



3. Sales Tax

3.1. To View Sales Tax License Information and Sales Tax Return Schedule

1. Click Menu [*Sales Tax*] to view [*Sales Tax Licence Information*]. (Figure 2.1)

Sales Tax Licence Information

SST SMK No. :	SST Station :	A10 ipoh
Company Name :	SST Registration No. :	A10-1808-21000097
BRN :		8753507
Date Registered :	Date Applied :	19/09/2018 10/08/2018
Date Approved :	Approved By :	01/09/2018 -
Effective Date :	Industry :	01/09/2018 999-
Premise Address :	Company Address :	15, JALAN KILANG SATU, 15, JALAN KILANG SATU,
Tel No. :	Tel No. :	065269091 065269091
Last SST-02 Date :	Next SST-02 Date :	31/10/2018 31/10/2018
Exemption Schedule C (Yes/No) :	Manufacturing Date :	-
Current Credit Value :	EOM Date / EOT Date :	00.00 99 / 30/09/2018

Available Tax Schedule Year: 2018

Select	No	TAXABLE PERIOD	DUE DATE	RECEIVED DATE	RECEIPT AMT	RECEIPT NO	SST-02 No	STATUS
<input checked="" type="radio"/>	1	01/01/2018 to 28/02/2018	31/05/2018	02/10/2018			A10-900080/1809	Submitted
<input type="radio"/>	2	01/03/2018 to 30/04/2018	31/05/2018				A10-900070/1809	Draft
<input type="radio"/>	3	01/05/2018 to 30/06/2018	31/07/2018					
<input type="radio"/>	4	01/07/2018 to 31/08/2018	01/10/2018					
<input type="radio"/>	5	01/09/2018 to 30/09/2018	31/10/2018					
<input type="radio"/>	6	01/10/2018 to 30/11/2018	31/12/2018					
<input type="radio"/>	7	01/12/2018 to 31/01/2019	28/02/2019					

Page 1 of 1

Note: To submit a new taxable period, please select the correct taxable period radio button above and then click the [Next] button. The radio button will be enable on the next day after the end of that taxable period. To view/edit/submit/pay the Taxable period, please click on the SST-02 No. link.

Figure 2.1 – Sales Tax Licence Information

2. Click [*View Detail*] button to view the Sales Tax Return. (Figure 2.1)

3. Click the [*Backward*] and [*Forward*] button to navigate through the available Tax Schedule. (Figure 2.1)



**JABATAN KASTAM DIRAJA
MALAYSIA**

User Manual

Doc Ref : EITS/CMMI/ENG/RSD/UM

Version : 1-1

Doc ID: SST_UM_v1-1

Page No : 10

Sales Tax
Sales Tax Return

SST Name :
SST SMK No. :
Taxable Period : From 01/03/2018 to 30/04/2018
Declared By Name :
Declared By IC/Passport No. : 742219142001
Export / Special Area / Designated Area (18a) : 10,000.00
Schedule A (Class Of Person) (18b1) : 100.00
Schedule B (Manufacturer of specific non taxable goods) (18b2) : 400.00
Total Taxable Sales : 28,000.00
Total Value of Tax Payable : 600.00
Amount of Tax Deducted from Credit Note (18) : 800.00
Previous Credit Balance : 0.00
Total Tax Payable Before Penalty : 100.00
Penalty Rate : 40.00%
Penalty Amount : 40.00
Total Tax Payable Inclusive Penalty : 140.00
SST-02 Registered By IC Total Detail : 742219142001
Registered Name : SST 1

SST-02 No. : A10-900070/1809
Station Name : A10 ipoh
Due Date : 31/05/2018
Date Registered(System) : 24/09/2018 8:16:30
Date Declared (Received/ Submit) :
Form Status : Draft
Receipt No :
Receipt Date :
Receipt Amount : 0.00
Balance : 0.00
BOD Ref No. :
BOD Date :
BOD Amount : 0.00
Remark :

Schedule C (Raw Materials / Packaging / Components)
Item 1 and 2 (18c3) : 100.00
Item 3 and 4 (18c3) : 2.00
Item 5 (18c3) : 3.00

Part E (Purchase Under The Schedule C, Sales Tax)
Item 1 and 2 (19) : 4.00
Item 3 and 4 (20) : 5.00
Item 5 (21) : 8.00

Detail Sales Tax Return

Add Goods Edit Delete

Select	No.	Tax# Code	Quantity / Good Description	Good Sold Amt	Own Use Amt	Leased Amt	Work Done	Total Amt	Tax Rate %	Tax Rate Specific / Total	Total Tax Payable
<input checked="" type="radio"/>	1	8430.49.000	CREATED BY SYSTEM	1,000.00	2,000.00	3,000.00	4,000.00	10,000.00	0.00%		0.00
<input type="radio"/>	2	0008.40.100	FOOD	2,000.00	2,000.00	0.00	2,000.00	6,000.00	5.00%		300.00
<input type="radio"/>	3	0008.40.100	FOOD	2,000.00	2,000.00	0.00	2,000.00	6,000.00	5.00%		300.00
<input type="radio"/>	4	8800.00.008	AIRCRAFT SPARES	2,000.00	2,000.00	0.00	2,000.00	6,000.00	0.00%		0.00

Page 1 of 1

Back Print SST-02 Clear Save

Note: Reset Button is used to reset status from Submitted to Draft. If you reset after due date, you will get penalty on your Tax Return. Not allow to reset if status is Paid or have pending payment request.
Total Tax Payable inclusive Penalty amount that ends in 1, 2, 6 and 7 sen to be rounded downwards and 3, 4, 8 and 9 sen to be rounded upwards to the nearest multiple of 5 sen. Refer to BNM Guideline.

Figure 2.2: Sales Tax Return

- Click [Edit] button to edit the information and click [Add Goods] button to add goods information.
- Select any radio button of detail sales tax return and click [Print SST-02] to print, click [Save] to save the information.

