

Question 114

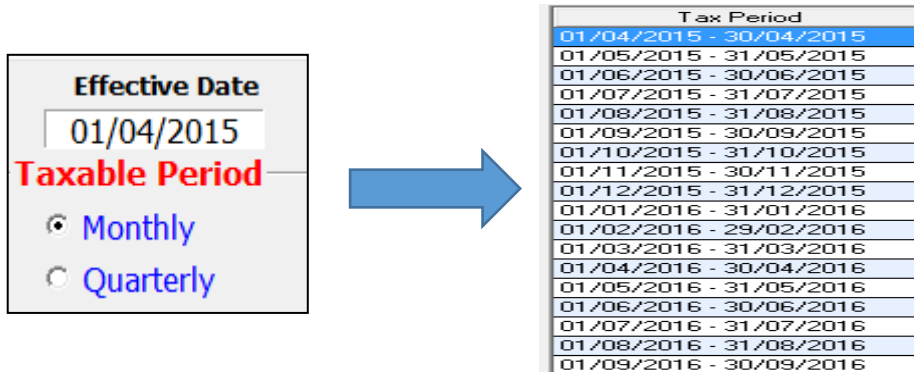
How to change the GST submission period other than Monthly and Quarterly basis?

Answer:

Determine the FIRST tax period if you are on quarterly (every 3 months) basis.

Scenario1:

If your first tax period is ONE (1) month, then you should go to GST → Setup - tick Monthly



Remember:

After you have submitted your GST-03 return for the first month of April, change the status back immediately to Quarterly and the effective date to 01/05/2015. To view all GST reports for submitted month, proceed to GST → 9. Submitted GST Taxable Report

Note:

The same scenario applies if your first tax period is TWO (2) months. First, you have to change the tax period to **Monthly**. At GST-03 submission, click on [**Change Period**] to set it to two (2) months before proceed with the submission process.

