



**APPLICATION FOR ACCOUNTING SOFTWARE / P.O.S (Point of Sales)
TESTING & EVALUATION SESSION**



SECTION A – General Information

(Please fill in all particulars in the space provided below with correct information)

1.	Name of Company (Business / Company)	
2.	Address of Company (Business / Company)	
3.	Name of Applicant (Individual)	
4.	Identification No. of Applicant (MyKad / Passport)	
5.	Business Registration No. (Business / Company / Individual)	
6.	GST Registration ID (Business / Company – SSM)	
7.	GST Registration Date	
8.	E-mail Address	
9.	Contact Number (Office)	
10.	Contact Number (Handphone)	

SECTION B – Accounting Software / P.O.S Information

(Please fill in all particulars in the space provided below with correct information)

Package Accounting Software / services provided
(Mark “ / “ where applicable)

New	
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Upgrade	
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Package POS System / services provided
(Mark “ / “ where applicable)

New	
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Upgrade	
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1.	Name of Software	
2.	Version of Software	
3.	Year	
4.	Type of Software Module	BASIC / ADVANCE* _(please state)
5.	*If ADVANCE Module, please list the module contained in the accounting Software / P.O.S system	<ul style="list-style-type: none"> i. ii. iii. iv. v.
6.	Other Specification (or new specification if upgraded)	
7.	Retail Value of Software (or retail value if upgraded)	RM
8.	Type of Industry for this software	
9.	Number of customer using this software	

SECTION C – Terms And Conditions For Accounting Software / P.O.S Testing and Evaluation Session

1. Applicant must be registered under Suruhanjaya Syarikat Malaysia (SSM) legislations or any designated agency, and comply with the Good & Service Tax (GST) legislations.
2. Applicant must have already implemented or modified the accounting system / P.O.S as per specifications stated in "*Guide To Enhance Your Accounting Software To Be GST Compliant*". Applicant must also understand and comply with the relevant GST guideline.
3. Applicant may obtain any advisory from Unit Perisian Perakaunan in relation to the accounting software / or P.O.S system for testing and evaluation session.
4. Applicant must only enter related "testing data" in your Accounting Software / P.O.S provided by Customs for testing and evaluation purposes. "Test script" will be provided after a complete application is registered.
5. For application purposes, applicant must fill in form (Borang A) and submit the form with supporting documents as below:
 - (a) Photocopy of company registration form (Borang 49) from Suruhanjaya Syarikat Malaysia;
 - (b) A software manual / user Manual of the applicant software; and
 - (c) Other related documents (for example a presentation slide, and advertisement etc).
6. The Application form (Borang A) together with the supporting documents must be submitted (hardcopy) to:

Ibu Pejabat Kastam Diraja Malaysia, Unit Perisian Perakaunan,
Cawangan Pengurusan Pembayar Cukai Utama, Bahagian GST,
Tingkat 5, Blok A, Menara Tulus, No.22,
Persiaran Perdana, Presint 3, 62100 Putrajaya.

(Only complete application(s) will be registered. All information submitted is confidential)
7. **ATTENTION:** One application is for one software only. If the applicant wishes to apply more than one software, the applicant must submit a fresh application via a new (Borang A).

SECTION D – Checklist of Accounting Software / Point Of Sales (P.O.S) Requirements

(Please fill in all particulars in the space provided below with correct information)

No.	Particulars	Feedback		
		Yes	No	Not Sure
PART 1 – ESSENTIAL INFORMATION RELATED TO GST				
(Have you setup the GST related functions for the essential information listed below?)		Yes	No	Not Sure
(1)	Company Profile			
(2)	Tax code table			
(3)	Foreign Exchange Rate table			
(4)	Debtors/customer profile			
(5)	Creditor/supplier profile			
(6)	Chart of Account			
(7)	Audit Trail -Transactions / Access control			
PART 2 – SALES / SUPPLY				
(Have you setup the GST related functions for the supply listed below?)		Yes	No	Not Sure
(8)	Tax invoice			
(9)	Credit Note			
(10)	Debit Note			
(11)	Credit & Debit note report			
(12)	Receipt of payment Module -Including cash receipts			
(13)	Bad Debt Relief -Control and adjustment of GST			
(14)	Bad debt Recover -Control and adjustment of GST			
(15)	Capability for generate Bad Debt Relief & Bad Debt Recover reports			
PART 3 – PURCHASE / ACQUISITION				
(Have you setup the GST related functions for the purchase listed below?)		Yes	No	Not Sure
(16)	Purchase & acquisition report			
(17)	Credit note from supplier			
(18)	Debit note from supplier			
(19)	Credit note & debit note report from supplier			
(20)	Payment module -Including cash			
(21)	Purchase invoices unpaid for more than 6 months -Control and adjustment of GST			
(22)	Payment of invoice more than 6 months -Control and adjustment of GST			
(23)	Report of GST adjustment and payment of invoice more than 6 months			

PART 4 – MAPPING OF DATA BETWEEN SOFTWARE WITH GST RETURN (GST-03) (Have you setup the GST related functions for the furnishing of GST-03 return?)		Yes	No	Not Sure
Sales / supply by -Daily, monthly and yearly				
(24)	Report of supply (Details)			
(25)	Supply report according to tax code			
(26)	Summary report of supply by tax code			
(27)	Mapping of GST-03 statement (Supply)			
Purchase / Acquisition by -Daily, monthly and yearly				
(28)	Supply report according to tax code			
(29)	Summary report of acquisition by tax code			
(30)	Mapping of GST-03 statement (Purchase)			
Other related business scenario				
(31)	Acceptance of deposits			
(32)	Import and export transactions -Transaction and documentation			
(33)	Issuing tax invoice after 21 days after delivery of goods			
(34)	Imported services -Transaction and report			
(35)	Gift Rule -Transaction and report			
(36)	Discount given for a sale transaction			
PART 5 – JOURNAL (Have you setup the GST related functions in the Journal?)		Yes	No	Not Sure
(37)	Journal for all transactions are properly issued			
(38)	There is a situation where production of journal is automatically generated (eg: adjustment of bad debt)			
PART 6 – GENERAL LEDGER (Have you setup the GST related functions in General Ledger?)		Yes	No	Not Sure
(39)	Output tax account			
(40)	Input tax account			
(41)	Control of account			
(42)	Expenditure account of GST			
(43)	Adjustment account of bad debt –Account Receivable (AR)			
(44)	Adjustment Account –Account Payable invoices not paid within 6 months			
(45)	Other important matter(s). If yes, please state;			

PART 7 – FINANCIAL STATEMENTS		Yes	No	Not Sure
(Do you have GST related functions in the Financial Statements?)				
Profit & Loss Statement - Daily, monthly and yearly				
(46)	Related element(s) for reporting & auditing purposes			
(47)	Identify the information of GST involved (e.g expenditure of input tax that cannot be claimed)			
(48)	Other important matter(s). If yes, please state;			
Balance sheet - Daily, monthly and yearly				
(49)	Related element(s) for reporting & auditing purposes			
(50)	Identify the actual information of GST such as balanced account in bad debt relief & bad debt recover (AP & AR)			
(51)	Other important matter(s). If yes, please state;			
PART 8 – SYSTEM DATA INTEGRATION BETWEEN ACCOUNTING SOFTWARE AND P.O.S SYSTEM		Yes	No	Not Sure
(Have you setup the GST related functions for the data transmission between accounting software and P.O.S system?)				
(52)	Receiving data from P.O.S system accordingly by direct integration, daily or monthly transmission			
(53)	Control data received from the P.O.S system (e.g If there is an data, it cannot be removed and cannot be changed)			
(54)	Report that record any data acceptance from P.O.S system			
(55)	The transfer of data from the accounting software to P.O.S system according to direct integration, daily or monthly transmission			
(56)	Control of data sent from the accounting software to P.O.S system (e.g If there is a data,it cannot be removed and cannot be changed)			
(57)	Report of the data transfer records from the accounting software to P.O.S system			
(58)	Other important matter(s). If yes, please state;			
PART 9 – GST AUDIT FAIL (GAF)		Yes	No	Not Sure
(Have you setup the GST related functions in the software to generate GAF?)				
(59)	Accounting software / P.O.S system is capable to generate GAF			
(60)	GAF can be generate by period of time flexibility			
(61)	The GAF format is based on the prescribed format (XML Schema,			

	Bar-Delimited File, or both)			
(62)	Accounting software / P.O.S system are able to attach the GAF into Taxpayer Access Point (TAP) website portal			
PART 10 – TAXPAYER ACCESS POINT (TAP) FILE (Have you setup the GST related functions in the software to generate TAP Return File?)		Yes	No	Not Sure
(63)	Accounting software / P.O.S system is capable to generate TAP Return File for GST-03 return			
(64)	Accounting software / P.O.S system are able to attach the TAP Return File into Taxpayer Access Point (TAP) website portal			
PART 11 – OTHER REQUIREMENTS (*ADVANCE MODULE) (Have you setup the GST related functions in the software for ADVANCE Module?)		Yes	No	Not Sure
(65)	Partial Exemption & Input Recovery Rate (IRR)			
(66)	Residual Input Tax (TX-RE)			
(67)	Annual adjustment -Transaction and report			
(68)	Capital Goods Adjustment (CGA)			
(69)	Input Recovery Rate (IRR) formula			
(70)	Residual Input Tax (TX-RE) by period of time -Daily, monthly or yearly			
(71)	De Minimis Rule (TX-N43)			
(72)	Report by type of capital goods			
(73)	Report by interval -Daily, monthly or yearly			
(74)	Other important matter(s). If yes, please state;			

Section E – Declaration Of Applicant

I hereby declare that all information(s) given in this form is reliable and valid.

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(Signature)

Officer Name:

ID No. :

Position :

Date :

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(Business/Company/Individual Official Stamp)