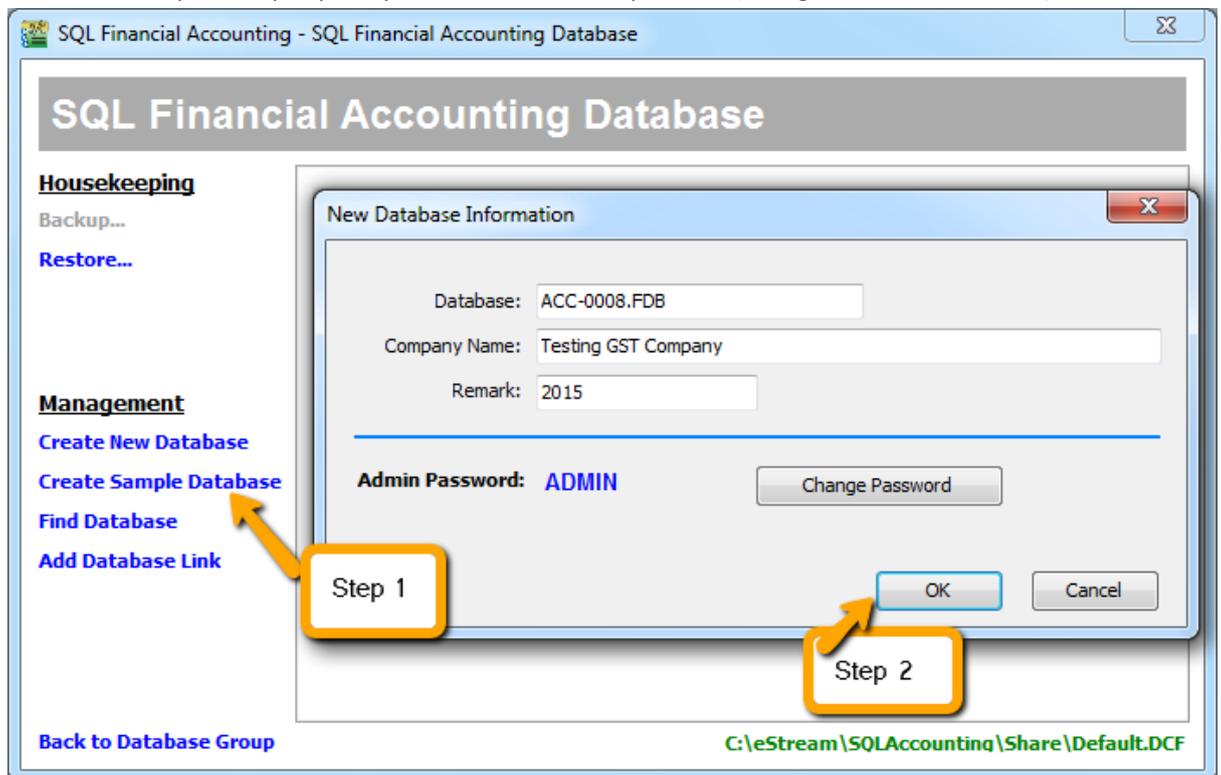
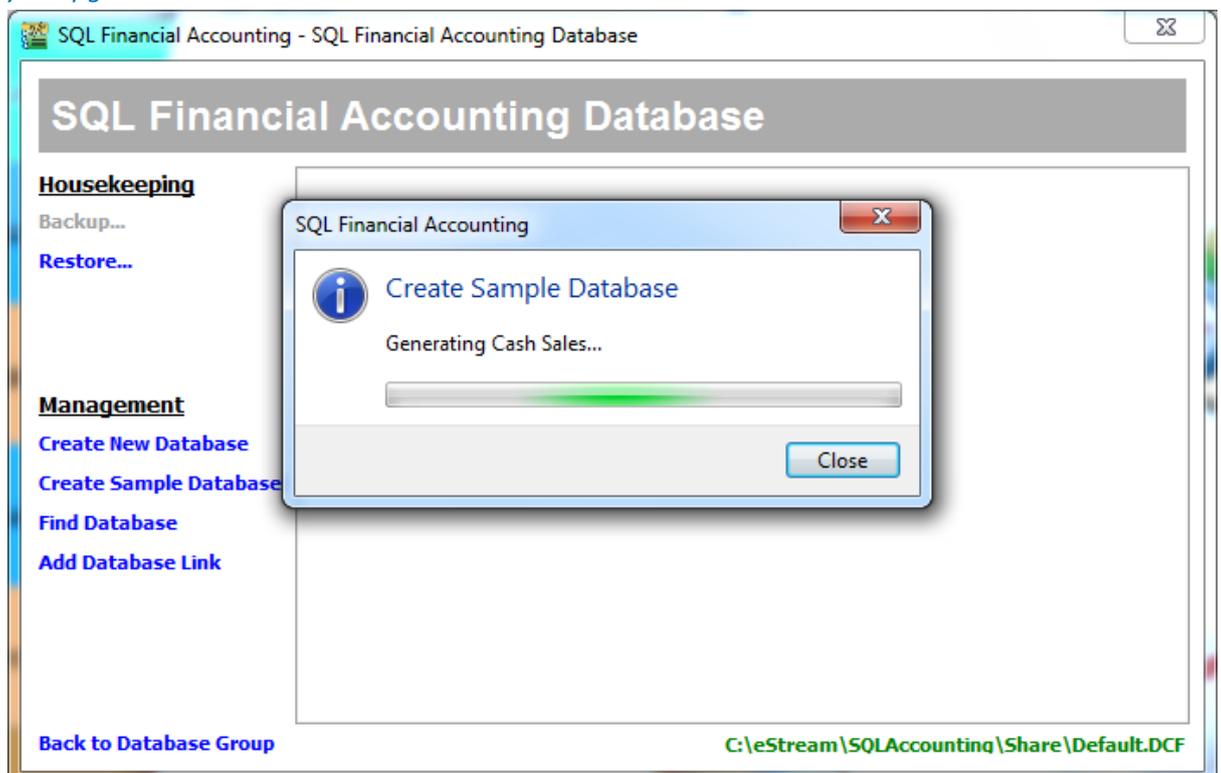


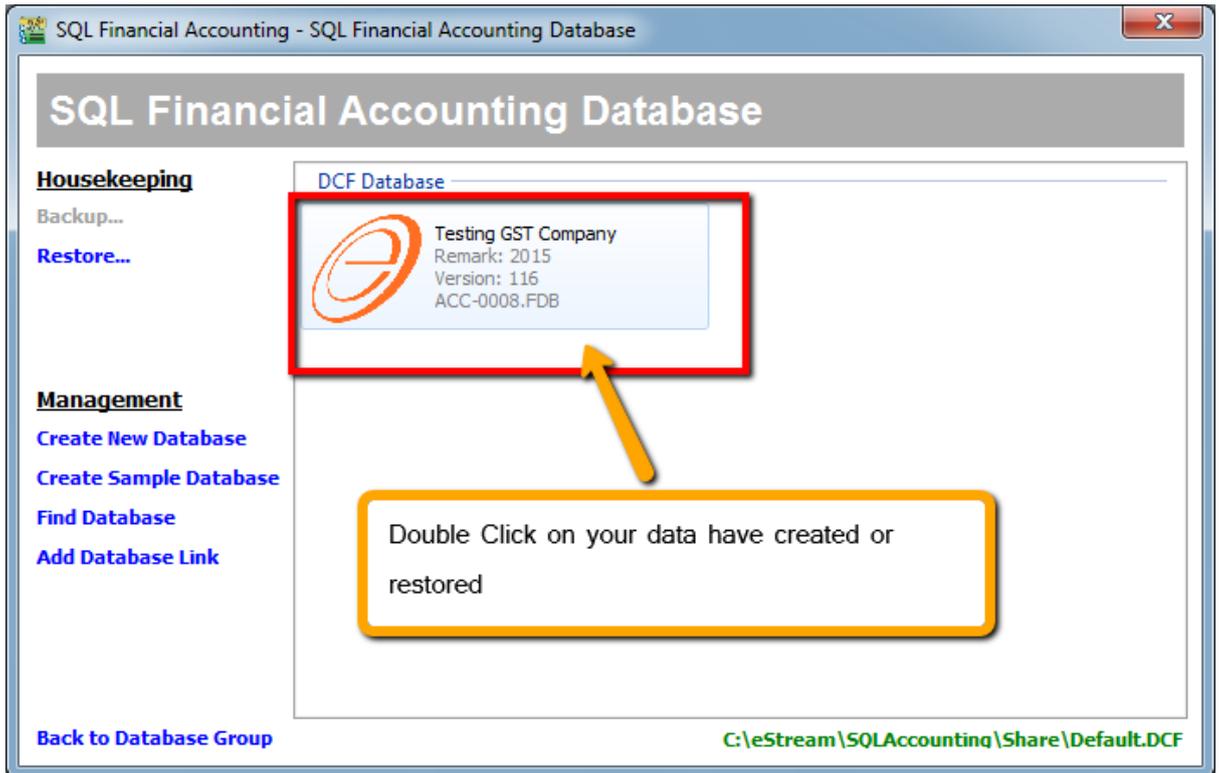
GST-01 Setup GST Profile

1. First, create a sample data, new data or restore existing data
2. To create sample company, may click on create sample data (it might take 1-2 minutes)



** For existing user of SQL Account version 3, it is advisable to upgrade to version first before you upgrade to version 4 with GST*

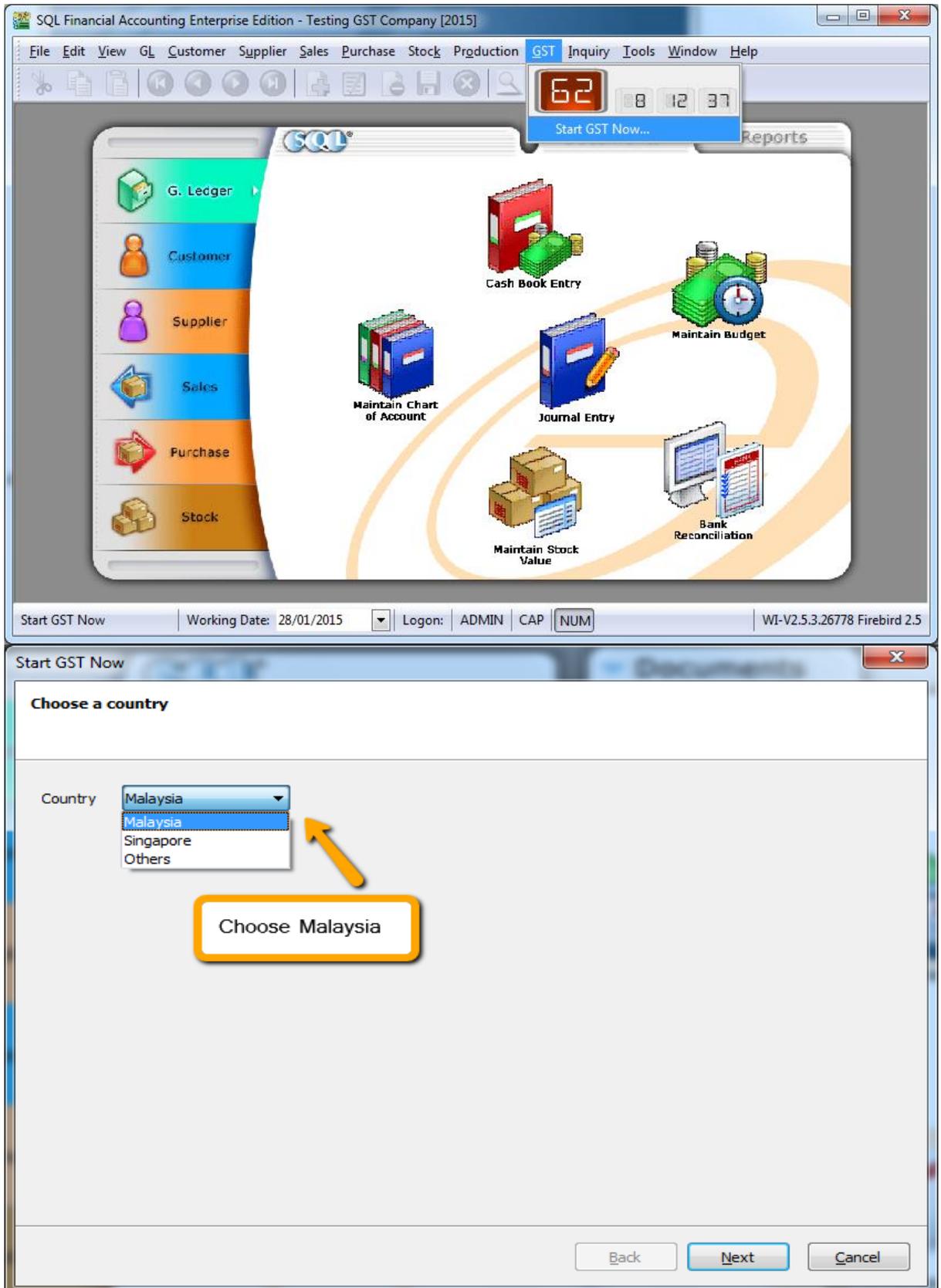


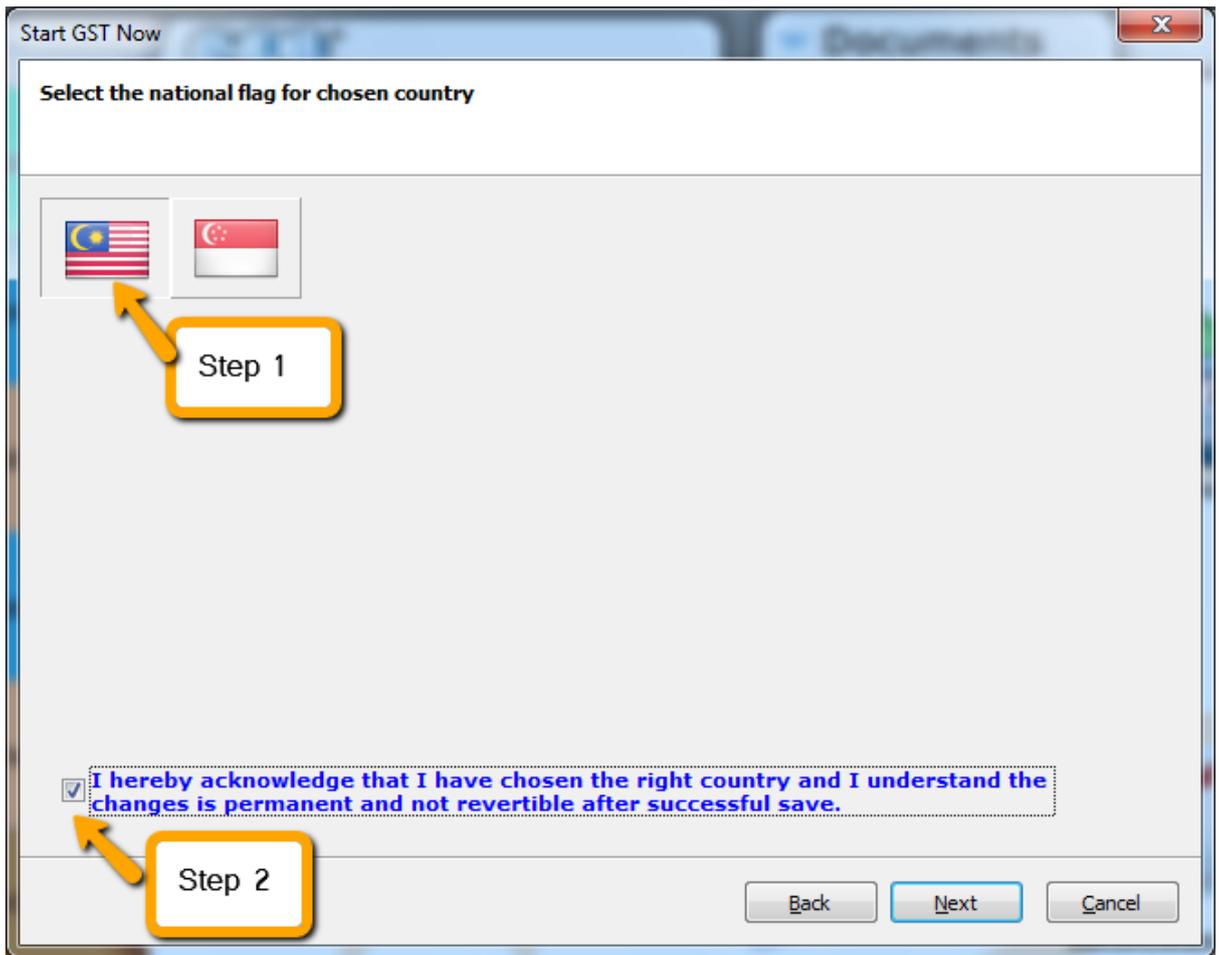


3. For Sample Data, both user name and password is "admin", Press " Log On"



4. After login, you have to create GST Profile based on your country of business. What to do?
Click on **GST | Start GST Now**





Step 1: Choose Malaysia Flag

Step 2: Tick the acknowledgement

Warning : Once GST country profile is set. It cannot be reverse.

5. Set your date

Start GST Now

Set GST effective date

GST Effective Date 01 Apr 2015

****The first day for Malaysia GST is 01/04/2015**

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*However any businesses that register for GST at a later stage can back date or forward date to match to the GST start date provided by Kastam.

6. Key in your GST Registration No

Start GST Now

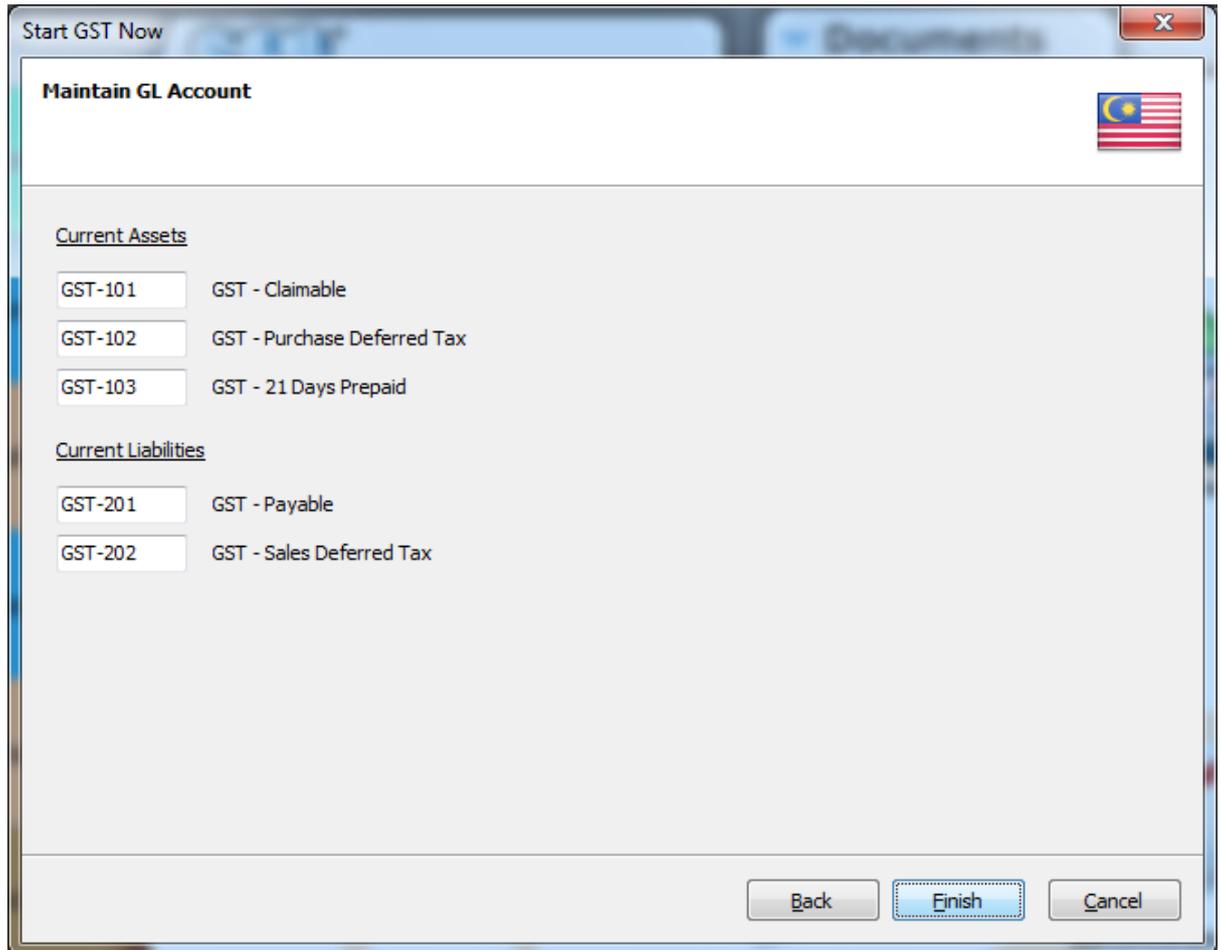
Set GST Registration No.

GST Registration No. 000123456789

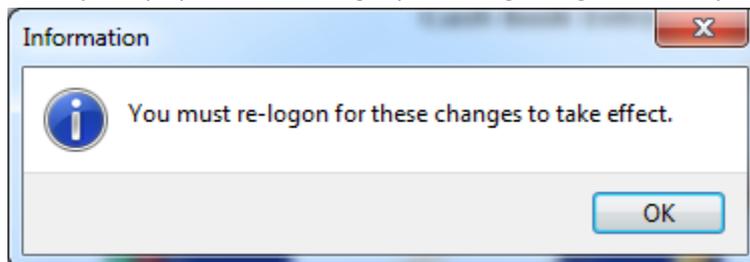
Back Next Cancel

If you key in incorrectly, you can still amend it in [File | Company Profile](#) later

7. Just click Finish will do



8. It will prompt you this message, please log on again to complete the GST Profile setup



9. After login again to, you should can see new drop down list for GST function, then GST setup is complete

