

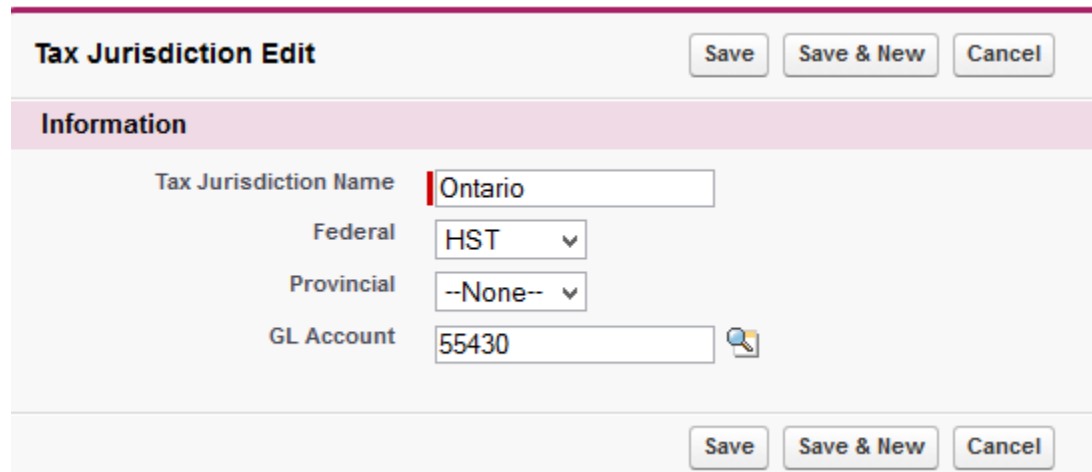
How to Set Up a Tax Jurisdiction

Description


Use this function to set up a Tax Jurisdiction for your Province or State

Step by Step

- 1 Click on the plus sign (+) to the right of your tabs. From here, click **Tax Jurisdiction**
- 2 Click **New**
- 3 Enter a **Tax Jurisdiction Name**. This can be the name of your Province or State.
- 4 If applicable, select a **Federal** tax
- 5 If applicable, select a **Provincial** tax
- 6 Specify a **GL Account**
- 7 Verify the data and click **Save**



The screenshot shows the 'Tax Jurisdiction Edit' form. At the top right are buttons for 'Save', 'Save & New', and 'Cancel'. Below is a section titled 'Information' with the following fields:

Tax Jurisdiction Name	<input type="text" value="Ontario"/>
Federal	<input type="text" value="HST"/>
Provincial	<input type="text" value="--None--"/>
GL Account	<input type="text" value="55430"/> 

At the bottom right are buttons for 'Save', 'Save & New', and 'Cancel'.