

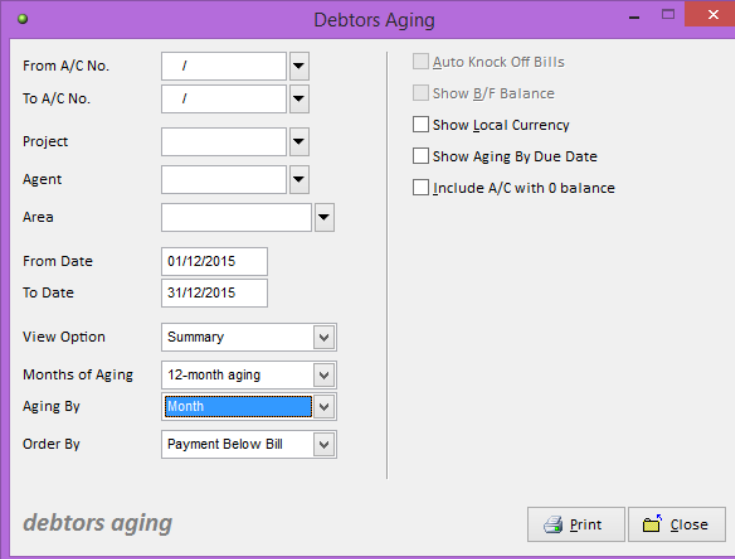
CHANGE IN VERSION 02122015

CHANGE IN BAD DEBT RELIEF & GST FORM 3 (SUBMISSION)

- Bad debt relief checking is now combined with “Checking” button.
 - o Now no longer forced to create Debtor Bad debt relief - Can click “Cancel” if Bad debt relief is not created for some debtors > 6 months to proceed with “Creditor’s Adjustment”.
 - o **Debtors without GST Reg. No. will not be listed out in Debtor Bad debt relief** – Manual checking is a must before “Bad debt relief checking”.

▪ **Manual checking:**

- Debtor Reports > Debtors Aging



Debtors Aging

From A/C No. /

To A/C No. /

Project

Agent

Area

From Date 01/12/2015

To Date 31/12/2015

View Option Summary

Months of Aging 12-month aging

Aging By Month

Order By Payment Below Bill

☐ Auto Knock Off Bills

☐ Show B/F Balance

☐ Show Local Currency

☐ Show Aging By Due Date

☐ Include A/C with 0 balance

debtors aging

Print Close

- Filter out those debtors with aging > 6 months (e.g. during Oct to Dec 2015 filing, those are outstanding in June 2015 and before.)

- To key in GST Reg. No. for those debtors you want to create Bad debt relief.

- To prevent stuck when submit - Bad debt relief checking is no longer triggered when click “Submit”.