

VAT Integration with Digitax

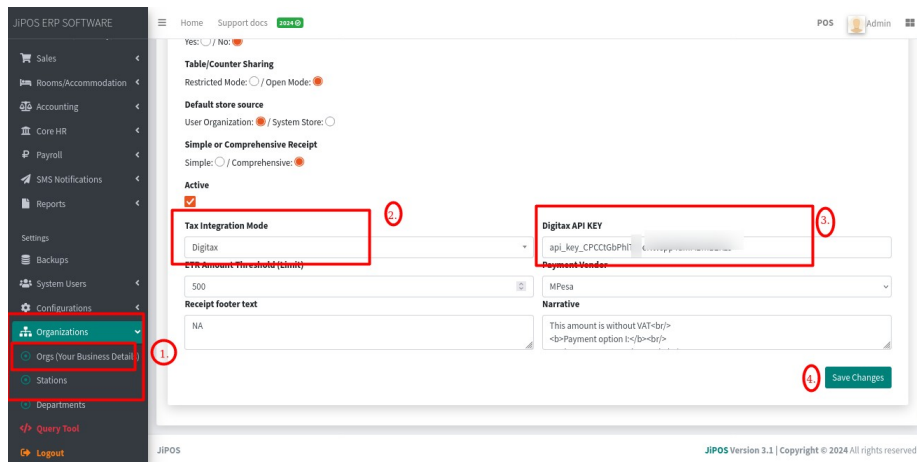
1. API Key

Create account in Digitax and generate a one-time API-key

Copy the API Key and login to JiPOS then navigate to Organizations > Orgs

Scroll down to the bottom of the page then:

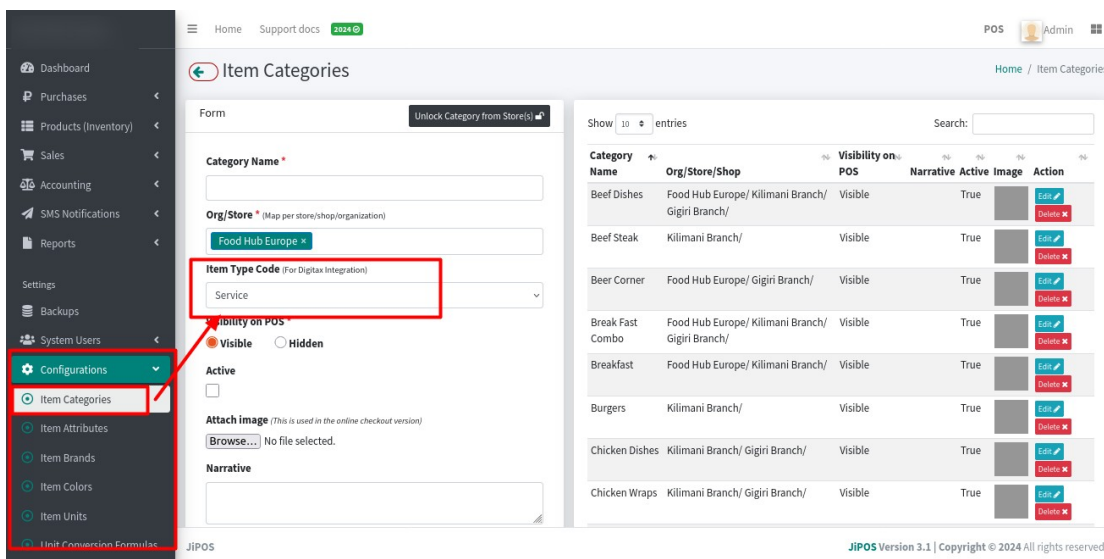
- select Digitax in the **Tax Integration Mode** select input
 - insert(paste) the API-Key into the **Digitax API Key** input
- Save changes



2. Item Type Code

Navigate to Configurations > Item Categories

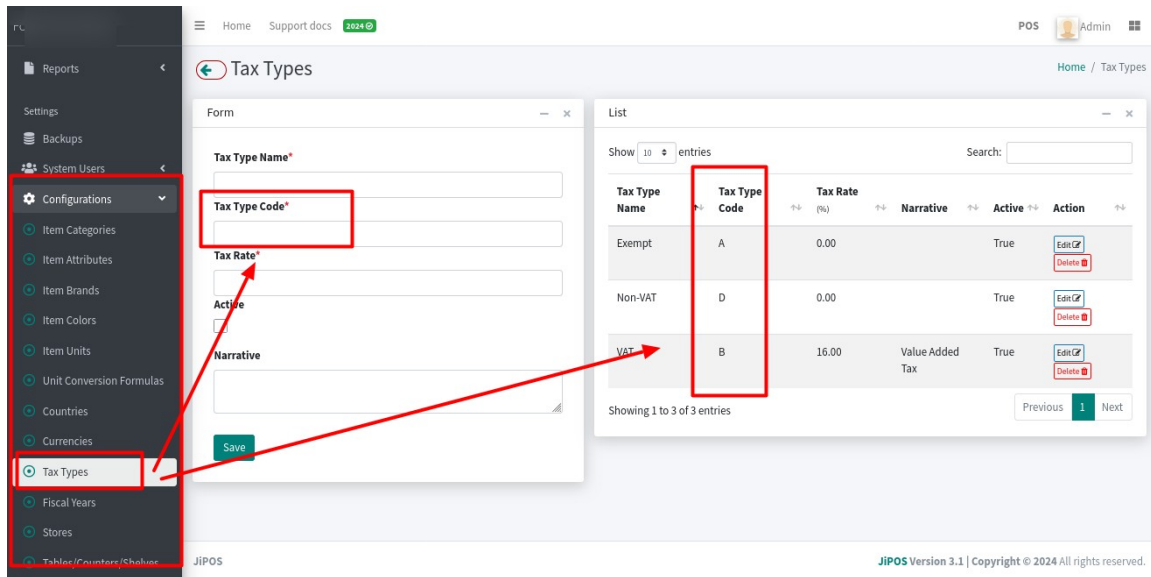
Ensure you select **Item Type Code** for the category you are creating or editing in the form provided



3. Tax Types

Navigate to Configurations > Tax Types

Ensure all the tax types(3 listed) have **Tax Type Code**_(A/D/B)



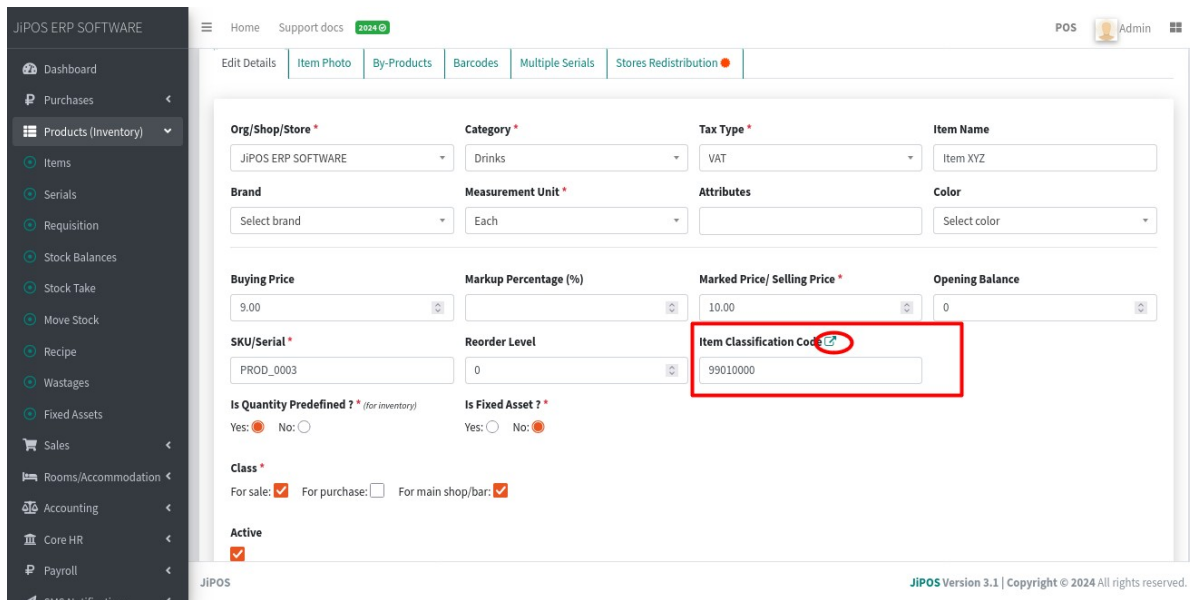
4. Item Classification Code

Navigate to Products > Items

Search and open the profile of the item which needs to be uploaded to Digitax

Insert the **Item Classification Code** and save changes. You can get the classification codes from the link provided below;

<https://docs.digitax.tech/docs/items-classification>



5. Upload/Edit/Delete Item in Digitax

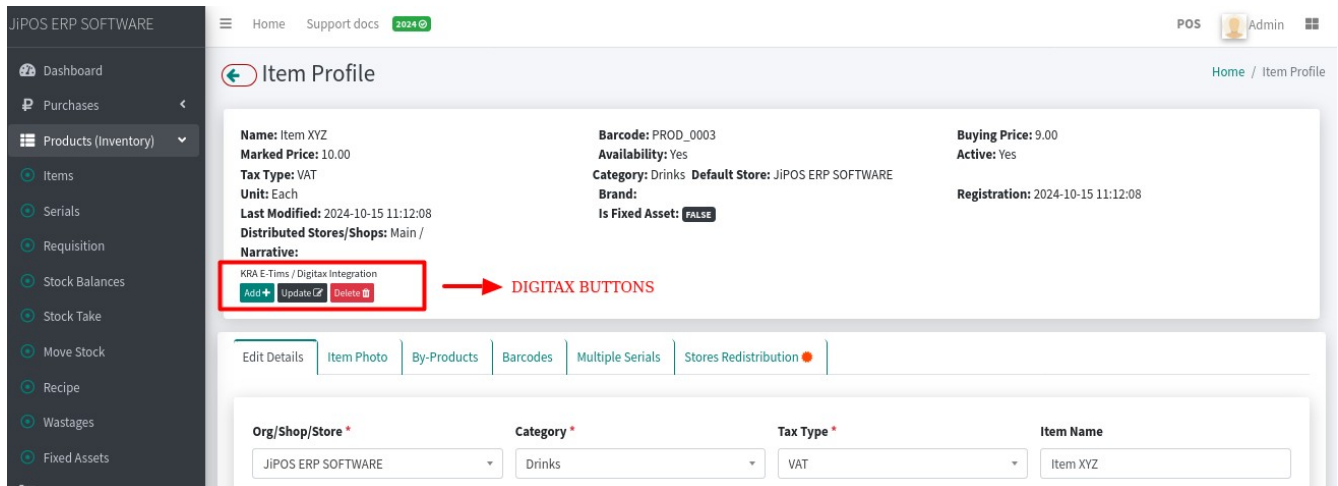
Navigate to Products > Items

Search and open the profile of the item which needs to be uploaded to Digitax

Click **Add** button to register the item with Digitax

Click **Update** button to update the item details in Digitax


Click **Delete** button to delete the item from Digitax

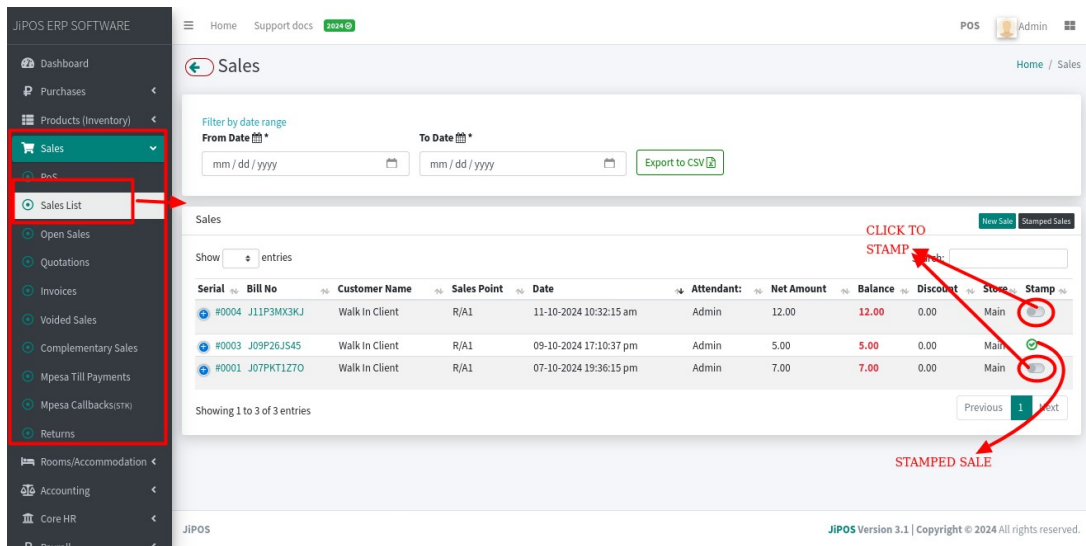


6. Post/Stamp a Sale

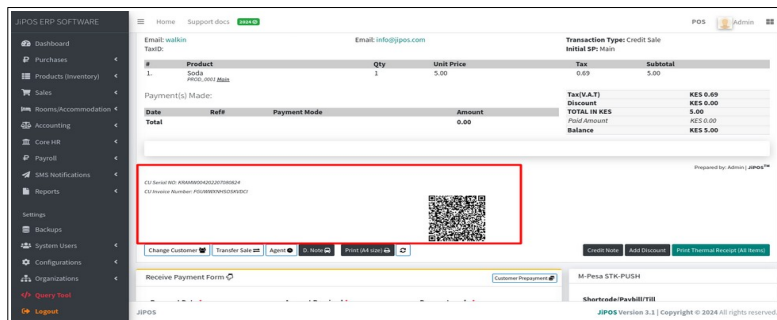
Navigate to Sales > Sales List

Stamp the desired sale from the Stamp column by clicking the checkbox provided

All stamped sales will have the  symbol



Sale profile



7. Sale Tax Credit Note

Navigate to Sales > Sales List

Search and open the sale profile

Click **Credit Note** button to issue tax credit note on the sale

Note: This sale should then be voided.

The screenshot displays the JIPOS ERP Software interface for a sale profile. The left sidebar contains navigation options such as Dashboard, Purchases, Products (Inventory), Sales, Rooms/Accommodation, Accounting, Core HR, Payroll, SMS Notifications, Reports, Settings, Backups, System Users, Configurations, Organizations, Query Tool, and Logout. The main content area shows the following details:

- Email:** walkin | **Email:** info@jipos.com
- Transaction Type:** Credit Sale | **Initial SP:** Main
- TaxID:** (blank)
- Product Table:**

#	Product	Qty	Unit Price	Tax	Subtotal
1.	Soda <small>PROD_0007 Main</small>	1	5.00	0.69	5.00
- Payment(s) Made:**

Date	Ref#	Payment Mode	Amount
Total			0.00
- Tax Summary:**

Tax(V.A.T)	KES 0.69
Discount	KES 0.00
TOTAL IN KES	5.00
Paid Amount	KES 0.00
Balance	KES 5.00
- Prepared by:** Admin | JIPOS™
- CU Serial No.:** K8AMN05A202207180824
CU Invoice Number: FGUW9W9NS05VDC1
- QR Code:** A QR code is displayed for the sale.
- Buttons:** Change Customer, Transfer Sale, Agent, D. Note, Print (A4 size). A red circle highlights the **Credit Note** button, with a red arrow pointing to it from the text "AWARD TAX CREDIT NOTE HERE". Other buttons include Add Discount and Print Thermal Receipt (All Items).
- Receive Payment Form:** Includes a Customer Prepayment dropdown and a field for M-Pesa STK-PUSH.
- Shortcode/Pavbill/Till:** (blank)

At the bottom of the page, it says "JIPOS Version 3.1 | Copyright © 2024 All rights reserved."