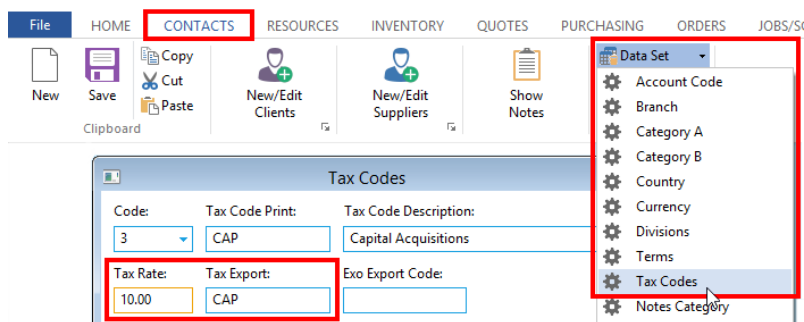


2002-114 - Set-up MYOB Tax Codes in Opto

From the **Contacts** tab in the Opto ribbon, select **Tax Codes** from the **Data Set** drop-down menu, as shown below.

Next, open MYOB, create a code and copy the information into the Opto fields as it is in MYOB - the most important fields are the "Tax Export" and "Tax Rate" circled below. These fields MUST match MYOB to export correctly.



Press <F9> to save, continue to create tax codes as necessary.

	Code	Description	Print Desc	Rate	Tax Export
1	0	NO GOODS & SERVICES	0	.00	NO GST
2	1	GOODS & SERVICES TAX	GST	10.00	GST
3	2	No ABN Withholding	ABN	46.50	ABN
4	3	Capital Acquisitions	CAP	10.00	CAP
5	4	GST FREE	FRE	.00	FRE
6	5	GST (Non-Registered)	GNR	.00	GNR
7	6	GST	GST	10.00	GST