



Malaysian GST Features

NEW

Malaysian GST codes

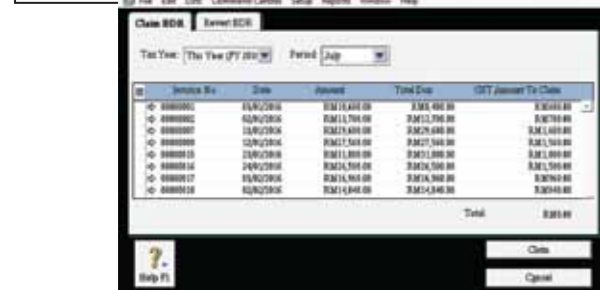
GST Sdn Bhd Company No. 12345			
Tax Code List			
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Tax Code	Description	Tax Type	Rate GST Cod
AP	Adjustment to Input Tax	Goods & Services Tax	6.0000% AP
AS	Adjustment to Output Tax	Goods & Services Tax	6.0000% AS
BL	Purchases (GST not claimable)	Goods & Services Tax	6.0000% BL
DS	Deemed supplies	Goods & Services Tax	6.0000% DS
DS1	Deem Supplier Input Ser	Goods & Services Tax	6.0000% DS
E43	Incidental exempt supplies	Goods & Services Tax	0.0000% T4-G43
EP	Purchases exempted from GST	Goods & Services Tax	0.0000% EP

MYOB Premier 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 Premier 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 Premier 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 Premier simplifies this process by providing an inbuilt GAF that you can submit directly to Customs Malaysia via online portal.

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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)	6,224.00
To: 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)	6,200.00
3) GST Amount Payable (Item 2) - Item 1)	0.00
4) GST Amount Claimable (Item 1) - Item 2)	68.00
5) Do you desire to claim Refund for GST?	Yes/No

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



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Mind Your Own Business.

The most powerful business management software. Some of its many timesaving features include:

- Multi-user capability
- Handle and track transactions in multiple currencies
- Professional time billing



Premier



Integrated accounting, billing, inventory and multiple-currency management software

Manager Range

Accounting software for any kind of business.

The more your business grows, the more you rely on your accounting software to help you manage transactions and the other areas of your business. Chances are more of your team will also need to access your business information.

MYOB Premier is for businesses that need to streamline accounts procedures, simplify complex inventory issues, require multi currency capability, bill for time or increase productivity with multi-user capability.

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.

Record foreign currency transactions

With MYOB Premier, you can sell and purchase goods and services in foreign currencies and perform a whole range of tasks in multiple currencies including:

- Sales and purchases transactions
- Customer and vendor payments
- General journal entries
- Cheques and deposits

Currency Name	Code	Symbol	Exchange Rate
Australian Dollars	AUD	A\$	2.110000
Canadian Dollars	CAD	Can\$	32.417300
Chinese Yuan Renminbi	CNY	Y	6.070970
European Union Euro	EUR	EUR	44.019000
Great Britain Pounds	GBP	£	71.279600
Hong Kong Dollars	HKD	HK\$	6.442720
Japanese Yen	JPY	¥	0.410506
New Zealand Dollars	NZD	NZ\$	21.179300
Philippine Pesos (Local)	PHP	P	1.000000
Ringgit Malaysia	MYR	RM	13.227200

Supports your global business

Put your best stock forward

MYOB Premier automatically adjusts your inventory as you sell items. Unlike most other systems, MYOB Premier goes the extra mile by giving you the flexibility and freedom when working with inventory transactions as you can:

- Recall
- Edit
- Reverse
- Delete inventory adjustments and transfers

Powerful reporting options also allow you to easily reconcile your stock on hand with your inventory account for any given date.

MYOB Premier also features a sophisticated pricing matrix with:

- Five quantity breaks and
- Six Pricing Level

This allows you to map out pricing and sale strategies based on customer status.

If you sell items from different warehouses or hold stock in multiple locations, MYOB Premier helps you keep track of items quantities held at each location.

Item Number	Name	On Hand	Last Cost	Sell Price
1001	Cookie File Large	0	\$0.00	\$2.95
1002	Cookie File Medium	100	\$2.95	\$2.75
1003	Cookie File Medium	100	\$1.95	\$2.25
1004	Cookie File Small	0	\$0.00	\$0.75
1005	20 Liter George Cakes	100	\$1.00	\$1.25
1006	Van Cookie Tin	0	\$0.00	\$190.00
1007	Van Cookie Baking	0	\$0.00	\$50.00

Get your stocks to work for you

Get Started Fast

To help you get started, the Premier Easy Setup Assistant prompts you with a series of questions that helps you set-up your accounts according to your industry and business needs – you can be up and running in minutes.

You can then get straight into recording your business transactions, even if you aren't familiar with accounting concepts and principles. MYOB Premier does all the double entry accounting behind the scenes for you, so you just fill in the familiar on-screen forms and click Record when you're done.

When you want to learn how to edit or delete the transaction you're looking at, or how to create a new transaction, or any other task, a quick step by step guide is just a couple of clicks away from every window.

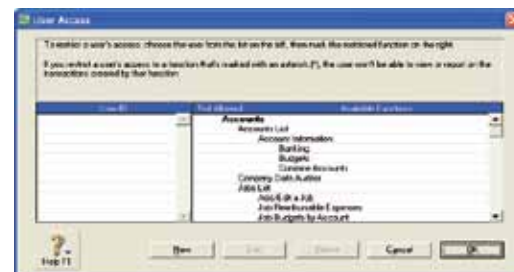
Accounting Made Easy

Multi-user access

MYOB Premier lets multiple people access your business information simultaneously. MYOB Premier is issued with 1 or 3 user licenses; further licenses are available direct from MYOB as your business requirement change.

You can set up password-protected user profiles to control which Screens, Reports, Menu items each user has access to, ensuring sensitive business information remains discreet.

Multi user capability can also speed up internal processes, and save your accounts personnel from being interrupted with requests for information about inventory, sales, accounts and creditors.



Secure yet flexible

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.

Analyse your business in more than 200 ways

Make more informed decisions based on accurate and detailed information:

- Over 200 flexible reports and charts
- Assess up-to-date Profit and Loss Statements and Balance Sheets
- Produce comprehensive reports and send 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
- View screen-optimised or print-preview versions of each report
- Analyse sales by salesperson, track where sales are coming from, and identify customers who owe money, stay on top of outstanding invoices and more.



Get a clearer view of the Big Picture

Need to keep track of your time?

MYOB Premier's time billing functions have been designed to work exactly the way you collect and bill your time:

- Track your hourly and non hourly, chargeable and non chargeable activities
 - Bill by employee, customer or activity rate
 - Partially charge, write off time or defer your billing until next month
 - Set up records for all the activities your company provides
- Create invoices that automatically update with time slip details, or present a standard activity description. Also include stock items on the same invoice!

Activity	Description	Hours	Chargeable
001	Installation Fees	1.00	Yes
002	Water Service Fees	1.00	Yes
003	Paper Fees	1.00	Yes
004	Hourly	1.00	Yes
005	Chargeable	1.00	Yes

Get paid quicker