

Adding PST to Soda Beverages in RSQ

- 1) Log into RSQ Back Office
 - a. If you already have PST tax defined, proceed to step 2
 - b. If you need to define PST tax definition, Under Housekeeping -> System Parameters -> Tax, create a new tax definition for PST
 - i. Ensure that customers are not exempt from PST (Under the Price/Tax/Award tab of customer accounts)

Desc 1	Desc 2	Tax #	Tax %	Receiving Tax	GL Account	Default for New Customer	Default Price Include Tax for New Subcategory
1 GST	GST		5.000	<input checked="" type="checkbox"/>	...	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2 PST	PST		7.000	<input checked="" type="checkbox"/>	...	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3 HST	HST		13.000	<input checked="" type="checkbox"/>	...	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4			0.000	<input type="checkbox"/>	...	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Print Customer Tax # on Receipt: None
 Tax exempt when buy: 0 or more
 Re-calculate Selling Price based on different tax area for Price Included Tax

Save F12 Exit

- 2) Under Item -> Enter/Modify Item, locate all your soda beverages and select PST and GST for those soda beverage items

Item # SODA 3/18/2021 Subcategory SODA Soda Beverages

Description Soda Beverage Selling Unit Category Beverages

Ext Desc Vendor Part #

Type N - Non-identifiable Status A - Active GST
 PST
 HST

1 Price/Cost 2 Vendor 4 Linked 5 Stock 6 Barcode 8 Picture 9 Shopify 13 Region 14 Region Vendor

Theo Cost	0.000	Regular	2.00	Price 6	0.00	Purchase Limit	0.00
Foreign Cost	0.000	Price 2	0.00	Price 7	0.00	Volume	
BCWI	0.0000 %	Price 3	0.00	Price 8	0.00	Bottle Dep	0.00
Overhead	0.000	Price 4	0.00	Price 9	0.00	Tare	0.00
Landed	0.00	Price 5	0.00	Price M	0.00	Discountable	<input checked="" type="checkbox"/>
Mark Up	0.00 %	Zero Price	<input type="checkbox"/>	Calc Price		Fractional Qty	<input type="checkbox"/>
GP	100.00 %					Print Label	<input checked="" type="checkbox"/>

New Item Inventory Inquiry (All Store) Qty Sold Clear Field Add Delete Cancel

- 3) Restart Cash Register on all workstations

The total PST reportable for a date range is equal to the PST indicated in the sales summary report

Ex. \$4.27 in the example below