•
Inventory (stock) management	•	•	•
Links with Microsoft Office	•	•	•
Company file auditor	•	•	•
Time billing	•	•	•
Multiple currencies	•	•	•
Multi-level pricing	•	•	•
Multiple users	•	•	•
Multi-stock locations	•	•	•
GST Features (as approved by Royal Malaysian Customs)			
• GST Tax Codes	•	•	•
• Tracking GST	•	•	•
• Bad Debt Relief	•	•	•
• GST Audit File – GAF	•	•	•
• GST 3 Summary Report	•	•	•
• GST 03 Text File – online tax submission to RMCD	•	•	•
• GST Tax Forms, e.g. tax invoice	•	•	•
• Lampiran 2	•	•	•

International Award Winner Software.



MYOB products are consistently recognised by our customers and the experts as the best solutions year after year.

Minimum System Requirements

Operating System

- Microsoft Windows 10 (32-bit or 64-bit)
- Microsoft Windows 8.1 (32-bit or 64-bit)
- Microsoft Windows 7 SP1 (32-bit or 64-bit)
- Windows Server 2012

Hardware

- Intel Pentium® processor at 1GHz or faster
- 2 GB RAM
- 2 GB free hard disk space
- Screen resolution of at least 1024x768, 32-bit colour
- CD Rom

Software

- Adobe Reader (minimum v7)
- Internet Explorer (minimum v7)
- Microsoft Office 2003 to 2010 (32-bit)
- Microsoft Word 2003 to 2010
- Microsoft Excel 2003 to 2010

Internet

A broadband internet connection will be required for processing registration of software as well as activation and confirmation of client data files. This will also be a requirement for receiving automatic software updates and accessing online help.

For more information, please contact our Customer Service team:

MALAYSIA:

Phone: 1 300 88 0883

Web: www.myob.com.my

Find us on www.facebook.com/myobsouthasia

SINGAPORE:

Phone: (65) 6505 6582

Web: www.myob.com.sg

Find us on www.facebook.com/myobsouthasiasingapore

Best Call Centre Professional – Gold, Silver & Bronze
Best Telemarketing Call Centre (Open)
As awarded by the Contact Centre Association of Malaysia



Mind Your Own Business.

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Mind Your Own Business.

Powerful, yet easy-to-use business software!

- Save time managing and processing your accounts
- Understand more about your business
- Manage your stock, goods or inventory



Accounting



Integrated accounting, billing and inventory management software

Manager Range

Accounting software for any kind of business.

Ideal for owner-operators, MYOB Accounting helps you process sales and purchases, track receivables, payables and GST, email your quotes and invoices and more – all with the click of a few buttons.

MYOB Accounting avoids accounting jargon and is easy to use. Its award winning design guides you through the automation of your accounts, making it easy to track all your accounting data. With MYOB Accounting's powerful inventory management system, you'll always know exactly what's in stock, on order and committed.

Business Insights

The Business Insights feature allows you to analyse key financial information using a range of interactive tables and graphs. You can use it to analyse your:

- available cash
- cash flow
- profit and loss
- the money that you owe suppliers
- the money that customers owe you



With access to such information you can now:

- Plan your expenditure work out
- Predict the effect a major purchase or hiring would have on your cash position
- Predict CashFlow Issues
- Renegotiate customer payment terms
- Contact customers with overdue payments
- Negotiate a payment or discount with your supplier



Business Insights runs as a separate program

Business Insights can remain open while you have your company file open. If you want, you can analyse data using Business Insights while other users enter transactions in your company file. Click Refresh to update information with their changes.

With the addition of Business Insights you now can make smarter decisions in a shorter period of time.

Invoice delivered in seconds

Save on postage and stationery cost by emailing your invoices – its easy to do with MYOB Accounting! It also means you can get your invoices out faster, improving your cash flow.

You can email quotes, orders and invoices direct to your customers and suppliers, because MYOB Accounting creates forms and report as secure PDF documents that cannot be edited.



MYOB Accounting's email capability works with all MAPI compliant email software, including Microsoft® Outlook.

Get paid Quicker

Reporting done quickly

- Over 160 flexible reports and charts
- Real time data
- Export to Microsoft® Excel for further analysis
- Email reports for your accountants
- Use inbuilt Data Auditor to detect common processing errors and to ensure integrity of your business information

Accounting made simple

Put your best stock forward

MYOB Accounting inventory management system lets you know what's in stock and what's on order at a glance. Keep track of what you buy and sell and how much you have on hand. It's easy to reconcile inventory balances, assign descriptions/images, buy and sell in different units and back-order or buy stock at any time for ultimate control.

You will appreciate the freedom you have when working with inventory transactions. You can recall, edit, reverse and delete inventory adjustments and transfers just as you can with other recorded transactions.

With MYOB doing all this work and more for you, you can now be focusing on understanding how your industry is likely to play out, and getting very clear on the key strategic moves your company needs to make to position yourself for future success in your industry.



Get your stocks to work for you

Customise your Reports and Business Forms

Redesign your invoices and statements – make them your own. Every business is unique. Your business forms are the public face of your company and MYOB Invoices and other forms can be completely customised.

Choose from a wide range of data fields, add borders, background pictures, shading or coloured lines – in short create the perfect form for your business.

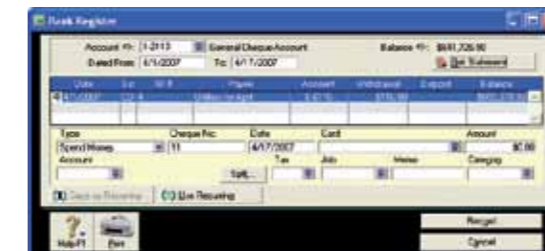


Want to add a logo or customised text? Want to add header and subtotals lines? The MYOB form designer makes it possible.

You are what you project

Avoid tedious entries of bank statements

MYOB Accounting automates bank reconciliation. The Get Statement feature imports bank and credit card statements that you have downloaded from the Internet and marks all the matching transactions as cleared. Easy! (Please note: file formats of your bank statements are bank dependent).

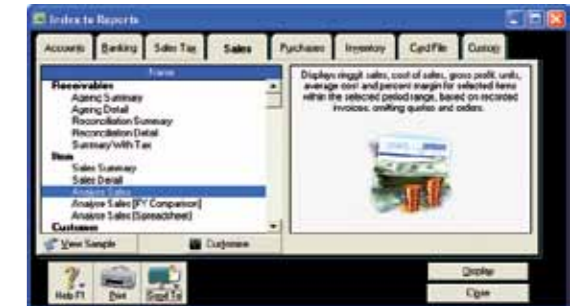


Make your bookkeeping easier

Keep the right people

Put together everyone that is important to your business in one location via myob card file. This way the right contacts and communication can be shared. You will be pleased to know that MYOB Accounting can give up-to-the-minute sales and customer information.

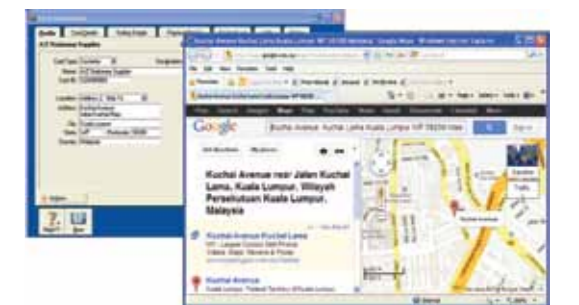
Reports can be exported in a variety of different formats, allowing you to send them electronically or open them in Microsoft® Excel.



Be Prepared and Keep in Touch

View contact addresses in Google Maps™

You can view a map of a contact's address, as well as get directions to their address via Google Maps. All you have to do is bring up the contact details stored in your MYOB card file and then click on the Google map link found inside your MYOB software. You can get directions from primary address of your business to the contact's address via Google Map, making service rendered to your contacts that much quicker!



Now you have a great way to use the Internet and MYOB to help your business succeed.