

## **QuickStore - How to set up alternate sales taxes for different product in my store?**

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If you have a business in which different products are charged different sales taxes, you can set up alternate tax rates for those designated products.

Example: my sales tax rate for general merchandise is 6% but my tax rate on all liquor items is 9%.

First, go to Setup, then click on Alternate Sales Tax Rates.

Here, click the Tax button at the bottom of the screen and select Insert Tax Option.

On the next screen give your taxes a name, such as "store" and put a check next to Enable separate or multiple tax options.

You will then see Rate A and B.

Set rate A at your default rate, from the example above 6% and name is Standard.

Set rate B at your special rate, from the example above 9% and name is Special.

Make sure there is a check next to "Print the separate tax totals on receipts".

Click Okay and close the Alternate Sales tax window.

Next click on the menu Lists. Then select Inventory Standards.

On the Inventory Standards window, select the Codes tab. On the Codes tab click on the Codes button at the bottom of the window and select Insert Code.

Name the first code STD and describe it as "standard". Then go to the Sales Tax tab of this code and select "Only selected sales tax option(s) apply". Put a check next to sales Tax Option A (this being the standard sales tax that we set up earlier). Then click on OK.

Next click on the Codes button at the bottom of the window and select Insert Code. Name this code LIQ and describe it as Liquor (to continue our liquor store example). Then go to the Sales Tax tab of this code and select "Only selected sales tax option(s) apply". Put a check next Sales Tax Option B (this being the liquor sales tax that we set up earlier). Then click OK.

Now when you create a new item in Quick store, set the CODE for either STD or LIQ so that particular product will now ring up with the appropriate sales tax.