

# TOTAL INPUT AND OUTPUT TAX AT LEDGER

You can check your GST claim or payable in ledger before and after submission of GST return.

The screenshot shows a 'Ledger Report' window with the following details:

- Date:** 01/06/2015 to 30/06/2015
- Account:** 2 selected
- Group By:** Account Code (checked), Account Description, Post Date, Ref1, Project, Agent, Area
- Options:** Merge GL Code for same document (checked), Exclude Project When Merging (unchecked), Use 2nd Description (unchecked), Include Zero Closing Balance (checked), Include Zero Transaction (checked), Local Currency (checked), Foreign Currency (unchecked)
- Radio Buttons:** General Ledger (selected), Sales Ledger (Customer Control), Purchase Ledger (Supplier Control)

Date	Ref 1	Description	Description 2	Local DR	Local CR	Local Balance
<b>Code : GST-101 (GST - Claimable)</b>						
		Balance B/F				0.00
01/06/2...	PI-00030	Purchases with GST incurred at 6% and d...	NOKIA 8850	1,279.20	0.00	1,279.20
04/06/2...	CS-00012	Other Input Tax adjustment	NOKIA 3210	0.00	54.00	1,225.20
				1,279.20	54.00	
<b>Code : GST-201 (GST - Payable)</b>						
		Balance B/F				(46.62)
04/06/2...	CS-00012	Standard-rated supplies with GST charged	ERICSSON A1...	0.00	40.20	(86.82)
				0.00	40.20	
				1,279.20	94.20	

- 1) Select your period.
- 2) Select the accounts. Example I've selected GST-101 (GST – Claimable) and GST-201 (GST – Payable).
- 3) This is your total claimable ledger account.
- 4) This is your total payable ledger account.